



ACTION:



INFORMATION:



COUNCIL MEETING NOTICE/AGENDA

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

DATE: Tuesday, March 8, 2016

TIME: 10:00 a.m. – 5:00 p.m.

LOCATION: Crowne Plaza Sacramento
5321 Date Ave
Sacramento, CA 95841
Phone: (916) 338-5800

Pursuant to Government code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in this meeting should contact Robin Maitino at (916) 322-8481 or email robin.maitino@scdd.ca.gov. Requests must be received by 5:00 pm, March 3, 2016.

		<u>Page</u>
1. CALL TO ORDER	A. Lopez	
2. ESTABLISH QUORUM	A. Lopez	
3. WELCOME/INTRODUCTIONS	A. Lopez	
4. SWEARING IN OF NEW COUNCILMEMBER	A. Carruthers	
5. PUBLIC COMMENTS		
<i>This item is for members of the public only to provide comments and/or present information to the Council on matters not on the agenda. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first.</i>		
 6. APPROVAL OF JANUARY 2016 MINUTES	A. Lopez	4

For additional information regarding this agenda, please contact Robin Maitino, 1507 21st Street, Ste. 210, Sacramento, CA 95811, (916) 322-8481. Documents for an agenda item should be turned into 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.

	7. CHAIR REPORT	A. Lopez	
	8. EXECUTIVE DIRECTOR & STAFF REPORTS	A. Carruthers	12
	A. Chief Deputy Director Report (A)		16
	B. Deputy Director of Policy and Planning Report		18
	C. Deputy Director Regional Office Operations Report (A)		20
	D. CRAVAS Update Report		27
	E. QA Project Update Report		29
	F. Link to Statewide Activity Reports		32
	9. AIDD/MTARS REPORT	A. Carruthers	33
	10. ADMINISTRATION ON DISABILITIES PRESENTATION Commissioner Aaron Bishop		
	11. DEVELOPMENTAL CENTER CLOSURES	J. Doyle	38
	A. Fairview		
	B. Porterville General Treatment Area		
	12. REGIONAL CENTER CONFLICT OF INTEREST WAIVER REQUEST(S)	N. Bocanegra	42
	A. Central Valley Regional Center – Board Member Scott Miller		
	B. Central Valley Regional Center – Board Member Zoua Vang		
	13. COMMITTEE REPORTS		
	A. Statewide Self-Determination Committee	A. Lopez	
	B. Legislative and Public Policy Committee	J. Lewis	64
	i. S. 1719: RAISE Family Caregivers Act. (H.R. 3099)		67
	ii. Sponsor Legislation Regarding School Bus Safety		69
	iii. Increased Presence at Capitol		71
	C. Administrative Committee	C. Harmon-Nutt	84



D. Executive Committee

- i. 2015-16 Budget Update
- ii. Proposed FY 2016-17 SCDD Budget
- iii. Structural Deficit Recommendations

N. Yang 90
97
98
110



E. State Plan Committee

S. Smith 116



F. Employment First Committee

K. Weller 131



G. Self-Advocates Advisory Committee

D. Forderer



14. STATEWIDE SELF-ADVOCACY NETWORK REPORT

D. Forderer 139



15. CALIFORNIA EMPLOYMENT CONSORTIUM FOR YOUTH (CECY) REPORT

S. Kapp



16. NEXT MEETING DATE & ADJOURNMENT

A. Lopez

APPROVAL OF JANUARY 2016 MINUTES

**Council Meeting Minutes
January 20, 2016**

Members Present

April Lopez (FA)
Carmela Garnica (FA)
Charles Harmon-Nutt (SA)
Catherine Blakemore
Dan Boomer
David Forderer (SA)
Elena Gomez
Eric Gelber
Francis Lau (FA)
Janelle Lewis (FA)
Jay Lytton (SA)
Kris Kent
Kecia Weller (SA)
Kerstin Williams (SA)
Larry Yin
Michele Villados
Nicole Smith
Ning Yang (SA)
Olivia Raynor
Rebecca Donabed (SA)

Members Present (continued)

Robert Taylor (SA)
Robin Hansen
Sandra Aldana (SA)
Sandra Smith (FA)

Members Absent

Ana Ubensmith (FA)
Max Duley (FA)
Steven Kapp (SA)

Others Attending

Aaron Carruthers
Angela Lewis
Bob Giovati
Carlyn Meschack
Cindy Chiu
David Grady
Dawn Morley
Dena Hernandez
Devon Bell

Others Attending (continued)

Ed Holen
Gabriel Rogin
Holly Bins
Lisa Hooks
Mary Agnes Nolan
Mary Ellen Stives
Michael Brett
Natalie Bocanegra
Robin Maitino
Sarah May
Scarlett vonThenen
Sonya Bingaman
Tamica Fouts-Rachal
Vicki Smith
Wayne Glusker
Yolanda Cruz
Independent Living Center

1. CALL TO ORDER

Chairperson April Lopez (FA) called the meeting to order at 10:16 a.m.

2. ESTABLISHMENT OF QUORUM

Chair Lopez (FA) established a quorum.

3. WELCOME AND INTRODUCTIONS

Councilmembers and others in attendance introduced themselves.

4. PUBLIC COMMENT

None.

5. **APPROVAL OF DECEMBER 2015 MEETING MINUTES**

Councilmembers acted to approve the December meeting minutes as amended.

Motion 1

It was moved/seconded (Forderer [SA]/Weller [SA]) and carried to approve the December 1, 2015 Council meeting minutes as amended. (See page 7 for the voting record of members present.)

Amendment 1

Correct Councilmember Sandra Smith's attendance from "present" to "absent".

Amendment 2

Remove Councilmember Sandra Smith from the voting record on pages 10 and 11 of the minutes.

6. **CHAIR REPORT**

Chair Lopez (FA) reported on activities since the December Council meeting including the tragic incident at Inland Regional Center on December 2nd. She expressed her pride in the Council and its staff for the support that has been provided not only to Inland Regional Center but the community as a whole.

Other activities reported included an update on the planning stages of the first Statewide Self-Determination meeting due to take place at the end of February or the beginning of March 2016.

7. **STAFF REPORTS**

Executive Director Aaron Carruthers began his report by recognizing SCDD staff for their contribution in supporting staff at Inland Regional Center following December 2nd.

The remainder of his report focused on the areas of: policy activities, state plan activities performed, partner collaborations, headquarter vacancies, and the budget. Director Carruthers then provided the AIDD report.

Additional staff reports were included in the packet, starting on page 17.

8. **MTARS/AIDD UPDATE**

Director Carruthers stated that with the December 31, 2015, AIDD submission, SCDD has now submitted 85% of its required items. The next report is not due until October 1, 2016, and it will contain the next State Plan.

9. **GOVERNOR’S PROPOSED BUDGET**

Councilmembers Kristopher Kent and Eric Gelber provided an overview to the Governor’s January Proposed Budget as it relates to persons with developmental disabilities and their families.

This overview highlighted community service programs; developmental centers; and DDS headquarters support. A detailed breakdown of these budget highlights can be found at: <http://www.dds.ca.gov/Budget/Home.cfm>.

10. **CONFLICT OF INTEREST CODE AMENDMENTS**

With the elimination and creation of certain SCDD positions (resulting from AB 1595), SCDD was required to review and amend its COI code. The Code lists positions and assigns categories that tell what information a person has to report when he or she fills out the Statement of Economic Interests (Form 700).

At the December 1, 2015, Council meeting, members reviewed proposed language and directed staff to provide clarifying language and bring that information back to the Council at the January 2016 meeting. Upon their review of that language, the Council took the below four actions.

Motion 2

It was moved and seconded (Harmon-Nutt [SA]/ Yang [SA]) to adopt Decision A, Option 2 which states “A business entity or source of income is only reportable under this category if the business entity’s or source of income’s primary activity is offering, providing, purchasing or contracting for products or services concerning persons with developmental disabilities...”

This motion failed, see page 7 for the voting record of members present.

Motion 3

It was moved and seconded (Yang [SA]/ Harmon-Nutt [SA]) to amend the original motion (see above) which proposed adopting Decision A, Option 2 which states "A business entity or source of income is only reportable under this category if the business entity's or source of income's primary activity is offering, providing, purchasing or contracting for products or services concerning persons with developmental disabilities..." to now state "...or source of income 51% or more activity..."

This motion failed, see page 7 for the voting record of members present.

Motion 4

It was moved/seconded (Yang [SA]/Lytton [SA]) and carried to adopt Decision A, Option 1 which states "A business entity or source of income is only reportable under this category if the business entity or source of income engages in offering, providing, purchasing or contracting for products or services concerning persons with developmental disabilities. (See page 7 for the voting record of members present.)

Motion 5

It was moved/seconded (Forderer[SA]/Harmon-Nutt [SA]) and carried to send Decision B back to the Executive Committee to work on the language and then send back to the full Council for consideration. (See page 7 for the voting record of members present.)

11. SPONSORSHIP REQUEST – It's a New Day, It's a New Life

The Autism Society of Los Angeles requested a sponsorship in the amount of \$999.00 for their upcoming conference entitled: It's a New Day, It's a New Life: Preparing for Dramatic Changes in the Developmental Disabilities System. The purpose of the conference is to increase the ability of consumers and family members to exercise control, choice and flexibility through self-determination. Consumers and families will understand the potential of the new program for their futures and will appreciate the person-centered planning process.

SCDD funds would be used to assist with providing scholarships to consumers and families who are unable to secure regional center funding for the conference.

Motion 6

It was moved/seconded (Harmon-Nutt [SA]/Weller [SA]) and carried to approve this sponsorship request in the amount of \$999. (See page 7 for the voting record of members present.)

12. **PROPOSED 2017-2021 STATE PLAN GOALS AND OBJECTIVES**

The State Plan Committee presented six (6) proposed goals to the Council for consideration. If approved by the Council, the goals would address the following areas of emphasis: 1) employment; 2) housing; 3) health and safety; 4) early intervention and education; 5) formal and informal community supports; and 6) self-advocacy. Beneath each goal the Committee came up with multiple objectives. Objectives are subject to revision based on ITACC input. Following the presentation, the Council acted as reported below.

