



# COUNCIL MEETING NOTICE/AGENDA

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**DATE:** Wednesday, November 19, 2014

**TIME:** 10:00 a.m. – 5:00 p.m.

**LOCATION:** DoubleTree  
2001 Point West Way  
Sacramento, CA 95815  
Phone: (916) 929-8855

<b>THE PUBLIC MAY LISTEN IN BY CALLING:</b>	<b>1-800-839-9416</b>
<b>PARTICIPANT CODE:</b>	<b>2982825</b>

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| 1. | <b>CALL TO ORDER</b>   | M. Kennedy |    |
| 2. | <b>ESTABLISHMENT OF QUORUM</b>   | M. Kennedy |    |
| 3. | <b>WELCOME/INTRODUCTIONS</b>   | M. Kennedy |    |
| 4. | <b>PUBLIC COMMENTS</b><br><i>This item is for members of the public only to provide comments and/or present information to the Council on matters <b>not</b> on the agenda. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first. The Council will provide a public comment period, not to exceed a total of three minutes, for public comment prior to action on each agenda item.</i> |            |    |
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| 6. | <b>CHAIR REPORT</b>  | M. Kennedy | 10 |

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

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# **APPROVAL OF COUNCIL MINUTES**



**DRAFT**

**Council Meeting Minutes  
September 16, 2014**

**Members Present**

Bill Moore  
Carmela Garnica  
Catherine Blakemore  
Chisorom Okwuosa  
Dan Boomer  
David Forderer  
Eric Gelber  
Janelle Lewis  
Jonathan Clarkson  
Kecia Weller  
Kerstin Williams  
Kris Kent  
Max Duley  
Molly Kennedy  
Nancy Clyde  
Ning Yang  
Olivia Raynor  
Rebecca Donabed  
Robert Jacobs  
Robert Taylor  
Robin Hansen  
Sandra Smith  
Steven Kapp

**Members Absent**

April Lopez  
Feda Almaliti

**Others Attending**

Aaron Carruthers  
Anastasia Bacigalupo  
Angela Lewis  
Bob Phillips  
Christine Lannon  
David Grady  
Dawn Morley  
Dena Hernandez  
Gabriel Rogin  
Holly Bins  
Janet Fernandez  
Mareva Brown  
Mary Ellen Stives  
Mike Clark  
Myesha Jackson  
Natalie Bocanegra  
Robert Phillips  
Robin Maitino  
Sarah Greensied  
Sarah May  
Sonya Bingaman  
Susan Eastman  
Vicki Smith

**1. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

Molly Kennedy, Chairperson called the meeting to order at 10:05 a.m. and a quorum was established.

**2. WELCOME AND INTRODUCTIONS**

Members and others attending both in person and on the phone introduced themselves.

3. **PUBLIC COMMENT**

Steven Kapp shared a draft letter with Council members addressed to the California Department of Health Care Services. The letter, which was from the Autistic Self Advocacy Network and the ARC of California, provided input on the State of California's upcoming Medicaid State Plan Amendment (SPA) to provide coverage for autism services for individuals under age 21 and focused on Applied Behavioral Analysis.

4. **APPROVAL OF JULY 2014 MEETING MINUTES**

It was moved/seconded (Smith/Donabed) and carried to approve the July 16, 2014 Council meeting minutes as presented. (3 abstentions)

5. **CHAIR REPORT**

Molly Kennedy reported on her recent activities, the progress that Council staff is making in implementing the MTARS corrective action plan, and acknowledged the new management team for all the great work that is being done. She also announced that the Executive Committee would need to meet to recommend members who will serve on the Nominating Committee. The Council will then meet briefly to vote on the recommendation. Once seated, the Nominating Committee will develop the slate of chair/vice- chair candidates from which the Council will vote on at the November Council meeting.

6. **INTERIM EXECUTIVE DIRECTOR REPORT**

Michal Clark updated the Council on SCDD activities that have taken place since the July Council meeting and announced a staffing change relating to the Deputy Director of Policy and Planning position.

7. **MTARS/AIDD UPDATE**

Molly Kennedy and Michal Clark provided members with a progress update on implementing the corrective action plan (CAP). Michal also went over the highlights provided in the MTARS CAP progress notes and the newly developed Council Activity chart that Janet Fernandez, Planning Analyst, developed to capture State Plan work being

conducted throughout California. This chart format will replace the 13 separate area board reports.

## 8. SPONSORSHIP REQUESTS

*Request to sponsor the Respecting Choice, Creating Innovation, and Fulfilling Dreams: A Statewide Informational and Networking Conference on California's New Self-Determination Program.*

It was moved/seconded (Kapp/Taylor) and carried to approve this sponsorship in the amount of \$4,000 and recommend that the funds provided by SCDD would primarily assist with providing scholarships to self-advocates, both within and outside the Northern CA area, and, if funds are available, to further assist self-advocates who demonstrate need for items such as travel costs for facilitators/assistants or family members. The Council requests that self-advocates have significant involvement in planning and playing leadership roles in the conference.  
(1 abstention)

*Request to sponsor the Annual Supported Life Conference*

It was moved/seconded (Weller/Clyde) and carried to approve this sponsorship in the amount of \$999. (1 abstention)

## 9. COMMITTEE REPORTS

- a. Executive Committee – In April Lopez's absence, Molly Kennedy provided a summary of the August 12, 2014 meeting, including information regarding the action taken by the Committee to extend the CAPC contract until December 2014.
- b. Administrative Committee – Molly Kennedy provided a summary of the July 23, 2014 meeting.
- c. Legislative and Public Policy Committee (LPPC) – Janelle Lewis provided a summary of the September 4, 2014 meeting and distributed a handout updating the Council on all current legislation. Janelle also presented a detail sheet on S. 2333-113<sup>th</sup> Congress (2013-2014), the Caring for Military Children with Developmental Disabilities Act of 2014. The following action was taken:

It was moved/seconded (Forderer/Clyde) and carried to adopt LPPC's recommendation to support S. 2333, the Caring for Military Children with Developmental Disabilities Act of 2014. (7 abstentions, 1 oppose)

- d. Membership Committee – In April Lopez's absence, Sandra Smith provided a summary of the July 31, 2014 meeting.
- e. Self-Advocates Advisory Committee (SAAC) – Ning Yang provided a brief summary of the September 15, 2014 meeting.
- f. State Plan Committee – Nancy Clyde provided a summary of the August 25, 2014 meeting, reported the Committee's action to approve Area Board 11's Get Safe proposal for the full amount requested, and provided a summary on the Cycle 37 Mini-Grant Recommendation for Area Board 9. The following action was taken to fund the Area Board 9's mini-grant:

#### **Area Board 9**

***The Early Start Transition Project*** - Amount Requested: \$20,000

***Project Summary*** – The Early Start Transition Project will provide education and support opportunities to parents of children graduating from California's Early Start Program into special education services, Regional Center children's services and health and other community providers serving children with special needs within Ventura, Santa Barbara, and San Luis Obispo Counties. In partnership with the Early Start funded Family Resource Centers (FRC) serving the tri-counties, Area Board funding will support the following:

- Two Early Start Transition Workshops (one in Santa Barbara County, one in San Luis Obispo County)
- Two Early Start Transition Training of Trainers Workshops for FRC Staff (one in Santa Barbara County, one in San Luis Obispo County)
- An Early Start Transition Coordinator staff time in Ventura County

It was moved/seconded (Forderer/Weller) and carried to adopt the State Plan Committee's recommendation to fund the Early Start Transition Project at the amount requested.

- g. Employment First Committee (EFC) – Kecia Weller provided a summary of the September 3<sup>rd</sup> meeting. Kecia also provided a handout and briefed the Council on the Sheltered Work and Subminimum Wage Policy presentation given by Molly Kennedy.

10. **STATEWIDE SELF-ADVOCACY NETWORK (SSAN)**

David Forderer provided a written summary to Council members which outlined the September 9-10, 2014 SSAN meeting.

11. **STAFF REPORTS**

The Chief Deputy Director, Aaron Carruthers provided a handout on his activities since the July Council meeting. Area Board Executive Directors provided written reports that were included in the packet.

12. **NEXT MEETING AND ADJOURNMENT**

The next meeting is scheduled for November 19<sup>th</sup>. Meeting was adjourned at 1:30 p.m.



**DRAFT**

**Council Committee Meeting Minutes  
September 29, 2014**

**Members Present**

April Lopez  
Bill Moore  
Chisorom Okwuosa  
Eric Gelber  
Janelle Lewis  
Kerstin Williams  
Kris Kent  
Molly Kennedy  
Nancy Clyde  
Ning Yang  
Rebecca Donabed  
Robert Jacobs  
Robert Taylor  
Robin Hansen  
Sandra Smith  
Steven Kapp

**Members Absent**

Carmela Garnica  
Catherine Blakemore  
Dan Boomer  
David Forderer  
Feda Almaliti  
Jonathan Clarkson  
Kecia Weller  
Max Duley  
Olivia Raynor

**Others Attending**

Aaron Carruthers  
Angela Lewis  
Catherine Seames-Miller  
Joe Tichenor  
Mike Clark  
Robin Maitino

1. **CALL TO ORDER**

Molly Kennedy called the meeting to order at 3:05 p.m. and established a quorum present.

2. **WELCOME AND INTRODUCTIONS**

Members and others introduced themselves.

3. **PUBLIC COMMENTS**

Catherine Seames-Miller from the Lake County Regional Center Board of Director's introduced herself to the Council and provided a brief description of her advocacy work. She also informed the Council that she would be happy to share any input the Council may have with her board.

4. **SELECTION OF NOMINATING COMMITTEE**

It was moved/seconded (Clyde/Kennedy) and carried to adopt the recommendation of the Executive Committee to appoint the following individuals to serve on the Nominating Committee: David Forderer, Committee Chair; Janelle Lewis; Robin Hansen; Max Duley; and Eric Gelber. (1 abstention)

5. **ADJOURNMENT**

Molly Kennedy adjourned the meeting at 3:15 p.m.

# **CHAIR AND STAFF REPORTS**

## Chair Report to SCDD

**A Year in Review:** First of all I would like to recognize the very hard work that the Council and its staff has done over the past year. A year ago the Council received the Notice of Grant award stating that it was on High Risk Status and needed to develop Corrective Action Plan to meet the deficiencies identified in the MTARS report.. Since this past January, members and staff have put great efforts and countless hours of work to bring the Council into compliance with requirements of the federal Developmental Disabilities Act. The Administration on Intellectual & Developmental Disabilities has recently acknowledged that our Council has made strides over the past months to meet these requirements including the revising of the Council Section of Lanterman Act to be aligned with the DD Act (carried out with the passage of AB 1595 into law). We still have a lot of work ahead of us, but we should be very proud of what has been accomplished in a very short amount of time.

### **Provider Rates and Sustainability of the Developmental Disabilities**

**Services (DDS):** Mike Clark and I met with Steve Miller, Jeff Strully and Rebecca Lienhard to discuss the significant issues around lack of increases in provider rates over the past two decades. They want to work closely with the SCDD over the next year to get the provider rates increased. Beyond the issues of provider rates that we discussed, there was an agreement that there are concerns around the current developmental disabilities service system and its ability to sustain itself into the future. They recommended that it would be greatly beneficial if in the Council could take the lead on convening a statewide conversation with a wide array of stakeholders to determine what needs to be done to assure that the DD service systems can continue to be innovative and cost effective in achieving its main goal of providing high quality services to people with developmental disabilities and their families. Mike and I told them would be pleased to take their requests to the Council for consideration.

**Strategic Plan Development:** With the support of the executive leadership team I have started a process for developing a five year strategic plan for the Council. Area Board Directors Anastasia Bacigalupo and Gabriel Rogin are working with me to create a planning process for how the strategic plan will be developed. We will be bringing this draft plan to the Council in January 2015 for review and approval. Over the past month I have worked with the executive leadership team to develop a process to gather input on the vision for the Council moving forward. Each of the standing committees, four area board directors and Area Board 13 members, staff, and community members all did mini focus groups to answer five questions on their vision of and for the council. The information gathered through

this process will be very beneficial in assisting with the developmental of the next five-year state plan.

**On-Going Activities:** In the past two months I have worked with the Council executive leadership team to prepare for implementation of AB 1595 starting in January 2015. I provided input to the Chief Deputy Director and Legal Counsel to revise the bylaws to have them reflect the changes that are necessary for us to comply with the requirements of AB 1595. I have on-going communication with the Interim Executive Director and his management team on areas that need input or assistance from the Chair of the Counsel.

## **Executive Director's Report November 19, 2014**

The following are major activities I have been involved in, typically with other staff members, since the September State Council Meeting:

- We have interviewed candidates for the Deputy Director of Policy and Planning;
- We have participated in the scheduled calls with AIDD. It is worth noting that these regularly scheduled calls had been occurring every two weeks and are now being moved to quarterly;
- We have responded to the new documentation and tracking system that AIDD wants us to use in completing our corrective action plan. They drafted their expectations, sent them to us and asked us to complete many of the details so we could comply with the timelines and the expectations. They have approved the document as completed so that we now have a set of specific expectations for us to meet. FYI, we should have completed about 55% of the CAP deliverables by April 1, 2015.
- I participated in a teleconference meeting with our federal DD Act partner in California. We are setting up a regular schedule of face-to-face and teleconference meetings for the future.
- We have completed the proposed revision of the SCDD's Bylaws to bring us into compliance with AB 1595 requirements. These were presented to the Executive Committee and will be considered by the Council at this November meeting.
- We have been working on a concept paper on initial implementation procedures and protocols for the SCDD Regional Offices and Regional Advisory Committees consistent with the requirements of AB 1595 and the Council's Bylaw revisions. Since the Bylaw revisions will not be approved until the November meeting, the procedure and protocol document

will be worked through committees in December and brought to the Council in January.

- The Council Chair and I met with Steve Miller, Rebecca Lienhardt and Jeff Strully in response to correspondence received from them regarding sustainability of California's DD service delivery system. We shared their ideas out of that meeting with the Executive Committee and they will be making a presentation to the Council at our November meeting.

In addition, we have tended to the routine tasks of running the office, participating with Council Committees, looking after business aspects of our operation and the myriad of other tasks that come up on a daily basis. While I am certainly kept busy, I would not be able to function in my role without the ongoing strong support that we receive from our headquarters and regional office staff.



## CHIEF DEPUTY DIRECTOR'S REPORT November 6, 2014

The State Council on Developmental Disabilities (SCDD) has committed staff who are passionate about advocacy, capacity building, and systems change for individuals with intellectual and developmental disabilities and their families. This commitment can be found at every level of the organization. With continuous, focused, on-going attention, I report positive outcomes in the following areas:

### Budget

- SCDD continues to maintain a positive cash balance though monthly cash flow remains a challenge as the federal grant remains in reimbursement status.
- SCDD staff and leadership from the California Health and Human Services Agency, California Department of Social Services, and Department of Finance continue a strong coordinated effort and good working relationship that ensured sufficient cash to cover September and October personnel payments and expected expenditures.
- The Administration on Intellectual and Developmental Disabilities (AIDD) received the July 2014 expenditures and approved the reimbursement.
- AIDD received and is reviewing SCDD expenses for August 2014 and September 2014.
- SCDD and DSS are preparing October 2014 expenditures.
- We project a positive cash balance for the foreseeable future.

### Administration on Intellectual and Developmental Disabilities (AIDD)

- Converted from a Corrective Action Plan (CAP) report to the AIDD Compliance Task Chart and Timeline, which required approximately 100 staff hours.
- On track to have 55% of remaining CAP items completed by April 2014.
- Improved on the quality and amount of State Plan activities SCDD reports monthly to AIDD.
- Continued linking SCDD activities to State Plan goals and monthly expenditures.

### Program Performance Report (PPR) and State Plan Amendment-Update

- We continue to make progress on the PPR and State Plan Amendment-Update, which are both due by December 31, 2014. The PPR is the report on State Plan activity for the prior year (federal fiscal year 2014). The State Plan Amendment-Update is our annual contract with AIDD.
- We are improving the quantity and quality of information included in the PPR. In short, we will do a better job of reporting to AIDD the great work done in the regions.

## Legal

- Successfully defended SCDD in the case of Sacramento Autistic Spectrum and Special Needs Alliance, Inc vs. State Council on Developmental Disabilities. This case comes from a claim that the plaintiff should have been awarded a grant from AB 3 during the Cycle 36 grant cycle. The court ruled, "Plaintiff has not established that defendant illegally and intentionally refused to award the grant funding at issue here," and "The Defendant SCDD does not owe the Plaintiff SASSNA any money/property on Plaintiff's claim."

## Personnel

- Continue to provide opportunities for growth to employees in ways that build their skill sets and promote their professional development while addressing cases of poor performance and misconduct.
- Continue to proactively engage Area Board Executive Directors in the conversation about the future of SCDD, Regional Offices, Regional Advisory Committees, and the civil service classifications.
- Restructured committee staff assignments to integrate Area Board Executive Directors into HQ activities, bringing together the knowledge in the regions with the activities in Sacramento.

I continue to serve in the capacity of Chief Deputy Director, Deputy Director of Policy and Planning, and Deputy Director of Area Board Operations and am optimistic about future hires.

# Report to AIDD: California State Council Activities

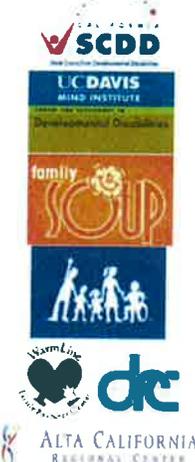
September 2014

<p><b>Goal 1</b></p>	<p>Individuals with developmental disabilities have the information, skills, opportunities and support to advocate for their rights and services and to achieve self-determination, independence, productivity, integration and inclusion in all facets of community life.</p>
	<p><b>SSAN Surveys:</b> Survey results were reviewed and show that most people wanted information on health care, work, and self-determination. SSAN will be developing training modules around these important issues.</p> <p><b>SSAN Support:</b> Staff provided support/facilitation to the Statewide Self-Advocacy Network (SSAN) Representative for Region 2.</p> <p><b>SSAN Support:</b> Staff supported its SSAN member to prepare for the September SSAN meeting by reviewing the meeting packet and completing the Member Action Report. Staff met with SSAN member after the meeting to debrief and review assignments to be completed prior to the next SSAN meeting.</p> <p><b>Supporting Self-Advocates:</b> Met with SSAN Leadership - Chair, Vice-Chair and Secretary to assist them in developing an agenda for the next meeting and review minutes and subcommittee meeting dates. Staff was also present to provide technical assistance.</p> <p><b>Council Appointment:</b> Staff provided support to a self-advocate in seeking an appointment to the State Council on Developmental Disabilities (SCDD). He stated, <i>"I have made a lot of accomplishments being part of the State Council on Developmental Disabilities as the State-Wide Self Advocacy Rep. I gave surveys, I have heard about public policy and system changes. I have joined Area board 3 with the NCI project. I was appointed by the Governor of California. My next goal in November is to run for the position in November to become the Rep for the SSCD of Region 2. I feel strongly about this because I feel like I can become a strong Advocate on this because I want to make a difference. I know that I am already a big part of this already but I want to do more to help change California so that everyone is treated with the same respect."</i></p> <p><b>SSAN Self-Advocates:</b> SCDD has opened its offices for local SSAN advocates to meet. Leadership training has been offered to 5 individuals and includes skill-building in the area of public presentations, knowledge about the topic, scheduling meetings, marketing meetings, and utilizing adult education techniques to promote learning. Out of this group, one advocate has run for and was elected as the Chair of the SSAN. At the local level, she has been offered office hours and assistance in building the self-advocacy network, with a focus to promote self-determination, mentoring, and strengthening the organizational structure of SSAN.</p>
	<p><b>Self-Advocacy:</b> SSAN members reviewed the results of the surveys conducted earlier in the year to topics that self-advocates would like to have trainings on. SSAN created two committees: an employment committee and a self-determination committee.</p> <p><b>Self-Advocacy:</b> Staff provided technical support to the membership of SSAN before, during and after the September meeting in Sacramento. Staff assisted our Rep in preparing his presentation on the SSAN Survey Results to present at the meeting (with PowerPoint and a prepared script).</p>

<b>Goal 1 (Cont.)</b>	<p>Individuals with developmental disabilities have the information, skills, opportunities and support to advocate for their rights and services and to achieve self-determination, independence, productivity, integration and inclusion in all facets of community life.</p>
	<p><b>Newsletter:</b> Staff created and distributed a self-advocacy newsletter. The newsletter had articles about services and resources for self-advocates and is distributed to self-advocates (200), families (80), service providers, service coordinators, educators and other community members (150).</p>
	<p><b>Training:</b> Staff presented a training to 12 self-advocates and 2 staff on self-determination.</p> <p><b>Conference:</b> In coordination with local partners, staff planned and implemented a local self-advocacy conference. Approximately 100 self-advocates attended and took a lead role in the planning and implementation of the conference itself, which included sessions on independent living, advocacy, and the history of self-advocacy.</p>
	<p><b>Self-Advocacy Council:</b> Staff provided technical support at the monthly meeting and assisted the membership in completing the review of their contracted coordinator and updated the group on Employment First, Self Determination and AB 1595. This regional office is a regular part of the monthly agenda.</p>
	<p><b>Self-Advocacy:</b> SCDD assisted the SSAN in two ways: Interviewing potential SSAN representatives and supporting SSAN members at the September meeting in Sacramento. The interviews resulted in the designation of the assigned self-advocate from Ventura County, who also attended a People First meeting.</p> <p><b>People First Support:</b> Staff provided technical assistance to the following People First meetings, during this review period:</p> <ul style="list-style-type: none"> <li>• PF Santa Barbara: 09/19- Legislative Update</li> <li>• PFSLO: 09/23- Legislative Update</li> <li>• PF Santa Maria: 09/23- Legislative Update</li> </ul>
	<p><b>Collaborative Self-Advocacy:</b> Staff contacted the local college self-advocacy youth group (with 25 students and 8 faculty support staff) to set up a meeting to explore a collaboration between students and youth involved with the college.</p>
	<p><b>Suspected Abuse Case:</b> A local SCDD office received a detailed, anonymous letter alleging financial and emotional abuse of an individual with a developmental disability. The victim and alleged perpetrators were identified and staff contacted Adult Protective Services, the Ombudsman and the Clients' Rights Advocate.</p>
	<p><b>Self-Advocacy Conference:</b> Staff served approximately 65 people on the following topics related to self-advocacy:</p> <ul style="list-style-type: none"> <li>• Support, Love, Let Go (10)</li> <li>• Stigma, Discrimination and Communication (7)</li> <li>• Using Stories for Self-Advocacy (16)</li> <li>• Reducing Risk of Sexual Abuse (5)</li> <li>• Employment and Benefits (7)</li> <li>• IPPs (6)</li> <li>• Self-determination (22)</li> </ul>
	<p><b>CAC:</b> Provided facilitation and technical support to the San Diego Regional Center Client Advisory Committee as they developed and provided input to the Regional Center's Performance Contract.</p>

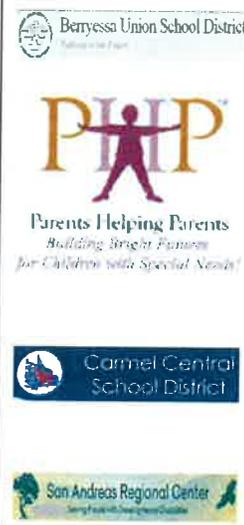
<p><b>Goal 1 (Cont.)</b></p>	<p>Individuals with developmental disabilities have the information, skills, opportunities and support to advocate for their rights and services and to achieve self-determination, independence, productivity, integration and inclusion in all facets of community life.</p>
	<p><b>Facilitation:</b> Staff provided support to two self-advocates, so that they could develop their leadership skills and fulfill roles as Board members. Board materials are reviewed on an as-needed basis and assistance is provided as they prepare reports to be given at bi-monthly board meetings.</p>
	<p>Staff continues to work with the TRACE program to strengthen its Self-Advocacy/Governance group. Staff provided facilitation to the officers as they prepared the agenda for the final meeting of the year. 15 students were in attendance at the year's final governance meeting.</p>

<p><b>Goal 2</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
	<p><b>Conference:</b> Staff, along with community partners, planned and participated in a 1-day workshop:</p> <ul style="list-style-type: none"> <li>• How to Work Effectively with Schools &amp; Systems</li> <li>• The IEP process and Parent Rights &amp; Responsibilities</li> <li>• Parent Networking/World Model Café</li> <li>• Panel: Accessing Mental Health Services</li> </ul> <p>Staff facilitated child care (11 children from 9 month to 16 years – all with disabilities) and scheduled panel participants for the Mental Health workshop. Staff provided individualized, person-centered information sheets. Fliers were sent to Head Start and state preschools, parent support groups, the SELPA, Regional Center clients, schools, and at other workshops to increase attendance. Some workshops were in Spanish; flyers have been distributed in the Latino community. Materials were provided in both Spanish and English.</p>
	<p><b>Self-Advocacy Recognition:</b> Staff is actively planning the local County Coordinating Council's (BCCC) 19th Annual Recognition Celebration (October 16, 2014). Agencies and consumers work together to organize this event, which recognizes 20 community members who have made a difference in the lives of people with developmental disabilities. Every year, one person receives the Frank D. Lanterman Outstanding Service Award for demonstrating a life-long commitment to the field of developmental disabilities. The committee selected 20 recipients and the recipient for the Frank D. Lanterman Outstanding Service Award. Staff prepared/mailed congratulatory letters to the recipients and to the people who nominated each of them. Staff is preparing the event program, ordering awards, coordinating catering and Work Ability 1 students through the local County Office of Education to work. Committee members (8 people from the community) are assigned specific tasks for the October event, with 200 people expected to attend the event.</p>
	<p>Staff participated in planning and organizing the local County Coordinating Council's (TCCC) 10th Annual Circle of Champions Awards luncheon. Staff designed flyers, Save-the-Date notices, and Nomination and Registration forms. Staff provided copies to committee members of all marketing pieces for distribution through the community, electronically mailed event flyers through the community, and advocated that other agencies post the event on websites. Special Olympics provided the guest speakers and history and success of the organization and its athletes, with 80 people attending the luncheon.</p>

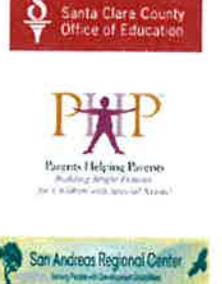
<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
	<p><b>Advocacy Requests:</b> Staff received 66 calls for assistance with special education issues. All inquiries were answered by phone, email, or referral to other community-based advocacy agencies. Families were offered a list of community resources and invited to attend upcoming Special Education and Due Process trainings to increase knowledge and ability to advocate for their own families. Some were provided/mailed additional printed materials and resources pertaining to a specific issue or need.</p>
	<p><b>Regional Center Fair Hearing Training:</b> Staff provided a parent and consumer training session on Regional Center Fair Hearings: Improving Your Chance of Successful Outcomes, by Katie Hornberger, Director, OCRA/DRC, with 20 people in attendance. Copies of the following handouts were distributed: <i>“Consumers Guide to the Lanterman Act,”</i> a 45-pg transition guide, Lanterman Act booklets, <i>“So You’re Turning 18”</i> pamphlets, SCDD information, the SCDD brochure, <i>“Your IPP, It’s Not Just a Piece of Paper,”</i> and <i>“From Conversation to Action.”</i></p> <p>Evaluation excerpts included: "Great job;" "Discovered other options besides Alta services;" "Liked the info that was NOT on the handouts, like where to have a hearing, the culture of the regional centers, etc.;" "Great information...I learned a lot. Thanks so much;" "Detailed responses to questions;" "Helpful tips about actual fair hearings;" "Legal point of view and tips on how to help with my issue;" and "Katie is very educated and passionate about the topic."</p> <p><b>Special Education Training:</b> Parent and professional training - <i>“Introduction to Special Education Rights and Responsibilities, the IEP Process,”</i> by Asa Standfeldt, OCRA/DRC Attorney. 13 people attended and copies of each of the following were distributed: <i>“Special Education, You Can Do It! IEPs,”</i> by DRC; <i>“Guide to IEPs, Parent Rights/IDEA,”</i> <i>“Transition to Adult Living - Turning 18,”</i> Wrights Law; and SCDD information about IEPs and related information.</p> <p>Evaluation excerpts included: "Liked effectiveness of presenters;" "It was nice to get together with others and hear what is out there for our children;" "The facilitators were very knowledgeable and provided great feedback;" and "Liked hearing from parents." DRC staff also followed up and came to the local office to provide an hour of individual consultation to families who attended the September training.</p>
	<p><b>Transition Training:</b> Staff attended <i>“Understanding Transition Assessment: From Mandates to Practices that Lead to Successful Outcomes,”</i> by Cathy Thoni. Staff sent the flyer for this training to a recipient list of 700. Staff also provided fliers for upcoming trainings on a table at the training and 50 copies of each flyer were taken.</p>
	<p><b>Voter Registration:</b> Staff attended the "Election Summit 2014: Using Technology to Increase the Rural Disability Vote." Staff was educated on adapted and accessible voting machines, the voter registration process and history, and resources to assist individuals with disabilities. Staff will be encouraging voter registration in our community by adults with disabilities over the next month.</p>

<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
 	<p><b>Parent/Professional Training:</b> Staff facilitated a parent and professional training – “Understanding Special Education Due Process,” by Bob Varma and Becky Freie, Administrative Law Judges, at the Yolo County Office of Education. 20 people attended (10 family members and 10 professionals). Copies of 5 different IEP/Due Process handouts were distributed to the 20 attendees.</p> <p>Evaluation excerpts included: "Judge Varma was very approachable and willing to take questions;" "I enjoyed the presenter. It was excellent information for parents;" "Would like to have a training aimed at educators;" "this is such a difficult subject to grasp, the more presentations the better. I think the outreach is great. Having all parties informed makes for a smoother process", "liked handouts", "informative and engaging", "I liked the Q and A at the end", "would like to do some practicing and have sample forms", "slow down a bit, provide presentation handout. Liked 'common mistakes made by parents'".</p>
    	<p><b>CMS HCBS Updates:</b> Staff attended the Regulation Overview webinar and learned about the new CMS regulations and related changes within the systems that are providing support and services to people with developmental disabilities.</p>
 	<p><b>Resource Fair:</b> Staff attended the 13th annual Tools for Living Resource Fair. Over 20 community agencies and businesses participated. Staff spoke with vendors, learned about services, and gathered brochures to share with our community.</p>
 	<p><b>Special Needs Training:</b> Staff coordinated training for 20 families in Placer County who have adopted children with special needs. Taymour Ravandi, DRC attorney, the training and gave a brief overview of Special Education rights, responsibilities and how families can access public funds for residential placement, private schools, and other services for unique children.</p>
	<p><b>Rights Training:</b> Staff assisted 8 families with concerns about their children's education. Staff reviewed IEPs, supported parents to identify and focus on concerns, worked with parents to identify strategies to address those concerns, and provided resources on rights. Issues involved: lack of progress towards goals (3 families), transportation, placement (3 families), and mental health support at school.</p>
	<p><b>Regional Center Training:</b> Staff coordinated/facilitated an information meeting for Spanish-speaking families to learn about Regional Center services (2 parents and 2 staff attended).</p>
 	<p><b>CAC:</b> As partner of the local Community Advisory Committee for Special Education (CAC), SCDD staff coordinated a meeting attended by 10 people (6 parents and 4 staff). The meeting featured a presentation on the District's Local Control and Accountability Plan (LCAP), and identified ways for parents to provide input to the district's spending plan. AB4 staff wrote and distributed meeting minutes and information on parent participation in LCAP to the 114 individuals on the CAC mailing list (92 parents and 22 staff).</p>

<b>Goal 2 (Cont.)</b>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
	<p><b>Due Process Training:</b> Staff organized/hosted two presentations from the Office of Administrative Hearings on Special Education Due Process. The first presentation occurred in a local county, with 30 people participating. The second presentation occurred in a neighboring county, with 60 people participating.</p>
 	<p><b>Strategic Planning:</b> Staff led a planning session for the local county DD Council. The session resulted in the identification of action steps in key focus areas (housing, employment, self-advocacy, etc.) and increased opportunities for meaningful collaboration between staff and local community partners.</p>
	<p><b>Transportation:</b> Staff facilitated discussion regarding unmet transportation needs and presented new ideas for Dial-a-Ride applications to be in a plain language/user-friendly format.</p>
 	<p><b>Focus Group:</b> Staff facilitated a family focus group for those with young children with Autism Spectrum Disorders. This group is designed to get feedback from families on needed services and supports for children with autism. Families confirmed the need for day activities for children who have graduated from school and emphasized the need for structured recreational activities (swimming, trips to the gym, etc.), and employment and social skills training. Staff will collaborate with the other local partners to address these needs.</p>
 	<p><b>Community Outreach:</b> Staff gave a presentation about the role of SCDD and facilitated a discussion on collaborative opportunities. The group agreed to move forward with implementing an IPP training for families of young children.</p>
  	<p><b>Supported Living:</b> Coordination and facilitation of Supported Living Network. Staff arranged location, set-up, and agenda and facilitated discussion between vendors and Regional Center. The focus of this meeting was to discuss the ongoing, high volume of consumers with bedbug issues and how to get the word out. Vendors have requested a health and safety awareness training that would be geared toward consumers and providers. The training will be a collaborative effort between the Regional Center, vendors and SCDD and will provide resources for getting rid of bedbugs and ways to be proactive and avoid infestation.</p>
	<p><b>RC Advocacy:</b> Responded to 2 phone calls from individuals seeking information about Regional Center supports and how to appeal decisions. Provided guidance on the IPP process, including establishing the need for services and supports and documenting this on the IPP.</p> <p><b>Special Education Advocacy:</b> Responded to 3 phone calls from individuals seeking information about special education policies, laws and practices. Provided guidance on the IEP process and the method of appeal for educational decisions.</p>

<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
	<p><b>Advocacy:</b></p> <ul style="list-style-type: none"> <li>• Staff met with family to address IEP and quality of education concerns.</li> <li>• Staff provided technical assistance regarding kindergarten placement, which has required working closely with district staff (and special education director) and has enabled staff to inform the district of services available through SCDD.</li> <li>• Staff helped a parent regarding the violation of her adult child's rights at day program, including an investigation of the service coordinator's and day program records, which has led to day program reviewing/revising policies/procedures involving special incident reporting and training of responsible staff.</li> <li>• Staff attended a meeting with a group parent of adults with developmental disabilities, who were meeting at the local family resource center to discuss concerns about services and give advice and recommendations, based on personal experience. Staff gave parents pragmatic information about services and supports within the community, as well as best practices to request and follow up with Regional Center service coordinators and program staff. From these groups, 3 parents have contacted staff for further advocacy support; 1 parent requested assistance regarding residential placement; 1 parent has asked about behavioral planning; and 1 has asked about grassroots organization of families to promote systems change.</li> <li>• Based on complaints from three families to staff about the tone of IEP meetings in 1 school district, the local Board has written a letter of concern to the Berryessa School District, detailing events and requesting the district review and retrain staff on the non-harassment policy surrounding IEPs.</li> </ul>
	<p><b>Health Fair:</b> Facilitated planning meeting for annual Multicultural Health and Community Fair. Provided resources for vendor participation, such as health care screening for diabetes and blood pressure and eye exams. Collaborated with Dept. of Social Services Transportation committee to conduct surveys for unmet transit needs.</p>
	<p><b>Employment:</b> Staff coordinated and facilitated a meeting of employment specialists to discuss employment practices and opportunities within the local catchment area and shared information and techniques to assist in providing employment opportunities for individuals.</p>
	<p><b>Training:</b> Facilitated training to 4 individuals in Stockton regarding educational rights and the IEP process.</p>
	<p><b>Advocacy:</b></p> <ul style="list-style-type: none"> <li>• Met with 9 families/individuals to discuss needs and educate on rights</li> <li>• Ongoing technical assistance (email and phone) provided to the 6 families served during this reporting period. Technical assistance focused on RC eligibility and RC services/IPP. Successful advocacy included: Troubleshooting issues with supported living; educating families and individuals about SARC eligibility and assisting with that process; educating families about SSI and DOR; and educating families about due process and IPP rights.</li> </ul>

