



STATE PLAN COMMITTEE (SPC) MEETING NOTICE/AGENDA

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THE PUBLIC MAY LISTEN IN BY CALLING:
PARTICIPANT CODE:

1-800-839-9416
8610332

DATE: April 16, 2015

TIME: 1:00 p.m. – 4:00 p.m.

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

Teleconference Sites:

**Palo Verde District Library
of Central Valley**
Blythe, CA 92225
(760) 922-5371

ETAC
E Tulare Ave
Visalia, CA 93292
(559) 623-0486

Pursuant to Government Code §11123.1 and §11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, should contact Michael Brett at 916/322-8481 or michael.brett@scdd.ca.gov by 5 pm on April 10, 2015.

1. CALL TO ORDER

N. Clyde

For additional information regarding this agenda, please contact Michael Brett, 1507 21st Street, Ste. 210, Sacramento, CA 95811, (916) 322-8481. Documents for an agenda item should be turned in to SCDD no later than 12:00 p.m. the day before the meeting to give members time to review the material. The fax number is (916) 443-4957

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| 2. ESTABLISHMENT OF QUORUM | N. Clyde | |
| 3. WELCOME AND INTRODUCTIONS | N. Clyde | |
| 4. APPROVAL OF FEBRUARY 2, 2015 MINUTES | N. Clyde | 5 |
| 5. PUBLIC COMMENTS | | |

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

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| 6. OVERVIEW OF PPR AND STATE PLAN AMENDMENT UPDATE | N. Clyde | |
| 7. MTARS UPDATE | A. Carruthers | |
| 8. DISCUSSION OF SURVEY RESULTS AND REVIEW OF POSSIBLE CLOSING DATES | J. Fernandez
& N. Clyde | 11 |
| 9. 2017 – 2022 STATE PLAN DEVELOPMENT AND TIMELINE | J. Fernandez | |
| 10. ADJOURNMENT | N. Clyde | |

Item 4
APPROVAL OF FEB 2015
MEETING MINUTES

Item A
APPROVAL OF FEB 2012
MEETING MINUTES



DRAFT
State Plan Meeting Minutes
February 2, 2015

MEMBERS PRESENT

Jonathan Clarkson
Nancy Clyde
Janelle Lewis
Rebecca Donabed
Carmela Garnica
Sandra Smith

MEMBERS ABSENT

No members absent

OTHERS PRESENT

Aaron Carruthers
Bob Giovati
Michael Brett
Janet Fernandez
Dawn Morley
Natalie Bocanegra
Benita Baines
Mike Clark

1. CALL TO ORDER

Chairperson Nancy Clyde (SA) called the meeting to order at 1:06 p.m.

2. ESTABLISHMENT OF QUORUM

A quorum was established.

3. WELCOME AND INTRODUCTIONS

Chairperson Clyde (SA) started with introductions.

4. APPROVAL OF DECEMBER 1, 2014

It was moved/seconded (Smith) (SA), (Lewis) and carried to approve the December 1, 2014 State Plan Committee minutes with the following correction: Adding Mrs. Lewis as attending the December 1st meeting.
(All in favor with no abstentions. See attendance list for voting members)

5. PUBLIC COMMENTS

There were no public comments.

6. GRANTS

Chairperson Clyde (SA) asked Deputy Director Bob Giovati, about the timeline for statewide grants submission. Deputy Director Giovati replied that the 2015-2016 Request for Proposal applications/instructions for Cycle 38 was in development.

Aaron Carruthers, Chief Deputy Director, spoke regarding a related handout, asking about clarification of goals. The Committee also agreed that a tool kit should be developed providing assistance to parents regarding how to obtain proper services for a child newly diagnosed with I/DD. Staff will develop an RFP.

7. FUTURE STATE PLAN MEETING DISCUSSION

The Committee determined it would hold future meetings on an as-needed basis. Meeting frequency may increase as updated information is obtained, allowing the committee to formulate goals and objectives from this new data.