Motion 7

It was moved/seconded (Nutt [SA]/Forderer [SA]) and carried to direct the State Plan Committee to develop policy language that addresses any unanticipated policy work that might come up. (See page 7 for the voting record of members present.)

Motion 8

It was moved/seconded (Yang [SA]/Nutt [SA]) and carried to adopt the 2017-2021 State Plan Goals and Objectives in concept. (See page 7 for the voting record of members present.)

13. **COMMITTEE REPORTS**

- a. Executive Committee – Committee Chair Jenny Yang (SA) referred members to the packet for the latest 2015-16 budget projections. The Executive Committee meeting is set for February 9, 2016.
- b. Administrative Committee – Committee Chair Charles Harmon-Nutt (SA) announced that the next meeting would take place January 26th. Councilmember Harmon-Nutt stated that the Committee would review staff's structural deficit recommendations at that time.
- c. Legislative and Public Policy Committee – Committee Chair Janelle Lewis (FA) provided a verbal report on various legislation. The next meeting is to take place on February 8th.

- d. **Membership Committee** – Councilmembers were provided the most recent version of the Appointment and Vacancy Tracking Form as well as the Membership Committee’s report to the Council dated January 20th starting on page 71 of their packet.
 - e. **Employment First Committee** – Committee Chair Kecia Weller (SA) provided a summary of the January 12th meeting to councilmembers.
 - f. **Self-Advocates Advisory Committee (SAAC)** – Committee Chair David Forderer (SA) provided a brief summary of the January 19th meeting.
14. **STATEWIDE SELF-ADVOCACY NETWORK (SSAN) REPORT**
Councilmember David Forderer (SA) provided a written report on the September 23 – 24, 2015 SSAN meeting. Councilmember Forderer (SA) also reported that the next SSAN meeting was December 2-3, 2015 at the Hawthorne Suites in Sacramento.
 15. **CALIFORNIA EMPLOYMENT CONSORTIUM FOR YOUTH (CECY) REPORT**
Councilmember Steven Kapp provided a written report on CECY activities since the September Council meeting.
 16. **COUNCILMEMBER TRAINING – Roles and Responsibilities**
Executive Director Ed Holen from the Washington State Developmental Disabilities Council provided training to councilmembers on councilmembers’ roles and responsibilities. Executive Director Holen defined the difference between “role” versus “responsibility,” stating that **role** = the position within an organization and **responsibility** = the function(s) of your position. He led councilmembers through each of their responsibilities which are to: 1) carry out the Council’s mission in the DD Act; 2) oversee the 5-Year Plan; 3) ensure effective planning; 4) build a competent council; 5) ensure legal and ethical integrity; 6) select the Executive Director; 7) support and annually evaluate the Director; 8) approve a budget; and 9) enhance the Council’s public standing.
 17. **NEXT MEETING AND ADJOURNMENT**
The next Council meeting set for March 8, 2016 at the Crowne Plaza Sacramento Northeast Hotel in Sacramento. The meeting was adjourned at 4:45 p.m.

Name	Motion 1	Motion 2	Motion 3	Motion 4	Motion 5	Motion 6	Motion 7	Motion 8
Aldana, Sandra	For	Oppose	Oppose	For	For	For	For	For
Blakemore, Catherine	Abstain	Oppose	Oppose	For	For	Not Present	Not Present	Not Present
Boomer, Daniel	For	For	Oppose	For	For	For	For	For
Donabed, Rebecca	For	Oppose	Oppose	For	For	For	For	For
Forderer, David	For	Oppose	Oppose	For	For	For	For	For
Garnica, Carmela	For	Oppose	Oppose	For	For	For	Abstain	For
Gelber, Eric	For	Oppose	Oppose	For	For	For	For	For
Gomez, Elena	For	Oppose	Oppose	For	For	For	Abstain	Abstain
Hansen, Robin	For	Oppose	Oppose	For	For	For	For	For
Harmon-Nutt, Charles	For	For	For	Oppose	For	For	For	For
Kent, Kris	For	Oppose	Oppose	For	For	Not Present	Not Present	Not Present
Lau, Francis	For	Oppose	Abstain	For	For	For	For	For
Lewis, Janelle	For	For	For	Oppose	For	For	For	For
Lopez, April	For	Oppose	Oppose	For	For	For	For	For
Lytton, Jay	For	Oppose	Oppose	For	For	For	For	For
Raynor, Olivia	For	Oppose	Oppose	For	For	For	Oppose	For
Smith, Nicole	For	Oppose	Oppose	For	For	For	Oppose	For
Smith, Sandra	For	Oppose	Oppose	For	For	For	For	For
Taylor, Robert	Abstain	Oppose	Oppose	Abstain	For	Abstain	Abstain	Oppose
Villados, Michele	Abstain	Oppose	Oppose	For	For	For	For	For
Weller, Kecia	For	Abstain	Abstain	Abstain	For	For	For	For
Williams, Kerstin	For	Oppose	Oppose	Not Present	For	For	For	For
Yang, Ning	For	Oppose	Oppose	For	For	For	For	For
Yin, Larry	For	Oppose	Oppose	For	For	For	For	For

Legend:

SA = Self-Advocate
FA = Family Advocate

STAFF REPORTS



Executive Director Report March 3, 2016

I am glad to be leading an excellent team and proud to report our progress in the following areas:

Legislative Testimony

- Presented to the joint hearing of the Senate Health and Senate Budget Sub #3 regarding the closures of Fairview Developmental Center and Porterville Developmental Center General Treatment Area. Spoke on the role of Council staff in planning and transition of residents as well as lessons learned from past closures
- Presented with other DD Advocates during ARCA's Capital Action Day regarding SCDD's role
- Tomorrow, the Chair and I continue to increase our visibility in the Capitol with a series of meet-and-greets, including with the pro Tem's office and the Chair of the Senate Health Committee

National Representation

- Invited to D.C. in April to present on the Council's work during and after the tragedy at Inland Regional Center on a National Association of Council's on Developmental Disabilities panel related to disaster preparedness. I will train other Councils on our work with the California Office of Emergency Services on how to train first responder who encounter people with I/DD during active shooter situations.

- The SCDD training title “Let’s Get Prepared: Tools for Emergency Preparedness” was adopted by the National Association of Councils on Developmental Disabilities as a national best practice for emergency preparedness. This largely focuses on natural disasters.
- The National Association of Councils on Developmental Disabilities has invited me to be an ambassador to other Council Executive Directors for the new partnership with Close Up to expand opportunities for students with I/DD to experience a week in D.C.
- Invited by federal partner Olivia Raynor to attend the National Association of State Directors of Developmental Disabilities Services “Partnership in Employment” annual meeting as a CECY co-partner

Policy

- The Council’s priority of increasing rates for Supported Employment services and placements was part of the final DD Services funding increase package adopted by the Legislature. The Council can count this as a success for this Legislative year

Self-Advocay

- Met with Statewide Self Advocate Network regarding their unique role and mission as we develop the Memorandum of Understanding between SSAN and SCDD to strengthen SSAN as a statewide self-advocacy organization

State Plan

- Finalized the draft Goals for the 2017-21 State Plan
- Translated the draft Goals into other languages
- Released them for the 45 day public review period
- Summarized monthly activity in the Deputy Director Report
- Provided detailed monthly activity reports online

Collaborations

- Served as a member of federal partner UCD's Community Advisory Committee
- Served as a member of the DDS Self-Determination Workgroup
- Served as a member of ARCA's Equity Committee
- Provided initial feedback to DDS regarding the closure of Porterville and Lanterman Developmental Centers
- Attended the Autism Society of Los Angeles Conference

Budget

- Our cash flow remains strong
- We are ready to present ideas regarding closing the structural deficit to the Council today



Chief Deputy Director's Report March 8, 2016

Began as Acting Chief Deputy Director on November 10, 2015.

Managed SCDD internal operations; collaborated with staff to maximize efficiency and maintain a high level of performance, in order to advance our advocacy, capacity building and systems change efforts.

Policy

- Assisted Deputy Director of Regional Office Operations with process of developing new State Plan goals and timelines for current grant cycle
- Supported SCDD Chairperson with developing the agenda for the Statewide Self-Determination Advisory Committee
- Managed the Structural Deficit Workgroup process; presented recommendations to the Administrative and Executive Committees
- Worked with SCDD Executive Director and SSAN leadership to further development of Memorandum of Understanding
- Represented SCDD in presentation at Bay Area Celebration of the 50th Anniversary of the Lanterman Act

Administrative

- Collaborated with the Budget Officer to finalize the 2015-2016 regional office allocations
- In coordination with the Deputy Director of Policy and Planning, reviewed draft communication plan and provided recommendations
- Supported Budget Officer and Deputy Director of Regional Office Operations to finalize Purchasing and Procurement Handbook for staff
- Facilitated completion of new SCDD brochure
- Reviewed status of SCDD facilities with Budget Officer and renewed leases, as appropriate
- Coordinated travel and logistics for new Statewide Self-Determination Advisory Committee

Personnel

- Collaborated with Personnel Officer to prepare for reorganization of SCDD Headquarters
- In coordination with Executive Team, developed training plan for SCDD Managers
- Coordinated changes in reporting relationships – State Plan to be managed by Deputy Director of Regional Office Operations and QA & CRA/VAS to be managed by Chief Deputy Director
- Reviewed analysis of staffing for Quality Assurance Project and provided recommendations



DEPUTY DIRECTOR OF POLICY AND PLANNING REPORT

March 2016

Policy

- Continuously communicated Council's positions on legislation to key committees, legislators, and like-minded organizations.
- Worked with Lanterman Coalition regarding Council's support of 10% increase for service providers.
- Met with Senator Stone's staff.
- Met with Senator Hancock's staff.
- Met with Assemblyman Lackey's staff.
- Met with Assemblywoman Irwin's staff.
- Met with Assemblyman Levine's staff.
- Met with Assemblyman Nazarian's staff.
- Met with Assemblyman Cooley.
- Met with Assemblyman Cooley's staff.
- Met with Assemblyman Cooper's staff.
- Met with Assemblyman Chu's staff.
- Met with Senator Beall's staff.
- Met with Senator Leno's staff.
- Met with Shannon Grove's staff.
- Visited Assemblyman Thurmond's office.
- Visited Senator Mitchell's office.
- Visited Assemblyman Rendon's office.
- Visited Senator Fuller's office.
- Visited Senator DeLeon's office.
- Visited Senator Pavley's office.
- Visited Assemblymember Waldron's office.
- Met with outside groups on legislative strategy and possible bill sponsorship.