<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
	<p><b>Training:</b></p> <ul style="list-style-type: none"> <li>• With a self-advocate and/or board member, staff has given 9 trainings on self-determination.</li> <li>• In cooperation with the Office of Administrative Hearings, staff has arranged, marketed and hosted trainings on Special Education Due Process provided by the Office of Administrative Hearings.</li> </ul>
	<p><b>Self-Determination:</b> Staff assisted an individual with systemic (rather than programmatic) supported living needs. The individual and his family were then invited to self-determination training as an alternative to the current purchase-of-service arrangement. Staff was invited to provide training to his Self-Determination/Self-Advocacy group, benefitting 30 other individuals and families.</p>
	<p><b>Collaboration:</b></p> <ul style="list-style-type: none"> <li>• Staff collaborates regularly with families, individuals, providers and policy makers to promote systems change throughout the local catchment area.</li> <li>• Staff has met to discuss specific service needs of individuals as well as program and systems issues</li> <li>• With the prompting of SCDD staff, the local Regional Center has worked on development of a searchable service directory on a redesigned website in response to NCI data showing that families wish to be better informed of services</li> <li>• Staff is working with the local Regional Center to coordinate efforts in the areas of self-advocacy, housing, and employment</li> <li>• Staff attends meetings of the local Regional Center Board and Service Providers Advisory and Quality Assurance committees</li> <li>• Staff has attended four outreach vendor fairs (in 3 different counties) sponsored by the Service Providers Advisory Committee to the local Regional Center)</li> <li>• Staff hosted a table at the Fiesta Educative Resource Fair. At the venue, a Board member presented a workshop on the mental health needs of families with special needs children in Spanish.</li> <li>• Staff hosted a table at a resource fair, in collaboration with a bilingual parent group</li> <li>• Staff has met with several supported living agencies to create round-table discussions regarding self-determination infrastructure for potential facilitators and financial management entities and to plan a self-determination workshop at the day program site.</li> </ul>

<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
	<p><b>Collaborative Efforts:</b></p> <ul style="list-style-type: none"> <li>• Staff collaboration has led to a meeting with the SELPA advisory committee to address leadership development and systems change through the Disability Collaborative</li> <li>• Staff participates with the Supported Living Roundtable for local providers, where SLS viability is discussed, and is trying to find a way to bring the issue to the State Council's LPPC. Staff is scheduled to meet with the HHS Task Force to discuss SLS needs.</li> <li>• Staff collaborates with Abilities United on issues of leadership development and to provide a self-determination training</li> <li>• Staff has been interviewed by local cable television staff to discuss advocacy needs within the community</li> <li>• Staff meets with a local Family Resource Center and parent group to discuss advocacy and systems change.</li> <li>• Staff works with the Disability Collaborative to promote system change. Currently the group is working on a road map for residential services that will be accessible by web and literature to assist families in navigating the system.</li> <li>• With a Board member/SSAN representative, staff is working with the local Independent Living Center to schedule and host an open house for consumers of the local Regional Center to learn about available services</li> <li>• Staff collaborated to co-host the OAH training on Special Education Due Process</li> </ul>
	<p><b>Legislative Committee &amp; Supported Living:</b> Staff invited an individual with developmental disabilities to join the Council's Legislative Committee, who then prepared a statement detailing difficulties with supported living services and requested the Committee take action. This statement, along with other reports of problems about supported living, has prompted the local Legislative Committee to make supported living services a focus and direct staff to develop a strategy for informing policymakers. Staff has now arranged an appointment with two members of the Health and Human Services Task Force on Community Services to discuss the issues facing supported living.</p>
	<p><b>Advocacy:</b></p> <ul style="list-style-type: none"> <li>• Met with 17 families to discuss child's needs and prepare for IEP</li> <li>• Ongoing technical support (e-mail and phone conversations) for 8 families</li> <li>• Requested appropriate assessments to determine students' needs</li> <li>• Educated IEP teams about Regional Center supports</li> <li>• Educated parents about special education rights</li> </ul>
	<p><b>Due Process Training:</b> Staff coordinated 2 presentations - "<i>Understanding Special Education Due Process</i>," attended by 50 people. A Spanish interpreter provided translation for people in attendance who spoke only Spanish.</p>
	<p><b>Facilitation:</b> Staff facilitated for SCDD Chair in Administrative Committee and September Council meetings</p>

<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
  	<p><b>Educational advocacy:</b></p> <ul style="list-style-type: none"> <li>• Staff had phone calls (12) and meetings (14) with parents to mediate with schools/districts to implement IEPs/504s that meet the students' needs and circumstance, including topics such as LRE placements, behavioral supports, assistive technology, communication, IEP compliance, and transition concerns. Staff also helps parents request and understand the special education assessment process</li> <li>• Provided phone consultation to a family re: child's IEP and placement</li> </ul>
	<p><b>Special Education Rights:</b> Staff was invited by a Family Law Collaborative to speak about special educational rights. Many attendees were attorneys or physiologists who work directly with families who are in need of services but may not know their rights. Other topics included how to request assessments and services.</p>
	<p><b>IEP Clinics:</b> Staff held monthly IEP clinics for families. Staff reviews students' current situations/concerns/issues. Parents are trained on how to advocate for the child(ren).</p>
	<p><b>Seminar:</b> Staff presented Inclusion Institute seminar entitled "<i>Staying Safe - Strategies to Prevent Abuse</i>," which focused on abuse prevention skills, healthy relationships, and recognizing/reporting abuse (attended by 29). Simultaneous translation was provided in Spanish. Several types/titles of safety-related handouts were distributed.</p>
	<p><b>Technical Assistance given to:</b></p> <ul style="list-style-type: none"> <li>• 3 family members of adults who were having difficulty maintaining the services and supports that enabled them to live successfully within a community setting.</li> <li>• Parent at a meeting with San Diego Regional Center regarding funding the insurance deductible required for ABA Services.</li> <li>• 2 separate parents regarding San Diego Regional Center service issues and questions regarding the fair hearing process (phone &amp; email)</li> </ul>
	<p><b>Abuse Casework:</b> Staff met with DOJ BMFEA investigator leading the criminal investigation for an abuse case and was able to provide documents and notes (from care providers and give a case brief.</p>
	<p><b>Community Support – Advocacy:</b> Staff provided technical assistance to 25 individuals with community support advocacy cases. 16 of these people and/or families served were English-speaking and 9 were non- or limited English-speaking.</p>
	<p><b>Community Support - Training:</b> Staff trained staff of the local Regional Center on community supports and services, such as Medi-Cal, SSI, IHSS and other government benefits available to transition-aged youth with disabilities.</p>
	<p><b>Transition Rights:</b> Staff trained staff of the local Regional Center on special education services and supports available to transition-aged youth.</p>
	<p><b>Early Start Transition:</b> Staff collaborated with the Family Resource Centers regarding services for children exiting Early Start programs.</p>
<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and</p>

supports, and senior services and supports.

**Consultation on Rights:**

- 3 consultations re: Regional Center services
- 3 link to Rights Under the Lanterman Act mailed
- 3 copies of IPP Strategy Guide mailed

**Technical Assistance:** Assisted 6 families with special education issues, including assessments, IEP strategies, out-of-home placement and due process rights. Sent out 5 copies of 'Special Education Rights and Responsibilities' & the 'IEP Strategy Guide'

**Consultation:** Staff provided advocacy assistance by phone, email and face-to-face interviews to 17 family members and 5 individuals with developmental disabilities.



**Survey:** Staff conducted follow-up survey from prior IEP presentation to PUSD CAC, with 10 responses -9 of whom indicated that they *had* used or *will* use the information to help develop their child's IEP goals and accommodations. Comments included the following:

- *The information at this presentation was invaluable to my family and all parents in the PUSD who have children with and perhaps will have in the future, IEPs*
- *I communicated the drafted minutes from this presentation to the co-Chairs of the PUSD CAC (I am the Board Secretary for the CAC) and they have posted them on the District's website on the CAC pages and emailed them to their distribution list and passed them out for review and approval (they had to be tabled) during the 9/2014 CAC meeting.*
- *The IEP training was excellent!*



**Self-Determination Training:** Staff conducted 5 presentations on self-determination, with a total of 107 participants attending



**Transportation:**

- Participated in monthly teleconference, with a focus on refining future goals, objectives and strategies for the group, all of which are aimed at improving local paratransit services.
- Attended quarterly Volunteer Driver Coalition meeting. A presentation was made to the group by Move LA, a coalition of transportation advocates supporting a2016 ballot measure that would extend the ½-cent sales tax for transportation.



**Community Supports Advocacy:** Staff assisted 17 callers. Of these, 12 were general service calls (technical assistance), 3 were regarding Regional Center eligibility, 1 was for Regional Center services/supports, and 1 caller needed to establish a comprehensive set of services from a number of different agencies. Based on the assistance of staff, 1 parent was able to get respite services for her son after one year of trying and 1 client was able to obtain personal assistance/TDS services to help him in a college-setting.



**Community Support:** Staff fielded 3 technical assistance calls regarding IHSS, the Regional Center, and general assistance, and 1 call for assistance regarding Regional Center eligibility

<p><b>Goal 2 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports, and senior services and supports.</p>
 <p>SCHOOL OF LAW UNIVERSITY OF CALIFORNIA - IRVINE</p>	<p><b>Employment Advocacy:</b> Staff assisted a consumer with a wrongful termination matter by connecting him with the CA Department of Fair Employment and Housing (DFEH) and the University of California at Irvine's School of Law. Staff assisted him with completing the DFEH on-line complaint, accessing counseling from the law school's intern, and obtaining a settlement from his former employer. The consumer is satisfied with the settlement and now actively seeking a new job.</p>
	<p><b>Services – Training:</b> Staff provided an IHSS Eligibility, Assessment, and Services Workshop for 30 attendees, with CDSS/IHSS/Disability Rights California handouts. Surveys were collected from 27 of 30 attendees, with feedback that included: "Thank you so much, it was very informative;" "I think it was perfect;" and "This was very helpful. Thank you very much for providing this seminar."</p>
	<p><b>Education advocacy:</b> Of 6 calls fielded by staff, 5 were service calls (technical assistance) and 1 was for initial special education eligibility/child find. Calls included questions about special education, transportation, truancy, placement, and related services.</p>
	<p><b>Support Group:</b> 12 monolingual, Spanish-speaking parents reviewed special education rights and responsibilities and attended a case-specific question-and-answer session.</p>
	<p><b>Assessments:</b> Staff assisted 2 unique callers during September 2014, one of those being an advocacy case involving special education services and assessments.</p>
	<p><b>Self-Determination:</b> Staff met with the local Regional Center (CAC) Consumer Advisory Committee to provide an introductory training on self-determination. The CAC has asked for more extensive training to be given at their next meeting. Present were 30 self-advocates, 2 parents, and 10 professionals.</p>
	<p><b>Referrals:</b></p> <ul style="list-style-type: none"> <li>• 13 callers were assisted regarding referrals to generic services within the community.</li> <li>• 5 callers with questions were assisted regarding community support services through the regional center system</li> <li>• Technical assistance was given to 2 sets of parents in preparation for IEP meetings, along with technical assistance and support at IEP meetings, both related to the quality of services being received.</li> <li>• 5 callers were provided information regarding the Regional Center eligibility process, appeal rights, and referrals to Disability Rights California/Office of Clients Rights Advocacy for direct assistance</li> <li>• Staff assisted 6 callers regarding educational issues or questions or emails and were all provided individual advocacy training on educational rights.</li> <li>• Callers wanting direct advocacy were referred to TASK/Team of Advocates for Special Kids and were forwarded resource materials via email or USPS. Materials distributed – “IEP Basics,” “IEP strategies,” and “18 Tips for a Quality Education.”</li> </ul>

<p><b>Goal</b> <b>3</b></p>	<p>Individuals with developmental disabilities and their families express the degree to which they are satisfied with their services and the extent to which they feel their needs are being met.</p>
	<p><b>Self-Advocacy:</b> Staff gave IPP training to a self-advocate who is learning to step forward and tell others what her needs and desires are. This benefitted the consumer in her desire to be more in control of her life and became important in Quality Assessment training. Staff was able to use this situation as an example on how services are provided by the Regional Center, what can be requested, and what is often overlooked.</p>
	<p><b>Person-Centered Services:</b> SCDD staff participated in a panel of multi-agency speakers regarding collaboration, skills for problem-solving, negotiation, and building partnerships, in addition to embedding person-centered thinking into teams and organizations. Other themes included presentations and discussion regarding Disability Pride and Person-Centered Thinking Training - the New Curriculum; Organizational Change; Person Centered thinking Skills, Tools, Planning and Practices; the concept of people having the lives they want; skills and tools supporting valued community roles and relationships; and the Learning Marketplace.</p>
	<p><b>Quality Assurance:</b> Staff met with clients to provide independent oversight regarding services provided by a vendor. Staff partnered with the local Regional Center to complete Quality Assurance interviews with 29 clients. These are people who have moved from Developmental Centers into the community. Some live in shared housing and others are living independently with 24/7 support. Staff met with agency personnel regarding people who receive ongoing support or ILS skills from the agency. A comprehensive report will be sent to the Director of Clinical and Community Services for program improvement.</p> <p>It was good to see a client who is living a successful life. He is living with two roommates, eating healthy, exercising, has lost 70 pounds, has been going to the dentist to get his last few teeth pulled, and will be fitted for a full set of dentures. This has increased confidence in his appearance and health. He has recently applied for and will be hired full-time at a local Ace Hardware, once his dental procedures are complete. He will have a consistent job coach set up so that he can be successful in that endeavor and is looking forward to a vacation to see family.</p>
	<p><b>Quality Assurance:</b> Staff selected interviewers and disseminated information regarding statewide training, using new NCI assessments and attended training provided by SCDD, DDS, and HSRI.</p>
	<p><b>Self-Advocacy:</b> 40 self-advocates attended a local Board meeting for information.</p>
	<p><b>Independent Living Support:</b> Staff provided technical assistance to 3 family members of adults who were having difficulty obtaining services and supports to enable them to live successfully in community settings.</p>

<p><b>Goal 4</b></p>	<p>Public safety agencies, other first responders and the justice system get information and assistance to be knowledgeable and aware of the needs of individuals with developmental disabilities so they can respond appropriately when individuals with developmental disabilities may have experienced abuse, neglect, sexual or financial exploitation or violation of legal or human rights.</p>
	<p><b>Emergency Identification:</b> Staff attends events and provides ID cards to people in case of emergency and met to request that the county fund a printer to produce emergency identification cards, due to heavy demand. The Sheriff agreed to our request and will also supply cardstock. This is in conjunction with our emergency and disaster preparedness workshops and, given recent fires and earthquakes throughout CA, it has become more pressing that clients are prepared to identify themselves to first responders. These cards provide vital contact information in order to efficiently and effectively assist clients and families in an emergency situation.</p>
	<p><b>Interagency Collaboration:</b> For several years, staff has been planning - and training area agencies – for disaster. Recent drought, fires and an earthquake near our service area have confirmed the need for OES to reach consumers in our service area and to help plan and prepare for emergencies. Staff met with the local OES staff to follow up on previous SCDD disaster preparedness training. The next phase will be to coordinate with OES to work in collaboration with agencies (through MOUs) and the citizens with developmental disabilities that they serve, in the event of a disaster or other emergency situation.</p>
	<p><b>Law Enforcement &amp; Autism:</b> Staff held a pre-planning meeting for an upcoming conference with local schools and law enforcement regarding elopement and other issues regarding people with autism.</p>

<p><b>Goal 5</b></p>	<p>Individuals with developmental disabilities and their families get the information to be prepared for emergencies.</p>
	<p>Staff participated in Peer Advocacy Connection meetings, made up of 10 leaders from each People's First chapter in the 10-county area. The PAC is planning a regional, semi-annual meeting of 150 self-advocates, with the topic being Emergency Preparedness for People with Developmental Disabilities. Staff is assisting to plan and locate speakers. PAC members (self-advocates) are developing questions they have for the training, reviewing training videos on emergency responders and situations with law enforcement, and are helping to structure the training.</p>
	<p>Hope has completed the 4th quarter of its Cycle 37 funding. Hope has provided emergency kits to day activity programs and the individuals being served by independent living programs.</p>

<b>Goal 5 (Cont.)</b>	Individuals with developmental disabilities and their families get the information to be prepared for emergencies.
	<p>Through a grant from SCDD, Enriching Lives has organized and provided 8 workshops, "Emergency Planning Supports." Major activities have included 2 all-day workshops held in each of 4 local counties, attended by Regional Center service coordinators, group home staff, families, clients, and other community providers. The project helps individuals (and their families) to gain increased independence and self-reliance in emergency preparedness, response and recovery stages in case of a major event and allows for inclusion in the overall planning process within each county. Staff wants to reach everyone served by the local Regional Center in the 4-county area, and include a basic Emergency Preparedness Plan for each client in every IPP by the end of 2014. The series of workshops trained 2,620 people.</p>
	<p><b>Community Inclusion:</b> Staff is co-Chair of the Disability Rights Workshop (DRW), a collaborative with many community partners. DRW held its annual all-day workshop, focused on inclusion, and drew speakers from throughout California. Funding was provided through grants and the venue is provided at no charge by the city. The 2015 Workshop will focus on emergency preparedness and safety for consumers and will feature local and regional experts in the area.</p>

<b>Goal 6</b>	Young adults with developmental disabilities and their families get the information and support to be prepared for and experience a successful transition to adult life.
	<p><b>Life Skills Classes:</b> Staff participated in a brainstorming session regarding Life Skills classes being offered at a college in a location downtown. It was determined that services to those people with Autism Spectrum Disorder who are 18-35 were being undeserved and had a need to be with peers to share learning about social and job skills. The college administration is considering this need and developing a curriculum.</p> <p>There are other programs within the state and replication should be discussed as staff gains credibility within the Collaborative. It is hoped that to the program curriculum improvements will lead to more student success in post-secondary education and employment outcomes, based on the skills developed through this program.</p>
	<p><b>Workshop:</b> Staff attended the "Think Transition" workshop on assessments. The information and resources obtained from this training will be shared with parents through the local Community Advisory Committee.</p>
	<p>Staff provided training outreach and support for self-advocates, transition-aged students, and the public at an event attended by 150 people. Staff distributed information and spoke with 45 individuals about SCDD supports and activities, the Employment First Initiative and self-determination.</p>

<b>Goal 6 (Cont.)</b>	Young adults with developmental disabilities and their families get the information and support to be prepared for and experience a successful transition to adult life.
 	<p><b>Training:</b> A 6-hour, 2-part parent training on Conservatorship, Public Benefits, &amp; Trust Planning was organized by staff. Part 1 was <i>'Preparing for Age 18 &amp; Transition to Adulthood.'</i> Part 2 was <i>'Trust Planning for Families with Special Needs.'</i> 11 people attended. Copies of the following handouts were distributed: <i>"Consumers Guide to the Lanterman Act"</i> booklet, a 45-page <i>'Transition Guide,'</i> Lanterman Act booklets, <i>"So You're Turning 18"</i> pamphlets, conservatorship articles, <i>"Duties of a Conservator,"</i> &amp; healthcare flyers. Comments included:</p> <ul style="list-style-type: none"> <li>• "Great examples"</li> <li>• "Enthusiasm and knowledge"</li> <li>• "Presenter was very good. Liked his attitude"</li> <li>• "Liked the information, overview of options, resources"</li> <li>• "The examples that explain why/how the laws work"</li> <li>• "The Q &amp; A opportunities throughout session"</li> <li>• "Didn't like the sales pitch of his app"</li> </ul>

<b>Goal 7</b>	Children birth to 3 who are at risk of or have a developmental delay and their families receive the early intervention services they need to achieve their potential.
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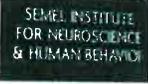
<b>Goal 8</b>	The State of California will adopt an Employment First policy which reflects inclusive and gainful employment as the preferred outcome for working age individuals with developmental disabilities.
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<b>Goal 9</b>	Working age adults with developmental disabilities have the necessary information, tools and supports to succeed in inclusive and gainful work opportunities.
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     	<p><b>Employment Outreach:</b> Staff facilitated the Northwest Committee for Employment of People with Disabilities after summer break. With the growing emphasis on Employment First and improving employment outcomes for individuals with developmental disabilities, the idea/need for an informational flier/newsletter that could be produced by this group or in collaboration with the local State Council was explored. It would be available via social media and also handed out to the local businesses in our area and would have information and hints regarding ADA compliance, local workshops, job opportunities and could feature a business or client with a disability in each edition.</p>
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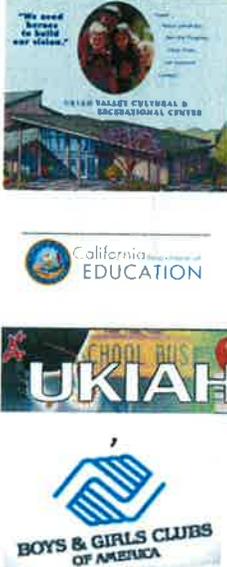
  	<p><b>CECY:</b> Staff participates in a local project focusing on increasing education, networking and community partnerships to improve/increase employment opportunities for transition-aged youth. As part of a grant through the California Employment Consortium for Youth (CECY), the collaborative is planning a local Community Conversation, designed to explore untapped resources, creative ideas and effective problem-solving strategies that result when diverse perspectives come together around a shared challenge or concern. The goal is to increase integrated competitive employment (ICE) for youth with disabilities. Staff is on the planning team for the Community Conversation Project. 15 people attended the meeting and committed to planning the event.</p>
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<b>Goal 9 (Cont.)</b>	Working age adults with developmental disabilities have the necessary information, tools and supports to succeed in inclusive and gainful work opportunities.
   	<p><b>Supported Life:</b> Staff collaborated with a local Regional Center and other agencies to present at an annual statewide conference. The breakout session, titled "<i>Creating A Place In The World</i>," is about imagination and possibility in the realm of income and employment. Presenters shared a variety of collaborative projects and business enterprises that have provided interesting employment for those we support in rural areas of California. One new business, The Call Connection, will be featured in detail. The goal is to inspire the audience to create new opportunities in their home communities and where communities are where everyone has a place and contributes and where opportunity abounds.</p>
	<p><b>Legislation:</b> Staff directly emailed 6,625 self-advocates, family advocates, and community advocates, resulting in a second wave of emails to 15,750 people, encouraging them to call or write Governor Jerry Brown's office to approve SB 577 (Pavley). Preparing for Jobs, SB577 would create a pilot program for "vocational development services" to help prepare Regional Center clients for jobs in their own communities. Depending on needs, SB 577 supports could help people with developmental disabilities learn what their interests are, what they are good at doing, improve social skills, try out jobs, go to college, or get vocational training. This legislation could potentially help thousands of individuals with developmental disabilities get competitive employment in our local area.</p>
   	<p><b>Outreach:</b> Staff participated in a presentation from that described a program which is free to people with developmental disabilities and citizens who live alone or not active in the community. The program individualizes a protocol for each person, with scheduled days and times for check-in calls that work best for the individual. Calls can be for reminders to take medication, upcoming medical appointments, welfare checks, or to connect with others. Callers are hired and are paid minimum wage and are people with developmental disabilities. Currently, there are 20 consumers in the program and it employs 10 people with developmental disabilities. The presentation reached 15 self-advocates and 2 professionals.</p>
	<p><b>Benefits Training:</b> Staff co-hosted and organized a training entitled "<i>Benefits &amp; Employment in 2014 - Medi-Cal, Medicare, Social Security and SSI.</i>" The presenter, Michael Walling, M.Ed., is nationally recognized for his knowledge of the Social Security benefits programs and associated medical benefits and is highly regarded for his ability to explain this subject in "plain language." He is committed to the belief that people will work and pursue greater self-sufficiency when they understand how income affects benefits programs and believe that informed choice is one of the first steps to improving self-sufficiency and personal independence. The training, which was attended by 35 people (5 consumers, 10 parents, &amp; 20 professionals), covered areas including questions such as:</p> <ul style="list-style-type: none"> <li>• Can I work and still receive benefits?</li> <li>• How does employment affect my benefits?</li> <li>• How much can I earn?</li> <li>• Is it possible to earn more than \$1, 070 per month and still receive benefits?</li> <li>• Do I have the correct information about benefit planning and working?</li> <li>• What is a work incentive?</li> </ul>

	<p><b>Employment First:</b> Staff coordinated an Employment First Coalition meeting to identify strategies to implement Employment First in the local area. The EF Coalition is planning training for service providers.</p>
<p><b>Goal 9 (Cont.)</b></p>	<p>Working age adults with developmental disabilities have the necessary information, tools and supports to succeed in inclusive and gainful work opportunities.</p>
  <p><b>UCEDD - Tarjan</b></p>   	<p><b>Community Employment:</b> In partnership with East Bay Innovations and the California Employment Consortium for Youth through UCLA's Tarjan Center, staff organized, hosted and helped facilitate a local Community Conversation on employment with youth with disabilities. The productive conversation included local employers, social service organizations, private non-profits, government partners, foundations, the faith community, youth with disabilities, family members, and others. This was an event that raised awareness regarding the need to employ youth with disabilities, educated the community on existing resources and best practices, and furthered positive working relationships within the local community.</p>
	<p><b>Youth Employment:</b> Two students transitioning from a large unified school district are coming to our local office to assist with clerical tasks. This project is funded through the Workability Program. Staff will continue to have both students and support staff come to work once a week throughout the 2014-15 school year.</p>
	<p><b>(ICE) Employment:</b> SCDD maintains a contract through an area program to provide once-a-week janitorial service for the local office. A crew of 4, all of whom are individuals with developmental disabilities, provides the service and are paid at minimum wage levels.</p>
   <p>Community Integrated Work Program, Inc.</p>	<p><b>Micro-enterprise:</b> SCDD has joined the Employment and Community Options Micro-Enterprise Committee. By agreement, SCDD's local office will advocate for and replicate the best practices utilized by the Committee to promote micro-enterprise opportunities for other individuals participating in vocational/day services. The committee has supported the development of a micro-enterprise for three people who are starting a vending machine business (The Snack Shack). Staff has met with a self-advocate and discussed developing micro-enterprise services at the agency in which he works. The self-advocate will now attend meetings.</p>
	<p><b>Workability:</b> Staff is collaborating with a local District to create a Workability 1 training site at the local office. With the special education teacher, the job duties have been designed, a trainee selected, informational and job interview has been completed, and a person has been hired to begin working at the local office to help manage files.</p>
	<p><b>Cultural Competency:</b> Staff provided training in Spanish to families attending the Fiesta Educativa resource fair about mental health and stress management in families with special education children.</p>
 	<p><b>Collaboration:</b> Staff attended three Regional Center Performance Contract meetings that are scheduled annually to solicit input from the community on recommended objective and strategies for the Regional Center to address. Council staff's input focused on improving employment outcomes for people with developmental disabilities. Specific strategies were suggested.</p> <p>Staff, with a local SELPA and Regional Center, participated in an interagency collaboration to</p>

	<p>increase employment opportunities for individuals with disabilities. Project SEARCH was highlighted as one way to start integrated employment in areas such as hospitals and large corporations, with 30 professionals participating.</p>
<p><b>Goal 10</b></p>	<p>Individuals with developmental disabilities understand their options regarding health services and have access to a full range of coordinated health, dental and mental health services in their community.</p>
   	<p><b>Plain Language:</b> Staff participated in a committee of stakeholders for the area's In Home Supportive Service Advisory Committee. Historically, service recipients are notified of program changes through formal notices and letters that are written in complex, bureaucratic language. The committee, which is comprised of a coalition of service providers, government agency representatives and community member advocates, produced its first "important notice" postcard that went out to 3,000 recipients and care providers, advising them of the many changes in IHSS requirements, forms, and benefits - beginning in 2015. Staff was instrumental in assuring that the information was presented in a plain language format.</p>
       	<p><b>Outreach:</b> Staff coordinated and attended an outreach forum in local rural counties as a member of the Diversability Advocacy Network (DAN). Forum topics included:</p> <ul style="list-style-type: none"> <li>• What is Managed Care?</li> <li>• What are your rights?</li> <li>• How will it work for you?</li> </ul> <p>The forums are for people with disabilities (including people with developmental disabilities) and seniors who have Medi-Cal only, their caregivers and service providers. Marketing outreach included email blasts, flyers and posters distributed strategically throughout the communities, television coverage, radio - public service announcements, and newspaper articles and ads. This was the second of 3 organized forums by DAN and trained 40 people in the community (4 people with I/DD, 8 family members, and 28 professionals).</p>
 <p>REGIONAL CENTER OF ORANGE COUNTY</p> <p>Department of Health Care Services</p>	<p><b>Dental Services:</b> Staff has been working with a local Regional Center's medical staff and a consumer's dental provider to assist her in accessing long-overdue and necessary dental care, due to her disability, because Denti-Cal has repeatedly denied it as not being necessary or 'not covered' at this time.</p>
 	<p><b>Emerging Medical Insurance/Coverage Issues:</b> Staff attended SCAN Foundation's 2014 California Long-Term Services and Supports Summit, which included education on emerging issues impacting California's seniors and people with disabilities. Participants heard from California's policy leaders and network with consumers, providers, advocates, researchers, and other stakeholders. As an active member of The SCAN Foundation funded regional coalition and Diversability Advocacy Network, 3 coalition members attended this summit. It was helpful for the regional coalition to continue educating communities on national and statewide health care changes. The Coordinated Care Initiative (CCI) that is rolling out in 5 counties in Southern California was the focus of this summit. Locally, the Rural Expansion of Medi-Cal Managed Care is the focus with the mandatory enrollment for seniors and people with developmental and other disabilities, as of 12-1-14. The 18 Counties that are part of the 2-plan model have already received their 90 and 60-day notices. The Diversability Advocacy Network members are watching carefully and investing in education about the CCI which is for people who are considered "dual eligible beneficiaries," in that they receive Medi-Cal and Medicare. Under the CCI, Cal MediConnect is the program beneath managed care and will be</p>

	<p>coming to rural northern California in the next several years. Approximately 300 people attended the summit.</p>
<p><b>Goal 11</b></p>	<p>Individuals with developmental disabilities have access to affordable and accessible housing that provides control, choice and flexibility regarding where and with whom they live.</p>
	<p><b>Resident Advocacy:</b> A resident of a group residential community approached staff regarding complaints regarding the services provided by the staff of a housing service provider. Presently, the matter has moved forward toward resolution, which will include the design of a staff training curricula that can be provided in a staff meeting and also during orientations for new employees. The resident is seeking consultation from advocates to put together the staff training. Staff has been asked to mediate between the resident and her advocates and the resident coordination provider.</p>
	<p><b>Resource Directory:</b> Through the Disability Collaborative, staff has designed a Road Map for residential services that will assist families in making decisions about appropriate residential alternatives for people with disabilities. The map is an interactive decision tree that informs families of service types and, when linked by the web to the Regional Center service directory, can give families assistance in navigating the service system for residential placement. It is the intent of the Disability Collaborative to create roadmaps for employment, trainings, socialization, and health services.</p>
	<p><b>Housing Issues:</b></p> <ul style="list-style-type: none"> <li>• BSG staff assisted one caller in requesting his TTP (Tenant Total Payment) from Orange County Housing Authority, due to an increase in rent, and helped him understand exactly why rent increased.</li> <li>• Staff provided technical assistance to a caller who received a "Warning and Good Cause" notice from his landlord. Staff referred the individual to OC Human Relations for dispute resolution assistance. The agency did not take his case, so the consumer decided to meet with his landlord, along with his parents, to try and resolve the issue personally.</li> </ul>
<p><b>Goal 12</b></p>	<p>Affordable and accessible housing units are developed in local communities to expand housing options for individuals with developmental disabilities.</p>
	<p><b>Cycle 36 Grant:</b> SCDD awarded a \$10,000 grant to influence the 'housing elements' of local municipalities. The grantee drafted documents that demonstrated the need for local housing for people with developmental disabilities and provided the data and rationale model needed to complete the planning process. This agency and community-level advocacy was extremely successful, as 8 municipalities (all in major urban areas) in the Bay Area incorporated rationale language into their housing plans (and many of them did so verbatim).</p>
<p><b>Goal 13</b></p>	<p>Individuals with developmental disabilities and their families have access to community based services and supports available to the general population (such as recreation, transportation, childcare, etc.) that enable them to live productive and inclusive lives.</p>
	<p>Staff accompanied the 20-member Consumer Advisory Committee (self-advocates) from the local Regional Center on a visit to the Sonoma Developmental Center. The CAC convened a meeting there and members shared their experiences living in the community and encouraged residents to contact them with any questions about moving out into the community. There are 45 residents at SDC from our 10-county catchment area, 10 of whom attended this event.</p>

<p><b>Goal 13 (Cont.)</b></p>	<p>Individuals with developmental disabilities and their families have access to community based services and supports available to the general population (such as recreation, transportation, childcare, etc.) that enable them to live productive and inclusive lives.</p>
	<p><b>After-School Childcare Services:</b> Staff participated in a collaborative presentation to the local school district Board to develop procedures for enrollment in the after-school (ASES) program. Many working parents were turned away from the after-school program in late August as there were not enough openings to meet the huge growth in enrollment and the District decreased the number of children served at each site. A local CBO got the overflow from District sites, which caused its enrollment to increase from 165 to 200 a day with a waiting list, by the second day of school. The collaborative asked for help to fund staffing at CBO and to the enrollment practice/policy so that all children can be enrolled/served and in a fair manner. The school board has agreed to review its policies and consider changes, as well as finding funds to help pay for the needed staff at the CBO so that children won't be turned away. The CBO is willing to relocate onto school sites to be able to serve the 300 children not being served by the District. The Board was in favor of helping pay for the extra staff and to improve enrollment policies to be more inclusive and fair.</p>
	<p>Staff are active members of a local In-Home Supportive Services (IHSS) Advisory Committee and has developed an email distribution list specifically for updates regarding the massive changes going on with the IHSS program in California. The distribution list consists of 300 people who forward the information to hundreds of others through their email lists. Staff participates in monthly conference calls, advisory committees and California's In-Home Supportive Services Consumer Alliance.</p> <p>The changes center around new rules about overtime for IHSS providers that go into effect on January 1, 2015 and the state is limiting how much overtime it will pay. Questions include:</p> <ul style="list-style-type: none"> <li>• What is overtime and how is it paid?</li> <li>• How do the new provider hourly rules affect consumers?</li> <li>• Are there exceptions to the new rules about consumers' weekly hours?</li> <li>• What will the new rules mean for my provider's schedule, etc.?</li> </ul>
	<p>Staff toured a local employment program, whose Director expressed concern about the effect of minimum wage increases and not allowing sub-minimum wages in their training program. This has resulted in individuals' hours being reduced by half, with the rest of their day hours being filled with tailored day services. The agency is closing their Supported Employment Program, due to payments that are insufficient to cover the costs of job development and training. They are reportedly losing money (per hour) for this service. They expressed concern about the new Employment First Policy and how it will affect the variety of employment options that now exist.</p>
	<p><b>California Memorial Project:</b> Staff participated in and provided outreach at an event at the Stockton Cemetery where individuals expressed their memories and their feelings in regard to the State hospital system and its history of abuse and neglect, as part of the California Memorial Project. The meeting was attended by 75 self-advocates and members of the public. Speakers shared information about their experiences with the State Hospital system and about how the hospitals were closed and replaced with community services and supports.</p>

