



ADMINISTRATIVE COMMITTEE MEETING NOTICE/AGENDA

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DATE: November 20, 2013
TIME: 2:00-4:00 p.m.
LOCATION: State Council on Developmental Disabilities
1507 21st Street, Suite 210
Sacramento, CA 95811
(916) 322-8481

TELECONFERENCE SITE:

Area Board 7
2580 North First Street, Suite 240
San Jose, CA 95131

Area Board 11
2000 E. Fourth Street, Ste. 115
Santa Ana, CA 92705

Pursuant to Government code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in this meeting should contact Robin Maitino at (916) 322-8481 or email robin.maitino@scdd.ca.gov. Requests must be received by 5:00 pm November 15, 2013.

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|----|--|--------------|
| 1. | CALL TO ORDER | M. KENNEDY |
| 2. | ESTABLISHMENT OF QUORUM | M. KENNEDY |
| 3. | WELCOME/INTRODUCTIONS | M. KENNEDY |
| 4. | APPROVAL OF OCTOBER 2, 2013 MINUTES | M. KENNEDY 3 |

5. PUBLIC COMMENTS

This item is for members of the public only to provide an opportunity to comments and/or present Information to the Committee on matters **not** on the agenda. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first. The Committee will provide a public comment period, not to exceed a total of seven minutes, for public comment prior to action on each agenda item.

6.	UPDATE WORK PLAN	ALL	6
7.	DSS ADMINISTRATIVE SUPPORT SERVICES UPDATE	R. NEWTON/ K. KENT	
8.	SPONSORSHIP, COI, BRANDING POLICIES	M. CORRAL/ R. NEWTON	11
9.	FISMA REPORT	R. NEWTON	37
10.	SCHEDULE NEXT MEETING & FUTURE AGENDA ITEMS	ALL	
11.	ADJOURNMENT	M. KENNEDY	

For additional information regarding this agenda, please contact Robin Maitino,
1507 21st Street, Suite 210, Sacramento, CA 95811, (916) 322-8481