- Continued ongoing monitoring and changes of our internal bill tracking system.
- Conferenced with DRC regarding legislative strategy and the possibility of partnering on bills.
- Worked with LPPC to ensure that State Plan goals are reflected in SCDD legislative policy.
- Planning/strategy calls as well as ongoing communication with LPPC chair.
- Numerous phone and email contacts with legislative offices.
- Encouraged legislative staff to attend DD Briefing at Capitol.
- Worked with Legislative Counsel at the Capitol in bill language.

State Plan

- Worked with SPC and staff on new goals and objectives for State Plan.
- Staffed SPC meetings.
- Worked to outline tasks for upcoming State Plan requirements, including online surveys, regional meetings to gather local input, and activity timelines.
- Worked with State Plan Committee chair on agenda items for SPC meetings.
- Worked on transition of staff responsibility for State Plan Committee.

Staff

- Working with management on effective implementation of AB 1595 provisions related to staff.
- Working with HQ management to properly allocate distribution of workload and management responsibilities within the office.
- Continued to work the new acting Chief Deputy and acting Deputy Director for Regional Center Operations to implement positive changes at SCDD HQ.
- Worked with SCDD management to address ongoing personnel issues.
- Worked on communications plan with Nelly Nieblas.



**REPORT FROM ACTING DEPUTY DIRECTOR OF REGIONAL OFFICE OPERATIONS
TIME PERIOD: JANUARY 1, 2015 to FEBRUARY 29, 2015**

The Acting Deputy Director of Regional Office Operations (DDROO) provides leadership, mentoring, support, and supervision to SCDD regional offices. The DDROO also supervises the SCDD Planning Analyst and provides staffing and support to the State Plan Committee and its plan development and reporting processes and procedures.

Regional Operations:

- **Oversee and coordinate with all Regional Managers to provide direction on established State Plan Workgroups, monitor state plan activities and implementation to ensure that goals and objectives are met by deadlines.**
- **Supervise regional office operations and facilitate monthly managers meetings (meetings rotate between face-to-face one month and teleconference the next month) to identify needs, coordinate efforts and disseminate information to best support regional managers and staff.**
- **Provide initial training and support for Staff Services Manager IIs that are new to SCDD and ongoing training and support for all Managers that oversee the 13 regional offices by identifying training needs and coordinating training efforts to enhance skills.**
- **Oversee the process for Regional Advisory Committee input and/or recommendations to the SCDD via the Managers of the 13 regional offices.**

Professional Development:

- **Coordinate with our HR Specialist and Executive Team to identify initial and ongoing management training which enhances the skill set of management and which meets state requirements.**
- **Planning, Development and Implementation of Regional Manager's Training scheduled for March 7, 2016 on new curriculum implementation and on May 25, 2016 to develop the State Plan work plan.**

REGIONAL OFFICE ACTIVITIES FOR:

<u>REGIONAL OFFICE</u>	<u>MANAGER</u>
NORTH COAST	DAWN MORLEY
NORTH STATE	SARAH MAY
SACRAMENTO	SONYA BINGAMAN
NORTH BAY	LISA HOOKS
BAY AREA	GABRIEL ROGIN
NORTH VALLEY HILLS	DENA HERNANDEZ
SILICON VALLEY - MONTEREY BAY	DAVID GRADY
SEQUOIA	YOLANDA CRUZ
CENTRAL COAST	VICKI SMITH
LOS ANGELES	CINDY CHIU
ORANGE COUNTY	SCARLETT VONTHENEN
SAN BERNARDINO	TAMICA FOOT-SRACHAL
SAN DIEGO - IMPERIAL	MARY ELLEN STIVES

- Goal 1 - 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. Staff met with representatives from the local Independent Living Center to discuss ways to collaborate, support one another and share resources. As a result of the meeting a representative from the Independent Living Center will be joining the self-advocacy newsletter project committee and attending the self-advocacy quarterly meeting.
- Goal #2 - 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. As part of our ongoing effort to educate the community SCDD SV/MB staff attended the Parent's Helping Parents, Parents of Adult Children with Disabilities monthly meeting and provided technical support for families in the area of day and employment services. Emerging Barrier: Through reports, surveys and anecdotal reports, families and individuals often feel they are not fully informed. There are concerns regarding the quality of interactions with regional center, school, and provider staff. Transition from school to adult services is a concern of many families.

Respectfully Submitted: Vicki L. Smith, Deputy Director (A), Regional Office Operations

- Goal #3 - 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. Staff participated in the Far Northern Regional Center (FNRC) Board of Directors meeting on 1-29-16 to provide updates and information about State Council on Developmental Disabilities (SCDD) and related topics that impact the developmental disability service system. Staff provided an update on the SCDD's State Plan Committee efforts since May 2015 to present on the New State Plan process and proposal. The proposed New State Plan Goals were reported, including statewide outreach efforts to gather input, analytical process to achieve the draft through the facilitation and management of the State Plan Committee. Staff also reviewed the Federal Labor Standard Act (FMLA) and implementation to the In-Home Supportive Services Program effective 2-1-16.
- Goal #4 - 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. Public Safety Outreach: This block of instruction (about people with developmental disabilities, functional capacity, officer/street tactics, and the available service/support systems) was attended by a combination of social workers, professional security, correctional, and sworn law enforcement officers, and counselors from a community college district. The MHSA funding/contract that has supported this training block for advanced officers may be slated to end at the completion of this FFY. Local jurisdictions have the need for such training, but there is insufficient funding to field a specialized team of trainers in such agencies/counties. It is a challenge for agencies to pull together POST-certified curriculum and set of qualified instructors to provide training only on an intermittent basis.
- Goal #5 - Individuals with developmental disabilities and their families get the information to be prepared for emergencies. SCDD staff partnered with Autism Society of the Inland Empire to provide training to agency employees about what to do in case of an emergency/active shooter scenario. San Bernardino City Police SWAT Team member provide information to attendees what to expect in an active shooter situation. Get Safe USA provided additional training with suggestions regarding how to best keep yourself and individuals with intellectual and developmental disabilities safe while out in the community in case of an emergency situation.

- Goal #6 - 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. Staff participated in the quarterly meeting of agency representatives to discuss the adult transition programs in a community meeting forum. Each agency representative provides information on what they are doing to provide educational tools that support adults with disabilities as they contribute to a productive workplace, exercise self-direction and positively impact the community. Updates on current transition projects and relevant legislation were discussed.
- Goal #7 - 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. Staff participated in the Orange County Child Care and Development Planning Council's "Inclusion Collaborative" that meets monthly to ensure that children, age 0–12, with disabilities have equal access to all types of child care and education programs. Most notable is that the Inclusion Pathway, developed by the committee, is in its final draft and should be "live" next month. This pathway serves to help all child care providers obtain the tools and resources they need to be more inclusive. The matrix will take the provider through a series of questions and they will be able to identify where they are in the process toward becoming an inclusive child care site and how to help them reach their goals. The committee is also about to finalize a survey that will include questions focused upon behavior and social/emotional development. Survey will include licensed and exempt child care providers, State Preschool and Head Start directors. The surveys will be rolled out within the next couple of weeks and data will be gathered by the California State University of Fullerton (CSUF) Social Science Research Group.
- Goal #8 - 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. SCDD staff arranged and held the Day and Employment Work Group meeting. At the meeting staff from San Jose Unified School District gave a presentation on how she invites individuals and families from the various district's post-secondary programs to go on tours of day and employment programs. The day and employment work group will develop strategies to involve more families, day programs, and more school districts on these tours. Emerging Issue: The number of students in transition and post-secondary programs are diagnosed with autism, however day and employment services are not prepared to meet the specific needs of this community. Families want to be more influential in the number and type of services that will be available for their children as they transition to adult services.

- Goal #9 - Working age adults with developmental disabilities have the necessary information, tools and supports to succeed in inclusive and gainful work opportunities. SCDD staff collaborated with East Valley Special Education Local Plan Area/SELPA to coordinate with local schools within the district to facilitate a training within the Transition Partnership Program/TPP class. Dress for Success training presentation was provided to the transition students within the Redlands East Valley High School located in San Bernardino County. The presentation put an emphasis on health, hygiene and grooming practices for job interviewing and employment retention.
- Goal #10 - 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. SCDD Staff facilitated the development of the Partnership for Healthy Babies Blogspot that will be utilized by the collaborative to provide a forum for the dissemination and exchange of information. Partnership members, who include: County Health and Health Services, Partnership Health Plan of California (the area Medi-Cal Managed Care Provider) Community College, First 5, and community members, requested that SCDD staff provide an overview presentation to group members regarding the layout, design features and posting and blog maintenance fundamentals. Staff developed a step-by-step "How-to Posting" guide for the group and held a Question and Answer session after the overview. This is an evolving project, SCDD staff will provide requested support once the committee members are more proficient in managing and navigating the Blog. The group will roll-out notice of the blog's existence to the general public.
- Goal #11 - Individuals with developmental disabilities have access to affordable and accessible housing that provides control, choice and flexibility regarding where and with whom they live. SCDD staff participated in a meeting about developing affordable housing and the need for development of coalitions to be successful. Many entities were present including those involved in finance, architects, structural engineers, non-profit housing advocates, real estate professionals, et.al. During a round table discussion, SCDD staff brought up the issue of accessibility and universal design as a critical aspect of housing development. Staff noted that many families will experience disability at some point in their lifetimes and that it is easier to design housing to be fully accessible at the front end rather than trying to modify housing later. Many in the room agreed that this is an important issue and one that is not often considered by affordable housing advocates. Staff established a connection with two staff from Community of Friends, an affordable housing entity that has developed "special needs" housing in the past.