<b>Goal 13 (Cont.)</b>	Individuals with developmental disabilities and their families have access to community based services and supports available to the general population (such as recreation, transportation, childcare, etc.) that enable them to live productive and inclusive lives.
	<p><b>Inclusion:</b> Staff participated in a local SELPA Community Advisory Committee, attended by 4 representatives of the County Office of Education and 12 CAC members from the public sector. The County forwarded a proposal to consolidate all elementary special education services and classes at a site to be purchased in a nearby town. The County currently offers special education classes at 3 sites. A petition was circulated in opposition to the plan and signed by over 600 individuals. The petition noted that the plan lacked inclusion and opportunities for interaction with non-disabled peers. The County Superintendent of Education stated at the meeting that he was withdrawing the proposal and asked that the CAC consider how to meet the needs of the students in a more equitable fashion, noting that there are now very long transportation times for some students and that classroom space at the 3 current sites is being withdrawn, due to increased need for regular ed classrooms.</p>

<b>Goal 14</b>	Public policy in California promotes the independence, productivity, inclusion and self-determination of individuals with developmental disabilities and their families
  	<p><b>Media Outreach:</b> Staff maintains a website which highlights news and legislative updates. In addition, we maintain and frequently update an extensive "links" section with resources that may be helpful to families with children and adults with disabilities throughout our 10-county catchment area and the state. We hear from Service Coordinators, families, and agencies around the country that they have accessed and used this page to learn about services. In September, 26 new resources were posted in the areas of Special Education (1), Employment (1), Developmental Disabilities (2), Conferences/Trainings (14), Health (4), Voting (2), and Assistive Technology (2). An average of 80 people visit our website per day, with about 2,400 visits during this time period. Our FaceBook followers increased to 211, as 28 FaceBook posts were made. Posts were seen by a total of 1,298 followers.</p>
   	<p><b>Legislative Outreach:</b> This quarter Area Board staff and board members have met with several legislative Representatives to discuss the restoration of the Lanterman Act.</p> <p><b>Community Outreach:</b> Staff uses the Mailchimp email system to notify our local community of trainings, legislation, and events. During this period, we mailed 4 Mailchimp newsletters to a total of 2900 email addresses with an average "open" rate of 38%. Mailing subject lines were:</p> <ol style="list-style-type: none"> <li>1. Denti-Cal Workshop</li> <li>2. Understanding Due Process with Bob Varma, ALJ</li> <li>3. UCD Mind Institute - Transition Trainings</li> <li>4. Preparing for Jobs - SB577</li> </ol>
	<p><b>Media:</b> Staff was interviewed by for a televised program about services and supports for people with developmental disabilities. Advocacy and the need for it, as well as personal stories, were topics shared in the 30-minute program that is distributed to over 100,000 in the local area.</p>

<b>Goal 14 (Cont.)</b>	Public policy in California promotes the independence, productivity, inclusion and self-determination of individuals with developmental disabilities and their families
	<p><b>Education &amp; Outreach:</b> During this reporting period, staff disseminated information and educated policymakers and the public regarding the following Federal Areas of Emphasis:</p> <ul style="list-style-type: none"> <li>• Quality Assurance/Self-Advocacy: Client college fall Schedule, Disability Pride Day Information, California Remembrance Day, Self-Determination Workgroup, Emergency Preparedness Training Opportunities</li> <li>• Informing Policy makers about legislation: Action Alert re: AB 1595, SB577 and SB 855</li> <li>• Community Supports: Summaries of legislation signed into law during the current session which will impact the rights and services of individuals with disabilities</li> <li>• Self-Advocacy Training: Board member training</li> <li>• Rights Training: Disseminated information to our community network regarding the Disability Rights California Office of Clients Rights Advocacy and Voter Information</li> <li>• Employment: Workforce Investment and Opportunities Act</li> <li>• Health: Free Medical and Dental Care Resource, Food Bank Resources, USC TeleHealth Counseling, and a Caregiver Workshop</li> <li>• Education and Transition: Family Empowerment Conference/Training Event - English and Spanish</li> <li>• Recreation: Special Olympics - Bowling</li> </ul>
	<p><b>Collaboration:</b> SCDD staff and SSAN representative and Board member have joined the local Consumer Advisory Team (CAT). With cross-disability collaboration, the tasks are twofold: 1) working with CAT as members design a staff training curricula for residential service providers in the area of rights, communication, and advocacy, as staff has agreed to serve as mediator in such a case; and 2) planning/hosting an open house for individuals with open cases at the local Regional Center. This is not a typical collaboration. Although the Regional Center can provide a large variety of services for its clients, CBOs offer other (direct) services and supports. The open house is designed to introduce these services to the community of people with developmental disabilities.</p>
	<p><b>Legislation:</b> On October 9, 2013, Governor Brown signed into law the Employment First Policy that states, "It is the policy of the state that opportunities for integrated, competitive employment be given the highest priority for working age individuals with developmental disabilities, regardless of the severity of their disability." A major barrier to California carrying out this commitment to people with developmental disabilities is the lack of Regional Center services to prepare people for work. SB 577 should begin filling this service gap.</p> <p>Staff sent an eBlast to 400 recipients regarding SB 577 (Pavley), which had been passed and was awaiting Governor Brown's signature or veto. Because of SCDD's commitment to give people with developmental disabilities the opportunity to work, make money, contribute, make friends through work, and be part of the economic life of their communities, SCDD co-sponsored SB 577. Staff informed email recipients about the specifics of the bill and encouraged them to contact the Governor about their position.</p>
	<p><b>Resources:</b> Staff re-posted three articles on special education by Wrightslaw on Facebook.</p>
	<p><b>Public Outreach:</b> Staff drafted and distributed 2 eNewsletters to 1,321 subscribers. Topics included:</p> <ul style="list-style-type: none"> <li>• The Self-Advocacy Board of Los Angeles County conference</li> <li>• An action alert, calling for subscribers to support Senate Bill 577.</li> </ul>

<b>Goal 14 (Cont.)</b>	Public policy in California promotes the independence, productivity, inclusion and self-determination of individuals with developmental disabilities and their families
 	<b>Legislation:</b> Staff contacted local legislators about pending legislation and issues impacting children and adults with developmental disabilities. Staff tracked legislation, submitted position letters and dissemination of information on relevant legislation/regulations to the community.
	<b>Media Outreach:</b> Staff provided updates to the community on issues impacting people with developmental disabilities via FaceBook and emails.

<b>Goal 15</b>	Individuals with developmental disabilities and their families have access to information and resources in ways that reflect their language and cultural preferences.
	<b>Training Notice:</b> Staff maintains a mailing list of Spanish-speaking families and distributed a flyer about a local Regional Center outreach training for 12 Spanish-speaking families.
	<b>Resources:</b> Staff translated materials for the Vallejo Community Advisory Committee into Spanish and disseminated the information to 25 Spanish-speaking families.
<b>Fiesta Educativa, Chuparossa, Special Kids Crusade</b>	<b>Language-Accessible Materials:</b> A Board member translated an SCDD outreach flier into Spanish, which was available at 2 local Resource Fairs. At both fairs, translation was made available. The Board member also provided training on mental health in Spanish.
	<b>Language-Accessible Services:</b> Translation was made available at the local OAH training. The Language Line is also available for calls into the office and was utilized 5 times for families requesting technical support.

<b>Questions/Issues of Concern</b>	
<b>Region 1</b>	<ul style="list-style-type: none"> <li>One big issue facing families and individuals with disabilities is multiple and ever-changing personnel in the medical and educational systems</li> </ul>
<b>Region 4</b>	<ul style="list-style-type: none"> <li>Access to dental services</li> <li>Increase in rates to Regional Center service providers</li> </ul>
<b>Region 6</b>	<ul style="list-style-type: none"> <li>The Tuolumne County Office of Education is considering the purchase of Twain Harte School District's Black Oak Elementary school site (closed in 2008), in order to designate it as a campus for "special-needs students." This proposal would not foster an inclusive, free, appropriate public education for students receiving special education services in the area.</li> </ul>
<b>Region 10</b>	<ul style="list-style-type: none"> <li>There has been a generally negative response by Regional Center Executive Directors to the pending launch of the Self-Determination process, which may challenge effective and collaborative work in establishing local Advisory Committees.</li> </ul>
<b>Region 13</b>	<ul style="list-style-type: none"> <li>There has been a huge increase in the number of calls received from families who are reporting that respite hours are being reduced, although no changes have occurred in their reported levels of need.</li> <li>There is a question as to what happens when an individual has been granted a Health and Safety Waiver to receive supported living services and the needs change (i.e. the cost will change): Must that individual be granted another waiver or can the local regional center simply make the adjustment, given an already proven need?</li> </ul>



▶ GETTING TO KNOW ANGEL WIILEY FROM AREA BOARD FIVE..... 3



▶ QA BY THE NUMBERS ..... 2



▶ INTERVIEWER SPOTLIGHT ..... 3

# Assessment

A PROJECT OF THE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

[www.scdd.ca.gov/qap.htm](http://www.scdd.ca.gov/qap.htm)

## Year 6 (2014-2015) Cycle Begins

**B**eginning November 7th, 2014, the Quality Assessment Project will conduct face to face interviews with a random sample of adults receiving services through the regional center system.

More than 400 adults per regional center will be interviewed about the quality of services they receive. Those eligible to participate in this survey must be receiving at least one paid service through regional center.

After six (6) full-day trainings conducted throughout California and two additional

follow-up live webinars, Human Services Research Institute (HSRI), DDS, and SCDD will have trained a team of over 150 interviewers to conduct over 8,400 of these interviews.

For more information about the Quality Assessment Project, please visit us at:

<http://www.scdd.ca.gov/qap.htm>



### NCI Surveys

**N**ational Core Indicators™ (NCI), strives to provide states with valid and reliable tools to help improve system performance and better serve people with intellectual and developmental disabilities and their families.

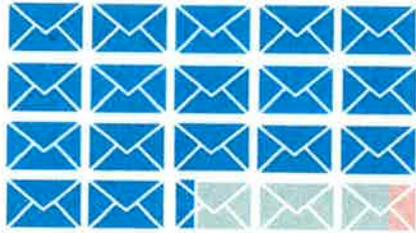
Through a contract with Department of Developmental Services (DDS), State Council on Developmental Disabilities (SCDD), using the NCI Survey tools, collects quantitative data on consumer satisfaction, provision of services, and personal outcomes. Data collection is completed through face to face interviews with consumers as well as mail-in surveys from families.

This data collection effort will enable DDS to evaluate the quality and performance of California's developmental service system and among all of the 21 regional centers over time.

For results of past surveys go to: <http://www.dds.ca.gov/QA/index.cfm>

2013-2014 (Year 5 Cycle)  
By the numbers...

36,438 Surveys mailed to families



86% English Surveys Mailed

11% Spanish Surveys Mailed

2% Chinese Surveys Mailed

7405 SURVEYS COMPLETED



Of the total completed

12%

are Spanish Surveys

88%

are English Surveys

Fewer than 1% are Chinese Surveys



## Getting to Know

*Angel Marshall, QA Coordinator*

**H**i, my name is Angel Marshall. I live and work in the Bay area where we are blessed with perfect weather year-round. I love being able to wear my boots in the summer and tank tops in the winter. I've lived here all of my life would never move.

I recently got married to a wonderful man, Eric Marshall. We've been married for 2+ years; and it's been the best years so far. I have 3 beautiful children; 2 sons, Nicholas and Brandon and 1 daughter, Aunee. Besides having a wonderful family, I have the best job ever.

I've been working at Area Board 5 for 16 years surveying people about the quality of their lives. I have met so

many wonderful people and have heard so many inspiring stories and testimonies. Being a part of the project from the beginning, I have had the opportunity to interview many people more than once. I have noticed how lives can change for the better because of actions of the people who support that individual.

Addressing the little things can change the world for so many. 🇺🇸

## Spotlight on

*Grace Zendejas, QA Interviewer*

**I** have been an interviewer with the State Council on Developmental Disabilities through Area Board 5 since 2007. I interview consumers living in the Antioch, Oakley, Brentwood, Pittsburg and Concord areas. I take pride in the work that I do. I am humbled and yet motivated by the people I work with and visit every day. The consumers I visit have this energy and happiness for life that makes me even more motivated to do my job.



I am a 15 year resident of Antioch, CA. And reside with my husband of 15 years. We have three wonderful young children and a pet German shepherd. I am a proud and dedicated stay-at-home mom. The flexibility I have working with the Quality Assessment Project provides me with the ability to dedicate enough time to my family.

Watching my mother selflessly care and advocate for my grandmother with Alzheimer's has taught me to value time with family and standup for people's basic rights for life. ❤️

## QUALITY ASSESSMENT COORDINATORS



### QA Team

Area Board 1  
Deborah Kindley, CPS II

Area Board 3  
Sonya Bingaman, CPS II

Area Board 5  
Ron Usac, CPS II  
Angel Marshall CPS II  
Valerie Buell, OT

Area Board 6  
George Lewis, CPS II  
Marigene Tacan-Regan, OT

Area Board 10  
Melody Goodman, CPS II  
Thomas Hamlett, CPS II  
Bruce Harrell, CPS II  
Dinah Pio de Roda, OT  
Therese Rastatter, OA

Area Board 12  
Vacant

Area Board 13  
Nancy Dow, CPS II  
Scott Williams, OT

Headquarters  
Ruby Villanueva, CPS III

**AIDD COMPLIANCE  
AND  
MTARS UPDATES**

## AIDD Compliance Task Timeline

<u>Item</u>		<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
<u>Date Due</u>	<u>No.</u>			
December 1, 2014	A1.	AB 1595, Bylaws	Policies and/or procedures (with other documentation as necessary) providing evidence of the Council Directors responsibilities of hiring, supervising and evaluating staff	E.D. Legal Council
December 1, 2014	B1.	Bylaws	Policies and/or procedures (with other documentation as necessary) providing evidence of the Council's membership nomination and appointment process and procedures	E.D. Legal Council
December 1, 2014	C1.	Bylaws	Policies and/or procedures (with other documentation as necessary) providing evidence of outreach efforts to recruit members that reflect the state's diverse geographic locations, race and ethnicity	E.D. Legal Council
December 1, 2014	C2.	Demographic analysis of Governor's appointees to the Council	Direct evidence that the Council's membership reflects the state's diverse geographic locations, race and ethnicity	H.R.
December 1, 2014	D1.	AB 1595, Bylaws	Policies and/or procedure with other documentation as necessary providing evidence of Council provisions to rotate membership	E.D. Legal Council
December 1, 2014	E1.	AB 1595, Bylaws	Policies and/or procedures (with other documentation as necessary) providing evidence of Council provisions that allow continuation of membership until a new member is appointment	E.D. Legal Council
December 1, 2014	F1.	Bylaws, administrative procedure	Policies and/or procedures (with other documentation as necessary) providing evidence of appointment process to notify Governor of membership and vacancies	E.D. Legal C.D.D. Council
December 1, 2014	I5.	AB 1595, Bylaws	Policies and procedures (with other documentation as necessary) providing evidence of how the Council addresses Conflict of Interest, particularly findings in the MTARS	E.D.

## AIDD Compliance Task Timeline

<u>Date Due</u>	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
December 1, 2014	I6.	Bylaws, Form 700, Gov't Codes 1090 and 87100	Direct evidence that the Council is following its policy and procedures with regards to conflict of interest	E.D. Legal
December 1, 2014	I7.	Bylaws	Policies and/or procedures (with other documentation as necessary) regarding : (a) Council staff carrying out solely the responsibilities duties of the Council as described in the DD Act; (b) training on the DD Act, the DD Council's federal mandate to conduct and support advocacy, capacity building, and systemic change on a statewide level; (c) state plan implementation, data collection and analysis, supports to engage self-advocate members in council meetings and activities; (d) standard orientation tools for staff, policy manuals and trainings to learn Council programs and administrative requirements	CDD Legal HR
December 1, 2014	M2.	AB 1595	Policies and/or procedures revised (with other documentation as necessary) as a result of the Lanterman Act	ED Legal
December 1, 2014	N1.	Contract Manual	Policies and/or procedures (with other documentation as necessary) providing evidence the Council carries out appropriate subcontracting activities, accurate financial accounting and record keeping	CDD
January 1, 2015	A2.	Executive Director job description	Demonstration of the Director's ability to hire, supervise and annually evaluate the staff of the Council	H.R.
January 1, 2015	G1a.	Orientation binder, welcome letter	Since the MTARS visit, documentation of Council compliance with membership composition requirement, standard orientation or mentoring process for Chair and new members, including training in the DD Act, the Council program federal mandate, and organization governance	E.D., TA

## AIDD Compliance Task Timeline

<u>Date Due</u>	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
January 1, 2015	G3a.	Facilitation Policy	Direct evidence of supports for engaging self-advocate members of the Council in council meetings and council activities.	E.D.
February 1, 2015	G2.	Welcome letter for agency reps	Direct evidence of state agency representatives understanding their role and actively engaging in Council meetings	E.D., TA
February 1, 2015	I3.	DSS Invoices	Direct evidence that the DSA rates are charged to the Council consistent with documents	CDD
February 1, 2015	I4.	DSS Invoices	Direct evidence that DSA provided match to the Council.	CDD
February 1, 2015	L1.	State accounting policies, budget development directives	Policies and/or procedures (with other documentation as necessary) providing evidence of how the Council's budget is developed, executed, and how the expenditure data is calculated	CDD
February 1, 2015	L2.	Month's expenditures by object code for entire budget	Review of fiscal documents to assess whether the Council is following its policies and procedures and federal grant requirements	CDD
February 1, 2015	M1.	State accounting policies, budget development directives	Policies and/or procedures (with other documentation as necessary) providing evidence of how the Council's budget is developed, executed, and how the expenditure data is calculated	CDD

## AIDD Compliance Task Timeline

<u>Date Due</u>	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
February 1, 2015	O1.	State accounting policies	Policies and/or procedures (with other documentation as necessary) providing evidence the DSA has promoted: Accurate receipt, accounting, and disbursement of funds; Provision of appropriate fiscal control and fund accounting procedures necessary to assure proper disbursement of, and accounting for, funds paid; Access to records as the Secretary and Council may determine necessary; and timely development and dissemination of financial reports regarding status of expenditures, obligations, and liquidation by agency or Council, and use of Federal and non-Federal shares	CDD Legal
April 1, 2015	B2.	Membership Committee meeting minutes & report to Council, list of organizations on distribution list, recruitment materials.	Direct evidence that the appointment process procedures are being implemented.	E.D. Committee
April 1, 2015	F2.	Membership Committee reports to Council	Direct evidence of notifying Governor of membership recommendations and vacancies	E.D. Committee
April 1, 2015	G1b.	Annual Councilmember training	Since the MTARS visit, documentation of Council compliance with membership composition requirement, standard orientation or mentoring process for Chair and new members, including training in the DD Act, the Council program federal mandate, and organization governance	E.D., TA
July 1, 2015	I1.	MOU	Direct evidence/documentation of MOU between the Council and the Legal DSA in support of the Council	Legal
July 1, 2015	I2.	MOU	Direct evidence/documentation of DSA's indirect policy	Legal

## AIDD Compliance Task Timeline

<u>Date Due</u>	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
July 1, 2015	J8.	Breakdown of staff by funding source, training materials, staff orientation binder	Direct evidence that the policies and procedures above are being carried out consistent with the policy	CDD CCPP HR
July 1, 2015	J1b.	Evidence of periodic meetings and joint activities.	Policies and/or procedures (with other documentation as needed) providing evidence of how the Council will develop and address state plan goals on a statewide basis; plans for collaboration with the DD Network Partners	ED
July 1, 2015	M3.	Council reviews of monthly budget projections, Council votes on resource allocation, including cost-reductions	Direct evidence that the full Council is developing, approving and managing its budget	ED CDD Committee Council
July 1, 2015	O2.	DSA Annual Evaluation (possibly CalSTARS report)	Direct evidence that the DSA is carrying out the policies and procedures.	CDD, Comm
September 1, 2015	J1a.	State Plan work plan	Policies and/or procedures (with other documentation as needed) providing evidence of how the Council will develop and address state plan goals on a statewide basis; plans for collaboration with the DD Network Partners	ED DDP Committee TA
October 1, 2015	H1a	State Plan development process	Evidence of activities, process and/or procedures (with other documentation as necessary) to develop a 5 year strategic plan that addresses systems change, capacity building and advocacy on a statewide basis	DDPP, Comm, Council, TA
January 1, 2016	D2.	Council roster showing membership and changes for 2015	Direct evidence that the Council is rotating its members per the Council's policy	E.D.

## AIDD Compliance Task Timeline

<u>Date Due</u>	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
January 1, 2016	E2.	Council roster showing membership and changes for 2015	Direct evidence that the Council is following its membership policy	E.D.
January 1, 2016	G3b.	SAAC packets and materials for 2015, evidence of facilitator attendance for 2015	Direct evidence of supports for engaging self-advocate members of the Council in council meetings and council activities.	E.D.
January 1, 2016	J2.	Amended plan and supporting documentation.	For the remainder of the 2011-2016 state plan, evidence of amended and implemented goals on a statewide basis.	DDPP Committee Council TA
January 1, 2016	K1.	Documentation of TA received and products based on TA	Policies and/or procedures (with other documentation as needed) providing evidence for the Council to develop a high quality cohesive and comprehensive PPR as described in the guidance provided by ITACC and AIDD	DDPP TA
January 1, 2016	N2.	RFP, Overview of RFP process, summary pages of selected vendor	Direct evidence that the Council is following its subcontracting policies.	CDD

## AIDD Compliance Task Timeline

Date Due	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
October 1, 2016	H1b.	Documentation of public outreach, meetings, surveys, use of available data sources (NCI, ICI, CDER, etc). Copies of staff products submitted to committees and Council to support integration of data and public input. Various other documents showing committee work and council review and revisions of state plan.	Evidence of activities, process and/or procedures (with other documentation as necessary) to develop a 5 year strategic plan that addresses systems change, capacity building and advocacy on a statewide basis	DDPP Committee Council Technical Assistance
October 1, 2016	H2.	Documentation of public outreach, meetings, surveys, use of available data sources (NCI, ICI, CDER, etc). Copies of staff products submitted to committees and Council to support integration of data and public input. Various other documents showing committee work and council review and revisions of state plan.	Direct evidence of process and/or procedures (with other documentation as necessary) for the Council to make data driven decisions and evaluate the progress and impact of state plan implementation	DDPP Committee Council Technical Assistance

## AIDD Compliance Task Timeline

<u>Date Due</u>	<u>Item No.</u>	<u>Task Description</u>	<u>Documentation/Evidence of Progress</u>	<u>Who</u>
October 1, 2016	I9.	See A (Staff), H (Five Year State Plan), and M (Fiscal Requirement)	Direct evidence the Council is functioning free of DSA interference as identified in the MTARS findings	ED CDD DDPP Legal Committee Council TA
October 1, 2016	K2.	Evaluation plan	Council evaluation plan submitted in the State Plan.	DDPP Committee Council TA
January 1, 2017	J3.	Approval of new state plan	Approval of new state plan for FY 2016-2021	DDPP Committee Council TA
January 1, 2018	J4.	PPR	Review of PPRs to assess the extent to which the Council is conducting and supporting advocacy, capacity building and systemic change activities consistent with the DD Act	DDPP Committee Council TA
January 1, 2018	K3.	PPR	Review of PPRs to assess whether the Council is utilizing its evaluation plan	DDPP TA

II. ORGANIZATIONAL ADMINISTRATION							
2013 MTARS Finding							
III.1 Staff	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #1)	When	Who	
Done							
A	The Council Director (not the Governor) should hire Council staff and supervise and annually evaluate them. Instead the Council Director submits hiring recommendations to the Governor and the Governor has the final authority to hire two deputy level staff. The Council has the final approval for the hiring of other staff.	N/A	1. Policies and/or procedures (with other documentation as necessary) providing evidence of the Council Directors responsibilities of hiring, supervising and evaluating staff 2. Demonstration of the Director's ability to hire, supervise and annually evaluate the staff of the Council	1. AB 1595, Bylaws 2. ED job description	1. 12/1/14 2. 1/1/15	1. ED, Legal, Council 2. HR	1. No 2. No
III. MEMBERSHIP							
2013 MTARS Finding							
III.1 Membership policies	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #2, 3)	When	Who	
Done							
B	The Council's membership nomination and appointment process has been historically inhibited by state bureaucracy. It is unclear if and how membership recommendations are solicited from a broad range of DD/ID organizational sources and non-state agency members of the Council.	N/A	1. Policies and/or procedures (with other documentation as necessary) providing evidence of the Council's membership nomination and appointment process and procedures 2. Direct evidence that the appointment process procedures are being implemented	1. Bylaws 2. Membership meeting minutes & report to Council, list of organizations on distribution list, recruitment materials,	1. 12/1/14 2. 4/1/15	1. ED, Legal, Council 2. ED, Comm	1. No 2. No

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SCDD – AIDD Compliance Task Chart DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

C	Members reflect the state's diverse geographic locations, race, and ethnicity. Sec.125(b)(1)(C)	The appointment process for obtaining new Council members has hindered compliance with the DD Act. Currently, SCDD's membership composition does not meet the requirements for geographic, racial, and ethnic diversity.	N/A	1. Policies and/or procedures (with other documentation as necessary) providing evidence of outreach efforts to recruit members that reflect the state's diverse geographic locations, race and ethnicity 2. Direct evidence that the Council's membership reflects the state's diverse geographic locations, race and ethnicity	Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted	1. Bylaws 2. Demographic analysis of Governor's appointees to the Council	1. 12/1/14 2. 12/1/14	1. ED, Legal, Council 2. HR	1. No 2. No
D	III.1 Membership policies The Council has provisions to rotate membership. Sec.125(b)(2)	2013 MTARS Finding Each regional office (i.e. Area Board) representative has to be nominated by the governor. Membership rotation has been historically inhibited by the state's bureaucratic appointment process. For example, one regional office has not had representation on the Council for two years.	N/A	Documentation/Evidence of Progress 1. Policies and/or procedure with other documentation as necessary providing evidence of Council provisions to rotate membership 2. Direct evidence that the Council is rotating its members per the Council's policy	Comments Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted	Task (CA #4, 5, 6) 1. AB 1595, Bylaws 2. Council roster showing membership and changes for 2015	When 1. 12/1/14 2. 1/1/16	Who 1. ED, Legal, Council 2. ED	1. No 2. No
E	The Council has provisions that allow continuation of membership until a new member is appointed. Sec.125(b)(2)	The Council did not provide evidence of a policy for allowing the continuation of Council membership until a replacement member could be appointed.	N/A	1. Policies and/or procedures (with other documentation as necessary) providing evidence of Council provisions that allow continuation of membership until a new member is appointment 2. Direct evidence that the Council is following its members membership policy	Sufficient evidence must be provided to adequately meet this finding and be considered for terms and conditions status	1. AB 1595, Bylaws. 2. Council roster showing membership and changes for 2015	1. 12/1/14 2. 1/1/16	1. ED, Legal, Council 2. ED	1. No 2. No

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F	The Council has a process to notify Governor re: membership and vacancies. Sec. 125(b)(2)	The Council did not provide evidence of a transparent and effective process to notify Governor regarding membership vacancies.	N/A	1. Policies and/or procedures (with other documentation as necessary) providing evidence of appointment process to notify Governor of membership and vacancies 2. Direct evidence of notifying Governor of membership recommendations and vacancies	Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted	1. Bylaws, administrative procedure 2. Membership Committee reports to Council	1. 12/1/14 2. 4/1/15	1. ED, Legal, CDD, Council 2. ED, Comm	1. No 2. No
G	III.2 Membership requirements	2013 MTARS Finding	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #7)	When	Who	Done
	60% of membership represent individuals with DD in the following categories: Sec.125(b)(3); Sec.125(b)(5) 1/3 individuals with DD 1/3 parents and guardians of children with developmental disabilities or immediate relatives of guardians of adults with developmental disabilities, 1/3 combination at least one is immediate relative or guardian of an individual with developmental disabilities who resides or previously resided in an institution or an individual with developmental disabilities who currently/previously resided in an institution in the State. Sec.125(b)(6)	Historically the Council has had long term vacancies. Several membership rosters have been submitted since last year and four membership vacancies were filled just prior to the on-site monitoring visit. An updated membership roster is requested as part of the FY 14 State Plan Amendment to AIDD to ensure compliance.	1. The Council does not have a standard orientation or mentoring process for the Chair or new members. Council members expressed the need for training on the DD Act, the Council program federal mandate, and organization governance 2. State agency representatives lack understanding of their role at Council meetings. While representatives attend full Council meetings, they do not actively engage with the committees.	1. Since the MTARS visit, documentation of Council compliance with membership composition requirement, standard orientation or mentoring process for Chair and new members, including training in the DD Act, the Council program federal mandate, and organization governance. 2. Direct evidence of state agency representatives understanding their role and actively engaging in Council meetings	Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted	1a. Orientation binder, welcome letter, 1b. Annual Councilmember training materials 2. Welcome letter for Agency reps	1. 1/1/15 1b. 4/1/15 2. 2/1/15	1a. ED, Comm, TA 1.b. ED, TA 2. ED, TA	1a. No 1b. No 2. No

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IV. PROGRAM ADMINISTRATION						
2013 MTARS Finding						
IV.1. Five Year State Plan	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #8)	When	Who
<p>The plan shall focus on Council efforts to bring about the purpose of this subtitle, by specifying 5-year goals, as developed through data driven strategic planning, for advocacy, capacity building, and systemic change related to the areas of emphasis, to be undertaken by the Council. Sec.124(c)(4)(A)</p>	N/A	<p>1. Evidence of activities, process and/or procedures (with other documentation, as necessary) to develop a 5 year strategic plan that addresses systems change, capacity building and advocacy on a statewide basis</p>	<p>This will require ongoing technical assistance and monitoring into the next state plan cycle (2016-2021) before considering whether to special terms and conditions are lifted</p>	<p>1a. State Plan Development process 1b. Documentation of public outreach, meetings, surveys, use of available data sources (NCI, ICI, CDER, etc). Copies of staff products submitted to committees and Council to support integration of data and public input. Various</p>	<p>1a. 10/1/15 1b. 10/1/16</p>	<p>1. DDDPP, Comm, Council, TA</p>
<p>3. The review team observed lack of supports for some of the self-advocate members of the Council. The review team could not determine if the events were isolated or an overall issue.</p>	<p>3. Direct evidence of supports for engaging self-advocate members of the Council in council meetings and council activities.</p>	<p>3a. Policy 3b. SAAC packets and materials for 2015, evidence of facilitator attendance for 2015</p>	<p>3a. ED, Comm Council 3b. ED</p>	<p>3a. 1/1/15 3b. 1/1/16</p>	<p>3a. No 3b. No</p>	<p>Done</p>

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	activity. While AIDD does not question the merit of the projects and the quality of the work being done by Council staff, it raises serious questions about whether the state is directing the Council's State Plan or whether the Council is developing the State Plan.	2. Direct evidence of process and/or procedures (with other documentation as necessary) for the Council to make data driven decisions and evaluate the progress and impact of state plan implementation	other documents showing committee work and council revisions of state plan. 2. Same as 1b	2. DDPP, Comm, Council, TA	2. No			
	<b>IV.1. Five Year State Plan</b>	<b>2013 MTARS Finding</b>	<b>Other Key Areas of Concern</b>	<b>Documentation/Evidence of Progress</b>	<b>Task (CA #9)</b>	<b>When</b>	<b>Who</b>	<b>Done</b>
<b>I</b>	Plan must include assurances related to: ➤ (B) USE OF FUNDS - <i>At the request of any State, a portion of such funds provided to such State under this subtitle for any fiscal year shall be available to pay up to 1/2 (or the entire amount if the Council is the designated State agency) of the expenditures found to be necessary by the Secretary for the proper and efficient exercise of the functions of the</i>	The Council did not provide adequate evidence that the plan is supported by the assurances in Section 125(c)(5)(B - D) and (K - L).  Regarding (B) <i>Use of Funds</i> , the review team could not draw any conclusions about the Council based on the information provided about the expenditures for the DSA. It was stated during interviews that: <ul style="list-style-type: none"><li>• The DSA charges the Council an indirect rate for the services it provides.</li><li>• The rate stated by Council staff was in excess of the 5% or \$50,000 limit.</li></ul>	1. The DSA plays a vital role supporting the development and implementation of the Council's budget. AIDD highly recommends the Council and DSA enter into a Memorandum of Understanding in support of the Council  2. Staff expressed a great need for training to better understand the DD	1. Direct evidence/documentation of MOU between the Council and the DSA in support of the Council	1. MOU	1. 7/1/15	1. Legal	1. No
				Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted	2. MOU	2. 7/1/15	2. Legal	2. No

Nov 5, 2014

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SCDD – AIDD Compliance Task Chart

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<p><i>designated State agency, except that not more than 5 percent of such funds provided to such State for any fiscal year, or \$50,000, whichever is less, shall be made available for total expenditures for such purpose by the designated State agency</i></p> <p>➤ (C) STATE FINANCIAL PARTICIPATION.—<i>The plan shall provide assurances that there will be reasonable State financial participation in the cost of carrying out the plan</i></p> <p>➤ (D) CONFLICT OF INTEREST.—<i>The plan shall provide an assurance that no member of such Council will cast a vote on any matter that would provide direct financial benefit to the member or otherwise give the appearance of a conflict of interest.</i></p> <p>➤ (K) STAFF ASSIGNMENTS.—<i>The plan shall provide assurances that the staff</i></p>	<ul style="list-style-type: none"> <li>Staff did not know the DSA's indirect policy and no written policy were provided.</li> <li>The Council is required to pay the indirect rate. The Council staff stated it does so from two contracts the state awards to the Council.</li> </ul> <p>In regards to (C) <i>State Financial Participation</i>, when the review team inquired about how the state provides match, there were comments about state contract funds being factored in but there was a tremendous lack of clarity on this matter.</p> <p>In regards to (D) <i>Conflict of Interest</i>, the majority of the Council is comprised of non-agency representatives who are Area Board representatives. There are 13 Areas Board representatives on the Council and 7 "at large" members. The Area Board representatives sit on the State Council and on the Advisory Committee to the Area Boards. This dual role presents a conflict of interest and gives the appearance of a conflict of interest. The Council does not have a policy or procedure to address this.</p> <p>In regards to (K) <i>Staff Assignments</i>, it appears that Council staff is carrying out work directed by the state and not</p>	<p>Act, the DD Council's federal mandate to conduct advocacy, capacity building, and systemic change on a statewide level.</p>	<p>3. Direct evidence that the DSA rates are charged to the Council consistent with documents</p> <p>4. Direct evidence that DSA provided match to the Council</p> <p>5. Policies and procedures (with other documentation as necessary) providing evidence of how the Council addresses Conflict of Interest, particularly findings in the MTARS</p> <p>6. Direct evidence that the Council is following its policy and procedures with regards to conflict of interest</p> <p>7. Policies and/or procedures (with other documentation as necessary) regarding : (a) Council staff carrying out solely the responsibilities duties of the Council as described in the DD Act; (b) training on the DD Act, the DD Council's federal mandate to conduct and support advocacy, capacity building, and systemic change on a statewide level; (c) state plan implementation, data collection and analysis, supports to engage self-advocate members in council meetings and activities; (d) standard orientation tools for</p>	<p>Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted</p>	<p>3. DSS Invoices</p> <p>4. DSS Invoices</p> <p>5. AB 1595, Bylaws</p> <p>6. Bylaws, Form 700, Gov't Codes 1090 &amp; 87100</p> <p>7. Bylaws</p>	<p>3. 2/1/15</p> <p>4. 2/1/15</p> <p>5. 12/1/14</p> <p>6. 12/1/14</p> <p>7. 12/1/14</p>	<p>3. CDD</p> <p>4. CDD</p> <p>5. ED</p> <p>6. ED, Legal</p> <p>7. CDD, Legal, HR</p>	<p>3. No</p> <p>4. No</p> <p>5. No</p> <p>6. No</p> <p>7. No</p>
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Nov 5, 2014