The next SPC meeting will take place on April 16, 2015 from 1:00 p.m. to 4:00 p.m.

8. MTARS UPDATE

Chief Deputy Carruthers provided Committee members with a progress update on the implementation of the corrective action plan (CAP) stating that to date SCDD has submitted 49% of the deliverables identified in the CAP.

9. TIMELINE FOR REVISING CURRENT STATE PLAN

Janet Fernandez, SCDD HQ Staff, mentioned that the regional meetings for the State Plan are being organized in an on-going effort to solicit public input.

Staff requested permission to pose the following two questions to AIDD:

- A) SCDD has streamlined objectives for the current state plan; does AIDD want the Council to streamline the goals as well?
- B) Does it make more sense to streamline the goals for the current State Plan, or the next State Plan? Staff will obtain answers to both questions and report back.

The Committee asked that if the goals were also streamlined, would it have to be done by May 2015. Ms. Fernandez responded that if we were to change the goals, we would have to justify the changes, and do a new Comprehensive Review Analysis. Also, the past and current data up to May 2015 would have to be summarized. In addition, these goal changes would have to go through another 45 day public comment period, and then be presented to the Council by August 2015. The Committee agreed that the best course of action was to streamline the objectives and not the goals.

10. 2017 – 2021 STATE PLAN TIMELINE

The Committee requested clarification on the 2017-21 State Plan Proposed Development Timeline Chart located in the SPC Packet on page 12. Chief Deputy Carruthers then explained the titles on the chart.

The Committee reviewed the 5-yr State Plan Development: Open Meeting and Survey Questions. This information was presented to the Committee in a handout. The five suggested questions constitute the meeting prompts for the regional meetings. Following discussion and debate, the Committee agreed to the following questions:

1. Please check up to 3 areas of greatest need for services for people with intellectual and developmental disabilities.
2. In the areas you checked, describe the service gaps that you have experienced.
3. How can the State Council better help people with intellectual and developmental disabilities?
4. What kind of training would you like to receive?

5. Of the 15 listed goals, choose up to 5 that are most important to you.
6. Of the 15 listed goals, choose up to 5 that are least important to you.
7. What else would you like the State Council to know?

The Committee also added more information in the “Service Areas” and “Who Are You?” columns of these survey questions.

Below is a table illustration of the items:

Service Areas (Please check up to 3)	Who are you? (Please check one)
Child Care	Someone with an Intellectual and Developmental Disability
Education & Early Intervention	Self-Advocate
Employment	Family Member/Advocate
Formal and Informal Community Supports	Community Advocate
Health	Educational Service Provider
Housing	Community Member
Quality Assurance	Service Provider/Vendor
Recreation	Regional Center – Staff
Safety/Abuse Prevention	Other
Self-Determination	
Transportation	

The Committee discussed the functions, capabilities, and limitations of Survey Monkey in regards to the proposed survey questions. Committee members stated they would like to review the Open Meeting & Survey Questions before they are finalized.

Meeting adjourned at 3:46 p.m.

Item 9
2017 – 2022 STATE PLAN
DEVELOPMENT AND
TIMELINE

Item 9

2017-2023 STATE PLAN

DEVELOPMENT AND

TIMELINE

2017-22 (5-Year) State Plan: Proposed Development Timeline

Start Date	Task	Responsible Parties	Finish Date
October 2014	Comprehensive Review Analysis:	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	May 2015
June 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	Development of 5-yr State Plan	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	Implementation of 5-yr State Plan	All Staff	September 2021
November 2016	1. Review of October monthly activities – Cumulative Report	Council	November 2016

Particulars	2010-11	2009-10
Revenue	1000000	950000
Operating Profit	200000	180000
Finance Income	50000	40000
Finance Expenses	(30000)	(20000)
Profit Before Tax	220000	200000
Tax Expense	(50000)	(40000)
Profit After Tax	170000	160000
Dividend Paid	(100000)	(90000)
Retained Profit	70000	70000