- Goal #12 - Affordable and accessible housing units are developed in local communities to expand housing options for individuals with developmental disabilities. The Behavioral Health and Recovery Board reappointed SCDD staff to the housing committee. As part of this activity, staff is following the progress of the low income housing projects in the county. There were 12 board members, family advocates, 5 self-advocates and 10 community members at the board meeting in Fort Bragg. Collaborators are Behavioral Health and Recovery Board, Rural Community Housing Development Corp., Redwood Quality Management Corporation, City of Ukiah, Community Advocates, Manzanita House. The group took a tour of the controversial housing 8 units in construction at the Manzanita House. The 42 unit project in Ukiah is in the demolishing process of removing an old house on the property in order to build. We have continued to inform clients interested in the various projects so they can apply for units when available. The Tiny House project is moving forward through the County Planning Zoning and Building Department approval process. Redwood Quality Management Corporation is the lead agency for the Tiny House project and brought the proposal to the Behavioral Health and Recovery Board to get support and funding for the project. The Rural Community Housing Development Corp. is also being funded with \$1.3 million to provide housing for special needs and individuals with mental illness. A piece of property in downtown Ukiah and owned by the City is being considered as a trade for a piece of property that the Rural Community Housing Development Corp. owns. This would help with funding the match as well as providing a new 40 unit low income housing project in Mendocino County. The land has already been approved for housing units and was paid for by redevelopment funds. Staff will oversee the progress as part of the housing committee of the Rural Community Housing Development Corp. and the Tiny House projects in Mendocino County for 2016. North Coast staff is assisting the board and the housing committee to advocate for more accessible housing and watching NIMBYISM issues as they arise. Fort Bragg business owners are against any social services or Mental Health facilities being located in the downtown core in Fort Bragg. North Coast staff will help circulate a survey of housing needs. Emerging Issue: Not enough non-ambulatory and subsidized housing in rural counties. There is concern about any new housing projects being approved in Fort Bragg in Mendocino County as the community is still unhappy about the downtown 8 units for mental health clients at the Manzanita House program. Citizens have a ballot measure on the June ballot to not have any more social services programs in the downtown core.

- Goal #13 - 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. SCDD staff attended the first of six community meetings sponsored by Access Paratransit (ASI). ASI provided three brief presentations about: 1) the resolution of their fare structure which will fortunately remain unchanged for now following language inserted into the federal Surface Transportation Act recently signed by President Obama, 2) a Mobility Management Program update on available non-paratransit options, and 3) an Operations overview including rider tips about planning rides and avoiding peak hours for reservations and rides when possible. Questions and answers from the mostly rider audience were then taken. SCDD staff asked about when the law pertaining to fares will sunset (5 years) and about when to expect the option for online reservations (no date given, though in development). SCDD staff will share this information with the Paratransit Riders' Coalition.
- Goal #14 - Public policy in California promotes the independence, productivity, inclusion and self-determination of individuals with developmental disabilities and their families. Staff participated at Mayor's Task Force by providing feedback regarding local issues and how persons with disabilities could be affected. One of the issues brought up at a prior meeting was in regards to a new cross walk being installed at an intersection in town near the mental health building. Emerging Issue: Several persons with physical and or developmental disabilities have come to the meeting complaining about safety. They are requesting that a cross walk be installed near the mental health building, where they receive services.
- Goal #15 - Individuals with developmental disabilities and their families have access to information and resources in ways that reflect their language and cultural preferences. SCDD staff distributed a targeted mailing to 37 Chinese pediatricians and 76 Chinese community organizations which included a cover letter with: 1) our newly created "Pediatrician Flyer" which lists signs of potential developmental delay and stresses the importance of referring for Early Start services, 2) our newly created and translated-to-Chinese "Support for Parents" brochure (also some in English enclosed), and 3) Disability Rights' California's publication translated into Chinese entitled "Your Baby and Toddler's Rights (0 to 3 years) to Receive Information and Services in Your Native Language from the Regional Center under the Early Start Program" (also some in English enclosed). The Chinese pediatricians and Chinese community organizations were identified from the Los Angeles Chinese community phone book. The organizations included: 6 civic associations, 21 child care centers, 36 community service agencies, 11 maternity care services, and 2 special education organizations=76

Respectfully Submitted: Vicki L. Smith, Deputy Director (A), Regional Office Operations



Sonoma / Census as of February 1, 2016: 371 clients
 On January 8th 2016, SCDD and SDC co-sponsored an Options and Opportunity Fair to provide information on community resources for families of SDC residents. VAS Services: 2 advocates toured potential homes, attended 8 IPP meetings. VAS Coordinator assisted with a fair hearing. SCDD staff presented voter education information to three advocacy groups on SDC campus.



Fairview / Census as of February 4, 2016: 242 clients
 CRA attended 2 acute crisis meetings, 4 transition mtgs, 1 denial of rights meetings, conducted 2 rights training, 4 IPP special teams, 4 human rights/behavior support meetings, 1 People First meeting, 1 Regional Project liaison meeting. VAS Coordinator and advocates attended 3 transition meetings, 1 denial of rights, 1 IPP, and 1 IPP in the community, 3 special team meetings. VAS Coordinator is advocating on behalf of consumer for medical and end of life care.



Porterville / Census as of February 1, 2016: 363 clients
 Acting CRA attended 4 HRC/BMC meetings, attended 2 special IPP transition meetings, attended 2 handcuff debriefing meetings, reviewed 4 denial of rights, reviewed 5 restricted access plans, attended incident action team daily; VAS Coordinator held a volunteer advocate training on transitioning to the community, 2 volunteer advocates retired; recruited for new advocates specifically for the secured treatment area, commenced training for 3 new volunteer advocates.



Canyon Springs / Census as of Feb 1, 2016: 49 clients
 CRA provided 2 rights trainings, investigated 18 alleged rights violations, participated in 4 transition meetings, reviewed 14 incident reports, reviewed 3 facility policies for rights concerns, attended 1 human rights meetings, facilitated 2 self-advocacy meetings, provided 18 clients with rights training. VAS toured 2 potential volunteer advocates, received 4 applications, provided 1 recruitment presentation, trained 2 advocates on mandatory abuse reporting/boundaries/clients rights, participated in 3 transition meetings. The facility hosted a mock licensing survey.

Advocating for people residing in California's state developmental centers and community facility



Holly R. Bins, Project Manager
holly.bins@scdd.ca.gov

March 2016

SCDD provides comprehensive clients' rights advocacy services (**CRA**) and volunteer advocacy services (**VAS**) for persons with I/DD who are residents of state developmental centers and the state operated community facility through an interagency agreement with DDS.

Welfare and Institutions Code Section 4433 requires DDS provide clients' rights advocacy services for all consumers in its service delivery system. To avoid the potential for a conflict of interest or appearance of a conflict DDS contracts with SCDD.

SCDD employs one full-time CRA and one full-time VAS Coordinator at Sonoma DC, Porterville DC, and Fairview DC. SCDD employs one full-time CRA/VAS staff person at Canyon Springs Community Facility.

Y7 Child Family Surveys (Nov 2015 - June 2016)

RC Code	RC	Sample Size	GOAL (20% return rate)	Surveys Received												YTD Total Surveys Mailed (excludes survey not included)	Overall Return Rate	# of English Survey Mailed	# English Survey Returned	English Return Rate	# of Spanish Surveys Mailed	# Spanish Surveys returned	Spanish Return Rate	Entered into ODESA			# Undeliverable Mail	% Undeliverable Mail	RC
				Completed	Balance	% Toward Goal	JAN	FEB	MAR	APR	MAY	JUN	YTD	Balance	Spanish									Chinese	Other **				
371	NBRC	1308	262	0%	200										1308	18%	993	182	18%	315	58	18%				50	3.82%	NBRC	
370	RCRC	762	152	0%	101										757	13%	665	83	12%	88	18	20%				49	6.47%	RCRC	
363	FNRC	1105	221	0%	154										1105	14%	1022	131	13%	83	23	28%				46	4.16%	FNRC	
364	ACRC	4866	977	0%	734										4747	15%	4180	617	15%	567	117	21%				156	3.23%	ACRC	
361	SGRC	1425	285	0%	236										1426	17%	1124	197	18%	302	39	13%				23	1.61%	SGRC	
380	RCEB	3483	697	0%	433										3483	12%	2770	391	14%	713	42	6%				62	1.78%	RCEB	
365	SARC	3642	728	0%	0										3642	0%	2760	0	0%	882	0	0%				0	0.00%	SARC	
367	VMRC	2626	525	0%	0										2683	0%	1912	0	0%	671	0	0%				0	0.00%	VMRC	
377	VMRC	2742	548	0%	359										2697	13%	2092	275	13%	605	84	14%				124	4.60%	VMRC	
373	ELARC	3175	635	0%	391										2855	13%	1051	263	25%	1904	128	7%				86	2.91%	ELARC	
360	FDLRC	2685	537	0%	329										2463	13%	1555	230	15%	908	99	11%				68	2.76%	FDLRC	
375	HRC	2464	493	0%	322										2433	13%	1796	271	15%	637	51	8%				76	3.12%	HRC	
378	NLA	5971	1194	0%	782										5906	13%	4168	587	14%	1738	195	11%				197	3.34%	NLA	
374	SCLARC	2615	523	0%	172										2610	7%	1220	146	12%	1380	26	2%				76	2.91%	SCLARC	
379	SGPRC	2246	449	0%	193										2068	9%	1426	184	13%	642	9	1%				35	1.69%	SGPRC	
366	TCRC	3060	612	0%	356										2643	13%	2229	356	16%	414	0	0%				84	3.18%	TCRC	
376	VMRC	2183	437	0%	226										1927	12%	1687	226	13%	240	0	0%				65	3.37%	VMRC	
369	IRC	6348	1270	0%	974										6267	16%	4655	687	15%	1612	287	18%				183	2.93%	IRC	
372	RRC	1525	305	0%	192										1137	13%	1137	119	10%	382	73	19%				52	3.42%	RRC	
368	RCCO	4198	840	0%	218										3482	6%	2533	218	9%	959	0	0%				48	1.37%	RCCO	
362	SDRC	5452	1090	0%	503										5009	10%	3701	473	13%	1308	30	2%				142	2.83%	SDRC	
	Unk RC				42										0	0%	36												
		63901	12780	0%	6957	0	0	0	0	0	0	0	0	0	61040	11%	44680	5672	16%	16360	1285	8%				1622	2.66%		

** Arabic, Armenian, Farsi, Hmong, Khmer-Cambodian, Korean, Laotian, Russian, Tagalog, Vietnamese



▶ CHILD FAMILY SURVEYS MAILED..... 3



▶ CFS DATA BRIEF (FY 12/13) 2



▶ CFS GRAPH..... 3

Quality Assessment

A PROJECT OF THE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

www.scdd.ca.gov/qap.htm

Child Family Surveys Mailed to Almost 64,000 Families

In January 2016, SCDD regional offices began its collective efforts to mail Child Family Surveys (CFS) to 63,901 families found eligible for this survey cycle.