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<p>and other personnel of the Council, while working for the Council, will be responsible solely for assisting the Council in carrying out the duties of the Council under this subtitle and will not be assigned duties by the designated State agency, or any other agency, office, or entity of the State.</p> <p>➤ <b>NONINTERFERENCE!</b> —The plan shall provide assurances that the designated State agency, and any other agency, office, or entity of the State, will not interfere with the advocacy, capacity building, and systemic change activities, budget, personnel, State Plan development, or plan implementation of the Council, except that the designated State agency shall have the authority necessary to carry out the responsibilities described in section 125(d)(3). Sec.124(c)(5)</p>	<p>necessarily the Council through the state funded Client Rights Advocacy and Volunteer Advocacy Services projects.</p> <p>Through these contracts, Council staff conducts assessments and monitoring in the State's developmental centers. Providing direct services is outside the purview of the Council's responsibilities. Furthermore, this work is in support of the two state contracts and therefore directs the work carried out by Council staff located in the regional office. Since it is work created by and for the state, it raises questions as to whether the Council staff is assisting the Council or the state.</p> <p>In regards to (L) <i>Noninterference</i>, it is very difficult to conclude whether the Council is free of interference:</p> <ul style="list-style-type: none"> <li>To avoid duplication, issues related to interference with the budget process are described under <i>VI.1 Fiscal Requirements</i></li> <li>To avoid duplication, issues related to interference with personnel are described under <i>II.1 Staff</i></li> <li>To avoid duplication, issues related to interference with State Plan development are described in the Section above <i>IV.1. Five Year State Plan</i>.</li> </ul>	<p>staff, policy manuals and trainings to learn Council programs and administrative requirements</p> <p>8. Direct evidence that the policies and procedures above are being carried out consistent with the policy</p> <p>9. Direct evidence the Council is functioning free of DSA interference as identified in the MTARS findings</p>	<p>8. Breakdown of staff by funding source, training materials, staff orientation binder</p> <p>9. See A (Staff), H (Five Year State Plan), and M (Fiscal Requirement )</p>	<p>8. 7/1/15</p> <p>9. 10/1/16</p>	<p>8. CDD, CCPP, HR</p> <p>9. ED, CDD, DDPP, Legal, Comm, Council, TA</p>	<p>8. No</p> <p>9. No</p>
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J	IV.2 State Plan Implementation	2013 MTARS Finding	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #10)	When	Who	Done
	<p>The Council shall implement the State Plan by conducting and supporting advocacy, capacity building, and systemic change activities Sec.125(c)(5)</p>	<p>The Council's 5-year plan implementation does not promote advocacy, capacity building, and systemic change at the state level. As discussed above, the review team heard more about the two state funded projects implemented by the Area Boards. Since so much attention was paid to the two state funded projects, the review team did not hear about a coherent set of activities implemented by the Council at the state level.</p> <p>The Council is providing direct services through the two state contracts. This type of activity is outside the purview of the Council's responsibilities and appears to overlap with P&amp;A functions.</p>	<p>i. Partnership efforts are evident however, there are no plans for collaboration between the DD Network Partners (the Council, the three UCEDDs and the P&amp;A)</p>	<p>1. Policies and/or procedures (with other documentation as needed) providing evidence of how the Council will develop and address state plan goals on a statewide basis; plans for collaboration with the DD Network Partners</p> <p>2. For the remainder of the 2011-2016 state plan, evidence of amended and implemented goals on a statewide basis</p> <p>3. Approval of new state plan for FY 2016 – 2021</p> <p>4. Review of PPRs to assess the extent to which the Council is conducting and supporting advocacy, capacity building and systemic change activities consistent with the DD Act</p>	<p>This will require ongoing technical assistance and monitoring into the next state plan cycle (2016-2021) before considering whether to special terms and conditions are lifted</p>	<p>1a. State Plan work plan 1b. Evidence of periodic meetings and joint activities</p> <p>2. Amended Plan and supporting documentation</p> <p>3. Approval of new plan.</p> <p>4. PPR</p>	<p>1a. 9/1/15 1b. 7/1/15</p> <p>2. 1/1/16</p> <p>3. 1/1/17</p> <p>4. 1/1/18</p>	<p>1a. ED, DDPP, Comm, TA 1b. ED</p> <p>2. DDPP, Comm, Council, TA</p> <p>3. DDPP, Comm, Council, TA</p> <p>4. DDPP, Comm, Council, TA</p>	<p>1a. No 1b. No 2. No 3. No 4. No</p>

V. EVALUATION AND REPORTS		2013 MTARS Finding	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #11)	When	Who	Done
<b>K</b>	<p>Program Performance Report</p> <p>The Council annually prepares and transmits to the Secretary a report containing information about the progress made in achieving the goals. The report includes:</p> <ul style="list-style-type: none"> <li>• Extent to which each goal of Council was achieved. Sec.125(c)(7)(A)</li> <li>• Description of strategies that contributed to achieving goals. Sec.125(c)(7)(B)</li> <li>• Extent to which each goal was not achieved, describes factors that impeded goal achievement. Sec.125(c)(7)(C)</li> <li>• Separate information on self-advocacy goal. Sec.125(c)(7)(D)</li> </ul>	<p>Overall the Council's Program Performance Report does not specifically describe how each Area Board is contributing to State Plan implementation. Because there are 13 regional offices implementing different parts of the Council State Plan, it is difficult to determine how State Plan achievement is being measured and evaluated.</p> <p>Some Area Boards referenced using "mini-plans" to document which parts of the Council State Plan they were implementing. Other Area Boards did not provide evidence of having "mini-plans". Without consistent use of Area Board "mini-plans" or some other tool it is unclear how the Council can assess progress made in achieving goals.</p>	N/A	<p>1. Policies and/or procedures (with other documentation as needed) providing evidence for the Council to develop a high quality cohesive and comprehensive PPR as described in the guidance provided by ITACC and AIDD</p> <p>2. Council evaluation plan submitted in the State Plan</p> <p>3. Review of PPRs to assess whether the Council is utilizing its evaluation plan</p>	<p>This will require ongoing technical assistance and monitoring into the next state plan cycle (2016-2021) before considering whether to special terms and conditions are lifted</p>	<p>1. Documentation of TA received and products based on TA</p> <p>2. Evaluation plan</p> <p>3. PPR</p>	<p>1. 1/1/16</p> <p>2. 10/1/16</p> <p>3. 1/1/18</p>	<p>1. DDPP, TA</p> <p>2. DDPP, Comm, Council, TA</p> <p>3. DDPP, TA</p>	<p>1. No</p> <p>2. No</p> <p>3. No</p>
<b>L</b>	<p>An accounting of the manner in which funds paid to the State for a fiscal year were expended. Sec.125(c)(7)(G)</p>	<p>The Council presented several documents that detailed different aspects of how the federal allotment is being spent, but overall the review team could not determine how the budget is developed and executed and how expenditure data is calculated.</p>	N/A	<p>1. Policies and/or procedures (with other documentation as necessary) providing evidence of how the Council's budget is developed, executed, and how the expenditure data is calculated</p> <p>2. Review of fiscal documents to assess whether the Council is following its policies and procedures and federal grant requirements</p>	<p>Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted</p>	<p>1. State Accounting Policies, Budget Development Directives</p> <p>2. Expenditures by Object Code for entire budget</p>	<p>1. 2/1/15</p> <p>2. 2/1/15</p>	<p>1. CDD</p> <p>2. CDD</p>	<p>1. No</p> <p>2. No</p>

Nov 5, 2014

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SCDD – AIDD Compliance Task Chart      DRAFT DRAFT DRAFT DRAFT DRAFT

**VI. FISCAL**

VI.1 Fiscal Requirements	2013 MTARS Finding	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #12)	When	Who	Done
<p><b>M</b> Council has authority to prepare, approve, and implement a budget to fund programs, projects, and activities. Sec125(c)(8)</p>	<p>The Council did not provide adequate evidence on how it developed or implemented its budget to fund programs, projects, and activities:</p> <ul style="list-style-type: none"> <li>• Council members expressed a strong need for more fiscal transparency and training on state versus federal fiscal policy and the Council's budget development/implementation process.</li> <li>• The Lanterman Act requires the Council to provide funding to Area Boards.</li> <li>• The Lanterman Act provisions require the Council to hire staff at the deputy director level thereby interjecting a line item in the Council's budget and limiting its authority to develop a budget.</li> </ul>	<p>N/A</p>	<ol style="list-style-type: none"> <li>1. Policies and/or procedures (with other documentation as necessary) providing evidence of how the Council's budget is developed, executed, and how the expenditure data is calculated</li> <li>2. Policies and/or procedures revised (with other documentation as necessary) as a result of the Lanterman Act</li> <li>3. Direct evidence that the full Council is developing, approving and managing its budget</li> </ol>	<p>Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted</p>	<ol style="list-style-type: none"> <li>1. State Accounting Policies, Budget Development Directives</li> <li>2. AB 1595</li> <li>3. Council reviews of Quarterly Budget Projections, Council votes on resource allocation, including cost-reductions</li> </ol>	<ol style="list-style-type: none"> <li>1. 2/1/15</li> <li>2. 12/1/14</li> <li>3. 7/1/15</li> </ol>	<ol style="list-style-type: none"> <li>1. CDD</li> <li>2. ED, Legal</li> <li>3. ED, Comm, Council</li> </ol>	<ol style="list-style-type: none"> <li>1. No</li> <li>2. No</li> <li>3. No</li> </ol>

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SCDD – AIDD Compliance Task Chart DRAFT DRAFT DRAFT DRAFT DRAFT

N	VI.2 Fiscal Policies	2013 MTARS Finding	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #13)	When	Who	Done
	<p>Council has policies to carry out appropriate subcontracting activities. Sec.125(c)(8)(A)</p> <p>Council directs expenditures of funds for grants, contracts, interagency agreements that are binding contracts and other activities authorized by State Plan approval. Sec.125(c)(8)(C)</p> <p>Grantee shall keep records that disclose:</p> <ul style="list-style-type: none"> <li>• Amount and disposition of assistance by recipient</li> <li>• Total cost of project or undertaking in connection with assistance given</li> <li>• Amount of project costs supplied by other sources</li> <li>• Such other records that will facilitate an effective audit</li> </ul> <p>Sec.103</p>	<p>The Council did not provide adequate evidence of that is has accurate financial accounting and record keeping:</p> <ul style="list-style-type: none"> <li>• At the time of the on-site visit, the Administrative Services Manager position was vacant and the Council did not have a staff person dedicated to managing the Council's finances.</li> <li>• The Council could only provide limited information on the Council's fiscal policies during the on-site visit pertinent to the requirements in the DD Act.</li> <li>• The Council experienced fiscal impropriety under the previous Executive Director (Board Resource contract)</li> <li>• The state auditor's findings substantiate the immediate need for financial management systems. (Reference: <i>California Department of Finance Management Letter dated August 17, 2012</i>)</li> </ul>	N/A	<p>1. Policies and/or procedures (with other documentation as necessary) providing evidence the Council carries out appropriate subcontracting activities, accurate financial accounting and record keeping</p> <p>2. Direct evidence that the Council is following its subcontracting policies</p>	<p>Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted</p>	<p>1. Contract Manual</p> <p>2. RFP, Overview of RFP process, summary pages of selected vendor</p>	<p>1. 12/1/14</p> <p>2. 1/1/16</p>	<p>1.CDD</p> <p>2. CDD</p>	<p>1. No</p> <p>2. No</p>

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VII. DESIGNATED STATE AGENCY									
VII.2 Responsibilities of DSA									
	2013 MTARS Finding	Other Key Areas of Concern	Documentation/Evidence of Progress	Comments	Task (CA #14)	When	Who	Done	
0	<ul style="list-style-type: none"> <li>Receives, accounts for, and disburses funds under subtitle based on State Plan. Sec 125(d)(3)(C)(i)</li> <li>Provides the appropriate fiscal control and fund accounting procedures as may be necessary to assure proper disbursement of, and accounting for, funds paid to the state. Sec 125(d)(3)(C)(ii)</li> <li>Keeps and provides access to records as Secretary and Council may determine necessary and timely financial reports regarding status of expenditures, obligations, and liquidation by agency or Council, and use of Federal and non-Federal shares. Sec 125(d)(3)(D)</li> <li>Provides required non-Federal share. Sec 125(d)(3)(E)</li> <li>Assists in obtaining appropriate State Plan assurances and consistency with state law. Sec 125(d)(3)(F)</li> <li>Enters into MOU at request of Council. Sec 125(d)(3)(G)</li> </ul>	<p>As mentioned above the Council's recent experience with fiscal impropriety under the previous Executive Director (Board Resource contract) and the state auditor's findings substantiates the DSA's need to establish processes, policies, and procedures that promote:</p> <ul style="list-style-type: none"> <li>Accurate receipt, accounting, and disbursement of funds</li> <li>Provision of appropriate fiscal control and fund accounting procedures necessary to assure proper disbursement of, and accounting for, funds paid</li> <li>Access to records as the Secretary and Council may determine necessary</li> <li>Timely development and dissemination of financial reports regarding status of expenditures, obligations, and liquidation by agency or Council, and use of Federal and non-Federal shares</li> </ul> <p>The Council does not have a Memorandum of Understanding with the DSA.</p> <p>There was no evidence that the Council has conducted a formal evaluation of the DSA at any point and time.</p> <p>Several Council staff position and DSA functions appear duplicative. Several DSA functions are performed by Council staff at the central office, specifically in the areas of: contracting, budget, fiscal, and personnel.</p>	N/A	<p>1. Policies and/or procedures (with other documentation as necessary) providing evidence the DSA has promoted: Accurate receipt, accounting, and disbursement of funds; Provision of appropriate fiscal control and fund accounting procedures necessary to assure proper disbursement of, and accounting for, funds paid; Access to records as the Secretary and Council may determine necessary; and timely development and dissemination of financial reports regarding status of expenditures, obligations, and liquidation by agency or Council, and use of Federal and non-Federal shares</p> <p>2. Direct evidence that the DSA is carrying out the policies and procedures</p>	<p>Sufficient evidence must be provided to adequately meet this finding and be considered for special terms and conditions to be lifted</p>	<p>1. State accounting policies</p> <p>2. DSA Annual Evaluation (possibly CaISTARS reports)</p>	<p>1. 2/1/15</p> <p>2. 7/1/15</p>	<p>1. CDD, Legal</p> <p>2. CDD, Comm</p>	<p>1. No</p> <p>2. No</p>

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DRAFT

MTARS COMMITTEE MEETING MINUTES  
October 20, 2014

**Members Present**

Molly Kennedy (Chair)  
Catherine Blakemore  
Janelle Lewis  
Nancy Clyde  
Sandra Smith  
Olivia Raynor  
Sarah Greenseid  
April Lopez

**Members Absent**

Michael Wilkening  
Kristopher Kent

**Others Attending**

Mike Clark  
Aaron Carruthers  
Natalie Bocanegra  
Thomas Johnson  
Janet Fernandez

**1. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

Molly Kennedy, Chairperson, called the meeting to order at 3:17 p.m. A quorum was established.

**2. WELCOME AND INTRODUCTIONS**

Everyone present introduced themselves.

**3. PUBLIC COMMENT**

There were no public comments.

**4. APPROVAL OF AUGUST 20, 2014 MINUTES**

It was moved/seconded (Smith/Lewis) and carried to approve the September 23, 2014 MTARS Committee minutes as presented. (1 abstention, Nancy Clyde).

**5. AIDD COMPLIANCE TASK CHART:**

Aaron Carruthers, Chief Deputy Director, reviewed the AIDD Compliance Task Chart with Committee members. This task chart can be accessed on page 8 at the following hyperlink:

There were brief discussions regarding Council appointments and vacancies; the status of the Membership Committee's recruitment process and its communication with the Governor's Office; Council member orientation meetings and binders; training for Council members and staff; facilitators and facilitation policies; Council member assessments; staff activity reports; budget development policies and procedures; the Program Performance Review; and the contract review process.

**6. POST AB 1595 BYLAWS AND STRATEGIC PLANNING UPDATE**

Molly, Mike, Aaron, April, and Natalie will meet with staff to develop a strategic plan that reflects the findings of MTARS and the upcoming changes mandated by Assembly Bill (AB) 1595. The full Council will be updated on the progress at the November 2014 meeting. There was also a brief discussion regarding the role of the MTARS Committee. Members essentially agreed that the role of the MTARS Committee is to provide advice and input on SCDD activities addressing AIDD compliance, combining the efforts of the other committees and staff to address the 'big ticket' items associated with MTARS and AB 1595.

**7. NEXT MEETING DATES**

The next MTARS meeting was scheduled for November 24, 2014, from 1:00 p.m. to 4:00 p.m.

**8. ADJOURN**

The meeting was adjourned at 6:00 p.m.

# **VISION FOR THE COUNCIL'S FUTURE**

## Designing SCDD Future



The SCDD Council Leadership and Executive Management Team are currently developing a roadmap that will lead the organization in advocacy, systems change, and capacity building. We are seeking input from committee members to assist with this process by requesting input on the following four questions:

1. Please write down three recent Council accomplishments.
2. How can the Council establish itself as a model leader in California and throughout the Nation?
3. What uniqueness can the Council bring to improving the California Developmental Disabilities System?
4. How does the Council want to improve and impact the lives of people with disabilities and their family in the next 10 years?

**CHAIR AND  
VICE-CHAIR  
ELECTIONS**

## Voting Policies

### Relevant Excerpt from the Lanterman Act

W&I Code Section 4535(b) states:

The state council shall, by majority vote of the voting members, elect its own chairperson and vice chairperson who shall have full voting rights on all state council actions, from among the appointed members, described in paragraph (1) or (3) of subdivision (b) of Section 4521, and shall establish any committees it deems necessary or desirable. The chairperson shall appoint all members of committees of the state council. The chairs and vice chairs of the state council and its standing committees shall be individuals with a developmental disability, or the parent, sibling, guardian, or conservator of an individual with a developmental disability.

### Article VI of the Council Bylaws State

#### **SECTION 4. Voting Rights of Members:**

- (a) Each member shall be entitled to one vote, to be exercised in person. Proxy voting shall not be permitted.
- (b) Except as otherwise specifically provided in State law or these By-laws, all matters submitted for determination shall be decided by a majority vote.

### Article VII of the Bylaws State

#### **SECTION 2. Election of Member Officers:**

Election of officers shall occur once every two years. The election shall be held during the last meeting of the appropriate calendar year. Only self and family advocate members shall be eligible to hold office.

#### **SECTION 3. Voting Procedure:**

Council officers shall be elected by a majority vote. Recommendations for officers shall be in the form of nominations from the Nominating Committee. Nominations may also be received from the floor prior to the election, but subsequent to the report of the Nominating Committee.

## Voting Procedure

- Each candidate will be given 3 to 5 minutes to address the Council.
- The Council may not vote by secret ballot. Discussion, deliberations, or action taken regarding officer selection is required to be in an open meeting. (68 Ops.Cal.Atty.Gen. 65 (1985).)
- Upon completion of candidate presentations, the vote is permitted to be taken by "show of hands" (e.g., "all in favor for Candidate 1, please raise your hand"). If a councilmember is physically unable to participate in a "show of hands," voice participation is acceptable.
- In the case there are more than two candidates running and none receive a majority of affirmative votes in a vote, the vote is rerun with the lowest candidate dropping off.
- In the case of a tie, the vote is retaken until such time as a majority of affirmative votes are received.
- The responsibility of announcing the vote rests upon Legal Counsel.

## **Molly T. Kennedy – Candidate for Chair**

**Why would you like to serve as chair?** I have gained significant experience and knowledge around the SCDD's operations and the issues faced over the past four years. I was in attendance when AIDD visited in January 2013 to complete its monitoring of the SCDD. As a result, I have been extremely involved with responding. From the moment I remember to the ensuing MTARS process and corrective action plan since November 2013. After serving as an initial member of the MTARS committee, I am now the current chairperson. Over the past six months I have had numerous meetings with Commissioner Bishop and his staff which has helped me to a greater understanding of how AIDD wants the Council to comply with the MTARS. For the past two years I have also chaired SCDD's Administrative Committee and the annual budget preparations for SCDD to approve and to monitor on an ongoing basis. In this role I have facilitated the development of a contract manual and a Memorandum of Understanding (MOU) with our Designated State Agency (DSA). These are two critical items required to come into compliance with AIDD. The extent of these activities, as well as my experience with the Self-Advocates Advisory Committee, since 2011, has given me a deeper understanding of the complex issues that SCDD and its constituencies face. My background in managing complex health care programs, participating on state and national disability boards of directors as well as holding key leadership positions on them gives me the experience to be the SCDD Chair and assist its members and staff in rebuilding a strong and innovative organization. I have a passion to serve individuals with disabilities, to help them advocate for themselves and improve their quality of life.

**What are your priorities for 2015?** My first priority, if elected, is to assure that SCDD is aligned with the federal DD ACT to assure our stability as an organization with a crucial mission to serve California. Within the next two years we must strengthen our ability to engage in advocacy, capacity building and systemic change in order for individuals with developmental disabilities and their families to have a better person centered, coordinated service system. To achieve this, SCDD has to fully implement the AB 1595 amendments to the Lanterman Act. My second priority is to oversee a strategic planning process that I have started to work on with Regional Office Directors to produce a five year plan. This plan will provide a clear focus so SCDD can operate at its highest level of efficiency, effectiveness and achieve positive advocacy outcomes. My third priority is to bring innovation to the California Self-Advocacy movement so individuals with disabilities have significant voices in policy making, implementation of self-determination practices and advancing Employment First. Lastly, I would like the Council to be the convener of stakeholders who will begin to evaluate the current California DD service system and recommend ways to improve innovation and sustainability for the future. Through this process the SCDD can show the leadership and influence that will allow it again to be a significant partner in our State's DD system.

**How Well do You Work with Council Staff?** Since becoming chair four months ago I have built a strong working relationship with the current SCDD Executive Leadership team. The team and I have a very strong, open line of communication that allows me to stay informed with all of the Council's activities. The Executive Director and Chief Operational Officer began working for the Council this past June. One of the critical roles I offer them is the institutional knowledge which has been very beneficial to the new management in understanding the operations of the council. The management team, Vice Chair and I are meeting on regular basis to develop a plan for the Council's approval on the activities needed to implement AB 1595 starting January 1, 2015. I am very pleased with the strong working relationship that I have developed over the past months with the SCDD Executive leadership. If elected to serve another term as chair, I know we will continue to make progress and complete the work necessary to complete our corrective action plan with AIDD and move ahead in becoming the State Council that we want to be.

## **Sandra Smith – Candidate for Chair and Vice-Chair**

### **Why would you like to serve as chair?**

Sandra Smith's reasons for wanting to be SCDD Chair: I have been frustrated with the council looking like a splintered group rather than a cohesive agency. There's a need to develop a collaborative work plan with priorities listed, in order to get the work done for a road map. It is important to have an understanding of each sub committee's work, beyond the reports in a packet prior to council meetings, as chair I would have that understanding. We have spent so much time on AB1595, and we should be proud of that work. As chair I will work closely with the newly named advisory committees (AC), I see each as a major part of why we are a Council! Without the AC's on the front lines doing the work with and for the Intellectually Disabled (ID) population we represent, we as a council would have little purpose. We are the "umbrella" from which the advisory committees members can offer and find support. As Council chair I would have the opportunity to build better collaborative relationships with all our partners, the 13 AC's, service providers, universities and all others included in our 31 voting members.

### **What are your priorities for 2015?**

A vision for 2015 is to finish 2014 with a road map, based on AB1595. Getting all staff positions filled, as needed, especially Executive Director. This might require a better look at what support staff we already have and what we might need. In 2015 I would take advantage of our annual opportunity to revisit our State plan goals and work with council and staff to focus on getting measurable outcomes and results for 2014-2016. A step we can take to do this is to identify duplications within the current 15 goals and develop more tangible and achievable activities in our current cycle. As we continue to work on current goals, as chair, I would closely work with State plan committee being mindful, not to loose focus on the next five-year plan. In 2015, I see the full council pro active, making sure California emerges in compliance with the DD act, no longer under the stringent guidelines of high-risk status! I see 2015, as a time to remind the full council what each individual member at the table, has to offer, including staff. I would suggest training for all in many different areas, limiting the need for outside consultation. I believe that within our membership we have all the expertise we need, to be organized, and a positive organization for the state and the people we represent! We have the Lanterman act, we need to remind our communities of its over arching greatness "entitlement"!

What I hope to accomplish as Chair, is collaboration with all partners and staff. In 2015 as chair I will provide leadership in the implementation of goals in a focused, and measurable way. Also as chair, I will work toward better dissemination of information of SCDD's vision and goals to broaden our community's awareness and get their input, using AB1595 as our guide.

### **How well do you work with Council staff?**

I have a productive and positive working relationship with staff.

## **Robert Taylor – Candidate for Vice Chair**

### **Why would you like to serve as chair?**

I would like to serve as Council Vice-Chair, so I can make a difference for all who have disabilities and for those who don't within the State of California.

### **What are my priorities for 2015?**

My priorities for 2015, is as follows: See that our 13 Area Boards, continue with their amounts requested for projects that benefits all of us here in: California, that the Corrective Action Plan continue as is, to make the State Council more stronger in its functions, that the Employment First Committee, continue as a Committee to phase out sheltered work and subminimum wages, and transition to integrated competitive employment for those who have disabilities and can work, and to review uniform holiday schedules, because it impacts individuals with developmental disabilities. The Statewide Self-Advocacy Network, needs to continue, as a Network that understands the needs of all Self-Advocates, within the State of California, and the Staff of the State Council should work with the appropriate entities to develop necessary statutory language and corresponding processes to effectuate transitions of exempt positions of the Council, with the exemption of our Council Executive Director to Similar Civil Service Positions.

### **How well do you work with Council staff?**

I work well with Council Staff, I'm a team leader with them, and we get things done for all of us who have disabilities and for those who don't within the State of California.

## **Dr. April Lopez – Candidate for Vice-Chair**

### **Why would you like to serve as chair?**

As the Vice Chair of the SCDD I will be committed to bringing a strong, fair and collaborative style of leadership to the position. Many of you know my passion for protecting and enhancing the quality of life for the developmentally disabled in California. As the married mother of three young children, one of whom has a disability, I take my responsibilities as a council member very seriously. It is a calling I have been blessed with and if elected Vice Chair I promise to perform my duties with the same respectful vigor and passion that many of you have seen over the months and years. When performing my duties as Vice Chair I will always put our developmentally disabled citizens' first. This is why I want to serve.

I will bring the same professional work ethic from my committee work to this position. Since assuming the role of Chairperson of the membership committee there has been a noticeable improvement in communication with the governor's office. My work in the Legislative and Public Policy Committee required significant lobbying efforts in the State Legislature in support of SB 468 (Emmerson/Beall/Mitchell) *The Statewide Self-Determination Program* and SB 555 (Correa) *Developmental services: regional centers: individual program plans and individualized family service plans*. I was also called upon to represent the SCDD and testify at committee hearings. As a result of the Legislative Committee's teamwork and in spite of strong and very organized opposition we were successful in getting the bills through the legislature and signed by Governor Brown.

### **What are my priorities for 2015?**

- Continue to develop and enhance strategies to ensure individuals with developmental disabilities and their families participate in the planning, design and receipt of the services and supports they need which promote increased independence, productivity, inclusion and self-determination.
- Enhance, improve, and increase services to individuals and their families.
- To strive towards maximum compliance with the Federal DD Act through the MTARS process while simultaneously improving our credibility with the Administration on Intellectual and Developmental Disabilities.

### **How well do you work with Council staff?**

I am committed and determined to improving and strengthening the working relationship with the Executive Director, the Chief Operational Officer and the Chairperson of the council as we should and will collectively strive towards the goals and objectives of the entire council. If we work together there is virtually nothing we cannot accomplish. This is my commitment to all of you.

# **DD SYSTEM SUSTAINABILITY**

## An Open Letter to our Elected State Officials:

Tierra del Sol is representative of the vast majority of California's day programs serving adults with developmental disabilities. We were founded in 1971 as one of the nonprofit organizations that California depended upon as an alternative to State institutional care for people with moderate to severe developmental disabilities. Many of our elderly clients were among that first wave of people to be deinstitutionalized as a result of the creation of the community based service system. Over the years we have continued to receive consumers exiting developmental centers and, to a far greater extent now, consumers who have been diverted from State institutional care because community programs exist as alternatives.

California, through its Regional Centers and Tierra have worked together over a thirty-five year period to create new programs and to modify others to meet the needs of people coming to us from Developmental Centers before, during and after the Coffelt De-institutionalization Court Settlement initiative. The local Regional Centers approved two Behavioral Day programs to serve persons with severe behavior disorders including self-abuse and violent-injurious behavior toward others. We also partnered to create smaller and more focused (look alike) programs to meet the unique needs of some individuals with very severe behavioral/psychiatric disorders and others whose physical and medical conditions prevented them from leaving their homes to attend treatment and training programs. More recently we have partnered with Regional Centers to create opportunities for people to succeed in real, wage paying and SSI reducing employment and even to succeed in community college education.

In 1999/2000 DDS published a comparison between the diagnostic characteristics of Developmental Center residents and consumers being served in community based day programs and residential care. The data demonstrated that the vast majority of even our most profoundly disabled consumers were now being served in community settings. The bottom line is that California is succeeding in responsibly deinstitutionalizing its citizens with profound developmental disabilities.

The value of this process is evident in the lives of the people we serve **and** by visiting our newest State University, CSUCI, that stands on the grounds of the now closed Camarillo Developmental Center. This represents a far higher and better use of this valuable State property to be sure. The ability of local Regional Centers and local provider organizations to create services that not only meet or exceed the health and safety record of State institutional care but also transform wasted lives into valued lives remains one of California's proudest public policy accomplishments.

But our success has been in establishing a far more cost effective and humane system of care – **not in finding cures for the genetic and neurological bases of the disabling conditions.** Regional Centers and program providers have collaborated to develop a coherent set of service and support models that can meet the lifelong needs of people whose cognitive disabilities leave them with little or no self help or safety

awareness capacities, people who are dually challenged by active psychiatric disorders as well mental retardation, as well as people with the most profound of medical and physical disabilities.

In each and every one of these collaborations the Regional Center negotiated rates far below what open market conditions warranted and below what we believed we needed to provide the service to the our own quality assurance standards. As a nonprofit organization, our Board, including parents, knew that we would need to raise money privately to subsidize these State funded rates.

But, just exactly like a bridge over the Mississippi or a levy, without maintenance structures and systems erode and ultimately fail catastrophically. In 1999/2000 the Department of Developmental Services published a record of rate adjustments for community services over a ten-year period as compared to the CPI. That matrix has been up-dated by the CDSA through 2007. The document demonstrates that rates have lost nearly 50% of their ability to pay wages, health care and workers compensation, rents, insurances and every category of essential expense. The distance between unavoidable costs and rates of reimbursement has grown far beyond our ability to span with fundraising and economizing. Wages can not shrink below their near minimum wage current level and revenues from fundraising dinners are diminishing.

Regrettably, Tierra is once again a good barometer of the impact of current State policy. The real and indisputable effect of frozen rates and cost control measures is our recent decisions to begin closing programs that were highly regarded and considered necessary by the regional center and the consumers they served. In 2006 Tierra recognized that we could no longer raise sufficient funds to subsidize the rates paid for our Tierra West Behavior Management Day Program. This meant we could not pay the current lease cost of our facility and we could not pay sufficient wage levels to attract qualified staff. We took the unprecedented risk management decision to close this program rather than look for a degrading building in an unsafe neighborhood that we would staff with unqualified and over-matched workers. For us the looming catastrophic failure of the underfunded program was clear and present: eventually a consumer or consumers would be injured, abused or neglected.

Recently the same risk management analysis concluded that our Supported Living Service was on the same trajectory. While we still met the Regional Center's minimum standards and those of our consumers and families – we did not meet our own standards for quality assurance, supervision and management. Eventually a medication error, staff absence or error in judgment would lead to a client illness, injury or worse. Given our inability to provide sufficient management oversight we knew that a catastrophic client tragedy was inevitable. Again, we knew that what we needed to do to resolve the shortcoming would require a modest increase in funding – the kind of minimal incremental adjustments that regional centers could facilitate prior to State mandated controls and freezes. Three months ago we notified the consumers, their families and the Regional Center that we were withdrawing from Supported Living.

Risk Management and contraction driven by economic survival has replaced service development as the principle driver of our decision-making. There are at least 3 other very crucial services currently under this same scrutiny.

Because Tierra is associated with nearly every other community service provider in California we know that we are representative of this change. We have been active and supportive partners with Regional Centers in creating the State's community based alternatives to institutional care. Since the institutions are now gone, we are not clear what the de-construction of this system means to the people who are now dependent upon it for their care and safety. We have the vision of the mental health system and its dependence upon homeless shelters and prison mental health care. Our fear is that our consumers will be even less safe in these environments than people living with mental illness.

Respectfully Submitted

Steve Miller  
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**SCDD**  
**POSITIONS**

## COUNCIL AGENDA ITEM DETAIL SHEET

**ISSUE:** Comments on In Home Worker Overtime Rules

**SUMMARY:** A new federal overtime law, intended to give in home care workers overtime protections, will likely have a negative impact on consumers and their families by limiting hours that an in home care worker can work and by limiting how many hours a consumer can use in a week.

**BACKGROUND/ISSUES/ANALYSIS:** The federal government made new rules that say that in home care workers must receive overtime pay when they work more than 40 hours in a week. The new rules go into effect on January 1, 2015 and they impact people who provide in home services like supportive living services (SLS), respite services and In Home Supportive Services (IHSS).

IHSS workers cannot work more than 66 hours per week (with 26 of those hours being paid at overtime rate) and with the standardized cut to the number of hours, it really equates to 61 hours per week. These hours are combined for all consumers served. So, if an IHSS staff member serves three folks, the combined hours must be within the 66 hours per week maximum. There has been no change to the maximum number of hours that someone can receive from IHSS. But folks should keep in mind that if they share a worker with someone else, that once that worker reaches the 66 hours in a week, they can no longer provide the unused hours for any other consumer.

Outside of the IHSS program, many in home care agencies (mainly small businesses) cannot afford to pay their workers overtime pay and will not allow workers to work beyond the 40 hours. Like the IHSS program, many services provided by in home care agencies focused the workers' shifts around the individualized need of the consumer, not necessarily around a typical 40 hour week. Consumers and families would benefit greatly if the State Council could provide written comments to Secretary Dooley and Governor Brown addressing these problems and challenges.

**RECOMMENDATION:** Provide written comments addressed to Health and Human Services Agency Secretary Dooley and Governor Brown about the challenges presented by the implementation of the overtime rule and

request the development of exceptions to the overtime rule which promote flexibility and consumer choice.

**COUNCIL STRATEGIC PLAN OBJECTIVE:** State Plan Goal #14 (a): Public policy in California promotes the independent, productivity, inclusion and self-determination of individuals with developmental disabilities and their families.

**ATTACHMENTS:** None.

**PREPARED:** Anastasia Bacigalupo, prepared November 5, 2014.

## COUNCIL AGENDA ITEM DETAIL SHEET

**ISSUE:** Comments on the California Home and Community-Based Services Statewide Transition Plan

**SUMMARY:** The Centers for Medicare and Medicaid Services (CMS) announced new rules about what services will qualify for future federal funding. As a part of the process, the State of California, through the Department of Health Care Services (DHCS), must provide CMS with a transition plan showing how services in California will follow the new rules. DHCS posted their draft transition plan and has asked that the public comment on the plan.

**BACKGROUND/ISSUES/ANALYSIS:** In January 2014, CMS announced new rules about what services will qualify for future federal funding under Medicaid Waivers and 1915(i) State Plan Amendments. The new rules will go into effect March 17, 2019.

The new rules require that all services must be provided in home and community-based settings, planning for services must be done with a person-centered approach, and each state must develop a transition plan to show how services in their state will follow the new rules. These rules strongly reflect the values of self-determination, person-centered and family-centered practice and freedom of choice. At the same time, these new rules will result in some significant changes in how services are provided in our local communities because some of the services as they are currently provided do not meet the new rules if they were put in place today.

The first draft of the DHCS transition plan for California was made available on September 19, 2014 through the DHCS website. DHCS has asked that the public send in their comments on the draft plan. DHCS will be releasing a new transition plan soon, taking into consideration the comments they have already received from the public.

Many agencies that provide services people with developmental disabilities have submitted comments to DHCS on their transition plan. Some of these agencies are The Arc of California, California Foundation for Independent Living Centers, Disability Rights California, Disability Rights Education and

Defense Fund, National Health Law Program, National Senior Citizens Law Center and the Association of Regional Center Agencies.

The comments submitted by these agencies point out concerns about the transition plan which falls into two categories: (1) making the development of the transition plan more inclusive of those most impacted by the services being discussed- involving consumers and families in the plan development, and (2) for the plan itself, adding key elements like identifying issues/barriers, actions items, expected start and end dates, a description of the activities, the state agencies and departments responsible, the stakeholder groups to be involved and the expected outcome.

**RECOMMENDATION:** Option 1: Provide written comments to the California Department of Health Care Services on the draft transition plan for California. Option 2: Sign on to the current letter jointly drafted by other community entities.

**COUNCIL STRATEGIC PLAN OBJECTIVE:** State Plan Goal #14 (a): Public policy in California promotes the independent, productivity, inclusion and self-determination of individuals with developmental disabilities and their families.

**ATTACHMENTS:** Joint Comment letter to Director Douglas, Department of Health Care Services, dated October 20, 2014 and Comment Letter from the Association of Regional Center Agencies to the Department of Health Care Services, dated October 18, 2014.

**PREPARED:** Anastasia Bacigalupo, prepared November 5, 2014.

October 20, 2014

Toby Douglas, Director  
Department of Health Care Services  
Sacramento, CA

**Re: Comments on California HCBS Statewide Transition Plan**

Dear Director Douglas:

Thank you for the opportunity to comment on California's draft statewide transition plan for complying with the new Medicaid home and community-based services (HCBS) regulations.

Below, please find our joint comments on the draft plan. We hope to meet with your staff to discuss the draft and our suggestions for the transition plan. Please contact Eric Carlson ((213) 674-2813; [ECarlson@nsclc.org](mailto:ECarlson@nsclc.org)) with questions and to set up a time to discuss.

Sincerely,

The Arc of California  
California Foundation for Independent Living Centers  
Disability Rights California  
Disability Rights Education & Defense Fund  
National Health Law Program  
National Senior Citizens Law Center

**Draft Transition Plan Comments from The Arc of California, California Foundation for Independent Living Centers, Disability Rights California, Disability Rights Education & Defense Fund, National Health Law Program, and National Senior Citizens Law Center:**

Thank you for the opportunity to comment on California's draft statewide transition plan for complying with the new Medicaid home and community-based services (HCBS) regulations. We believe strongly in the principles behind the regulations — that HCB settings are truly community based and participants enjoy respect and freedom of choice in HCBS programs. After reviewing the draft, we conclude that the plan is, at this point, primarily a proposal for the Department's future development of a draft plan. Moreover, the current document offers stakeholders an opportunity to comment on those components that are contained in the draft framework, but not on the underlying assumptions and process behind the draft.

We would like to ask the Department to take a step back and adopt an inclusive stakeholder approach that mirrors the CMS final rule, which places the person-centered planning process at the heart of how HCB settings should be evaluated. Stakeholder involvement, and consumer input in particular, must play an originating and not merely validating role in the planning process. The new Medicaid HCBS regulations mark a sea change for HCB settings. An adequate transition plan must first take full account of how current HCB residents and consumers experience community inclusion and freedom of choice, in order to plan for the regulatory changes and implementation strategies needed for compliance with the new rules. The single best source of consumer experience are the consumers. As consumer and advocacy organizations, we would like the opportunity to work closely with the Department and our constituents to envision a new roadmap forward on developing and finalizing California's HCBS transition plan.

We appreciate the Department initiating the process for complying with the rule. Our comments focus on two parts:

Part 1: Framework Recommendations for Draft Transition Plan

Part 2: Essential Elements to Include in Transition Plan

We look forward to working with the Department to ensure that the regulations' promise is realized.

## **PART 1: FRAMEWORK RECOMMENDATIONS FOR DRAFT TRANSITION PLAN**

### **I) Adopt A Realistic Timeline That Allows For Necessary Consideration Of Stakeholder Input**

The current framework is incomplete. A one month comment period on a general framework is insufficient to conduct the outreach and assessment required of a draft transition plan. As indicated by our subsequent comments, we believe the State has yet to develop a draft plan, and the development of a draft plan cannot possibly be complete by the limited period of time currently allocated by the Department. Instead, we propose that stakeholders, including consumers of the services at issue, be included in the development of the transition plan. The transition plan should set realistic timelines for completion of certain activities, along with benchmarks for incremental changes so that consumers do not have to wait until the final product to realize the benefits of the new regulations.

We understand that the Department is working under a 120-day time frame set by the regulations, but also observe that, in practice, CMS and the states are operating under timelines in which transition decisions will be made long after the expiration of the 120-day deadline. In most states — arguably, in all states — the “transition plan” is in reality a work plan that contemplates that most substantive decisions regarding transition will be made months or years after approval of the “transition plan.”

Under Georgia's proposed transition plan, for example, the state proposes to develop a “transition plan package” over the 18 months concluding at the end of 2015. Colorado's proposed transition plan, similarly, contemplates that many important activities will not *begin* until 2015 or 2016. In most cases, for example, the work to revise the Colorado HCBS waiver applications or relevant state regulations will not begin until November 2015; likewise, development of a model lease will not begin until January 2016.

In California itself, according to the Department's proposed transition plan, many important decisions regarding transition are not scheduled to be made until 2015 or later. For example, the Department has proposed a deadline of six months after CMS approval of the transition plan for "initial State-level assessment of standards, rules, regulations, and other requirements," and development both of an assessment tool and a provider appeal process.

The reality is, as CMS and the states are experiencing, that development of a comprehensive transition plan is a process requiring multiple years. Given that long time frame, and the importance of starting with a solid work plan, it is unwise for the Department to build a transition plan on this very general framework and only allow one week for consideration of stakeholder feedback, prior to the scheduled release of a second draft on or about October 27.

The HCBS regulations were released and therefore known on January 16, 2014, and the Department thus had several months to solicit stakeholder input generally, and develop a collaborative transition plan, prior to September 19. The Department's inability to do so should not deprive stakeholders of a meaningful draft HCBS plan, with a realistic opportunity to have input considered for the next iteration.

The current process for stakeholder input, and the failure to include clear opportunities for such input in the proposed plan, cannot be considered to be "sufficient in light of the scope of the changes proposed, to ensure meaningful opportunities for input for individuals serviced, or eligible to be served, in the waiver," as is required.<sup>1</sup>

For all these reasons, we request that the Department modify its current framework and allow the time and resources necessary to develop a draft transition plan. If necessary, we suggest that the Department request from CMS a reasonable extension of the 120-day time frame. It is in the interests of stakeholders, the Department, CMS, and particularly Medi-Cal HCBS participants, that the Department have a realistic opportunity to

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<sup>1</sup> 42 C.F.R. § 441.304(f)(1)

develop a plan that has built-in opportunities for stakeholder involvement and formal feedback.

## **II) Develop A Plan Based On Robust Stakeholder Outreach And Feedback**

As the state develops the draft transition plan, we have several recommendations for seeking stakeholder feedback. First, accepting comments only by email is not as effective as reaching out to consumers directly to solicit input directly from consumers in other ways, including, minimally, providing a mailing address for comments. Given the challenges of electronic communication (requires literacy, consumers often need their providers to help which may chill their honest input, requires access to a computer and computer literacy), we fear that the Department is missing an important opportunity to hear directly from consumers. On October 2, we wrote to you encouraging you to attend the October 9-10 Supported Life Conference, where several hundred people with developmental disabilities would be in attendance. We also encouraged you to reach out to consumer groups such as CFILC, SILC, and People First groups in the state to work collaboratively to obtain the most robust consumer input possible. We hope that you are working on how to best solicit and consider consumer input, which should include in-person, individual and small group opportunities to share their personal experiences.

Moreover, we encourage you to increase consumer involvement in the following additional ways:

- 1) Educate participants about their rights to fully integrated settings so that they may provide meaningful feedback on their own experiences. This information is crucial to the State's compliance in the short and long term. Other states' plans include participant education. Georgia's plan, for example, provides for stakeholder training and education from September 2014 through April of 2015 to make sure that individual HCBS participants, their families, and similarly situated stakeholders will understand changes they can expect to see and which will affect services.

- 2) Ensure that the assessment teams that are described in the draft transition plan always include consumer representation and meaningful consumer participation.
- 3) Develop a means for consumers to participate in their own self-assessment of the settings in which they live or spend their days. Participant assessments must be accessible to the individual, free from provider influence, and part of the assessment validation process. We do not believe that provider self-assessment is at all adequate to determine compliance with the HCBS regulations.

### **III) Use Person-Centered Planning to Inform Consumers, Approach Compliance, and Gather Information About Settings**

Person centered planning requirements in the HCBS regulations are currently in effect. Under those requirements, consumers' planning processes should comprehensively evaluate their current settings to determine if they comply with the HCBS regulations. To do so, the teams should consider whether the settings where consumers reside and spend their days are community-based, are the most integrated setting appropriate to their needs, whether they have sufficient supports for the most appropriate setting, and whether changes need to be made to their plans. If needed to address the address the issues above, the consumer's person-centered plan should identify whether a new setting and/or new supports are needed, what can be done immediately, tasks and assignees, and a timeline that will redress the issues as quickly as possible.

In addition, the person centered planning provides opportunities for information gathering about consumers' experiences in their current settings and their preferred settings; this information will help identify compliance issues and help ensure the Department has a proper array of HCB services and settings. This should be a priority issue.

### **IV) Involving Other State Departments In Developing The Draft Transition Plan And Ongoing Review**

We are reassured by the draft's initial identification of the California Department of Public Health (CDPH), the Department of Developmental

Services (DDS), and the California Department of Aging (CDA) as members of the state's current HCB program administrative teams. Given the importance of these state partners during the transition period, and especially for the purposes of regulatory review and ongoing licensing and monitoring of HCB settings, they require an explicit role within the transition plan itself. CMS' new HCBS rule involves not only a transition for HCB settings and providers, but also for the state departments and on-the-ground personnel who will be responsible for administering the rule within California. All departments that have responsibility for the review, licensing and assessment of HCB settings, and who work with HCBS program consumers, will have expertise and best practices to share, as well as the capacity to take on specific responsibilities during and after the transition period. The State entities identified should also include those collaborating or partnership entities, such as for housing and employment, where they will be part of implementing services or where they have information that will aid in a smooth, complete implementation of true community services.

The particular ongoing involvement of the Department of Social Services (DSS) and DDS with certain HCB settings also should be included in the State's plans to monitor settings for compliance. As we explain below, establishing settings' compliance should not be a one-time activity; to best protect Medi-Cal HCBS participants, they must have access to a mechanism that can investigate complaints and compel compliance.

Because DSS has a preexisting duty to monitor the settings that it licenses, and DDS performs quality assurance reviews, these departments are well-equipped to include compliance with the HCBS regulations as a component of their ongoing interactions with owners and operations of HCB settings.

Other states' transition plans have included the relevant licensing agencies. In Georgia, for example, the transition plan includes the Healthcare Facility Regulation Division of Georgia's Department of Community Health. Under the plan, Georgia intends to review licensing standards, consider potential changes to licensure regulations, and implement a plan to achieve provider compliance with licensure standards. Colorado's transition plan similarly includes Colorado's Department of Public Health and Environment. One section of Colorado's transition plan addresses "Modifications to Licensure and Certification Rules and Operations." California should take a similar approach and involve both DDS and DSS in this process.

## **PART 2: ELEMENTS TO INCLUDE IN THE DRAFT TRANSITION PLAN**

We urge the Department to incorporate our recommendations in developing the Transition Plan. In addition to our process recommendations above, we offer suggestions of substantive elements the Department should address as it develops the draft transition plan. Based on a review of other states' plans, we believe the draft transition plan should not only identify issues and action items, but should indicate the expected start and end dates, a description of the activity, the State agencies and departments responsible, stakeholder groups involved, and the expected outcome. While not an exhaustive list, here are key issue areas that must be addressed in the draft transition plan:

<b>ISSUE AREA</b>	<b>DESCRIPTION</b>
<b>Identification of Stakeholder Involvement</b>	Clear identification of stakeholder involvement, including when and how stakeholders will be involved in development, when there will be opportunities for comment, and other opportunities for participation. Processes that need feedback loops, such as assessments of providers, will be clearly identified. Specific processes for robust consumer involvement, including individual and group interviews and focus groups, must be included, as well as consumer self-assessment of their living arrangements and day programs.
<b>Identification of HCBS Providers</b>	Including site information and category of service provided. Provided to the public, this information will allow the Department to gather information about the settings.
<b>Address Non-Residential Settings</b>	That CMS has yet to provide specific guidance regarding non-residential settings does not absolve the state from its obligation to include non-residential settings in the compliance determination process. Forthcoming CMS guidance will not alter the fact that the regulations apply to all HCBS settings, including non-residential settings. Gathering information from the public and stakeholders on this issue, evaluating rules of

	such settings, and doing an inventory of non-residential settings will give the departments an informed basis for action when forthcoming CMS guidance is issued.
<b>Identify Settings that are Presumptively Institutional</b>	Prioritize types and specific settings—both residential and non-residential-- that are “presumptively institutional” to share with the public for input and comment. Evaluate rules and policies related to such settings, including provider qualifications, on an expedited basis.
<b>Prioritize Assessments for Settings Presumed Institutional</b>	Prioritize individual assessments of programs and facilities that are identified as presumptively institutional. This will allow the Department to take speedy steps to come into compliance with the HCBS regulations. A plan for compliance must provide for opportunities for stakeholder input and must focus on participant experience and access to the community. This would include evaluating individual placement in such settings pursuant to the person-centered planning process, and making any appropriate adjustments toward increasing community integration. Such process must incorporate such elements as the individual’s wishes and goals, medical opinion, and a review of HCBS options.
<b>Individual Transition Plans for Consumers</b>	The Department must identify a timeline for developing a process to help consumers who may need to transition to different services. This timeline must coincide with provider review such that consumers are not losing service providers before a process is available to help them smoothly transition to new services or providers. The transition plan for HCBS must ensure stability for individual consumers and not decrease their community interaction.
<b>Appeals of Determination that a Setting Is/Is Not HCB Compliant; Individual Consumer Appeals</b>	In addition to the provider appeal described in the draft transition plan, in which a provider may appeal a determination that a setting is not HCBS regulation-complaint, consumers should have the opportunity to appeal a determination that a setting <u>is</u> HCBS regulation-compliant. In addition, a specific process needs to be developed so there is an individual appeal process available for consumers whose

	<p>planning teams determine that they should remain in or leave a presumptively institutional setting, as well as for consumers who are determined to not have the supports they need to move to a more integrated setting.</p>
<p><b>Comprehensive Assessment Process Conducted by an Independent Third Party</b></p>	<p>Comprehensive assessment process for all settings that provide HCBS, including residential and non-residential settings. The on-site evaluation process is a critical component of a comprehensive assessment, and cannot be administered only on a representative random sampling basis. Stakeholders must be involved in the development and implementation of the assessment process, including active and meaningful participation by consumers. This assessment process should be completed by an independent third party. If it is not completed by a third party, the process must include a system to verify the assessment tool and a sampling process that will test the veracity of the assessment process. Assessments must rely on information from participants and family members. Assessments that rely solely on providers will not be reliable given that the focus is on the experience of the residents/participants. Any independent sampling process must be driven by, and include, input from consumers and stakeholders.</p>
<p><b>Transparency in Classification of Settings</b></p>	<p>Classification of settings as community or non-community must be transparent. Because the focus of the HCBS regulations is on the individual's experience, any appeal process for settings determined to not meet the HCBS standards must include information from the residents or participants and be sufficiently transparent so that stakeholders/HCBS participants can provide information about the setting.</p>
<p><b>Stakeholder Education</b></p>	<p>HCBS participants, family members, providers, and community members must be educated about the transition process, what is changing, and the opportunities for involvement. As the process goes on, education and opportunities for feedback must continue. Education is not</p>

	only for the early stages, but is critically important when the Department begins determining what needs to change and the processes developed for compliance.
<b>Review of Provider Policies</b>	Review of provider policies, including enrollment and applications. All sources of standards for providers of HCBS must be evaluated for necessary changes to enforce compliance with HCBS standards. This would include administrative rules, policies, credentialing, licensing policies, required trainings, enrollment forms, compliance processes and reviews, and other provider resources. This identification process and subsequent changes should involve stakeholders.
<b>Ongoing Monitoring and Compliance</b>	Identification, revision, and creation of necessary policies and procedures to address monitoring and compliance during and after the transition period. Compliance with HCBS regulations will be ongoing and the Department must develop a mechanism to receive and act on complaints during the transition period itself as well as in 2019 and beyond. Participants must be able to submit complaints regarding settings, have those complaints investigated, and receive resolution of the issue where there is evidence of fundamental systemic or individual violations such as a lack of choice in roommates, access to food, schedules, visitors, or means of effective communication. This complaint process must go outside of the setting. There must also be a system that requests information regarding participant satisfaction, possibly incorporated into the person centered planning process so as to avoid conflict of interest issues and allow for an examination of other options. Compliance monitoring may incorporate provider recertification, service coordination activities, and more.
<b>Plan for System-Wide Compliance</b>	The Department should require that HCBS settings honor the new HCBS standards regardless of a participant's source of payment (including private payment and non-HCB Medicaid payment). A contrary interpretation would condone payment-

	source discrimination that would be contrary to both the letter and the spirit of the new regulations.
<b>Updates and Communication Plan</b>	The Department should develop a communication plan that identifies stakeholders and appropriate education mechanisms to reach stakeholders. A communication plan should clearly lay out when the transition plan will be updated and that justification for changes will be provided. The Department may consider setting regular intervals for plan updates to continue stakeholder engagement.
<b>Accessibility of Transition Planning and HCB Settings</b>	It is critical that both the stakeholder input process be made accessible to people with sensory impairments, and that the assessment process consider accessibility (physical, sensory, and programmatic) as a key issue.

# **SPONSORSHIP REQUEST**

## COUNCIL AGENDA ITEM DETAIL SHEET

**ISSUE:** Sponsorship request from Developmental Disabilities Provider Network (DDPN).

**AMOUNT REQUESTED:** \$900.00

**BACKGROUND:** The California State Council on Developmental Disabilities (SCDD) supports events that promote self-advocacy, leadership and education, thereby enabling people with developmental disabilities and their family members to expand their knowledge and skills.

**ANALYSIS/DISCUSSION:** 1st Annual Leading the Charge- Collaborating for Effective Services One-Day Educational Event that will be held on Wednesday, December 3, 2014 at the San Diego Marriott- Del Mar located. The event will be held from 8:30AM-4:00PM.

Leading the Charge- Collaborating for Effective Services One-Day Educational Event to bring together the community and all its stakeholders to educate, advocate and to collaborate for effective services for people with intellectual disabilities in the San Diego and Imperial counties. More than 22,000 children and adults with intellectual disabilities and their families in San Diego and Imperial Counties look to the 120 DDPN members and the San Diego Regional Center to provide a wide variety of essential services and supports.

The purpose of the event is to: 1) Provide education on new, innovative, and successful service models that can be replicated in San Diego to better meet the needs of individuals with disabilities who have more significant service challenge needs now and in the future, and 2) Provide advocacy training to assist people with disabilities, to better advocate for their needs.

DDPN is looking to have 200 community leaders, clients, families, service providers and community members in attendance at this event! They are seeking to have 100 consumers and family members in attendance at the event. They will be conducting outreach and marketing of the event through flyers and emails to the following networks: Area Board 13, San Diego Regional Center, DDPN's 120 members, DDPN website, and various organization newsletters.

**COUNCIL STRATEGIC PLAN GOAL/OBJECTIVE:** Individuals with developmental disabilities, their families and their support and/or professional staff will increase their knowledge and skills so as to effectively access needed educational and/or community-based services through at least 225 trainings, conferences, workshops, webinars, and/or resource materials developed by the Council on topics such as rights under IDEA, rights under California's Lanterman Act etc. on an annual basis.

**PRIOR COUNCIL ACTIVITY:** Since the beginning of FY 2014-15, the Council has awarded \$14,998 for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2014.

**STAFF RECOMMENDATION:** Award funding to Developmental Disabilities Provider Network.

**ATTACHMENTS(S):** Developmental Disabilities Provider Network's request for sponsorship request for sponsorship.

**PREPARED:** Kristie Allensworth, October 29, 2014



September 23, 2014

On behalf of the Developmental Disabilities Provider Network (DDPN), I would like to ask SCDD to become a sponsor for our 1st Annual **Leading the Charge- Collaborating for Effective Services** One-Day Educational Event that will be held on Wednesday, December 3, 2014 at the San Diego Marriott- DelMar located at 11966 El Camino Real San Diego, CA 92130. The event will be held from 8:30AM-4:00PM.

We are planning our 1st Annual **Leading the Charge- Collaborating for Effective Services** One-Day Educational Event to bring together the community and all its stakeholders to educate, advocate and to collaborate for effective services for people with intellectual disabilities in the San Diego and Imperial counties. More than 22,000 children and adults with intellectual disabilities and their families in San Diego and Imperial Counties look to the 120 DDPN members and the San Diego Regional Center to provide a wide variety of essential services and supports.

DDPN is looking to have 200 community leaders, clients, families, service providers and community members in attendance at this event! We are seeking to have 100 consumers and family members in attendance at the event. We will be conducting outreach and marketing of the event through flyers and emails to the following networks: Area Board 13, San Diego Regional Center, DDPN's 120 members, DDPN website, and various organization newsletters.

We anticipate the event costs to be \$18,150:

- Hotel (3 rooms, av rentals, continental breakfast, 3 plated lunch, etc.)== \$13,650
- Speaker Costs (travel, hotel, etc.)= \$2,000
- Conference Materials (printing costs for programs, name tags, bags, banner, volunteer t-shirts, etc.)== \$2,500

Sponsorship & funding to be \$18,150:

- DDPN = \$5,000- *secured*
- Service Providers = \$6,000- *secured*
- San Diego Regional Center= \$1,000
- SCDD = \$900
- Tickets sells (\$35 per person)= \$5,250

The purpose of the event is to: 1) Provide education on new, innovative, and successful service models that can be replicated in San Diego to better meet the needs of individuals with disabilities who have more significant service challenge needs now and in the future, and 2) Provide advocacy training to assist people with disabilities, to better advocate for their needs.

To make this event a success, we are seeking your support and request you become a sponsor. Your sponsorship will help off-set the ticket costs and allow us to keep this a low cost event so everyone has the opportunity to participate.

By being a sponsor at this event you will be able to promote SCDD and be part of a DDPN's voice in making a difference in the lives of over 22,000 people with intellectual disabilities who live in the San Diego and Imperial counties. We will

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*"Providing outreach, advocacy and education to ensure the civil rights and quality services  
for persons with intellectual and developmental disabilities."*

provide acknowledgement that consumer and family participation in the event is made possible, in part, with funding from SCDD.

We are seeking a sponsorship of \$900. 00. If approved the sponsorship may be mailed to the address below.

Mary Krieger, DDPN Treasurer  
c/o UCP San Diego  
8525 Gibbs Drive, Suite 209  
San Diego, CA 92123

We thank you in advance for your consideration of this request that will help DDPN further its mission to provide outreach, advocacy and education to ensure the civil rights and quality services for persons with intellectual and developmental disabilities.

If you have questions, please feel free to contact me.

Sincerely,



Wendy M Forkas, Chair  
Developmental Disabilities Provider Network (DDPN)  
Chief Operating Officer, Employment & Community Options  
[wforkas@communityoptions.org](mailto:wforkas@communityoptions.org)  
(858) 565-9870 ext. 115

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"Providing outreach, advocacy and education to ensure the civil rights and quality services  
for persons with intellectual and developmental disabilities."

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October 15, 2014

Mary Ellen Stives-Executive Director  
Area Board 13 SCDD  
San Diego, CA

Dear Ms. Stives,

I am writing to you in regards to an upcoming educational/advocacy conference to be held in San Diego on December 3, 2014. The event is being co-sponsored by DDPN and will provide education on new, innovative and successful service models that can be replicated in San Diego to better meet the needs of individuals with disabilities. Expected outcomes are: Service Providers will be able to implement new, innovative, and successful service models to better meet the needs of individuals with disabilities and that individuals with disabilities will learn steps and/or skills to advocate for their needs. We hope that the conference will promote collaboration between service providers, regional center staff, board chairs, individuals and families.

This is the first educational conference of this type in San Diego and we are seeking donations to help cover the costs of the conference.

On behalf of the committee, I would like to ask whether or not you might be able to help sponsor the conference? Any contribution would be helpful.

Please let me know if you require any further information, and I will happily provide it.

Thank you for your time in considering our request.

Sincerely yours,

Lori Kay

Parent/advocate

**CENTRAL VALLY  
REGIONAL CENTER  
CONFLICT OF  
INTEREST**

# CENTRAL VALLEY REGIONAL CENTER INC.

Main Office: 4615 N. Marty \$ Fresno, California 93722-7818  
Phone: (559) 276-4300 - Fax (559) 276-4360 - TDD (559) 276-4441

RECEIVED

SEP 30 2014



September 25, 2014

Dr. Michal Clark, Interim Executive Director  
State Council on Developmental Disabilities  
1507 21<sup>st</sup> St., Ste. 210  
Sacramento, CA 95811

RE: Request for Waiver of Potential Conflict of Interest – Scot Miller

Dear Mr. Rogers:

This letter is to present a request by Mr. Robert Riddick, Central Valley Regional Center's ("CVRC") Executive Director, and CVRC, pursuant to Section 54523 of Title 17, California Code of Regulations, for a waiver of a potential conflict of interest for CVRC Board Member Scot Miller.

Enclosed please find the following as part of the request the following:

- (1) A copy of Mr. Miller's Conflict of Interest Disclosure Statement;
- (2) A Disclosure Conflict of Interest, Request for Waiver and Plan of Action.

The limitations proposed by CVRC are set forth in the plan of action and no other limitations are proposed.

This Waiver packet is also being served upon Area Board VIII and the State Council as required by Title 17.

Thank you for your cooperation with this matter. We look forward to hearing from you with regard to this Waiver Request.

Sincerely,

A handwritten signature in black ink that reads "Robert Riddick".

Robert Riddick  
Executive Director

cc: Santi J. Rogers, Director, Department of Developmental Services  
Joseph Bowling, Executive Director, Sequoia Area VIII Board  
Randy Tellalian, CVRC Board President

**CONFLICT OF INTEREST REPORTING STATEMENT**

**DS 6016 (New 08/2012)**

The duties and responsibilities of your position with the regional center require you to file this Conflict of Interest Reporting Statement. The purpose of this statement is to assist you, the regional center and the Department of Developmental Services (DDS) to identify any relationships, positions or circumstances involving you which may create a conflict of interest between your regional center duties and obligations, and any other financial interests and/or relationships that you may have. In order to be comprehensive, this reporting statement requires you to provide information with respect to your financial interests.

A "conflict of interest" generally exists if you have one or more personal, business, or financial interests, or relationships that would cause a reasonable person with knowledge of the relevant facts to question your impartiality with respect to your regional center duties. The specific circumstances and relationships which create a conflict of interest are set forth in the California Code of Regulations, title 17, sections 54500 through 54530. You should review these provisions to understand the specific financial interests and relationships that can create a conflict of interest.

Please answer the following questions to the best of your knowledge. If you find a question requires further explanation and/or there is not enough space to thoroughly answer the question, please attach as many additional sheets as necessary, and refer to the question number next to your answer. If the regional center identifies a conflict involving you, it will be required to prepare a conflict resolution plan. Some relevant definitions have been provided in the footnotes to assist you in responding to this statement.

You are required to file this Reporting Statement within 30 days of beginning your employment with the regional center or from the date that you are appointed to the regional center board or advisory committee board. You are then required to file an annual Reporting Statement by August 1st of every year while you remain employed with the regional center or while you are a member of the regional center board or advisory committee board. You must also file a Reporting Statement within 30 days of any change in your status that could result in a conflict of interest. Circumstances that can constitute a change in your status that can require you to file an updated Reporting Statement are described below in footnote one.

**A. INFORMATION OF REPORTING INDIVIDUAL**

Name: Scot Miller Regional Center: Central Valley

**Regional Center Position/Title:**  Governing Board Member  Executive Director  
 Vendor Advisory Committee sitting on Board  Employee  
 Contractor  Agent  Consultant

**Reporting Status:**  Annual  New Appointment (date): 8-26-14  
 Change of Status<sup>1</sup>

If a change in status, date and circumstance of change in status:

1. Please list your job title and describe your job duties at the regional center.

<sup>1</sup> Change of status includes reporting a previously unreported activity that should have been reported, change in the circumstance of a previously reported activity, change in financial interest, familial relationship, legal commitment, change in regional center position or duties, or change to outside position or duties. See California Code of Regulations, title 17, sections 54531(d) and 54532(d).

2. Do you or a family member<sup>2</sup> work for any entity or organization that is a regional center provider or contractor?  
 yes  no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers. If the provider or contractor is a state or local entity, provide the specific name of the state or local entity and describe your job duties at the state or local entity.

*Mom works @ EPCU Children's Center*

3. Do you or a family member own or hold a position<sup>3</sup> in an entity or organization that is a regional center provider or contractor?  yes  no -- If yes, provide the name of the entity or organization, describe what services it provides for the regional center or regional center consumers, and describe your or your family member's financial interest.

4. Are you a regional center advisory committee board member?  yes  no -- If yes, are you a member of the governing board or owner or employee of an entity or organization that provides services to the regional center or regional center consumers?  yes  no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers.

5. If you are a regional center advisory committee board member and answered yes to all the questions in Question 4 above, do any of the following apply to you: (a) are you an officer of the regional center board; (b) do you vote on purchasing services from a regional center provider; or (c) do you vote on matters where you might have a financial interest?  yes  no -- If yes, please explain.

<sup>2</sup> Family member includes your spouse, domestic partner, parents, stepparents, grandparents, siblings, stepsiblings, children, stepchildren, grandchildren, and in-laws. See California Code of Regulations, title 17, sections 54505(f).  
<sup>3</sup> For purposes of this question, hold a position generally means that you or a family member is a director, officer, owner, partner, employee, or shareholder of an entity or organization that is a regional center provider or contractor. For a specific description of positions that create a conflict of interest in a regional center provider or contractor see the California Code of Regulations, title 17, sections 54520 and 54526.

6. Do any of the decisions you make when performing your job duties with the regional center have the potential to financially benefit you or a family member<sup>4</sup>?  yes  no -- If yes, please explain.

7. Are you responsible for negotiating, making,<sup>5</sup> executing or approving contracts on behalf of the regional center?  yes  no -- If yes, please explain.

as a board member we APPROVE contracts that are \$250,000 or greater

8. Do you have a financial interest in any contract<sup>6</sup> with the regional center?  yes  no -- If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center?  yes  no -- If yes, please explain.

9. Do any of your family members have a financial interest in any contract with the regional center?  yes  no  
 If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center?  yes  no  
 If yes, please explain.

<sup>4</sup> Generally, a decision can financially benefit you or a family member if the decision can either directly or indirectly cause you or a family member to receive a financial gain or avoid a financial loss. For a specific description of the types of decisions that can result in a financial benefit to you or a family member see the California Code of Regulations, title 17, sections 54522 and 54527.

<sup>5</sup> California Code of Regulations, title 17, sections 54523(b)(2) and 54528(b)(2) describes the types of conduct which constitute involvement in the making of a contract.

<sup>6</sup> For purposes of questions 8 and 9, a financial interest in a contract generally means any direct or indirect interest in a contract that can cause you or a family member to receive any sort of financial gain or avoid any sort of financial loss irrespective of the dollar amount. California Code of Regulations, title 17, sections 54523 and 54528 define when financial interests in a contract will occur.

10. Do you evaluate employment applications or contract bids that are submitted by your family member(s)?  
 yes  no -- If yes, please explain.

11. Your job duties require you to act in the best interests of the regional center and regional center consumers. Do you have any circumstances or other financial interests not already discussed above that would prevent you from acting in the best interests of the regional center or its consumers?  yes  no -- If yes, please explain.

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**B. ATTESTATION**

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I SCOT MILLER (print name) HEREBY CONFIRM that I have read and understand the regional center's Conflict of Interest Policy and that my responses to the questions in this Conflict of Interest Reporting Statement are complete, true, and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this statement is not accurate or that I have not complied with the regional center's Conflict of Interest Policy or the applicable conflict of interest laws, I will notify the regional center's designated individual immediately. I understand that knowingly providing false information on this Conflict of Interest Reporting Statement shall subject me to a civil penalty in an amount up to fifty thousand dollars (\$50,000) pursuant to Welfare and Institutions Code section 4626.

Signature SCOT MILLER Date 8/28/14

<b>INTERNAL USE ONLY</b>	
Date this Statement was received by Reviewer:	
The reporting individual <input type="checkbox"/> does <input type="checkbox"/> does not have a <input type="checkbox"/> present <input checked="" type="checkbox"/> potential conflict of interest	
Signature of Designated Reviewer <u>Robert R...</u>	Date Review Completed <u>9-2-2014</u>

## **Law concerning Governing Board Member Conflict of Interest**

The prohibition against a Regional Center governing board member having a conflict of interest is derived from Welfare and Institutions Code section 4626(a). The conflict of interest definition is set forth in more detail in the California Code of Regulations, Title 17.

Title 17 section 54520 (a) “A conflict of interest exists when a regional center governing board member...or a family member of such a person is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations, except to the **extent such position is permitted by Welfare and Institutions Code sections 4622** and 4626.” (emphasis added)

Welfare and Institutions (“W&I”) Code section 4622(e) “A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the board shall be persons with developmental disabilities.”

Section 54520 concludes: “(b) No regional center governing board member who has a conflict of interest shall continue to serve as a board member in violation of these provisions unless the board member has eliminated the conflict of interest **or obtained a waiver pursuant to these regulations.**” (emphasis added)

## **Disclosure of Conflict of Interest for Mr. Scot Miller**

### **Potential or Actual Conflict of Interest**

Mr. Miller was elected to the CVRC Board by the Client Advisory Committee. His welcome membership on the CVRC Board allows CVRC to meet the requirements of W&I Code section 4622(e) which provides an exception to the requirements of Title 17, section 54520(a).