Although this is the second cycle the CFS has been mailed, this will be the first time the survey will be mailed to **ALL** families with children between the ages of 3-18, living in the household and receiving at least one regional center funded service (other than case management).

This will also be the first cycle that surveys will be translated into the following Medi-cal threshold

languages: *Arabic, Armenian, Chinese, Farsi, Hmong, Khmer-Cambodian, Korean, Laotian, Russian, Spanish, Tagalog and Vietnamese.*

As of the end of January, SCDD has received **6,957** surveys, of which **1,285** are Spanish.

SCDD expects to mail surveys in the threshold languages by mid-march.

See accompanying spreadsheet for more details



NCI Surveys

National 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.

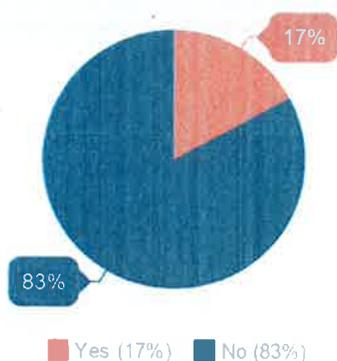
This data collection effort will enable DDS to evaluate the quality and performance of California's developmental service system and among all of the 21 regional centers over time.

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

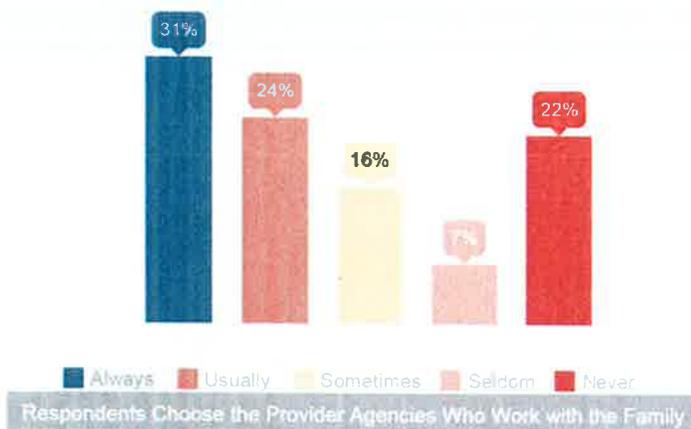
DATA BRIEF CHILD FAMILY SURVEY FY 2012-2013

Choice and Control

Families determine the services and supports they receive and the individuals or agencies who provide them.



Respondent Has Say In How Regional Center Money is Spent



Respondents Choose the Provider Agencies Who Work with the Family

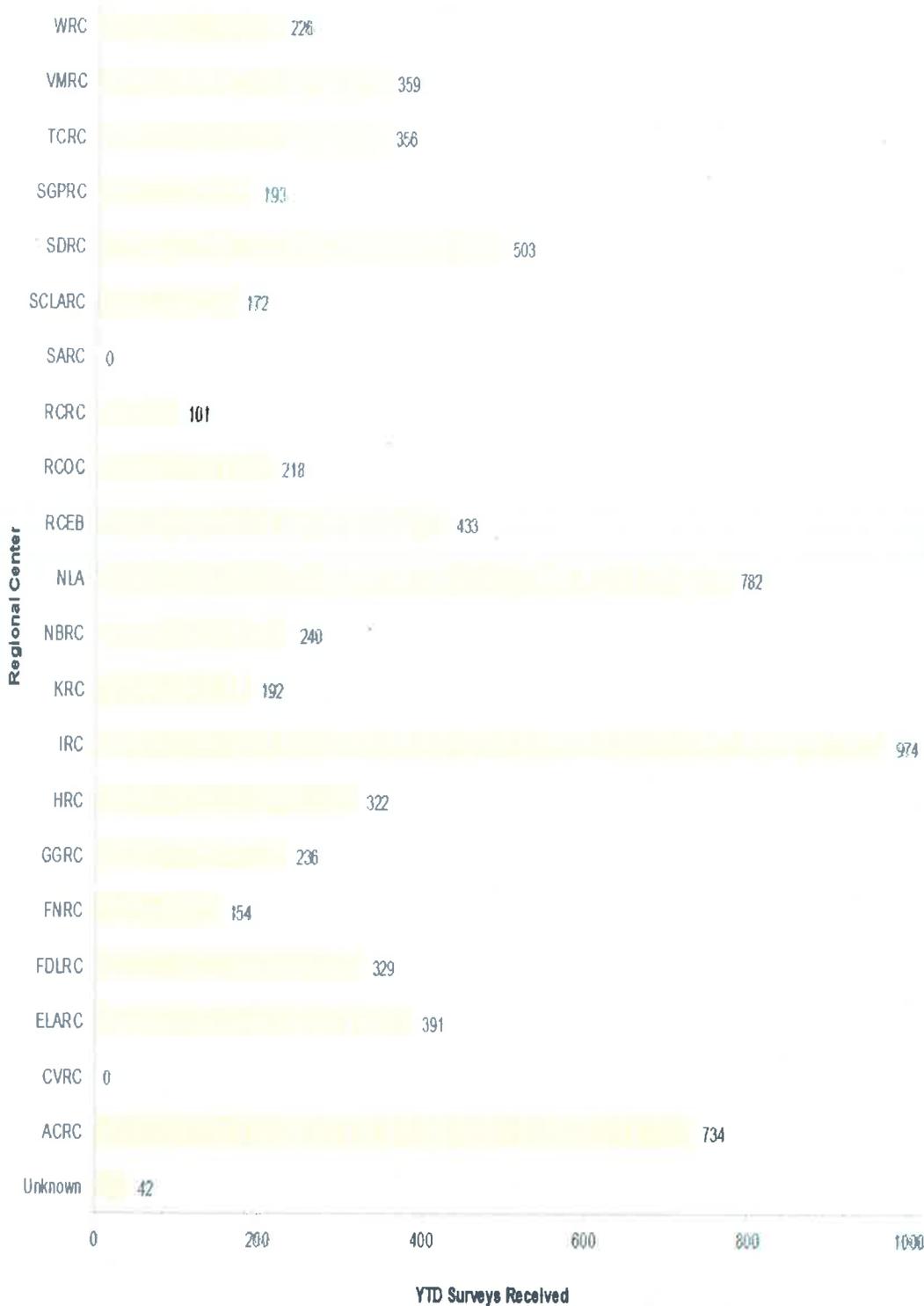
Respondent Knows How Much Money is Spent by the Regional Center on Behalf of Child



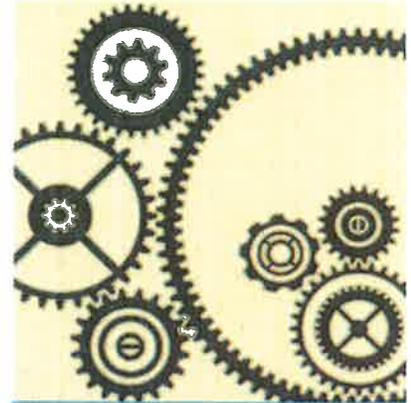
For more information about the results of the Child Family Survey for FY 2012-2013, please go to <http://www.dds.ca.gov/QA/index.cfm>

Number of Child Family Surveys received FY 2015-2016 (YTD)**

See accompanying spreadsheet for more details



QUALITY ASSESSMENT PROJECT



QA Team

North Coast

Deborah Kindley, CPS II
Theresa Ladao, OT

Sacramento

Sonya Bingaman, CPS II
Kathy Brian, CPS II
Monique von Schimmelmann, OT

Bay Area

Angel Marshall CPS II
Ron Usac, CPS II
Valerie Buell, OT

North Valley Hills

George Lewis, CPS II
Marigene Tacan-Regan, OT

Los Angeles County

Melody Goodman, CPS II
Thomas Hamlett, CPS II
Bruce Harrell, CPS II
Christine Tolbert, CPS II
Dinah Pio de Roda, OT
Therese Rastatter, OA

Orange County

Jenny Villanueva, OA

San Diego/Imperial

Nancy Dow, CPS II
Katie Bgatov, OT

Headquarters

Ruby Villanueva, CPS III

**** Surveys are not considered complete until SCDD enters them into ODESA (on-line data entry system). Due to technical problems, ODESA has not yet been made available to SCDD by DDS. As of this date no surveys have been entered.**

For more information about the QA project, send email to Ruby.villanueva@scdd.ca.gov or visit www.scdd.ca.gov/qap.htm

**ACTIVITY REPORTS
CAN BE FOUND AT:**

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

MTARS/AIDD UPDATE

Thursday, February 11, 2016 2:18 PM

Hi Aaron,

I have completed my review the SCDD CAP submitted 1-1-16. After a careful review, all items submitted meet compliance. Further, based on the additional information submitted information for 85 % of the findings/tasks and has met compliance on all.

Congratulations to the Council, the SCDD leadership and staff on the great work done to date. While steady progress is being made, 15% of the findings are still pending; I encourage you all to continue on the path you are on.

Let me know if I can be of further assistance.