Mr. Miller’s mother works for Exceptional Parents Unlimited “EPU”. EPU is a longtime vendor for early intervention services. Early intervention services are for the first three years of a potential CVRC consumer. DDS sets the rate for payment to EPU. *Mr. Miller’s mother is an employee of EPU and has no financial interest in EPU and has no authority to make financial or management decisions for EPU.*

CVRC contends that Mr. Miller does not have a conflict, because W&I section 4622(e) excepts him from compliance with Title 17, section 54520.

## **Request for Waiver of Conflict of Interest**

Even though CVRC does not believe that Mr. Miller has a conflict of interest for the reasons set forth above, in an abundance of caution, this information is being provided to the Department along with a proposed Waiver should the Department determine that Mr. Miller has a conflict of interest as defined in the W&I Code and Title 17.

For the reasons that follow, pursuant to Title 17, section 54523, CVRC requests a Waiver of any potential or actual conflict of interest given that:

- (a) Mr. Miller was elected by his peers from CVRC's Client Advisory Committee;
- (b) Mr. Miller fulfills CVRC's compliance requirements under W&I section 4622(e);
- (c) CVRC does not set the vender rate or approve any contracts with EPU; and
- (d) Mr. Miller's mother does not have any financial interest in or decision making authority at EPU.

## **Proposed Plan of Action**

CVRC's suggested plan of action for resolving this "conflict of interest" is as follows:

1. As a governing CVRC Board Member, Mr. Miller will not participate in any discussion or vote on any matter involving EPU;
2. CVRC governing board and management staff will be informed of this Plan of Action and will be informed of the need to ensure that Mr. Miller does not participate in any discussion or vote on any issue relating to EPU.
3. The Executive Committee of the CVRC Board has been informed of and has approved the submission of this Proposed Plan of Action for Waiver of Conflict of Interest.
4. CVRC Board of Directors itself will be responsible for ensuring that the above plan and limitations are applied and monitored.
5. This Request for Waiver packet is also being served on the Area VIII Board and the State Council as required by Title 17, section 54523.

**BYLAW**  
**REVIEW**

# State Council on Developmental Disabilities

**DRAFT REVISIONS**  
**(Version: September 8, 2014)**  
**AB 1595 and Other Changes**  
**For November Council Approval**



## BY-LAWS

Adopted by Council: May 29, 2014

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[edits 10/08/2014](#)

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# CALIFORNIA STATE COUNCIL ON DEVELOPMENTAL DISABILITIES BY-LAWS

## ARTICLE I. NAME & DEFINITIONS

The name of this organization shall be the State Council on Developmental Disabilities.

## ARTICLE II. RESPONSIBILITIES

The responsibilities of the State Council on Developmental Disabilities are set forth in 42 United States Code Section 15001 et. seq. ("DD Act") and Sections 4433.5, 4520 et. seq., and 4868 of the California Welfare and Institutions Code.

## ARTICLE III. PRINCIPAL OFFICE

The principal office of the Council shall be located in the County of Sacramento, California. The Council may change the principal office from one location to another within the county.

## ARTICLE IV. AREA OF SERVICE

The area of service shall be the State of California.

## ARTICLE V. MEMBERSHIP

Appointment to the Council requires each member to fully discharge his/her duties consistent with the responsibilities of representing persons with developmental disabilities. The membership of the Council shall consist of the categories of people in accordance with state and federal law.

### **SECTION 1. Appointments:**

~~(a) Pursuant to Division 4.5, Chapter 2, Article 1, Section 4521 (b)(1), (2), and (3) of the Welfare and Institutions Code, there shall be thirty-one (31) voting members on the Council appointed by the Governor as specified by Division 4.5, Chapter 2, Article 1, Sections 4521 (b) (1) and (2) of the Welfare and Institutions Code, as follows:~~

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~~(a) Twenty (20) members of the Council shall be persons with a developmental disability (self-advocates) or parents, siblings, guardians or conservators (family-advocate) of these persons. In these By-laws these persons are referred to as self-advocates and family-advocates. Of the 20 members, thirteen (13) shall each be current members of the 13 Area Boards, one member from each board and representing consumers and families in their local catchment area; and, seven (7) shall be members at large that are comprised as follow: three (3) persons with developmental disabilities; one (1) person who is a parent, immediate relative, guardian, or conservator of a resident in a developmental center; one (1) person who is a parent, immediate relative, guardian, or conservator of a person with a developmental disability living in the community; one (1) person who is a parent, immediate relative, guardian, or conservator of a person with a developmental disability living in the community nominated by the Speaker of the Assembly; and, one (1) person with a developmental disabilities nominated by the Senate Committee on Rules.~~

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- (b) ~~Eleven (11) members of the Council shall include: directors or members, as appropriate, of State departments or agencies or of local agencies as prescribed in state and federal laws. These persons are referred to as agency representatives in these By-laws and shall include a representative of a non-governmental agency or group concerned with the provision of services to persons with developmental disabilities, the Executive Director of Disability Rights California, and three (3) members appointed to represent the three California University Centers for Excellence (UCE) programs funded by the Administration on Developmental Disabilities.~~
- (be) Pursuant to Section 4521(d), prior to appointing the thirty-one (31) members, the Governor shall request and consider recommendations from organizations representing or providing services, or both, to persons with developmental disabilities and shall take into account socioeconomic, ethnic, and geographic considerations of the state. The Council may, ~~at the request of the Governor,~~ coordinate Council and public input to the extent feasible to the Governor regarding recommendations for membership.
- (c) In accordance with Section 125(b) of the DD Act, the Council will work through its Membership Committee and with the Governor and concerned organizations to ensure that:
- (1) Recommendations for appointments to the Council are solicited from organizations representing a broad range of individuals with developmental disabilities and individuals interested in individuals with developmental disabilities, including the non-State agency members of the Council;
  - (2) Membership of the Council shall be geographically representative of the State and reflect the diversity of the State with respect to race and ethnicity;
  - (3) Membership of the Council is rotated, except that members may serve until members' successors are appointed; and
  - (4) The Council will notify the Governor regarding membership requirements of the Council and when vacancies of the Council remain unfilled for a significant period of time.

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**SECTION 2. Term of Office:**

The term of office on the State Council shall be in accordance with state law. As specified in Section 4521(d) of the Welfare and Institutions Code, the term of each self or family advocate member and representative of a non-governmental organization shall be for three years, with the term beginning on the date of appointment to the first term. These members may serve no more than two terms. In no event shall any self or family advocate member serve for more than a total of six years. A member may continue to serve following the expiration of his or her term until the Governor appoints that member's successor.

**SECTION 3. Conflict of Interest:**

Pursuant to California Welfare and Institutions Code Section 4525, the Council's approved Conflict of Interest Policy, is incorporated by reference into these By-laws. Each member must recuse himself or herself from discussion and votes on any matter that would provide direct financial benefit to the member or otherwise give the appearance of a conflict of interest and as required by Section 125(b)(4)(B)(ii) of the DD Act. In addition, each member is responsible for

complying with all state conflict of interest rules, including rules of Government Code Sections 87100 et seq. and 1090 et seq.

**SECTION 4. Vacancies:**

A vacancy on the Council exists if any of the following events occur before the expiration of the term:

- (a) The death of the member.
- (b) An adjudication pursuant to a legal proceeding declaring that the member is physically or mentally incapacitated due to disease, illness, accident, or other condition **and** there is reasonable cause to believe that the member will not be able to perform the duties of office for the remainder of his/her term.
- (c) The member's resignation.
- (d) The member's removal from office.
- (e) The member's ceasing to be a legal resident of the state or the area the member was appointed to represent.
- (f) The member's absence from the state without the permission required by law beyond the period allowed by law.
- (g) The member's ceasing to discharge the duties of his/her office for the period of three consecutive meetings, except when prevented by sickness, or when absent from the state with the permission required by law. After three (3) consecutive unexcused absences, a member shall be considered as having ceased to discharge the duties of Council membership. An unexcused absence is an absence of a member when previous notice of absence has not been given to the Council Chair or Committee Chair and to the Executive Director by telephone, email, or mail.
- (h) The member's conviction of a felony or any offense involving a violation of his/her official duties. A member shall be deemed to have been convicted under this section when trial court judgment is entered.
- (i) The member's refusal or neglect to file his/her required oath, ~~or declaration~~ statement of conflict of economic interests, or other required filings within the time prescribed after being provided notice of non-compliance and a reasonable time to comply.
- (j) The decision of a competent tribunal declaring void the member's election or appointment.
- (k) The making of a vacating order or declaration of vacancy.
- (l) The member assumes a position or responsibility that violates the Council's conflict of interest policy.

The council shall notify the Governor regarding membership requirements of the council and shall notify the Governor in writing immediately when a vacancy occurs prior to the expiration of a member's term, at least six months before a member's term expires, and when a vacancy on the council remains unfilled for more than 60 days.

**SECTION 5. Resignations:**

Members shall serve a designated term unless they resign, or are otherwise disqualified to serve, or until successors have been appointed, ~~up to the maximum years allowed by State law.~~ Any member may resign at any time by giving written notice to the Chairperson and to the Executive Director. Such resignation shall take effect on the date of receipt of such notice or any later time specified therein; and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

**SECTION 6. Compensation and Expenses:**

Self-advocate and family advocate members of the State Council shall receive honoraria pursuant to Government Code 11564.5, and Welfare and Institution Code Section 4550 not to exceed fifty (50) days in any fiscal year. All members shall be reimbursed for authorized actual and necessary expenses incurred in connection with the performance of their duties as Council members, in accordance with state regulations in the State Administrative Manual.

**ARTICLE VI. MEETINGS**

**SECTION 1. Parliamentary Authority:**

- (a) All meetings of the Council and its committees are public meetings governed by the Bagley-Keene Open Meeting Act (Government Code Section 11120, et. seq.).
- (b) Robert's Rules of Order shall be utilized as the rules for all Council and committee meetings except in instances of conflict with these By-laws, or provisions of State or federal law or regulations. The Vice-Chairperson shall serve as Parliamentarian.
- (c) The Council may adopt, from time-to-time, such policies and rules for the conduct of its meetings and affairs as may be required.

**SECTION 2. Meetings:**

- (a) There shall be no less than six (6) and no more than twelve (12) meetings of the Council per year.
- (b) Special meetings of the Council may be called by the Chairperson or, in case of absence or inability to act by the Chairperson, by the Vice-Chairperson. In case of a refusal to act by the Chairperson, a special meeting may be called by written request of nine (9) members of the Council. Only matters specified in the written notice of the meeting shall be considered at such a meeting.
- (c) Regular or special meetings of the Council shall be held at a place, date, and time designated by the Council or selected by the Chairperson.

**SECTION 3. Quorum:**

- (a) A quorum for the Council shall be a simple majority of the statutory required membership which is 16 members per California Attorney General Opinion No. 10-901 (2011) (94 Ops. Cal. Atty. Gen. 100) and shall remain established until adjourned.
- (b) A quorum for each Council committee and sub-committee shall be a simple majority of the appointed members of that committee.

**SECTION 4. Voting Rights of Members:**

- (a) Each member shall be entitled to one vote, to be exercised in person. Proxy voting shall not be permitted.
- (b) Except as otherwise specifically provided in State law or these By-laws, all matters submitted for determination shall be decided by a majority vote.

**SECTION 5. Chairperson Pro Tem:**

If neither the Chairperson nor Vice-Chairperson is present to preside at a Council meeting, a chairperson pro tem shall be elected by the majority vote of the Council members present.

**ARTICLE VII. OFFICERS**

**SECTION 1. Officers:**

The officers of the Council shall be a Chairperson and a Vice - Chairperson elected from among the self and family advocate members appointed pursuant to Welfare and Institutions Code Section 4521(b)(1). These officers shall perform the duties described in these By-laws.

**SECTION 2. Election of Member Officers:**

Election of officers shall occur once every two years. The election shall be held during the last meeting of the appropriate calendar year. Only self and family advocate members shall be eligible to hold office.

**SECTION 3. Voting Procedure:**

Council officers shall be elected by a majority vote. Recommendations for officers shall be in the form of nominations from the Nominating Committee. Nominations may also be received from the floor prior to the election, but subsequent to the report of the Nominating Committee.

**SECTION 4. Term of Office:**

The Chairperson and Vice-Chairperson shall be elected for a term of two years. Individuals may be elected to these positions for no more than two consecutive terms. Their term of office shall begin the first day of the new calendar year.

**SECTION 5. Vacancies:**

If the Chairperson resigns or is permanently unable to serve during the term of office pursuant to Article V Section 4, the Vice-Chairperson shall become the Chairperson for the remainder of such term. Upon the vacancy of the Vice-Chairperson's term of office or if the Vice-Chairperson

resigns or is permanently unable to serve during the term of office, the Chairperson shall appoint an interim Vice-Chairperson to serve until an election is conducted. The Chairperson shall also appoint a nominating committee of at least three (3) but not more than five (5) Council members that will provide a slate of nominations for the election of Vice-Chairperson during the next appropriate Council meeting.

The voting procedure established in Article VII, Section 3 shall be used for the election process of the permanent Vice-Chairperson.

**SECTION 6. Duties of the Officers:**

- (a) Chairperson - The responsibilities of the Chairperson are: to preside at all meetings of the Council; to appoint chairpersons and members to all Council committees, except the Nominating Committees, to appoint Council representatives in relation to other agencies and consumer groups; and to represent the Council as needed. The Chairperson shall have full voting rights on all Council actions.
- (b) Vice-Chairperson - The responsibilities of the Vice-Chairperson are to perform all the duties of the Chairperson if the Chairperson is absent or if the Chairperson requests the Vice-Chairperson to do so. When acting in the capacity of the Chairperson, the Vice-Chairperson has the same authority as the Chairperson. The Vice-Chairperson also serves as Chair of the Executive Committee and as Parliamentarian.

**SECTION 7. Removal from Office:**

Action to remove an officer shall be in accordance with the following procedure:

- (a) Written notification must be submitted by registered mail to the Executive Director from Council member(s) describing the specific cause for which removal is sought.
- (b) The Executive Director shall notify the officer charged by registered mail within two (2) working days of receiving the charges. Any member so notified shall have ten (10) days to respond to the group or individual responsible for notification. Following this ten (10) day period, the responsible parties shall notify the Executive Director within ten (10) days as to whether or not they wish to request removal of the officer. If the responsible parties are satisfied by the officer's response that no sufficient cause exists, the matter will be closed with written notice to the Executive Director and to the officer.
- (c) If the group or individual requesting removal is not satisfied by the response of the officer or if the officer fails to respond in ten (10) days, the Executive Director shall put the issue on the agenda at the beginning of the next Council meeting and inform the Council members as to the purpose of the agenda item.

- (d) Written charges shall be distributed and reviewed at the specified meeting of the Council.
- (e) A majority vote shall be required to remove a chairperson or vice-chairperson from office. If removal of the Chairperson is under consideration, the vice-chairperson shall preside.

**ARTICLE VIII. EXECUTIVE DIRECTOR**

**SECTION 1. Appointment:**

- (a) The Executive Director of the Council shall be appointed by and serve at the will of the Council in a position exempt from all civil service requirements pursuant to the California Constitution, Article 7, section 4(b) and Welfare and Institutions Code Section 4551. ~~(a)(2)~~ The appointment of the Executive Director shall occur during a regular or special meeting of the Council.
- (a) ~~(a)~~
- (b) A performance review of the Council Executive Director shall be coordinated by the Executive Committee and conducted annually by the full Council.

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**SECTION 2. Responsibilities and Duties:**

- (a) ~~(a)~~ The Executive Director shall be the chief administrative officer of the Council and shall have all the authority and responsibility assigned to the director of a state agency including budget, personnel, and contractual transactions. These include authority for entering into and execution of agreements on behalf of the Council in order to implement the policies of the Council. The Executive Director shall hire, supervise, and annually evaluate the staff of the Council.
- (b) The Executive Director is responsible for ensuring that:
  - (1) For the purposes of administration, Council directives are carried out by Council staff through the proper assignment and conduct of Council work.
  - (2) Council members and staff receive training on the federal mandate of the DD Act to conduct and support advocacy, capacity building and systemic change on a statewide level;
  - (3) There is adequate supervision over the development and implementation of standard orientation tools for staff, policy manuals, and trainings addressing program and administrative requirements; and
  - (4) Where federal funds disbursed under the DD Act are expended, members of the Council staff carry out solely the responsibilities of the Council as described in the DD Act.
- (cb) The Executive Director shall be under the direction and control of the Council and shall do and perform such other duties as may be assigned by the Council.

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- (e) (d) The Executive Director shall serve as clerk to the Council.

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**SECTION 3. Removal:**

- (a) Action to remove the Executive Director of the Council shall be conducted in accordance with Government Code Section 11120, et. seq.
- (b) The Executive Committee of the Council may recommend removal of the Executive Director during a regular or special meeting. This recommendation shall be taken to the Council during a regular or special meeting for discussion and action.
- (c) A majority vote, during a regular or special Council meeting, shall be required to remove the Executive Director from his or her exempt appointment.

**ARTICLE IX. COMMITTEES**

**SECTION 1. Authority:**

- (a) Subject to the provision of these By-laws, all committees, with the exception of the Executive Committee, shall be advisory and shall not have the power to bind the Council except when specifically authorized by the Council to do so. Recommendations made by advisory committees shall be presented to the Council for adoption in the form of a motion.
- (b) Subject to provision of these By-laws, a vacancy in the membership of a committee, except the Nominating Committee, may be filled by the Council Chairperson.
- (c) A committee may meet upon call of the chairperson of the committee or the Council Chairperson.
- (d) Unless otherwise specified in these By-laws, the Chairperson and the Executive Director of the Council shall serve ex officio, without vote, on all committees, except the Nominating Committee.
- (e) A committee member may be removed from the committee by the Council Chair after three (3) consecutive unexcused absences. An unexcused absence is an absence of a member when previous notice of absence has not been given to the Committee Chair or Executive Director or appropriate Deputy Director by telephone, e-mail or mail.

**SECTION 2. Standing Committees:**

- (a) There shall be seven (7) standing committees of the State Council:

- (1) Executive
  - (2) Administrative
  - (3) Legislative and Public Policy
  - (4) Self-Advocates Advisory
  - (5) Employment First
  - (6) Membership
  - (7) State Plan Committee
- (b) The Chairperson and members of each of the standing committees shall be appointed by the Council Chairperson. In the event of a vacancy for any reason in membership or the Chairperson, a successor may be appointed by the Council Chairperson. The Chairpersons and Vice-Chairpersons of the State Council and of its standing committees shall be individuals with a developmental disability, or the parent, sibling, guardian, or conservator of an individual with a developmental disability ~~(WIC 4535(b))~~. ~~The~~ All committee chairperson appointments shall be announced to the Council at the next available Council meeting.
- (c) The membership of all standing committees, except the Executive Committee, shall be open to non-members of the Council. The expenses of non-Council members may be reimbursed on the same basis as a Council member with the exception of the honorarium.
- (d) All members of the Council shall be expected to serve on at least one standing committee of the Council.
- (e) The charge of each of these committees shall be as follows:
- (1) **Executive Committee**  
The Executive Committee shall serve as the coordinating body to the Council. The Committee shall:
    - [a] Consist of the Council Chairperson, Vice-Chairperson, the chair of each standing committee, and up to two (2) other Council members.
    - [b] Be chaired by the Council Vice-Chairperson.
    - [c] Have delegated authority to act on behalf of the Council between meetings, but shall not modify any action taken by the Council unless authorized by the Council to do so. The full Council at the next regular or special meeting shall receive a report of all Executive Committee actions taken between Council meetings.
    - [d] Administrative matters shall be a standing agenda item at every meeting and shall include but not be limited to, budget reports, expenditure reports and other major administrative issues.

- [e] Make recommendations to the Council regarding approval of Community Program Development Grants (CPDG) projects to be funded, and allocations.
- [f] Provide direction to the Executive Director regarding all matters pertaining to Council responsibilities.
- [g] Make recommendations to the Council regarding amendments to the By-laws, changes in committee structure or responsibilities.
- [h] Make recommendations to the Council regarding Council member training.
- [i] Make recommendations to the Council regarding the presentation of awards on behalf of the Council.
- [j] Make recommendations to the Council regarding matters assigned by the Council or the Council Chairperson.
- [k] Make recommendations to the Council regarding the appointment, evaluation, or removal of the Executive Director.
- [l] Monitor and evaluate California State Strategic Plan on Developmental Disabilities implementation and submit findings to the Council.
- ~~[m] Review and make recommendations to the Council regarding area boards' requests to initiate litigation per Welfare and Institution Code Section 4548(g)(4) and (6).~~
- [n] Coordinate the Council's litigation activities, as needed, and make recommendations to the full Council.
- [o] Present a slate of nominees to be elected to the Nominating Committee. Election to the Nominating Committee shall occur at the September Council meeting during election years.

(2) **Administrative Committee**

The Administrative Committee shall assist with monitoring the administrative and budgetary activities of the Council. The Committee

shall:

- [a] Be composed of at least three (3) Council Members
- [b] Make recommendations to the Council regarding allocation of discretionary fiscal resources and other budgetary issues.
- [c] Make recommendations to the Council regarding budgeting for anticipated fiscal resources among Council operations and specific service priorities for inclusion in the California State Strategic Plan and the Governor's budget.
- [d] Make recommendations to the Council regarding monitoring and evaluating administrative contracts and agreements.
- [e] Make recommendations to Council regarding all contracts and agreements.
- [f] Monitor and evaluate administrative contracts and agreements; and take actions authorized in all Council contracts and agreements.
- [g] Make recommendations to the Council regarding administrative matters and policies including organizational charts and structure.

**(3) Legislative and Public Policy Committee**

The Legislative and Public Policy Committee shall implement the California State Strategic Plan on Developmental Disabilities objectives as assigned by the Council. The Committee shall:

- [a] Be composed of at least seven (7) members.
- [b] Review, comment and recommend positions on significant proposed legislation and/or proposed regulations.
- [c] Recommend legislation consistent with Council's responsibilities and objectives.
- [d] Recommend initiatives and policies consistent with Council responsibilities and objectives.
- [e] Provide testimony and recommendations to the Legislature with regard to matters pertaining to people with developmental disabilities.
- [f] Respond to other responsibilities as assigned by the Council or

Council Chairperson.

**(4) Self-Advocates Advisory Committee**

The Self-Advocates Advisory Committee shall advise the Council as a voice for all Californians with developmental disabilities, by promoting State Council participation and peer advocacy that advances independence and inclusion. The Committee shall:

- [a] Be composed of self-advocate members of the Council who wish to participate on the committee.
- [b] Advise the Council regarding self-advocate needs related to serving the Council including manners in which to ensure participation and inclusion in all meetings.
- [c] Advise the Council regarding policies, programs and any other area affecting self-advocates in California.
- [d] Review materials and other Council produced information to evaluate and make recommendations regarding plain language approaches.
- [e] To nominate a standing representative to the Statewide Self-Advocacy Network (SSAN).

**(5) Employment First Committee**

The Employment First Committee is responsible for ensuring the development of an Employment First Policy which has the intended outcome of significantly increasing the number of individuals with developmental disabilities who engage in integrated, competitive employment. The Committee shall:

- [a] Be composed of a representative from each of the following:
  - (1) The Department of Developmental Services
  - (2) The Department of Rehabilitation
  - (3) The California Department of Education
  - (4) One from each of the three University Centers of Excellence in California
  - (5) Disability Rights California
  - (6) Employment Development Department
  - (7) Family Resource Center Network
  - (8) Association of Regional Center Agencies
  - (9) Service Employees International Union
  - (10) The ARC
  - (11) Four self-advocates

- (12) Four family advocates
- (13) Such others as deemed needed to implement the responsibilities of the Council.

- [b] Identify the respective roles and responsibilities of state and local agencies in enhancing integrated, competitive employment for people with developmental disabilities.
- [c] Identify strategies, best practices, and incentives for increasing integrated, competitive employment opportunities for people with developmental disabilities, including, but not limited to, ways to improve the transitional planning process for students 14 years of age or older, and to develop partnerships with, and increase participation by, public and private employers and job developers.
- [d] Identify existing sources of employment data and recommend goals for, and approaches to measuring progress in, increasing integrated, competitive employment for persons with developmental disabilities.
- [e] Recommend legislative, regulatory, and policy changes for increasing the number of individuals with developmental disabilities in integrated, competitive employment, self-employment, and microenterprises and who earn wages at or above minimum wage.
- [f] Provide an annual report to the Governor and Legislature by July 1 of each year that describes the work and recommendations of the Committee.

**(6) Membership Committee**

The Membership Committee shall recruit, solicit and advise the Governor on appointments to and vacancies on the Council. The Chairperson of the Committee is charged with submitting the Council's recommendations to the Governor. The Committee shall:

- [a] Be comprised of at least three (3) members, ~~two (2)~~ a majority of which shall be Council members;
- [b] Be comprised of self-advocates and family advocates;
- [c] Meet at least quarterly;
- [d] Coordinate Council and public input regarding appointments to the Governor;
- [e] At least quarterly solicit recommendations for candidates via social

media, email/web alerts, from among self-advocacy groups, family support groups, non-agency councilmembers, Federal Partners and service providers for the purpose of identifying multiple candidates recommended for appointment and ensuring that membership composition requirements of Section 125(b) of the DD Act and Section 4521 of the Welfare and Institutions Code are met including those pertaining to socioeconomic, geographic, disability, racial, ethnic, and language diversity;

- [f] Facilitate interagency communications with the Designated State Agency and other state agencies to solicit multiple recommendations for Council appointment to be considered by the Council and for possible submission. Submit all recommendations for appointments to the Governor's Office for consideration.
- [g] While maintaining confidentiality of names, Mmake a report of submissions to the Governor's Office to the Council during the next regular meeting following any submissions.
- [h] In the interest of interagency collaboration and coordination, at least every 60 calendar days, provide written notification to the Council or its Executive Committee, the Designated State Agency, and the Governor's Office of 1) the expiration date of each member's term, and 2) any vacancy existing on the Council that remains unfilled for more than 60 days. Such notification may be made by electronic mail or as part of a Council agenda item, as appropriate.
- ~~(h)~~[i] Notify the Governor's Office in writing, immediately when a vacancy occurs prior to the expiration of a member's term.
- [i] Solicit support from the Designated State Agency for appointments when a vacancy occurs for more than four months.
- ~~(h)~~[k] Make recommendations to the Council on membership of any advisory committees that the Council may establish.

**(7) State Plan Committee**

The State Plan Committee shall be responsible for reviewing the current State Plan, monitoring its implementation and completion of goals and objectives, recommending areas of focus for grants and other activities for achieving its goals and objectives, and developing subsequent plans. The Committee shall:

- [a] Be comprised of at least three (3) members
- [b] Meet at least quarterly.
- [c] Advise the Council on the collection and reporting of information on needs, including unmet needs, priorities and emerging issues
- [d] Make recommendations to the Council regarding policy priorities, goals and objectives for the California State Plan on Developmental Disabilities
- [e] Advise the Council in the planning of the implementation and reporting on progress towards meeting the goals and objectives of the Council's California State Plan on Developmental Disabilities.
- [f] Make recommendations to the Council regarding the grant application process and suggested priorities/criteria for proposals.
- [g] Develop methods to market and implement successful programs funded by these grants throughout the State.
- [h] Carry out other responsibilities as assigned by the Council or the Council Chairperson.

**SECTION 3. Nominating Committee:**

The Nominating Committee shall provide advice to the Council relative to the bi-annual election of Council officers. The Committee shall:

- (a) Be composed of at least three (3) and not more than five (5) Council members.
- (b) Be elected by the Council at the September Council meeting from a slate of nominations presented by the Executive Committee.
- (c) Serve for one year. Be elected at least forty-five (45) days prior to the annual election.

**SECTION 4. Committees, Sub-Committees and Ad-Hoc Committees and Task Forces:**

- (a) Committees, Sub-committees, Ad-Hoc committees and Task Forces may be established by the Council to carry out specified California State Strategic Plan on Developmental Disabilities objectives and purposes of the Council.
- (b) The term of office and, qualifications of these groups' chairpersons and members shall be established by the Council. The membership of Sub-Committees and Ad-Hoc committees shall be open to non-members of the Council and shall be appointed by the Chairperson of the Council. The expenses of non-Council

members may be reimbursed on the same basis as a Council member with the exception of the honorarium.

**ARTICLE X. COUNCIL ORGANIZATION**

**SECTION 1. Regional Operations of the Council:**

- a) The Council is responsible for engaging in advocacy, capacity, and systemic change activities statewide that implement mandates of the DD Act so that individuals with developmental disabilities have access to all available services and supports. In order to carry out its federal mandates in a manner consistent with the access, use, and community based principles of Section 101(c) of the DD Act, the Council exercises its authority to establish Regional Offices and Regional Advisory Committees to perform Council work. Pursuant to Welfare and Institutions Code Section 4544(d), such offices and committees shall be constituted and operated according to policies and procedures of the Council.
- b) Regional Offices and Regional Advisory Committees, being part of the Council, are subject to the Bagley-Keene Act, the Public Records Act, and any other laws applicable to a state governmental entity.
- a)c) Public notice shall be provided at least 120 days before any changes in the number or boundaries of Regional Offices.
- d) The bylaws, membership composition, terms of members, and membership eligibility in addition to other rules of the Regional Advisory Committees shall be determined by the Council except as provided by Welfare and Institutions Code Section 4546.
- e) At the request of the Council, and according to the policy and procedures of the Council, Regional Advisory Committees will advise, provide input, be a source of data, and perform other activities as described in Welfare and Institutions Code Section 4548.

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**ARTICLE XI. COUNCIL GENERAL PROVISIONS**

**SECTION 1. Certification and Inspection:**

The original or a copy of the By-laws, as amended or otherwise altered to date, certified by the Council shall be recorded and kept in a book that shall be kept in a location in the principal office of the Council, and such book shall be open to public inspection at all times during office hours.

**SECTION 2. Records, Reports and Inspection:**

- (a) The Council shall maintain adequate and correct accounts, books and records of all its business and properties.

- (b) Such records shall be kept at its principal place of business. All books and records shall be open to inspection by the Council and the general public, except those records or data regarding an employee, if such disclosure would constitute an unwarranted invasion of personal privacy, or records of the Council relating to its participation in a judicial proceeding.
- (c) The Council shall prepare, approve, and implement a budget to fund programs, projects, activities, staff, and operations.
- (de) An annual financial report and budgets shall be available for inspection at the Council's principal place of business.

## **ARTICLE XII. AMENDMENTS OF BY-LAWS**

Subject to the limitations of federal and state law, these By-laws shall be reviewed at least annually. The Executive Committee shall be responsible for the annual review of the By-laws, submitting recommendations for adoption of new By-laws and amendments or repeal of existing By-laws to the Council. These By-laws may be amended, repealed or adopted by a two – thirds majority during any regular or special meeting of the Council so long as a draft of the proposed action was submitted in writing to the Council at least ten (10) days prior to the meeting.

## **ARTICLE XIII. INDEMNIFICATION**

### **SECTION 1. Definitions:**

For the purposes of this Article XII, "agent" means any person who is or was a director or member as appropriate, officer, employee, or other agent of the Council. Proceeding means any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and expenses include without limitation attorney's fees and any expenses of establishing a right to indemnification under Section 4 or 5(b) of this Article XII.

### **SECTION 2. Indemnification in Actions by Third Parties:**

The Council shall have power to indemnify any person who was or is a party or is threatened to be made a party to any proceeding (other than an action by or in the right of the Council to procure a judgment in its favor, by reason of the fact that such person is or was an agent of the Council, against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with such proceeding if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of the Council and, in the case of a criminal proceeding, has no reasonable cause to believe the conduct of such person was unlawful. The termination of any proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of the Council or that the person had reasonable cause to believe that the person's conduct was unlawful.

### **SECTION 3. Indemnification in Actions by or in the Right of the Council:**

The Council shall have the power to indemnify any person who was or is a party or is threatened

to be made a party to any threatened, pending, or completed action by or in the right of the Council, to procure a judgment in its favor by reason of the fact that such person is or was an agent of the Council, against expenses actually and reasonably incurred by such person in connection with the defense or settlement of such action if such person acted in good faith, in a manner such person believed to be in the best interests of the Council, and with such care, including reasonable inquiry as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section 3:

- (a) In respect of any claim, issue, or matter as to which such person shall have been adjudged to be liable to the Council in the performance of such person's duty to the Council, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for the expenses which such court shall determine;
- (b) Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or
- (c) Of expenses incurred in defending a threatened or pending action, which is settled or otherwise disposed of without court approval, unless it is settled with the approval of the Attorney General.

**SECTION 4. Indemnification Against Expenses:**

To the extent that an agent of the Council has been successful on the merits in defense of any proceeding referred to in Section 2 or 3 of this Article XII or in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

**SECTION 5. Required Determinations:**

Except as provided in Section 4 of this Article XII any indemnification under this Article XII shall be made by the Council only if authorized in the specific case, upon a determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Section 2 or 3 of this Article XII, by:

- (a) A majority vote of a quorum consisting of directors or members as appropriate, who are not parties to such proceeding; or
- (b) The court in which such proceeding is or was pending upon application made by the Council or the agent or the attorney or other person rendering services in connection with the defense, whether or not such application by the agent, attorney, or other person is opposed by the Council.

**SECTION 6. Advance of Expenses:**

Expenses incurred in defending any proceeding may be advanced by the Council prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent

to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this Article XII.

**SECTION 7. Other Indemnification:**

No provision made by the Council to indemnify its or its subsidiary's directors or members as appropriate, or officers for the defense of any proceeding, whether contained in the Articles, Bylaws, a resolution directors or members as appropriate, or an agreement, or otherwise, shall be valid unless consistent with this Article XII. Nothing contained in this Article XII shall affect any right to indemnification to which persons other than such directors or members as appropriate, and officers may be entitled by contract or otherwise.

**SECTION 8. Forms of Indemnification Not Permitted:**

No indemnification or advance shall be made under this Article XII, except as provided in Section 4 or 5(b), in any circumstances where it appears:

- (a) That it would be inconsistent with a provision of the Articles, these By-laws, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or
- (b) That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

# **EXECUTIVE COMMITTEE**

DRAFT

Executive Committee Meeting Minutes  
September 26, 2014

**Attending Members**

Kecia Weller  
April Lopez  
Janelle Lewis  
Molly Kennedy  
Nancy Clyde  
Ning Yang

**Members Absent**

**Others Attending**

Aaron Carruthers  
Mike Clark  
Robin Maitino

1. **Call to Order**

Janelle Lewis called the meeting to order at 12:10 p.m. and established a quorum present.

2. **Welcome and Introductions**

Members and others introduced themselves.

3. **Public Comments**

There were no public comments.

4. **Selection of Nominating Committee**

It was moved/seconded (Kennedy/Clyde) and carried to recommend to the Council that the following individuals serve on the Nominating Committee: David Forderer, Committee Chair; Janelle Lewis; Robin Hansen; Max Duley; and Eric Gelber. (passed unanimously)

5. **Adjournment**

April Lopez adjourned the meeting at 12:16 p.m.

DRAFT

**Executive Committee Meeting Minutes  
October 21, 2014**

**Attending Members**

April Lopez  
Janelle Lewis  
Molly Kennedy  
Nancy Clyde  
Ning Yang

**Members Absent**

Kecia Weller

**Others Attending**

Aaron Carruthers  
Chris Arroyo  
Mike Clark  
Natalie Bocanegra  
Nancy Dow  
Robin Maitino

1. **Call to Order**

April Lopez called the meeting to order at 10:15 a.m. and established a quorum present.

2. **Welcome and Introductions**

Members and others introduced themselves.

3. **Public Comments**

There were no public comments.

4. **Approval of August Meeting Minutes**

It was moved/seconded (Kennedy/Yang) and carried to approve the August 12, 2014 Executive Committee minutes as presented.

5. **AIDD Compliance Task Chart**

Molly Kennedy went over both the AIDD Compliance Task Chart included in the packet and the AIDD Compliance Task Timeline that was handed out to Committee members. The new chart and timeline lays out information in a more user friendly manner. Molly would like to the timeline revised using plain language.

Aaron Carruthers, Chief Deputy Director added that the AIDD calls with our new Project Director, Allison Cruz will now be quarterly rather than monthly.

6. **Budget Update**

Aaron Carruthers presented a handout detailing the monthly budget projections for fiscal year 2013-14. This handout included expenditures through September 2014 which indicated a \$303,006 shortfall without filling current vacancies, or a \$990,409 shortfall if all vacancies were filled.

There was much discussion surrounding the budget deficit including several suggestions on cost savings. The Committee took the below action to allow staff time to do the internal work necessary to bring ideas back to the Committee for approval before going onto the full Council.

It was moved/seconded (Kennedy/Lewis) and carried to give Council staff the authority to do internal work related to addressing the structural deficit and report back to the Executive Committee.

7. **Golden Gate Regional Center (GGRC) Sponsorship Request**

No action was taken on this item. GGRC withdrew their request due to time limitations.

8. **Jay Nolan Contract Update**

Aaron Carruthers reported that the Jay Nolan contract has been administratively extended to March 2015 in order to allow the contractor 12 full months to complete the second year of a two-year grant.

9. **Designated State Agency (DSA)  
Memorandum of Understanding Status (MOU)**

Legal Counsel Natalie Bocanegra provided an update on the progress of the MOU development. The draft has been completed and staff is in the process of coordinating discussion of the MOU with the DSA. Due to the time needed to collaborate with the DSA on the MOU, the timeline has been pushed to July 2015.

10. **Developmental Disability (DD) System Sustainability**

Molly Kennedy and Interim Executive Director, Michal Clark, presented a letter to the Committee from Steve Miller of Tierra del Sol regarding frozen rates and cost control measures resulting in closing programs throughout the State. This issue brought about much discussion on sustainability within the DD system. The Committee felt very strongly that the Council needs to play a part in supporting sustainability and took the below action.

It was moved/seconded (Kennedy/Yang) and carried to recommend that the Council be the “conveners” for the meetings necessary with leadership and stakeholders to support DD System Sustainability.

## 11. Vision for the Council's Future

Council Leadership and Executive Management requested the Executive Committee's input in developing a roadmap by responding to the below questions. The following includes both questions and input.

### **QUESTION 1**

**PLEASE WRITE DOWN THREE RECENT COUNCIL ACCOMPLISHMENTS.**

- Legislative success:
  - Self Determination
  - Employment First
  - AB 1595
  - Influence on SB 577
  - Good rapport with Legislative staff
- Progress on Corrective Action Plan; meeting AIDD goals; reestablishing strong collaboration with partners (UCEDD, DRC).
- Development of SSAN and SAAC.
- Filling vacancies both staff and Council appointments.
- Being in line with others states National Core Indicator's (NCI).
- Community Progress with mini-grants.

### **QUESTION 2**

**HOW CAN THE COUNCIL ESTABLISH ITSELF AS A MODEL LEADER IN CALIFORNIA AND THROUGHOUT THE NATION?**

- Focus on public relations/representation in the public (i.e., hearings, etc.)
- Stimulate thinking and developing plans/ideas for moving support and services for people with intellectual developmental disabilities forward.
- Education and outreach for both the public and people with intellectual developmental disabilities.
- Emphasizing statewideness to ensure access to services by the State's diverse populations.
- Build a system that promotes individuality and equality (strong advocacy).
- Ensure the implementation of DD Laws.

### QUESTION 3

#### WHAT UNIQUENESS CAN THE COUNCIL BRING TO IMPROVING THE CALIFORNIA DEVELOPMENTAL DISABILITIES SYSTEM?

- Fully support mandate of the Federal DD Act and the Lanterman Act.
- Training and education for regional center case managers on services available.
- System Monitoring
- Council makeup is unique in its diversity.
- Be the “convener” with leadership/stakeholders on DD System Sustainability.
- Be innovative, maintain autonomy as a system.
- Be a leader in self-advocacy.

### QUESTION 4

#### HOW DOES THE COUNCIL WANT TO IMPROVE AND IMPACT THE LIVES OF PEOPLE WITH DISABILITIES AND THEIR FAMILY IN THE NEXT 10 YEARS?

- Train and educate the public, doctors, and first responders on using innovative methods such as social media, community outreach, and PSA's.
- Be the conveners in revitalizing the DD system.
- Truly implement Self-Determination and Employment First.
- Provide training (perhaps to ombudsmen) on resources for help in navigating the system and services.
- Think of the Council as being the one to call for resources.
- “Information Highway” for DD resources.
- Abuse education in the school districts (teachers and their aides)
- More integration in the DD/IDD and Mental Health Systems.
- Focus on public education in persons 3-22 years of age.

#### 12. **Bylaw Review**

Natalie Bocanegra went through the proposed changes made to the Bylaws. Changes made were based on three (3) sources: 1) the MTARS findings; 2) Assembly Bill (AB) 1595; and 3) the Attorney General's opinion regarding quorum issues.

It was moved/seconded (Kennedy/Clyde) and carried to recommend that the Council approve the September 8, 2014, version of Bylaws as amended.

13. **Central Valley Regional Center Conflict of Interest Waiver Request**  
Natalie Bocanegra reported that on September 25, 2014, the Central Valley Regional Center (CVRC) notified SCDD of a conflict of interest waiver request involving CVRC Board Member Scot Miller. Area Board 8 will be convening their board meeting on November 12, 2014. Assuming the board has quorum, this item will be acted upon at that time and referred to the Council for further action. An update on this waiver request will be given at the November Council meeting.
14. **Establish November Council Agenda**  
The following items will be included on the November 19, 2014 Council agenda:
- Committee Reports (DD Sustainability issue as part of the Executive Committee report.)
  - Bylaw Review
  - AIDD Compliance/MTARS Update
  - Central Valley Regional Center Conflict of Interest Waiver Request
  - Leading the Charge Sponsorship Request
  - Strategic Planning
15. **Closed Session**  
The Committee went into closed session.
16. **Reconvene Open Session**  
There were no actions to report.
17. **Adjournment**  
April Lopez adjourned the meeting at 3:15 p.m.

**ADMINISTRATIVE  
COMMITTEE**

DRAFT

**Administrative Committee Meeting Minutes  
September 24, 2014**

**Attending Members**

Eric Gelber  
Max Duley  
Molly Kennedy

**Members Absent**

Kris Kent  
Ning Yang

**Others Attending**

Aaron Carruthers  
Mike Clark  
Natalie Bocanegra  
Robin Maitino

1. **Call to Order**  
Molly Kennedy called the meeting to order at 1:10 p.m.
2. **Establishment of Quorum**  
A quorum was present.
3. **Welcome and Introductions**  
Members and others introduced themselves.
4. **Approval of the June 18 and July 23, 2014 Minutes**  
It was moved/seconded (Gelber/Duley) and carried to approve the June 18 and July 23, 2014 minutes as presented.
5. **Public Comments**  
There were no public comments.
6. **Designated State Agency (DSA) Memorandum of Understanding (MOU)**  
Staff Counsel, Natalie Bocanegra presented the August 11, 2014 version of the "draft" MOU to the Committee. Committee members provided feedback and requested clarification/rewording in a couple of sections. There was also much discussion incorporating the Interagency Agreement into the MOU. Staff and the Committee agreed that given the review time needed by the DSA that the timeline was not adequate and would be pushed to the spring of 2015.

Natalie invited members to email her by October 3, 2014 if they had additional input they would like to see addressed.

7. **Monthly Budget Projection**

Aaron Carruthers, Chief Deputy Director presented a handout detailing the monthly budget projections for fiscal year 2013-14. This handout included expenditures through July 2014 which indicated a \$638,173 shortfall without filling current vacancies, or a \$1,172,479 shortfall if all vacancies were filled.

Aaron is in the process of obtaining clarification on the amount of rollover funds the agency currently has and will report back to the Committee once he receives that clarification. Aaron plans on reaching out to staff and possibly create a staff workgroup to come up with cost savings that could be presented to the Executive Committee and full Council.

Aaron will continue to provide these detailed projections at every Administrative Committee meeting as well as share the most current information at the November Council meeting.

8. **Policy Manual**

Aaron Carruthers, Chief Deputy Director distributed the SCDD Policy List outlining policies by subject area and status (i.e., existing, updating needed, and needs created). Committee members were appreciative of the thoroughness of the listing and requested that a listing of the policies under the subject categories of Councilmembers, Communications, Conflict of Interest, and Administrative be shared with the full Council at the November meeting.

9. **Future Agenda Items**

The following agenda items will be included on the next agenda:

- MOU Development Update
- Policy Update
- Budget Update

10. **Adjournment**

The meeting was adjourned at 2:30 p.m.

# STATE COUNCIL ON DEVELOPMENTAL DISABILITIES FY 2014-2015 PROJECTED SPENDING

Based on Expenditures through September 2014

Funding Source 2014-2015 Grants and Contracts	Annual Budget Total
Basic State Grant (BSG)	\$6,809,000
Quality Assurance/Assessment	\$2,466,523
Client's Rights Advocates/ Volunteer Advocacy Coordinator's	\$1,880,000
<b>Combined Total:</b>	<b>\$11,155,523</b>

Projected Year-End Budget	Totals
BSG Current Staffing	(\$303,006)
BSG All Positions Filled	(\$990,409)

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**  
**FY 2014-2015 PROJECTED SPENDING**  
 (BASED ON EXPENDITURES THROUGH SEPTEMBER 2014)

Projected without vacancies

FUNDING SOURCE	ANNUAL BUDGET		SPENDING TO DATE		CURRENT BALANCE		PROJECTED YEAR-END BALANCE	
	Personal Svc.	OE&E	Personal Svc.	OE&E	Personal Svc.	OE&E	Personal Svc.	OE&E
2014-2015 Grants & Contracts		Total		Total		Total		Total
BSG	\$5,131,546	\$6,809,000	\$1,148,775	\$1,407,882	\$3,982,771	\$691,348	\$300,155	(\$82,436)
QA	\$1,616,399	\$2,466,523	\$379,452	\$445,250	\$1,236,947	\$784,325	\$75,234	\$587,000
CRA/IAS	\$1,322,055	\$1,880,000	\$327,328	\$354,506	\$994,727	\$530,767	\$17,138	\$449,232
<b>TOTAL</b>	<b>\$8,070,000</b>	<b>\$11,155,523</b>	<b>\$1,855,555</b>	<b>\$2,207,638</b>	<b>\$6,214,445</b>	<b>\$2,006,440</b>	<b>\$392,526</b>	<b>\$953,796</b>

\*Without vacancies

Projected with filled vacancies

FUNDING SOURCE	ANNUAL BUDGET		SPENDING TO DATE		CURRENT BALANCE		PROJECTED YEAR-END BALANCE	
	Personal Svc.	OE&E	Personal Svc.	OE&E	Personal Svc.	OE&E	Personal Svc.	OE&E
2014-2015 Grants & Contracts		Total		Total		Total		Total
BSG	\$5,131,546	\$6,809,000	\$1,148,775	\$1,407,882	\$3,982,771	\$691,348	(\$387,248)	(\$990,409)
QA	\$1,616,399	\$2,466,523	\$379,452	\$445,250	\$1,236,947	\$784,325	(\$7,742)	\$579,258
CRA/IAS	\$1,322,055	\$1,880,000	\$327,328	\$354,506	\$994,727	\$530,767	(\$60,802)	\$388,430
<b>TOTAL</b>	<b>\$8,070,000</b>	<b>\$11,155,523</b>	<b>\$1,855,555</b>	<b>\$2,207,638</b>	<b>\$6,214,445</b>	<b>\$2,006,440</b>	<b>(\$455,792)</b>	<b>(\$22,721)</b>

\*With vacancies filled

NUMBER OF MONTHS REMAINING		
Current Month	State	Federal
September 2014	9	0

\*Tables based on State Fiscal Year



State Council on Developmental Disabilities

• website • [www.scdd.ca.gov](http://www.scdd.ca.gov) • email • [council@scdd.ca.gov](mailto:council@scdd.ca.gov)

1507 21st Street, Suite 210  
Sacramento, CA 95811



STATE OF CALIFORNIA

Edmund G. Brown Jr.  
Governor

(916) 322-8481  
(916) 443-4957 fax  
(916) 324-8420 TTY

November 5, 2014

VIA ELECTRONIC & U.S. MAIL

Michael Wilkening  
Health and Human Services Agency  
1600 Ninth Street, Room 460  
Sacramento, CA 95814

RE: U.S. Developmental Disabilities Act – SCDD Memorandum of Understanding

Dear Mr. Wilkening:

I am contacting you on behalf of the State Council on Developmental Disabilities (SCDD) to coordinate discussion with your agency regarding the transition that our council is undertaking.

As you are aware, SCDD has recently examined our operations for purposes of complying with Monitoring and Technical Assistance Review System (MTARS) directives issued by the U.S. Administration on Intellectual and Developmental Disabilities (AIDD). As part of our agreement with AIDD, SCDD has requested a Memorandum of Understanding with the California Health and Human Services Agency (Agency), our Designated State Agency, pursuant to Section 125(d)(3)(G) of the Developmental Disabilities Act.

For your convenience, we will be contacting your office to identify available dates to discuss the MOU issues in the next several weeks. SCDD looks forward to collaborating with Agency. Feel free to contact me at (916) 322-8481 if you would like additional information.

Aaron Carruthers  
Chief Deputy Director

Cc: Kris Kent, CA Health and Human Services Agency

*"The Council advocates, promotes & implements policies and practices that achieve self-determination, independence, productivity & inclusion in all aspects of community life for Californians with developmental disabilities and their families."*

# **LEGISLATIVE AND PUBLIC POLICY**

# Legislative and Public Policy Committee Meeting

MINUTES

10/23/14

SACRAMENTO, CA

<b>MEETING CALLED BY</b>	Janelle Lewis, Chair
<b>TYPE OF MEETING</b>	State Council Committee Meeting
<b>FACILITATOR</b>	Janelle Lewis
<b>NOTE TAKER</b>	Michael Brett
<b>COMMITTEE MEMBER ATTENDEES</b>	Janelle Lewis, April Lopez, David Forderer, Jennifer Allen, Lisa Davidson, Connie Lapin, and Tho Vinh Banh
<b>COMMITTEE MEMBERS NOT IN ATTENDANCE</b>	Feda Almaliti
<b>SCDD STAFF ATTENDEES</b>	Anastasia Bacigalupo, Vicki Smith, Roberta Newton, and Karim Alipourfard
<b>PUBLIC</b>	No public in attendance

## Agenda Topics

### CALL TO ORDER

#### CONCLUSIONS

Meeting called to order at 10:11 am by Ms. Lewis.

### APPROVAL OF MEETING MINUTES

#### DISCUSSION

Committee member reviewed the September 4, 2014 meeting minutes and provided follow up on action items:

- May LPPC meeting minutes are still missing.
- Ms. Lopez will email Down Syndrome camp information to LPPC members.
- Ms. Bacigalupo reported on the action item to provide a fact sheet on Medi-Cal/Autism Services in multiple languages. She shared with the group that 'Autism Deserves Equal Coverage' (ADEC) has an extensive FAQ in multiple languages that SCDD should circulate.
- Ms. Bacigalupo reported that Roberta Newton, executive director of Area Board 10, would be covering the intersection of EPSDT services and the new CMS rules in her presentation later in the meeting.
- Ms. Lewis tabled the discussion of dead bills/bills to be resurrected to agenda item #6.
- Ms. Lewis reported that the SCDD approved LPPC's recommendation at the last SCDD meeting to support the Military Children with Developmental Disabilities Act.
- Ms. Lewis reported that she attended the Developmental Center Task Force workgroup meeting.
- Mr. Phillips provided the follow up on his action item via email. The email was circulated to LPPC members

	<ul style="list-style-type: none"> <li>Ms. Lewis discussed the ongoing idea of forming a Self Determination workgroup. Ms. Lewis suggested that the group meet either before or after LPPC meetings in order to reduce travel costs. Members who volunteered were: Mr. Forderer, Ms. Lapin, Ms. Lewis, Ms. Davidson, and Ms. Lopez. Ms. Lewis asked Ms. Bacigalupo and Ms. Smith to provide staff support.</li> <li>Ms. Bacigalupo reported that SCDD did not receive the requested documents from Ms. Sasson but that Ms. Doctor's presentation later in the meeting would provide the most current and updated information on the subject.</li> <li>Ms. Lewis reported that she, Ms. Bacigalupo and Ms. Smith had a very productive teleconference call in planning today's meeting.</li> </ul>
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**CONCLUSIONS**

Ms. Davidson asked for an edit to the Members reports section of the September meeting minutes- she asked that the sentence regarding her report state "...and that Area Board 10 is working on staffing the regional center Self Determination committees." Ms. Lapin made the motion to approve the minutes with Ms. Davidson's edit. Motion was seconded by Ms. Davidson. Tho Vinh Banh abstained. Motion passes.

LPPC members asked that SCDD staff: track down the May LPPC meeting minutes, and post the ADEC FAQ (if permission given) on the SCDD website.

Ms. Lewis will talk to Ms. Kennedy (chair of SCDD) about having Self Determination workgroup meetings before or after LPPC meetings.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Track down May LPPC meeting minutes.	SCDD Staff	Ongoing
Request permission from ADEC to post their Medi-Cal/Autism FAQ on the SCDD website and share statewide.	Anastasia Bacigalupo	11/23/2014
Discuss Self Determination work group idea with Ms. Kennedy.	Janelle Lewis	12/01/2014

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

**DISCUSSION** No public comment offered.

**CONCLUSIONS** No public comment offered.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None at this time.	N/A	N/A

**MEMBERS REPORTS**

**DISCUSSION** Ms. Lapin reported on progress statewide informing communities about the Self Determination Program.

<b>CONCLUSIONS</b>	Committee members agreed that it was important to follow the new developments as they happened around the state.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
None at this time.	N/A	N/A	
<b>LEGISLATION</b>			
<b>DISCUSSION</b>	Committee members discussed supporting legislation for the next legislative term.		
	<p>Ms. Banh gave an overview of SB 1093 which will go into effect January 1, 2015. She focused on one section of the new law which authorizes regional centers to pay for independent living services (ILS) for consumers who live at home with their parent, family member or other person. Historically consumers have been denied ILS while living at home with family members and many regional centers would only agree to ILS if there was a plan to move out of their family home.</p> <p>Ms. Lewis proposed that the LPPC table the discussion of the legislative priorities for a separate meeting just dedicated to that topic. Committee members liked the idea and offered December 8<sup>th</sup> at 2:00 pm as a good date/time for everyone's schedule.</p>		
<b>CONCLUSIONS</b>	<p>Committee members would like SCDD staff to research the following dead bills and see if they will be introduced as new bills for the next legislative term: AB 1753, AB 2041, AB 2299, SB 391, SB 1046, SB 1160, SB 1176, and SB 1178. Committee members were not sure about SB 840.</p>		
	<p>Committee members would like SCDD staff to develop a flyer on the change of law re: ILS and collaborate with Ms. Banh/DRC on the flyer, if possible.</p> <p>Mr. Forderer motioned that the LPPC meet on December 8, 2014 at 2 pm for the purpose of developing legislative priorities for the upcoming legislative term and for reviewing the LPPC platform. Ms. Allen seconded the motion. No abstentions. Motion passes.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Research and report at January LPPC meeting whether selected dead bills will come back for the next legislative term by contacting the dead bill authors/sponsors.	Karim Alipourfard	01/15/2014	
Create a flyer on the change of law re: ILS and collaborate with Ms. Banh/DRC on the flyer, if possible.	Anastasia Bacigalupo	11/23/2014	
Organize LPPC meeting for December 8, 2014 at 2:00 pm.	Janelle Lewis, Vicki Smith and Anastasia Bacigalupo	12/08/2014	

## AUTISM BEHAVIORAL SERVICE/MEDI-CAL COVERAGE

<b>DISCUSSION</b>	Ms. Lewis stated that there are ongoing meetings about the changes to the Medi-Cal coverage of Autism related services.		
<b>CONCLUSIONS</b>	Committee members agreed that it was important to follow the new developments as they happened around the state.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
None at this time.	N/A	N/A	

## SPECIAL EDUCATION

<b>DISCUSSION</b>	<p>Ms. Almaliti was not present. Mrs Lewis shared that the Department of Education, Office of Civil Rights did an excellent "Dear Colleague" letter on bullying directed at local education agencies (LEAs). The letter can be found at: <a href="http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201010.html">http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201010.html</a></p> <p>She shared the letter with the LPPC members.</p>		
<b>CONCLUSIONS</b>	Committee members did not take any action and did not request any action items.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
None at this time.	N/A	N/A	

## TASK FORCE UPDATES

<b>DISCUSSION</b>	<p>Ms. Lewis shared earlier in the meeting her experience attending the Developmental Centers Task Force workgroup meeting. These meetings happened regionally- Los Angeles, Sacramento and Fresno.</p> <p>Ms. Lapin reported on the Developmental Services Task Force meetings. The notes along with the agenda are located in the LPPC packet. Ms. Lapin mentioned that there were no school age children represented at these meetings which she found discouraging. Also nothing on creating/structuring workgroups was mentioned. Secretary Dooley encourages the public to get involved in these meetings which is a plus. No future meetings were discussed, however, that does not mean there is an end to these meetings- there could be more in the future.</p>		
<b>CONCLUSIONS</b>	Committee members agreed that it was important to follow the new developments from the task force.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
None at this time.	N/A	N/A	

## DEPARTMENT OF LABOR/OVERTIME AND MINIMUM WAGE ISSUES

<b>DISCUSSION</b>	<p>Ms. Doctor conducted her presentation, which was provided in hard copy to LPPC members. She made the following points:</p> <ul style="list-style-type: none"> <li>• Advocacy efforts should focus on putting pressure on</li> </ul>		
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California re: overtime rule; not focus on putting pressure on federal government because it is very unlikely they will reverse their decisions about minimum wage, etc.

- Advocacy efforts should focus on making better rules around overtime at the state level and creating exceptions to the rules for respecting and preserving consumer choice.
- Timecards have already changed significantly and the overtime rules and minimum wage requirements will impact the timecards even further. Information about the changes to timecard can be found on the California Department of Social Services website.
- Right now there are no guidelines for those consumers who need to receive “advance pay” for their IHSS workers. This will definitely cause a problem for families who need advance pay. If you know someone experiencing this problem or any other problem related to the new overtime rules, please have them call Disability Rights of California at 1-800-776-5746.
- It’s okay to share her PowerPoint- distribute wide and far! Contact SCDD staff for an electronic copy of the presentation.
- Advocacy efforts should focus on increasing provider rates and seeing ways to infuse money into the system. The Lanternman Coalition was discussed and the need for SCDD to become active on it again.
- SCDD can draft and send a letter to Health and Human Services Agency Secretary Dooley and Governor Brown outlining the issues presented with the implementation of the overtime rule and ask for the creation of exceptions if there is no agreement to changing the rule.

Committee members agreed that SCDD could do the following on this issue:

- Draft and send a letter to Health and Human Services Agency Secretary Dooley and Governor Brown outlining the issues presented with the implementation of the overtime rule and ask for the creation of exceptions if there is no agreement to changing the rule.
- Send a representative to the Lanterman Coalition meeting in November.

**CONCLUSIONS**

Ms. Lapin motioned that SCDD send a representative to the Lanterman Coalition meeting and that Ms. Lewis represents the LPPC/SCDD at the meeting. Ms. Davidson seconded the motion. No abstentions. Motion passed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Recommend to the State Council that staff draft letters for approval by the State Council Chair addressed to Health and Human Services Agency Secretary Dooley and Governor Brown	Janelle Lewis	11/19/2014

about the challenges presented by the implementation of the overtime rule and ask for the creation of exceptions where there is no ability to modify the rule.		
Determine when the next Lanterman Coalition meeting will be and send Ms. Lewis as LPPC/SCDD representative.	SCDD Staff	10/31/2014

## SENATE BILL 577 EMPLOYMENT PILOT PROGRAMS

<b>DISCUSSION</b>	Ms. Smith shared that the Department of Developmental Services (DDS) has not said which regional centers will be picked to be the pilots for this program.	
<b>CONCLUSIONS</b>	Committee members did not take any action and did not request any action items.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Discuss any updates to the Senate Bill 577 Employment Pilot Programs statewide.	Vicki Smith	Ongoing

## NEW CENTER FOR MEDICARE AND MEDICAID SERVICES (CMS) RULES

	<p>Ms. Newton gave a teleconference presentation on this issue. Materials in packet provided technical and basic information on the new rules.</p> <p>Highlights are:</p> <ul style="list-style-type: none"> <li>The goal is that California is fully compliant with the rules by March 2019. CMS requires that all states submit a transition plan. California drafted a plan for public comment. Two public comment periods- first one ending on 10/19 and the second one starting 10/27 and ending 11/16.</li> <li>The problems with the draft transition plan are that it is extremely broad and fails to address adult residential programs. The second draft of the transition plan will be released to the public at the end of October/beginning of November.</li> </ul> <p>Recommendations for SCDD:</p> <ul style="list-style-type: none"> <li>SCDD should be recognized as a stakeholder on evaluation teams for the development of the transition plan, assessment tools and assessing various waiver settings.</li> <li>SCDD should develop a position statement/provide written input on the new CMS rules.</li> <li>SCDD, with the involvement of its regional office, develop consumer-friendly information materials to educate consumers and their families as to the new CMS rules and explain the implications of the CMS rules on various services and supports.</li> </ul>	
<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>	<p>Committee members asked that staff:</p> <ul style="list-style-type: none"> <li>Determine ways to have SCDD being active as a stakeholder on evaluation teams for the development of the</li> </ul>	

transition plan, assessment tools and assessing various waiver settings.

- Draft a position statement/provide written input on the new CMS rules as outlined in the above recommendations.
- Develop consumer-friendly information materials to educate consumers and their families as to the new CMS rules and explain the implications of the CMS rules on various services and supports.

Also committee members asked that they receive DRC's position statement, shared by Ms. Banh.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Determine ways to have SCDD being active as a stakeholder on evaluation teams for the development of the transition plan, assessment tools and assessing various waiver settings.	SCDD Staff	To be discussed at 12/08/2014 LPPC meeting
Recommend to the State Council that staff draft a position statement with recommendations for approval by the State Council Chair addressed to Health and Human Services Agency Secretary Dooley and the Centers on Medicaid and Medicare Services that addresses the involvement of the State Council as a stakeholder, the development of the transition plan, the development of assessment tools, and the evaluation of various waiver settings.	Janelle Lewis	11/19/2014
Develop consumer-friendly information materials to educate consumers and their families as to the new CMS rules and explain the implications of the CMS rules on various services and supports.	SCDD Staff	To be discussed at 12/08/2014 LPPC meeting
Email DRC's position/input on the new CMS rules to LPPC members.	SCDD Staff	10/31/2014

**SELF DETERMINATION**

**DISCUSSION**

Ms. Lapin provided an update on advocacy around the state on the Self Determination Program (SDP). DDS released SDP definitions and related information on their website. DDS still has not submitted the SDP application for review/approval to the federal government.

Ms. Lapin is an organizer and contributor to the SDP conference being held on November 7-8, 2014 in Southern California.

**CONCLUSIONS**

Committee members asked that Ms. Lapin report on the conference at the January LPPC meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Report on SDP conference in Southern California.	Connie Lapin	01/15/2014

## VISION FOR COUNCIL'S FUTURE

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At the request of the State Council Chair, LPPC members participated in a visioning /brain storming session for the State Council.

### Accomplishments

1. Legislation: Self Determination, Employment First, AB 1595, influence on SB 577, rapport with legislature
2. CAP, AIDD goals, strong collaboration with partners (DRC and UCEDDs)
3. SSAN , SAAC
4. Filing vacancies
5. National Core Indicators (NCI) (in line with other states)
6. Mini grants (community progress)
7. Area Board offices more unified; providing boots on the ground work for the council

### How to Become a Model Leader in California and Nation

1. Focus on public relations, representation in public (hearings, meetings, etc.)
2. Stimulate thinking and develop plans/ideas for moving support services for peeps with developmental disabilities
3. Education and Outreach- public and people with developmental disabilities
4. Achieving statewideness to our diverse populations (underserved disabilities, economic, geographic, ethnic groups)
5. Strong advocacy: a system that promotes individual rights and equality.
6. Ensuring the implementation of laws
7. Increase our availability and visibility to legislators
8. Have an impact
9. Use of social media
10. Create forums- Be a "convener"

## DISCUSSION

### Improving the CA DD System

1. Fully fund the DD Act (state and federal)
2. Training: regional center case managers on services available
3. System monitoring (fear us!)
4. Council make up is unique to its diversity
5. Network and convene: leadership, stakeholders; DD Sustainability
6. Innovative and autonomous as a system
7. Leadership of self advocates
8. Look at what other state councils do
9. Create an ambitious/great state plan

### Improve/Impact Next 10 years

1. Train and educate general public (bullying of adults and kids, etc.) 90% have been abused; 46% have been abused more

- 
- than once.
- a. Social media
  - b. Community outreach
  - c. PSAs
2. Conveners- the concept; how to revive/revitalize our system
  3. "Truly" implement Self Determination, Employment First, Independent Living Services
    - a. Doctors
    - b. First Responders (cops and firefighters)
  4. Resources for help in navigating systems and services
    - a. Ombudsmans
    - b. Information and referral
    - c. Ongoing and periodic measurement (how are we doing?)
    - d. Secure implementation of parental fees for new creative and innovative programming
  5. Think of SCDD as being the one to call for resources
  6. Information highway (statewide then local)
  7. Abuse education: school districts
  8. Integrated individuals with developmental disabilities
  9. Age 3-22 Children (Focus on Public Education)
  10. Ensure that public benefits are available and council is responsive to needs
  11. Consumers without family members represented and supported
  12. Train future advocates/Sustainability
  13. Partners in Policy Making: continue to educate self advocates on changing the system so that self advocacy continues successfully
  14. Ensure services council provides responsive to diversity of state's developmentally disabled population
- 

## **ADJOURNMENT**

Ms. Lewis reminded committee members that the next scheduled meetings are: 12/08/2014 2 pm- 5 pm and 01/15/2014 10 am-3 pm.

Ms. Lewis adjourned the meeting at 3:07 pm.

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# **MEMBERSHIP COMMITTEE**



**DRAFT**

**MEMBERSHIP COMMITTEE MEETING MINUTES  
October 28, 2014**

**Members Present**

April Lopez (chair)  
Sandra Smith  
Linda Landry

**Members Absent**

David Forderer

**Others Attending**

Mike Clark  
Aaron Carruthers  
Bob Phillips  
Thomas Johnson  
Debra Sarmento

**1. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

April Lopez, Chairperson, called the meeting to order at 1:14 p.m. A quorum was established.

**2. WELCOME AND INTRODUCTIONS**

Everyone present introduced themselves.

**3. PUBLIC COMMENT**

There was no public comment.

**4. APPROVAL OF JUNE 19, 2014 MINUTES**

It was moved/seconded (Smith/Landry) and carried to approve the September 8, 2014 Membership Committee minutes as presented.

**5. UPDATE ON CURRENT STATE COUNCIL APPOINTMENTS, MEMBERS, VACANCIES AND APPOINTMENTS**

It was determined that all documents regarding vacancies and appointments go through Chief Deputy Director Aaron Carruthers. April Lopez then reviewed the "Current Governor Appointment Chart to the State Council on Developmental Disabilities" handout with committee members. Linda Landry asked that the document also include the counties served by each Area Board. Linda also mentioned

that Robert Jacobs is no longer the director of the UCED. Instead, Larry Yen is the current director. Moreover, page 5 needs to be amended to reflect what non-governmental agency Janelle Lewis represents.

Robert Phillips asked that the document reflect the correct appointment and reappointment dates. It was determined that staff will proof read this document and ensure that the dates are correct. April also stated that staff needs to make sure that the appointment vacancies are correct.

**6. DISCUSSION OF INTERFACE BETWEEN MEMBERSHIP COMMITTEE AND LOCAL ADVISORY BOARDS**

April informed the committee that she has spoken to Sarah Greenseid at the Governor's office and has asked her to send the list of questions they use for vetting candidates. April mentioned that the Governor's Office desires a larger pool of candidates for consideration. As a result, Sandra Smith suggested that the Council should require a minimum number of candidates for consideration to ensure that there is a pool of candidates. The suggestion was that three candidates be submitted per area board. The premise for a large candidate pool is to demonstrate the Council's due diligence toward fulfilling Assembly Bill (AB) 1595's mandate of providing representation for all the regions and their respective demographic cohorts.

There was also a brief discussion about the application process through the Governor's Office after AB 1595 is implemented. It was agreed that no changes are made to the process. However, it was mentioned that regional offices should alert the Council about new candidates and applications. Mike Clark suggested that he, along with staff, should develop a database that can collect, organize, and track appointment and candidate information.

The discussion then proceeded to the application itself. Members generally agreed that the application should be uniform and mirror the application already in existence on the Governor's Office website.

Moreover, the Council's application should contain questions and identifiers that incorporate the requirements of MTARS.

Aaron Carruthers informed the Committee that he has talked to Sheryl Matney. Her suggestion was that the Council provide AIDD with a demographic analysis of the Council membership and California's population. The Committee could then use this demographic data to demonstrate that they have showed diligence in recruiting candidates from demographic cohorts that require representation. In short, the Committee cannot control who the Governor's Office chooses, but the committee can control the recruiting process to demonstrate that it is trying to be inclusive.

Ultimately, Bob Phillips will lead the development of the uniform application. Members also agreed that the application should be in simple language. Finally, Natalie Bocanegra was asked to research information regarding the application and vetting process. Particularly, Committee members want to know what questions they are allowed to ask in the vetting process.

**7. NEXT MEETING DATES**

The next meeting is scheduled for December 9, 1:00 p.m. to 3:00 p.m.

**8. ADJOURNMENT**

The meeting was adjourned at 2:35 p.m.

**STATE PLAN  
COMMITTEE**

## State Plan Committee

October 27, 2014

### MEMBERS PRESENT

Jonathan Clarkson  
Nancy Clyde  
Carmela Garnica  
Robin Hansen  
Janelle Lewis  
Sandra Smith

### OTHERS PRESENT

Natalie Bocanegra  
Michael Brett  
Aaron Carruthers  
Mike Clark  
Deborah Doctor  
Susan Eastman  
Janet Fernandez  
Dawn Morley

### MEMBERS ABSENT

Rebecca Donabed

#### 1. CALL TO ORDER

Nancy Clyde, Chair, opened the meeting at 1:08 pm.

#### 2. ESTABLISHMENT OF QUORUM

A quorum was established.

#### 3. WELCOME AND INTRODUCTIONS

Those present introduced themselves.

#### 4. APPROVAL OF AUGUST 25, 2014 MINUTES

Sandra Smith made the motion to approve the August 25, 2014 meeting minutes, as submitted, and Robin Hansen seconded the motion; Janelle Lewis abstained; the vote was unanimous (with all members voting to approve) and the motion to approve the minutes (as written) was passed.

**5. PUBLIC COMMENTS**

There were no public comments.

**6. MTARS UPDATE**

Chief Deputy Aaron Carruthers reported that we have completed an Action Plan, included within the AIDD Compliance Task Chart, as well as an AIDD Compliance Task Timeline. The first batch of deliverables will be sent to AIDD in December of 2014. By January of 2015, we will have 55% of those deliverables accomplished and the remaining deliverables may trail through January of 2018. Staff has now graduated from speaking with AIDD on a weekly basis to making contact on a quarterly basis.