Regards,

Allison

Allison Cruz, MS Ed.
Program Specialist
Administration on Intellectual and Developmental Disabilities
Administration for Community Living
U.S. Department of Health and Human Services
**** New voice # (202) 795- 7334 -**
<http://www.acl.gov>



AIDD/MTARS - Compliance Status- At a Glance – As of 2/11/16

CAP ITEM	Task Description	Date of Submission	Status
A-1	AB 1595, Bylaws	12/1/14	MET Compliance
A-2	Executive Director Job Description	7/1/15	MET Compliance
B-1	Bylaws	12/1/14	MET Compliance- additional clarification requested
B-2	Membership Committee meeting minutes & report to Council, list of organizations on distribution list, recruitment materials.	4/1/15	MET Compliance
C-1	Bylaws	12/1/14	MET Compliance
C-2	Demographic analysis of Governor's appointees to the Council	12/1/14	MET Compliance (1/1/16)
D-1	AB 1595, Bylaws	12/1/14	MET Compliance
D-2	Council roster showing membership and changes for 2015	12/1/14	MET Compliance
E-1	AB 1595, Bylaws	12/1/14	MET Compliance
E-2	Council roster showing membership and changes for 2015	1/1/16	MET Compliance
F-1	Bylaws, administrative procedure	12/1/14	MET Compliance
F-2	Membership Committee reports to Council	4/1/15	MET Compliance
G-1a.	Orientation binder, welcome letter	1/1/15	MET Compliance
G-1b.	Annual Councilmember training	4/1/15	MET Compliance
G-2	Welcome letter for agency reps	7/1/15	MET Compliance
G-3a.	Facilitation Policy	1/1/15	MET Compliance
G-3b.	SAAC packets and materials for 2015, evidence of facilitator attendance for 2015	1/1/16	MET Compliance
H-1a.	State Plan development process	10/1/15	MET Compliance
H-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 other documents showing committee work and council review and revisions of state		

CAP ITEM	Task Description	Date of Submission	Status
H-2	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.		
I-1	MOU	7/1/15	MET Compliance
I-2	MOU	7/1/15	MET Compliance
I-3	DSS Invoices	2/1/15	MET Compliance
I-4	DSS Invoices	2/1/15	MET Compliance
I-5	AB 1595, Bylaws	12/1/14	MET Compliance
I-6	Bylaws, Form 700, Gov't Codes 1090 and 87100	1/1/15	MET Compliance
I-7	Bylaws	12/1/14	MET Compliance- additional clarification requested
I-8	Breakdown of staff by funding source, training materials, staff orientation binder	7/1/15	MET Compliance
I-9	See A (Staff), H (Five Year State Plan), and M (Fiscal Requirement)		
J-1a.	State Plan work plan	9/1/15	MET Compliance
J-1b.	Evidence of periodic meetings and joint activities.	9/1/15	MET Compliance
J-2	Amended plan and supporting documentation.	4/1/15	MET Compliance
J-3	Approval of new state plan.		
J-4	PPR		
K-1	Documentation of TA received and products based on TA	1/1/16	MET Compliance
K-2	Evaluation plan		
K-3	PPR		
L-1	State accounting policies, budget development directives	7/1/15	MET Compliance
L-2	Month's expenditures by object code for entire budget	7/1/15	MET Compliance
M-1	State accounting policies, budget development directives	7/1/15	MET Compliance
M-2	AB 1595	12/1/14	MET Compliance

CAP ITEM	Task Description	Date of Submission	Status
M-3	Council reviews of monthly budget projections, Council votes on resource allocation, including cost-reductions	7/1/15	MET Compliance
N-1	Contract Manual	12/1/14	MET Compliance
N-2	RFP, Overview of RFP process, summary pages of selected vendor	1/1/16	MET Compliance
O-1	State Accounting policies	2/1/15	MET Compliance
O-2	DSA Annual Evaluation	7/1/15	MET Compliance

DEVELOPMENTAL CENTER CLOSURES



CLOSURES OF PORTERVILLE GENERAL TREATMENT AREA AND FAIRVIEW DEVELOPMENTAL CENTER



STATE COUNCIL RECOMMENDATIONS

- The current residents must have access to health care and other supports available before and after the transition to community living
- DDS must have affordable housing, including an array of housing options available to meet their clients' needs, providing informed choice
- The goal of informed choice is a full complete understanding of all options available for transition into community living
- The SCDD Clients' Rights Advocate inside the DC should continue to protect and advocate for the rights of people transitioning into the community for twelve months

STATE COUNCIL RECOMMENDATIONS

(CONTINUED)

- The SCDD Volunteer Advocacy Services (VAS) should extend beyond a year post placement to assure continuity of care and successful community transition
- DDS should reach out to the community to inform them of key changes
- DDS should create a clear process for the use of the land and other assets
- There should be clear guidelines for the use of money saved from the closure of the developmental centers, which should be a long-term investment in the future of people with intellectual and developmental disabilities

**REGIONAL CENTER
CONFLICT OF INTEREST
WAIVER REQUEST(S)**

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Central Valley Regional Center Conflict of Interest (COI) Waiver Request

SUMMARY: Amendments to the Lanterman Act made by AB 1595 resulted in redefining the Area Boards into Regional Advisory Committees, changing their appointment authority and scope. Under an interim process, the State Council on Developmental Disabilities (Council) is presented with a recommendation on the below conflict of interest resolution plan.

BACKGROUND: The Lanterman Act requires regional centers to submit conflict of interest statements and proposed resolution plans to the Department of Developmental Services (DDS) and the Council (W&I Code 4626(l)). Under the Act, the Director of DDS may waive conflict of interest requirements of a contracting agency (i.e., a regional center) with approval of the Council. (See W&I Code 4628.) Current DDS regulations address action by an Area Board in addition to action by the Council. The regulations also extend the Council's role to matters involving regional center employees and others. SCDD staff is currently in discussion with DDS to determine how to appropriately address these issues and waiver requests.

The Council is being presented with information reviewed under the existing SCDD criteria and interim process approved by the Council. This interim approach provides for staff analysis of regional center conflict of interest issues.

FACTS - CVRC Board Member Scot Miller: Mr. Miller is a CVRC Board Member whose mother is an employee of Exceptional Parents Unlimited ("EPU"), a vendor providing early intervention services. CVRC submitted Mr. Miller's Conflict of Interest Statement and a proposed Conflict Resolution Plan as allowed by DDS regulations. CVRC points out that it does not set EPU's vendor rate nor approve any contracts with EPU, and Mr. Miller's mother does not have any financial interest in or decision making authority at EPU. CVRC points out that Mr. Miller's membership

falls under the Section 4622(e) requirement related to members who are persons with developmental disabilities.

In addition to a conflict of interest arising from his mother's employment with EPU, Mr. Miller has also recently become employed by EPU performing light handy work duty. Therefore, he also has a conflict of interest arising from his own employment with EPU. According to CVRC, Mr. Miller does not have any financial interest in or decision making authority at EPU.

CVRC has a public member recruitment and appointment process subject to public review and engagement. CVRC serves a large geographic area, many parts of it rural. Therefore, recruitment for CVRC board positions is challenging.

Mr. Miller was previously granted a conflict of interest waiver in November 2014 by the Area Board VIII and Council and in February 2015 by DDS.

DISCUSSION:

Conflict of Interest: DDS Regulation 54520 provides, in part, that a conflict of interest exists when the board member, or a family member of a regional center board member, holds any of the below positions for a provider:

- (1) a governing board member;
- (2) a board committee member;
- (3) a director;
- (4) an officer;
- (5) an owner;
- (6) a partner;
- (7) a shareholder;
- (8) a trustee;
- (9) an agent;
- (10) an employee;
- (11) a contractor;
- (12) a consultant;
- (13) a person who holds any position of management; or

(14) a person who has decision or policy making authority.
(See 17 Cal. Code § 54520(a).)

With regard to his mother's employment with EPU, Mr. Miller has a conflict of interest. (See Regulation 54520(a)(10) applicable to family member.) In addition, Mr. Miller has a conflict of interest with regard to his own employment. (See Regulation 54520(a)(10) applicable to a board member.) Therefore, he submits a Conflict of Interest Resolution Plan (attached.)

W&I Code Section 4622 Requirements: In addition to the provisions of Regulation 54520, W&I Code Section 4622(k) states that a member of a regional center board who is also an employee or board member of a provider of a regional center shall not:

- (1) Serve as an officer of the board;
- (2) Vote on any fiscal matter affecting the purchase of services from any regional center provider;
- (3) Vote on any issue in which the member has a financial interest under Government Code Section 87103 and determined by the regional center board.

Since CVRC purchases early intervention services from EPU, any acceptable Resolution Plan must include compliance with Section 4622's requirements.

Staff recommendation is to approve Mr. Miller's waiver request based on the regional center's large geographic area with many rural areas and the existence of a public member recruitment and appointment process.

COUNCIL STRATEGIC PLAN OBJECTIVE: None

PRIOR COUNCIL ACTIVITY: Sequoia Area Board VIII and the Council approved a waiver request for Mr. Miller in November 2014.

STAFF RECOMMENDATION: Staff recommendation is to approve Mr. Miller's waiver request and resolution plan if the plan includes complying with the rules of Section 4622(k).

ATTACHMENT: Mr. Miller's COI reporting statement and resolution plan.

PREPARED BY: Legal Counsel Natalie Bocanegra, February 22, 2016.

CENTRAL VALLEY REGIONAL CENTER INC.

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



January 6, 2016

Michael Wilkening, Interim Director
Department of Developmental Services
PO Box 944202
Sacramento, CA 94244-2020

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

Dear Interim Director Wilkening:

This letter is to present a request by Heather Flores, 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 the California State Council on Developmental Disabilities (SCDD) and the SCDD, Sequoia Regional Office 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 extension/renewal.

Sincerely,

A handwritten signature in black ink that reads "Heather Flores". The signature is written in a cursive, flowing style.