Collectively, 100 staff hours are required to complete the paperwork associated with our compliance charts for AIDD.

**7. PROGRAM PERFORMANCE REPORT (PPR) FORMAT**

Janet Fernandez, staff Planning Analyst, briefed the committee on the PPR data-gathering progress, reporting that Area Boards have been a great help in sending in anecdotal data that reflects real change in the lives of people with developmental disabilities. Staff continues to work on organization and data-gathering instruments that are manageable and comprehensive and relay the entire scope of work that is done by the Area Boards, which currently report on accomplished work by filling out a separate report for every activity. Activity Report forms, which are collected monthly, include over 50 Federal Performance Measures that track specific implementation steps that are taken toward accomplishing those objectives, the number of people who are reached, the programs/policies changed, and the funds that are leveraged. This data then becomes the foundation for reporting (to AIDD) the Council's implementation of its 5-year State Plan through the progress made toward completion of the 15 goals and 32 separate objectives. While all of the activities conducted by the council are reported to AIDD on a yearly basis, through the PPR, staff is also

sending in monthly (comprehensive) activity reports to AIDD for reimbursement purposes.

## **8. STATE PLAN TIMELINE**

Mrs. Fernandez explained the State Plan timeline and discussed some important dates by which specific tasks must be accomplished by the State Plan Committee, full Council, and/or staff.

- From October 2014 through April 2015, staff and State Plan Committee and Council members will be collecting/reporting data about program, policy, and personal/family needs for issues affecting people with developmental disabilities throughout California. Based on this data, a Comprehensive Review Analysis will then be completed by staff and presented to the Council for review and approval by September of 2015.
- From September 2015 through January of 2016, the Council will develop its next 5-year State Plan.
- From January through March of 2016, the Council will hold a statewide public comment period (e.g. website, town hall meetings, etc.).
- From March through June of 2016, the SPC will complete all proposed revisions, based on public input, review the measurability of goals/objectives with AIDD and ITACC, and submit the revised State Plan goals/objectives to the Council for review and approval.
- In August of 2016, the finalized State Plan will be submitted to AIDD for review and approval (through DD Suite).

The SPC will schedule its meetings to coincide with these dates.

Regional meetings will need to be scheduled by local offices and attended by local Council members and staff, in order to collect data about ongoing issues and concerns, and bring that information back to the SPC for consideration in developing the CRA and the next 5-year State Plan. Survey instruments will also be considered and developed, in order to collect data from as many people throughout California as possible. The members agreed that they would discuss sending

representatives to those areas that do not currently have Council representation from the local area. A schedule of regional meetings and links to surveys will be included on the Council website, as well as the websites of the thirteen (13) Area Boards.

Some additional suggestions were made through the general discussion:

- Contact ITACC and AIDD and ask for assistance with this process
- Mr. Clarkson reported that 'Jason, from DGS, has a lot of experience using Survey Monkey' and should be contacted, as well as Sonya Bingaman, from AB 3.
- Request that Area Boards make contact with their constituents and stakeholders (e.g. Regional Centers) to take part in the surveys.
- Ms. Smith reported that she has an example of a letter from both Washington and Virginia to use as a Letter of Survey.
- Some of the goals and objectives will need to be combined over the next year
- Under-served populations' needs must be considered in regard to any outreach effort
- All survey tools should be fully accessible and translated into the appropriate threshold languages

## **9. ACTION ITEMS**

- Have Councilmembers agree that there should be at least one Councilmember at each community meeting held to get feedback from the community regarding the 2016-21 State Plan
- Would it be ok to ask Regional Centers and Developmental Centers to send to their clients the survey that we will put together to get feedback on the 2016-21 State Plan
- Committee gave direction to staff to look at the 2012-2016 State Plan to identify how it can be brought into compliance with the DD Act, eliminate/reduce redundancies and overlapping goals

## **10. EXAMPLES OF OTHER STATE PLANS**

It was determined that enough State Plans from others states have been considered and discussed.

## **11. VISION FOR COUNCIL'S FUTURE**

During this session, a brainstorming exercise took place on the future for the state Council:

### **a. Recent Council accomplishments:**

- Mini Grants
- Corrective Action Plan
- Slate of nominees for upcoming elections
- The Council has an interim Executive Director, legal counsel, and has filled many critical vacancies
- AB1595 and other legislation
- All Area Boards have done extensive work on parent training, Self-Determination, and Employment First outreach

### **b. How can the Council establish itself:**

- Develop a fabulous State Plan, collaboration
- Have more PR/outreach
- California can lead the nation
- Whole collaborative model
- Great outcome measures
- Self-advocacy work
- Not stand alone
- Service entitlements
- More coordination and respect from Regional Center system concerning the Council
- Sharing cultural sensitivity
- Having Regional Offices
- Sharing information about DD system
- Reorganization that is currently taking place

### **c. How does the Council want to improve within the next 10 years?**

- Ongoing training for Council
- Developing a focus on self-advocacy, capacity-building, transportation, systems change, integration and collaboration in the area of housing
- Community involvement and outreach in regard to information dissemination
- Maintain transparency within the system of DD services
- Providing information about DD services
- Collaboration
- Establish a Council Ombudsman
- Develop more accessible systems for information and outreach
- Develop/update a directory of services

## **12. NEXT MEETING**

The next meeting is set for December 1, 2014 from 1:00 pm to 4:00 pm.

## **13. ADJOURNMENT**

The meeting was adjourned at 4:00 pm.

## 2016-5-Year State Plan: Tentative/Proposed Development Timeline

Start Date	Task	Responsible Parties	Finish Date
October 2014	<b>Comprehensive Review Analysis:</b>	Council SPC All Staff	January 2016
October 2014	1. Identify/assemble list of potential data sources to determine statewide needs (e.g. NCI, activity reports, QA results, previous PPRs, town hall meetings/public input/testimony/surveys, etc.)	All Staff SPC Council	November 2014
November 2014	2. Collect data from identified/other sources	Council All Staff	March 2015
April 2015	3. Assemble data into <i>Comprehensive Review Analysis</i> format	HQ Staff	July 2015
July 2015	4. Review CRA results with ITACC & AIDD 5. Revise, as necessary	HQ Staff	August 2015
August 2015	6. Review CRA 7. Submit to Council for review/approval	HQ Staff SPC	September 2015
September 2015	8. Review/approve CRA	Council	September 2015
September 2015	<b>Development of 5-yr State Plan</b>	SPC & Council HQ Staff	July 2016
September 2015	1. Develop 5 broad Goals & 10 specific, measurable Objectives 2. Review for measurability (based on federal criteria) 3. Submit proposed Goals/Objectives to Council	SPC HQ Staff	December 2015
December 2015	4. Review proposed Goals/Objectives 5. Provisional approval, pending public review/comments	Council	January 2016
January 2016	6. Public Comment Period (e.g. website, town hall meetings, etc.)	All Staff Council	March 2016
March 2016	7. Proposed revisions developed, based on public input 8. Review measurability of Goals/Objectives w/ AIDD/ITACC 9. Submit revised State Plan Goals/Objectives to Council	SPC HQ Staff	May 2016
May 2016	10. Approve final set of State Plan Goals/Objectives	Council	May 2016
April 2016	11. Complete final State Plan draft 12. Submit to SPC for final review/approval	HQ Staff SPC	June 2016
June 2016	13. Submit full 5-yr State Plan to Council for final review/approval	SPC Council	July 2016
July 2016	14. Submit full 5-yr State Plan to AIDD, via DD Suite 15. Establish statewide work plan & submit to Council for review	HQ Staff	August 15 2016
August 2016	16. State Plan review/approval of work plan	AIDD	September 2016
September 2016	17. Execute revisions to 5-yr State Plan, as necessary (AIDD Revisions) 18. Convert 5-yr State Plan to plain language & disseminate (e.g. website, emailing, newsletters, etc.) 19. Clarify activities & reporting requirements w/ Area staff	HQ Staff SPC	October 2016
October 2016	<b>Implementation of 5-yr State Plan</b>	All Staff	September 2021
November 2016	1. Review of October monthly activities – Cumulative Report	Council	November 2016

**STATEWIDE  
SELF-ADVOCACY  
NETWORK  
ANNUAL REPORT**

2013-  
14

# Statewide Self Advocacy Network

Annual Report

October 1, 2013- September 30, 2014



State Council on Developmental Disabilities  
1507 21st Street, Suite 210  
Sacramento CA 95811  
916-322-8481

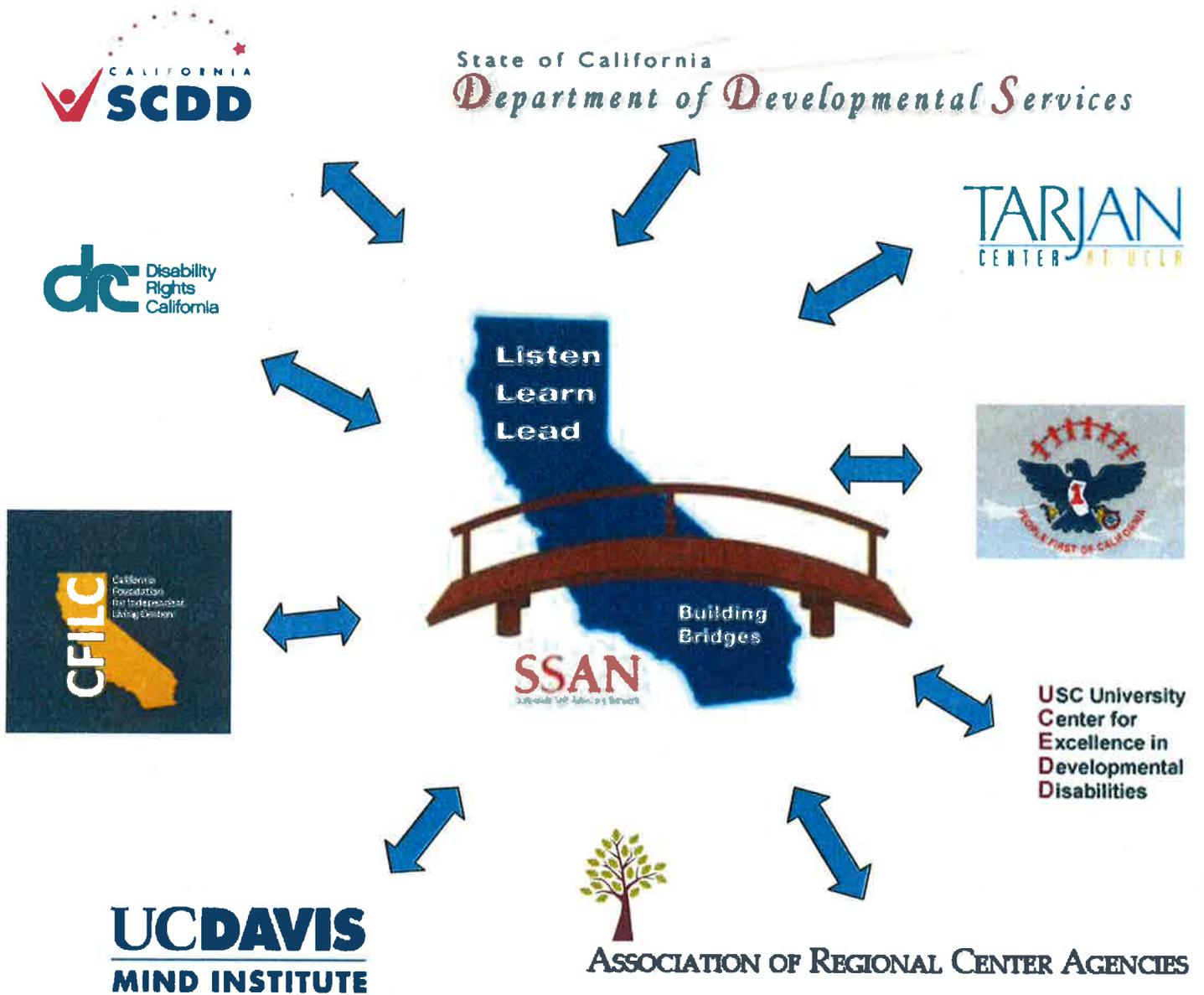
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## Mission Statement

*The Statewide Self Advocacy Network (SSAN) promotes leadership and builds bridges that strengthen advocacy among disability communities by focusing on policy change.*



## Message from SSAN Chair

There is a great deal of future opportunity for the Statewide Self Advocacy Network to move forward in a positive direction. We have a voice! The strength of our voice needs to be heard by all individuals in California. Our job is to make their voice loud as well. As we strengthen those voices they will be empowered to speak up and express what is needed to improve their lives.



Advocacy is what drives me. Not only am I to advocate for myself, but I have a mission to teach others with disabilities to advocate for themselves. It is not always easy to be an advocate, sometimes we make people uncomfortable by insisting on change, by insisting on self-determination. I am okay with creating that feeling of discomfort; it is what an advocate is supposed to do.

Here are the needs that I will address:

- We need to promote leadership development.
- We need to promote inter-agency collaboration.
- We need to be representatives at the table of the policy makers.
- We need to *be* the policy makers.

Cheryl Hewitt  
SSAN Chair



## **SCDD Self Advocacy Goal**

### **Goal #1**

Individuals with developmental disabilities get the help they need to be a part of the community and control their lives

### **Objectives**

1a) The Council will support a statewide self-advocacy network.

1b) The Council will help start 23 new self-advocacy groups in different parts of the State. We will help 370 more people be part of self advocacy groups.

1c) The Council will teach at least 2800 self-advocates about their rights.

1d) The Council will help at least 31 groups of youth and people with different disabilities to have better leaders.

1e) At least 125 individuals with developmental disabilities will be trained so they can train other people with developmental disabilities to become leaders.

## **SSAN Members 2013-2014**

- Region 1 – Willie West
- Region 2 – Charles Horne-Nutt
- Region 3 – Jennifer Allen
- Region 4 – Michael Arbios
- Region 5 – Regina Woodliff
- Region 6 – Robert Balderama
- Region 7 – Cheryl Hewitt
- Region 8 – Rebecca Donabed
- Region 9 – Sigrid Bremer
- Region 10 – Julie Gaona
- Region 11 – Kyle Minnis
- Region 12 – Chris Rogel
- Region 13 – Trena Wade
- Association of Regional Center Agencies – Jesse Padilla & Desiree Boykin
- California Foundation of Independent Living Centers – Ted Jackson
- Department of Developmental Services – Nicole Patterson
- Disability Rights California – Daniel Meadows
- People First of California – Joseph Meadours
- State Council on Developmental Disabilities – David Forderer
- University Center on Excellence in Developmental Disabilities (UCEDD) UC Davis MIND Institute – Robert Levy
- UCEDD UCLA Tarjan Center – Kecia Weller
- UCEDD USC - vacant

## **SSAN Officers**

Cheryl Hewitt, Chairperson  
Jennifer Allen, Vice Chair  
Nicole Patterson, Secretary

## **2013-2014 SSAN Meetings**

SSAN held 3 meetings between October 1, 2013 and September 30, 2014. Meetings were held on December 10 -11, 2013, June 23 - 24, 2014 and September 9 - 10, 2014. A meeting that was scheduled for March 2014 was cancelled due to budget issues.

Each SSAN meeting included member reports on issues and concerns in their regions, legislative updates, training for members, and resources to distribute to members' communities.

Members received legislative updates on these issues:

- Self-Determination
- Equity and Diversity
- Employment
- IHSS
- Autism Treatment Insurance Mandate
- Housing
- Abuse and Neglect
- Safety Plans for Licensed Facilities
- School Districts Suspending or Expelling Students

Members received training on:

- Social Security Work Incentives
- ASAN Pacific Alliance on Disability Self-Advocacy
- Goal Setting
- R-word
- Working Together
- Learning Disabilities
- Starting a Non Profit Organization
- Employment First
- Self Determination
- Leadership

During 2013-2014, SSAN worked on these organizational and operating issues:

- Developing a SSAN brochure,
- Revised bylaws,
- Elected officers,
- Compiling a listing of self advocacy groups throughout the state, and
- Established two committees

SSAN's committees on Employment and Self Determination were established to respond to community requests for trainings on these topics. The committees have developed outreach plans with timelines, and are developing training materials.

## 2013-2014 SSAN Accomplishments

### What We Do

- *Develop the knowledge and skills to make a difference in our region and state.*
- *Speak up for people with disabilities.*
- *Learn about and advocate for issues important to people with disabilities.*
- *Lead regional and statewide advocacy groups and networks*

~SSAN Bylaws

### Presentations & Trainings

SSAN members provided 64 presentations and trainings to 1180 individuals throughout the state. Presentation and training topics were:

- Medi-Cal Managed Care (17 participants)
- State Budget (2 presentations, 128 participants)
- SSAN (5 presentations, 260 participants)
- Transition (9 presentations, 380 participants)
- History of Rights (2 presentations, 12 participants)
- Employment First (2 presentations, 145 participants)
- Self Determination (36 presentations, 105 participants)
- Safety (12 participants)
- Self Advocacy (12 participants)
- Leadership (12 participants)
- Self Determination (12 participants)
- R –word (25 participants)
- Autism (20 participants)
- First Responders (40 participants)

## Resource Sharing

SSAN members distributed information about these resources to their communities:

### LOW COST GLASSES



The California Vision Project is a non-profit, optometric charity designed to provide low-income, uninsured families throughout the state of California with free comprehensive eye exams and low cost glasses. 1-800-877-5738  
<http://www.californiavision.org/patients.html>

### LOW COST INTERNET SERVICE



The Digital Access Project supports people with disabilities to get internet services at a lower cost, perfect for those who have limited incomes. <http://digitalaccessproject.org/>

### SAFETY INFORMATION

**PREDATOR  
AWARENESS  
TASK FORCE**



The Predator Awareness Task Force (PATF) works to reduce the risk of victimization for people with developmental disabilities through education and advocacy  
[www.scoe.org/patf](http://www.scoe.org/patf)

### WORK INCENTIVES

**Disability Benefits 101**

working with a disability in California



Learn how work and benefits go together. This site has tool and information on health coverage, benefits, and employment.  
<http://ca.db101.org/>

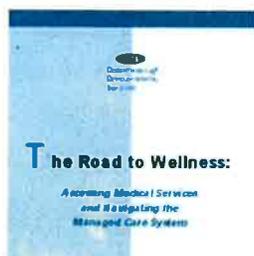
## SUPPORT FOR SELF ADVOCACY GROUPS



ASAN is giving technical assistance to self advocates to help advocacy become stronger. ASAN will provide information about how to fundraise, find new members, and lead meetings. ASAN will help groups learn this by hosting trainings (via phone and computer) and mentoring groups.

<http://autisticadvocacy.org/chapters/padsa/>

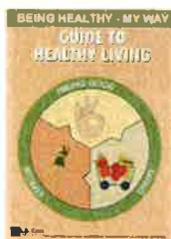
## HEALTH CARE and WELLNESS



“The Road to Wellness: Accessing Medical Services and Navigating the Managed Care System” How to get Medical, what Medical covers, what to do if you have a problem. <http://www.dds.ca.gov/Wellness/docs/medicaldirectorybklit.pdf>



Far Northern Regional Center's Live Well. Internet Safety, Bed Bugs, Preventing Heat Illness, & more. [www.fnrc livewell.com](http://www.fnrc livewell.com)



Guide to Healthy Living [http://www.dds.ca.gov/ConsumerCorner/docs/GuideHealthyLiving\\_English.pdf](http://www.dds.ca.gov/ConsumerCorner/docs/GuideHealthyLiving_English.pdf)

## **Needs Assessment**

SSAN members conducted surveys with self advocates in their local communities to determine training needs throughout the state. 236 surveys were completed. The results showed that self advocates wanted information about: 1. Good Health Care, 2. Work, and 3. Self Determination. See attachments for the SSAN survey and survey results.

## Advocacy

SSAN members advocated in their regions on transportation, In Home Support Services, and housing.

Members distributed fact sheets and wrote letters to legislators on Employment First, Self Determination, SB577, AB 1595.

SSAN members provided testimony on AB 1041 – Employment First and SB 1109 - Integrated Competitive Employment.

## Community Involvement

SSAN members were active in their communities and participated in a wide variety of community events, including:

- Capitol Action Day
- Support Life Conference
- People First of California Annual Gathering
- Regional conferences in Los Angeles, Tri Counties, North Bay, San Diego, and Region 6
- Autistic Self Advocacy Network Leadership Training
- Statewide Self Advocacy Conference
- Day of Remembrance
- National Core Indicators Training
- DO Network

*“51.2 million people have some level of disability. Whereas, 32.5 million people have a severe disability. These numbers represent a significant portion of our population so the chances of our first responders coming into contact with them is great. That is why it is vital to have up to date training as well as assessment skills.”*

Robert Balderama  
Region 6 Member  
Opening remarks, First Responder Training

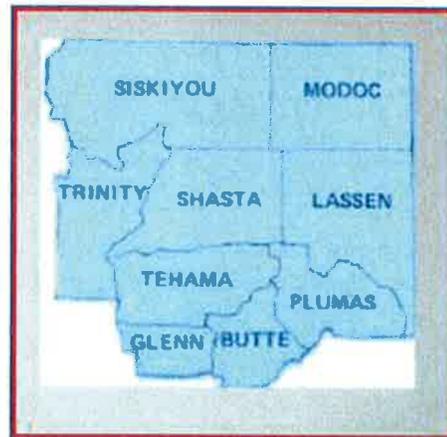
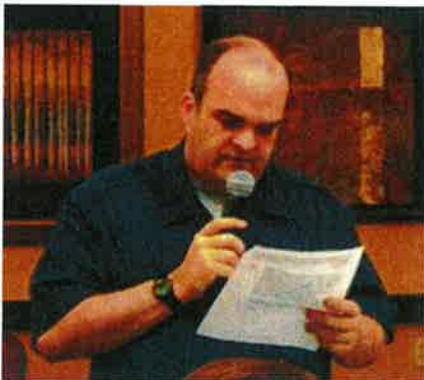
# Highlights of SSAN Members' Actions 2013-2014

## Region 1 Willie West



- Suggested having a SSAN application process and piloted the SSAN recruitment documents in order to help build a stronger network.

## Region 2 Charles Horne-Nutt



- SSAN surveys were collected 41 self advocates.
- A presentation was given to People First of Paradise about Medi-Cal Managed Care and the handout that was used in the training was shared with SSAN.
- Appointed to be a member of SCDD Area Board 2 by the Governor.

## Region 3 Jennifer Allen



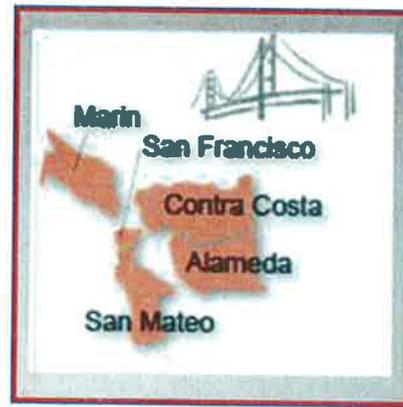
- Participated in Capitol Action Day
- Distributed SSAN surveys
- Attended ASAN Leadership training

## Region 4 Michael Arbios



- Gave trainings on Employment First, History of Rights, Transition to Adult Services
- Facilitated regional meeting and gave presentation on state budget, introduced Assmeblymember Mariko Yamada
- Distributed SSAN surveys

## Region 5 Regina Woodliff



- Attended the People First Gathering in San Francisco
- Presented to transition students about the future.
- Presented to Concord City Council.

## Region 6 Robert Balderama



- Self Advocacy Council 6 developed strategic plan and sponsored Area Meeting – 225 attended
- Presented at a training for self advocates, families and professionals regarding how First Responders interact with people who have disabilities
- Collected SSAN surveys from 128 self advocates
- SSAN reports are included in the Area Board 6 packet.
- As a member of the VMRC Board of Directors, shares SSAN info at their meetings. Has given out Employment First, Self Determination and AB1595 info

## Region 7 Cheryl Hewitt



- Training provided on rights, choice, quality assurance, Lanterman Act for potential residential service providers.
- Connecting with Santa Cruz and regional center self-advocates.
- Self-determination will be a priority focus.
- Developed a Self Determination training package and completed seven trainings to 40 people, many in residential living.
- Participated in Disability Capitol Action Day and met with legislators
- Building a regional group of self advocacy organization

## Region 8 Rebecca Donabed



- I gave a presentation on what the SSAN is to about 100-150 people.

## Region 9 Sigrid Bremer



- Self Advocacy Conference was held.
- Sexual Rights DVD soon available from People First of San Luis Obispo.
- Attended the People First Gathering in San Francisco
- Spoke at the Tri-counties Town Hall Meeting.
- People's Advisory Group wrote a letter about the minimum wage change.

## Region 10 Julie Gaona



- I keep working on transportation. We are trying to get other transportation companies to get involved in providing transportation.
- My husband and I gave our presentation at the self advocacy conference. We are both involved in the self advocacy board for Los Angeles county.

## Region 11 Kyle Minnis



- Self-advocacy group hosted training for parents on the IPP process.
- Starting transportation advocacy for night hours.

## Region 12 Chris Rogel



- Working on starting two new self advocacy groups.
- Giving presentations in Bishop, Ontario, Temecula and Blythe.
- I did presentations in a program called "Get Safe." It's a program about how to protect and provide safety.
- I presented what a self advocate does, how to become one, and what does self-advocacy mean. I also discussed that self advocates could make a difference to society.

## Region 13 Trena Wade



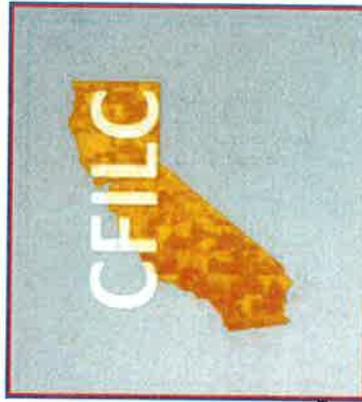
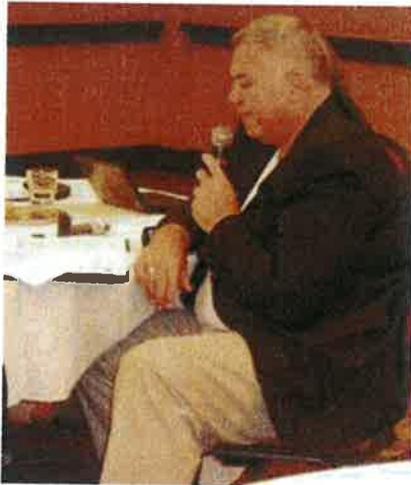
- Many ability awareness, cultural and advocacy events and presentations, including advocating with doctors, disaster preparedness, with the Native American community. Planning has started for San Diego People First (Mother's Day weekend) and Imperial County Conferences.
- Met with San Diego Regional Center on underserved populations

## Association of Regional Center Agencies Jesse Padilla & Desiree Boykin



- Participated in Relationship Training
- Signature campaign to reinstate Early Start services
- Increasing the activity of self-advocates through Self Advocacy and Legislation work groups.
- ARCA Consumer Advisory Committee completed the SSAN survey.

## California Foundation for Independent Living Centers Ted Jackson



- Organized 3 Access Now Power Summits where people with disabilities identified their advocacy priorities and developed community-driven campaign strategies to build accessible communities.
- The DOnetwork's Regional Access Now Campaigns have begun meeting and carrying out their campaign plans. They are working on transportation and healthcare in Southern California, getting more disability history in K-12<sup>th</sup> grade classrooms in the Central Valley and Northern California, and advocating for better accessibility on the new BART cars in the Bay Area.
- Organized the 12<sup>th</sup> Annual Disability Capitol Action Day (DCAD) on May 21, 2014 at the State Capitol. It was attended by nearly 1500 people with disabilities and their allies. Participants marched on the Solidarity March, heard speakers at the Educational Rally, got information and resources at the Disability Resource Fair and met with their legislators about important disability-related policy issues.

## Department of Developmental Services Nicole Patterson



- Attended first Self Determination Stakeholder Advisory Group Meeting on how to organize the services.

## Disability Rights California Daniel Meadows



- Legislative advocacy including passage of Self-determination and Employment First bills
- Starting Get Out the Vote campaign for Governor election 2014
- Partnering with the Office of Client Rights to better promote self-advocacy

## People First of California Joe Meadours



- The Annual Gathering was held in San Francisco in February 2014.
- A book will soon be published: Board of Leaders: How to Be a People First Board Members.

## State Council on Developmental Disabilities David Forderer



- New Committees developed: State Plan and Membership
- Committees –David is on Membership Committee
- Contract Purchasing manual completed
- Michael Clark has been appointed Interim Director

## UCEDD MIND Institute Robert Levy



- I did a presentation about my Successes at the UCD MIND Institute for the Pathways to Employment conference
- Testified on SB1109 Integrated Competitive Employment bill.
- Passed out SSAN Training Module surveys at Disability Capitol Action Day
- Did a presentation with Ted Jackson at the Supported Life Conference about the SSAN and collected 28 SSAN Training Module surveys.
- 3 transition presentations on family preparation and work experiences at the 2014 Transition Fair at the Napa Valley College.
- Panel presentation on Living with Autism at UC Davis M.I.N.D.

**UCEDD UCLA Tarjan Center**  
**Kecia Weller**



- FriendMaker App available on Itunes—based on Dr. Laugeson’s new book – The Science of Making Friends
- Inclusive Higher Education Conference in DC – the five year funding is ending; colleges are concerned about continuing the programs

**UCEDD USC**  
vacant

## SSAN Plans for the Future

For 2014-2015, SSAN officers identified these plans:

- **Communication** – Identify ways to facilitate members' communication between SSAN meetings with each other, and members' communication with their regions. One idea that is being explored is publishing a SSAN newsletter.
- **Legislative Advocacy** –SCDD has provided valuable legislative information and action alerts to SSAN. SSAN would like to engage in more legislative advocacy and expand the distribution of legislative information and alerts.
- **Continue to develop training** – SSAN is developing training materials about Employment First and Self Determination. SSAN would like to continually develop updated training materials. SSAN would like to contribute to the work of SCDD's Employment First Committee by providing trainings to self advocates about EFC's mission and accomplishments.
- **Networking** - Continue networking within SSAN, and network outside of SSAN with other agencies.

*I want to do more to help change California so that everyone is treated with the same respect. I want to build up my strengths to pay things forward to be a voice to individuals that cannot speak up for themselves. Always remember that we can never do this alone, it always takes teamwork. Thanks for allowing me to be part of a positive and productive team that is going to help plan for changes in California for individuals with disabilities.*

Charles Horne-Nutt  
Region 2 Member

## **Attachments**

**SSAN Training Survey**

**SSAN Training Survey Results**



## Statewide Self-Advocacy Network (SSAN)



### Training Module Idea Survey

The State Council Self-Advocacy Grant Contractor CAPC will work with SSAN to develop 4 Train the Trainer Modules. At our March meeting we will select the topics.

To help with this discussion, please get input from your area network on which modules will help people the most. Please fill out as many of these surveys as you can before March 17. The form can be filled out by individuals or group.

Contact Sherry Beamer if any questions and to return your results:

[beamers@capcinc.org](mailto:beamers@capcinc.org)

562-652-1759

7200 Greenleaf Ave Suite 170, Whittier, CA 90602

#### Choose 4 Ideas:

Work

Self Determination

Starting Self-Advocacy Groups

Good health care

Good life for seniors

Other: \_\_\_\_\_



**If you chose Work, pick at least 1 topic:**

- Writing a resume
- How to sell yourself to get a job
- How to build your job skills
- How to learn about and find jobs that are right for you
- Other: \_\_\_\_\_



**If you chose Self Determination, pick at least 1 topic:**

- What is it?
- How does it work?
- How can I be part of it?
- Why is it good?
- When is it not easy?
- Success stories
- Other: \_\_\_\_\_



**If you chose Starting Self Advocacy Groups, pick at least 1 topic:**

\_\_\_ How to start self-advocacy groups

\_\_\_ How to create a statewide advocacy plan

\_\_\_ How to build community partnerships

\_\_\_ How to teach new leaders

\_\_\_ Other: \_\_\_\_\_



**If you chose Good Health Care, pick at least 1 topic:**

\_\_\_ How does the Affordable Care Act affect us?

\_\_\_ How does Medi-cal work?

\_\_\_ How to find the best doctors?

\_\_\_ Other: \_\_\_\_\_



**If you chose a Good Life for Seniors, pick at least 1 topic:**

\_\_\_ How do I retire?

\_\_\_ How do I plan for the end of my life?

\_\_\_ How do I get different supports as I get older?

\_\_\_ Other \_\_\_\_\_



**If you chose another idea, list at least 1 topic:**

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## Training Module Idea Survey

# RESULTS

### Choose 4 Ideas:

<b>104</b> Work	2 <sup>nd</sup> Place
<b>88</b> Self Determination	3 <sup>rd</sup> Place
<b>77</b> Starting Self-Advocacy Groups	4 <sup>th</sup> Place
<b>105</b> Good health care	1 <sup>st</sup> Place
<b>69</b> Good life for seniors	
<b>10</b> Other: _____	

### OTHER: Comments

- Educating California Students about developmental disabilities and human rights!
- Better hygiene care
- Internet Training
- Exercise
- Be Independent



**If you chose Work, pick at least 1 topic:**

- 24** Writing a resume
- 25** How to sell yourself to get a job
- 25** How to build your job skills
- 53** How to learn about and find jobs that are right for you
- 4** Other: Comments- To get along at the job  
How to learn the job



***If you chose Self Determination, pick at least 1 topic:***

- 27** *What is it?*
- 28** *How does it work?*
- 20** *How can I be part of it?*
- 14** *Why is it good?*
- 10** *When is it not easy?*
- 24** Success stories
- 2** Other: Comments- How to avoid being taken advantage of  
How to motivate people to be interested in SD



**If you chose Starting Self Advocacy Groups, pick at least 1 topic:**

- 39** How to start self-advocacy groups
- 23** How to create a statewide advocacy plan
- 20** How to build community partnerships
- 23** How to teach new leaders
- 4** Other: Comment- How to keep self-advocacy groups running



**If you chose Good Health Care, pick at least 1 topic:**

- 38** How does the Affordable Care Act affect us?
- 34** How does Medi-cal work?
- 46** How to find the best doctors?
- 7** Other: Comments: How to balance my diet to keep my weight down  
How to find the Best doctors  
Teaching good habits so you take care of yourself  
Offer Healthier foods & snacks at programs  
No junk food!



**If you chose a Good Life for Seniors, pick at least 1 topic:**

- 21** How do I retire?
- 20** How do I plan for the end of my life?
- 43** How do I get different supports as I get older?
- 4** Other: Comment- Network



**If you chose another idea, list at least 1 topic:**

- We have a very small population that has a full understanding of the disability movement and people with developmental disabilities. If we educate our youth, throughout their elementary, middle school, and high school years about developmental disabilities we will have much less bullying and more opportunities for self-determination, education, work and housing.
- Be more independent and living on my own
- Draw pictures
- How to use the internet
- Public speaking

**PROPOSED  
COUNCIL MEETING  
DATES FOR 2015**

**PROPOSED  
2015 Meeting Dates**

Month	Self-Advocates Advisory Committee	Council Meeting	Location
January	21	22	Hilton Arden West Sacramento
February			
March	24	25	DoubleTree by Hilton Sacramento
April			
May	19	20	DoubleTree by Hilton Sacramento
June			
July	21	22	Hilton Arden West Sacramento
August			
*September	14	15	Hilton Arden West Sacramento
October			
November	TBA	TBA	TBA
December			

\*NOTE: Due to hotel availability, this meeting would be on a Mon/Tues instead of Tues/Wed.