Heather Flores
Executive Director

cc: Aaron Carruthers, Executive Director, SCDD
Yolanda Cruz, Manager, SCDD, Sequoia Regional Office ✓
Allan Smith, Community Program Specialist II, DDS
Randy Tellalian, CVRC Board President

Reset Form

**CONFLICT OF INTEREST REPORTING STATEMENT
DS 6016 (Rev. 08/2013)**

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): _____
 Change of Status¹

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

I am employed part time at EPU Children's Center as a Facilities aid as of December 2015

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

¹ Change of status includes 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, change in regional center, or change to outside position or duties. See California Code of Regulations, title 17, sections 54531(d) and 54532(d).

<input type="checkbox"/> Governing Board Member
<input type="checkbox"/> Vendor Advisory on Board
<input type="checkbox"/> Executive Director
<input type="checkbox"/> Employee/Other

2. Do you or a family member² 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 governmental entity, provide the specific name of the state or local governmental entity and describe your job duties at the state or local governmental entity.

1. Mom works at EPU Children's Center in the Family Resource Center
2. I am employed part time at EPU Children's Center as a Facilities aid

3. Do you or a family member own or hold a position³ 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.

EPU Children's Center provides Early Intervention and parent support to regional center consumers

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.

I'm chairperson for the Primary Advisory Council for CVRC

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.

I vote on purchasing services from a regional center provider

² Family member includes your spouse, domestic partner, parents, stepparents, grandparents, siblings, stepsiblings, children, stepchildren, grandchildren, parent-in-laws, brother-in-laws, sister-in-laws, son-in-laws and daughter-in-laws. See California Code of Regulations, title 17, sections 54505(f).

³ 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.

<input type="checkbox"/> Governing Board Member
<input type="checkbox"/> Vendor Advisory on Board
<input type="checkbox"/> Executive Director
<input type="checkbox"/> Employee/Other

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 member⁴? [Note: Governing board members do not have to answer "yes" to this question if the financial benefit would be available to regional center consumers or their families generally].
 yes no -- If yes, please explain.

7. Are you responsible for negotiating, making,⁵ 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 contract⁶ 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.

⁴ 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.

⁵ 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.

⁶ 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.

- Governing Board Member
- Vendor Advisory on Board
- Executive Director
- Employee/Other

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.

B. ATTESTATION

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 1/7/16

INTERNAL USE ONLY	
Date this Statement was received by Reviewer: _____	
The reporting individual <input checked="" 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>Heather Flores</u>	Date Review Completed <u>1-8-2016</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.*

Additionally, Mr. Miller was recently employed by EPU on a part time basis (about 8 hours per week) to perform light handy work duties. The statement in the prior paragraph for Mr. Miller's mother is true for Mr. Miller. *Scot Miller is an employee of EPU, 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 continues to believe that Mr. Miller does not have 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 extension/renewal 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 extension/renewal 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.
- (e) Mr. Miller 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 the same as was originally proposed:

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 updated on Mr. Miller's employment status with EPU and of this Plan of Action. And, they will be reminded 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 Extension/Renewal packet is also being served on the State Council on Developmental Disabilities (SCDD) and the SCDD, Sequoia Regional Office as required by Title 17, section 54523.

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Central Valley Regional Center Conflict of Interest (COI) Waiver Request

SUMMARY: Amendments to the Lanterman Act made by AB 1595 resulted in redefining the Area Boards into Regional Advisory Committees, changing their appointment authority and scope. Under an interim process, the State Council on Developmental Disabilities (Council) is presented with a recommendation on the below conflict of interest resolution plan.

BACKGROUND: The Lanterman Act requires regional centers to submit conflict of interest statements and proposed resolution plans to the Department of Developmental Services (DDS) and the Council (W&I Code 4626(l)). Under the Act, the Director of DDS may waive conflict of interest requirements of a contracting agency (i.e., a regional center) with approval of the Council. (See W&I Code 4628.) Current DDS regulations address action by an Area Board in addition to action by the Council. The regulations also extend the Council's role to matters involving regional center employees and others. SCDD staff is currently in discussion with DDS to determine how to appropriately address these issues and waiver requests.

The Council is being presented with information reviewed under the existing SCDD criteria and interim process approved by the Council. This interim approach provides for staff analysis of regional center conflict of interest issues.

FACTS - CVRC Board Member Zoua Vang: Ms. Vang is a CVRC Board Member whose husband works as a nurse for Valley Children's Hospital (VCH). In the past 24 months, CVRC has paid Purchase of Service funds to VCH for speech therapy services and for medical services and supplies in an amount less than \$4,000. CVRC states that VCH is a vendor for CVRC.

CVRC submitted Ms. Vang's Conflict of Interest Statement and a proposed Conflict Resolution Plan as allowed by DDS regulations. CVRC points out

that it does not and cannot make medical referrals to VCH, only a treating physician or insurance company can. CVRC has no contacts or MOUs with VCH.

CVRC has a public member recruitment and appointment process subject to public review and engagement. CVRC serves a large geographic area, many parts of it rural. Therefore, recruitment for CVRC board positions is challenging.

DISCUSSION:

Conflict of Interest: DDS Regulation 54520 provides, in part, that a conflict of interest exists when the board member, or a family member of a regional center board member, holds any of the below positions for a provider:

- (1) a governing board member;
 - (2) a board committee member;
 - (3) a director;
 - (4) an officer;
 - (5) an owner;
 - (6) a partner;
 - (7) a shareholder;
 - (8) a trustee;
 - (9) an agent;
 - (10) an employee;
 - (11) a contractor;
 - (12) a consultant;
 - (13) a person who holds any position of management; or
 - (14) a person who has decision or policy making authority.
- (See 17 Cal. Code § 54520(a).)

With regard to her husband's employment with VCH, Ms. Vang has a conflict of interest. (See Regulation 54520(a)(10).) She therefore submits a Conflict of Interest Resolution Plan.

W&I Code Section 4622 Requirements: In addition to the provisions of Regulation 54520, W&I Code Section 4622(k) states that a member of

a regional center board who is also an employee or board member of a provider of a regional center shall not:

- (1) Serve as an officer of the board;
- (2) Vote on any fiscal matter affecting the purchase of services from any regional center provider;
- (3) Vote on any issue in which the member has a financial interest under Government Code Section 87103 and determined by the regional center board.

Ms. Vang did not raise any issues under Section 4622(k).

Staff recommendation is to approve Ms. Vang's waiver request based on the regional center's large geographic area with many rural areas and the existence of a public member recruitment and appointment process.

COUNCIL STRATEGIC PLAN OBJECTIVE: None

PRIOR COUNCIL ACTIVITY: None.

STAFF RECOMMENDATION: Staff recommendation is to approve Ms. Vang's waiver request and resolution plan.

ATTACHMENT: Ms. Vang's COI reporting statement and resolution plan.

PREPARED BY: Legal Counsel Natalie Bocanegra, February 22, 2016

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



December 16, 2015

Michael Wilkening, Interim Director
Department of Developmental Services
PO Box 944202
Sacramento, CA 94244-2020

Re: Request for Waiver of Potential Conflict of Interest – Zoua Vang

Dear Director Wilkening:

This letter is to present a request by Heather Flores, 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 Zoua Vang.

Enclosed please find the following as part of the request:

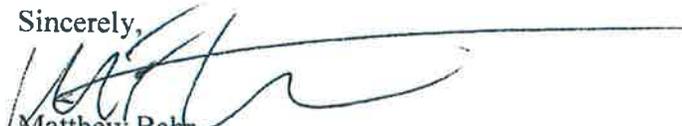
1. A copy of Ms. Vang's Conflict of Interest Disclosure Statement;
2. A Disclosure Conflict of Interest, Request for Waiver and Plan of Action

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 the California State Council on Developmental Disabilities, Sequoia Regional Office, and the California State Council on Developmental Disabilities (SCDD), as required by Title 17.

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

Sincerely,


Matthew Baht
General Counsel

cc: Aaron Carruthers, Executive Director, SCDD
Yolanda Cruz, Manager, SCDD, Sequoia Regional Office
Zoua Vang, CVRC Board Director
Randy Tellalian, CVRC Board President
Allan Smith, Community Program Specialist II, Department of Developmental Services

Reset Form

**CONFLICT OF INTEREST REPORTING STATEMENT
DS 6016 (Rev. 08/2013)**

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: Zoua Vany 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): 11-17-2015
 Change of Status¹

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.

Board Member

¹ Change of status includes 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, change in regional center, or change to outside position or duties. See California Code of Regulations, title 17, sections 54531(d) and 54532(d).

Zoulikha
12/16/15

- Governing Board Member
- Vendor Advisory on Board
- Executive Director
- Employee/Other

2. Do you or a family member² 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 governmental entity, provide the specific name of the state or local governmental entity and describe your job duties at the state or local governmental entity.

Zoulikha
12/16/15

3. Do you or a family member own or hold a position³ 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.

² Family member includes your spouse, domestic partner, parents, stepparents, grandparents, siblings, stepsiblings, children, stepchildren, grandchildren, parent-in-laws, brother-in-laws, sister-in-laws, son-in-laws and daughter-in-laws. See California Code of Regulations, title 17, sections 54505(f).

³ 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.

<input type="checkbox"/> Governing Board Member
<input type="checkbox"/> Vendor Advisory on Board
<input type="checkbox"/> Executive Director
<input type="checkbox"/> Employee/Other

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 member⁴? [Note: Governing board members do not have to answer "yes" to this question if the financial benefit would be available to regional center consumers or their families generally].
 yes no -- If yes, please explain.

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

As a governing board member, I would be asked to approve contracts that are \$250,000 or greater.

8. Do you have a financial interest in any contract⁶ 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.

Same as #7

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.

→ no

⁴ 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.

⁵ 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.

⁶ 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.

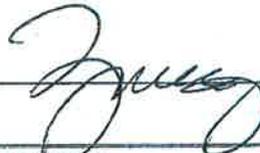
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<input type="checkbox"/> Vendor Advisory on Board
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10. Do you evaluate employment applications or contract bids that are submitted by your family member(s)?
 yes no -- If yes, please explain.

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.

B. ATTESTATION

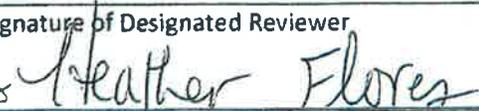
I Zoua Vang (print name) HEREBY CONFIRM that I have read and understand the regional center's Conflict of Interest Policy and that my responses to the questions in this Conflict of Interest Reporting Statement are complete, true, and correct to the best of my information and belief. I agree that if I 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  Date 11/15/15

INTERNAL USE ONLY

Date this Statement was received by Reviewer:

The reporting individual does does not have a present potential conflict of interest

Signature of Designated Reviewer


Date Review Completed

11/17/2015

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."

Welfare and Institutions ("W&I") Code section 4622(b) "The membership of the governing board shall include persons with legal, management, public relations, and developmental disability program skills."

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 Potential Conflict of Interest for Ms. Zoua Vang

Potential or Actual Conflict of Interest

Potential Conflict of Interest with Valley Children's Hospital.

Valley Children's Hospital (VCH) is a non-profit state-of-the-art children's hospital with a medical staff of more than 550 physicians. Ms. Vang is a CVRC Board Member and her spouse, Darrell Wong, is employed by VCH as a registered nurse.

In California, VCH treated more inpatient cases than any pediatric hospital north of San Diego. With 356 licensed beds, VCH is one of the largest hospitals of its type in the nation. VCH's service area covers 45,000 square miles. VCH has an annual income of more than \$500,000,000.

VCH is a vendor, however, a very minor one for CVRC. In the last 24 months, CVRC has paid less than \$4,000 in vendor payments to VCH for only two types of services; Speech Therapy and Medical Services and Supplies, like Pedialyte.

CVRC does not, and cannot, make medical referrals to VCH, only a treating physician or insurance company can. The Purchase of Service funds paid to VCH is de minimis. CVRC has no contracts or MOU's with VCH.

Request for Waiver of Conflict of Interest

Although this appears to be a definitional conflict of interest (Board Member's spouse employed by a vendor), there is no influence possible to be asserted by Ms. Vang to benefit VCH from her membership as a CVRC Board Member. If there were to arise any issue presented to the CVRC Board concerning VCH, Ms. Vang would, of course, recuse herself from any discussion or involvement.

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) Ms. Vang fulfills CVRC's compliance requirements under W&I section 4622(a);
- (b) Ms. Vang fulfills CVRC's compliance requirements under W&I section 4622(b);
- (c) Ms. Vang fulfills CVRC's compliance requirements under W&I section 4622 (e);
- (d) CVRC does not have any contracts with VCH;

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, Ms. Vang will not participate in any discussion or vote on any matter involving VCH;
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 Ms. Vang does not participate in any discussion or vote on any issue relating to VCH.
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 Sequoia Regional Office State Council on Developmental Disabilities and the California State Council on Developmental Disabilities as required by Title 17, section 54523.

**LEGISLATIVE
and
PUBLIC POLICY
COMMITTEE**

February 8, 2016 LPPC Meeting Summary

The following is a brief summary (official minutes of the meeting will be forthcoming):

The meeting began shortly after 10:00AM. Dr. April Lopez (Council chair), Janelle Lewis (committee chair), Connie Lapin, Lisa Davidson, Evelyn Abouhassan, David Forderer, and Jennifer Allen were in attendance. Dr. Sandra Aldana joined by phone. SCDD staff members Michael Brett and Bob Giovati were also present.

Members gave member reports. There were no public comments.

The committee discussed the governor's proposed 2016 budget as it relates to people with intellectual and developmental disabilities. The governor has asked that organizations and advocates suggest targeted areas where funding can be allocated. The committee agreed we need to be active participants in the ongoing budget conversations. The committee also agreed we can continue supporting the Lanterman Coalition's "10%" effort, while at the same time engaging in meaningful dialogue with the administration about targeted funding.

A group discussion ensued regarding IHSS/CMS. The consensus was this is a fluid situation that should be closely followed as it continues to develop.

The Committee considered four policy issues:

SCR 98 as introduced, Beall. California's community-based developmental services system: 50th anniversary. The committee voted to recommend the Council *support*.

AB 1565 (Lackey) /SB 948 (Anderson). An act to amend the Welfare and Institutions Code, relating to developmental services, and declaring the urgency thereof, to take effect immediately. The committee voted to recommend the Council *watch* this bill.

S 1719 (Sen. Susan Collins, R – ME) (HR 3099). This bill would require the Secretary of the Department of Health and Human Services to establish and maintain a national strategy for family caregiving. The committee voted to recommend the Council *support* this bill.

S 2427 (Sen. Charles Schumer, D – NY). Disability Integration Act. The legislation created an explicit civil right for people with disabilities to receive Long Term Supports and Services (LTSS) in the community. The committee voted to recommend the Council *watch* this bill.

The committee members discussed recent developments regarding self-determination and person centered planning. Dr. April Lopez offered an update on the statewide self-determination program committee, and the Council's role in that committee.

Executive Director Aaron Carruthers facilitated a discussion on disparity issues, updating the committee on activities the Council was involved in related to this topic.

Natalie Bocangera, legal counsel for SCDD, joined the meeting for a Q and A regarding Bagley-Keene requirements.

LPPC chair Janelle Lewis led a discussion about the Council's State Plan, and how goals and objectives for the plan were being formulated.

Lastly, the committee discussed the Council legislative strategy at the Capitol moving forward.

The meeting adjourned shortly after 3:00PM.

COUNCIL AGENDA ITEM DETAIL SHEET

BILL: S. 1719: RAISE Family Caregivers Act. (H.R. 3099)

ISSUE: A bill to provide for the establishment and maintenance of a National Family Caregiving Strategy, and for other purposes.

SUMMARY: Recognize, assist, include, support, and engage family caregivers.

Section3 –

This bill directs the Department of Health and Human Services (HHS) to develop, maintain, and periodically update a National Family Caregiving Strategy.

Section4 –

HHS shall convene a Family Caregiving Advisory Council to advise it on recognizing and supporting family caregivers.

Section5 –

This Act shall terminate on December 31, 2025.

BACKGROUND/ISSUES/ANALYSIS: Introduced by Senator Susan Collins (R-ME), Senator Tammy Baldwin (D-WI), Representative Gregg Harper (R-MS-3), and Representative Kathy Castor (D-FL-14), this legislation would implement the federal Commission on Long-Term Care's bipartisan recommendation that Congress require the development of a national strategy to support family caregivers.

The bill would create an advisory body to bring together relevant federal agencies and others from the private and public sectors to advise and make recommendations. The strategy would identify specific actions that government, communities, providers, employers, and others can take to recognize and support family caregivers and be updated annually.

According to AARP, in 2013, about 40 million family caregivers provided unpaid care valued at about \$470 billion to adults who needed help with daily activities, more than total Medicaid spending that year. According to

the Caregiving in the US 2015 study from the National Alliance for Caregiving and AARP, about 3.7 million family caregivers provide care to a child under age 18 because of a medical, behavioral, or other condition or disability. (Source: Wisconsin Health Care Association).

DISCUSSION: From the American Psychological Association: Family caregivers play a critical role in our health and long term care system by providing a significant proportion of the care for both the chronically ill and aging. Estimates suggest that there are currently over 44 million Americans age 18 and older providing unpaid assistance and support to older people and adults with disabilities who live in the community (NAC & AARP, 2004). Further, the economic value of the services that family caregivers provide is estimated at approximately \$350 billion annually (AARP, 2007).

Who Are Family Caregivers and What Services Do They Provide?

- A typical family caregiver in the U.S. is female, approximately 46 years old, has at least some college experience, and spends an average of 20 hours or more per week providing unpaid care to someone 50 or older. However, the proportion of caregivers who are men is also substantial (NAC & AARP, 2004).
- Rates of caregiving can vary somewhat by ethnicity. Among the U.S. adult population, approximately one-fifth (21%) of both the Caucasian and African-American populations are providing informal care, while a slightly lower percentage of Asian-Americans (18%) and Hispanic-Americans (16%) are family caregivers (NAC & AARP, 2004).
- Duties of caregivers are usually full time and include, but are not limited to: cooking, cleaning, bathing, medical care adherence monitoring, errand running (grocery shopping, transportation to appointments) and other activities of daily living (ADLs).
- Family caregivers who provide care for individuals with Alzheimer's disease often provide more ADL assistance than non-Alzheimer's caregivers due to the impairments of the care recipient (Alzheimer's Association, 2004).

RECOMMENDATION: Support S 1791/ H.R. 3099.

COUNCIL STRATEGIC PLAN OBJECTIVE: Goal 3: Quality Assurance and Innovation.

ATTACHMENTS: Congressional Budget Office Summary, Bill Text.

PREPARED: Bob Giovati

COUNCIL AGENDA ITEM DETAIL SHEET

BILL: SB 1072, as introduced, Mendoza. Schoolbus Safety: Child Safety Alarm System.

ISSUE: SB 1072 protects children getting to and from school by establishing safe pupil transportation procedures to help prevent children from being left on school buses unattended.

SUMMARY: Requires the equipping of all school buses with an alert system designed to prevent children from being left unattended on buses by requiring the driver to walk to the back of the bus to deactivate the system and thus make certain the bus is empty.

Adds bus inspection safety procedures to the Transportation Safety Plan in Education Code Sec. 39831.3 and requires bus drivers to review the safety protocol during annual renewal training.

Adds a reporting requirement to ensure that the DMV is notified of cases when a child is left on a bus unattended.

Authorizes the DMV to refuse to renew, and/or revoke, or suspend a bus driver's certificate if the driver has been reported to the DMV for leaving a pupil unattended on a school bus.

BACKGROUND/ISSUES/ANALYSIS: In California, school districts provide transportation between home and school for about one in eight students. About 700,000, or about 12 percent, of California students ride the school bus on a daily basis. Districts provide transportation for a variety of reasons, including concerns that students lack alternative methods of getting to school as well as federal laws that require certain groups of students, including some students with disabilities, to be bused. Loading and unloading is the most dangerous time for students and can be a matter of life or death. Children left unattended on a bus may be subject to extremely cold or hot temperatures causing injury, trauma, or death. Tragically, a special-needs student recently died after being left inside a bus on a hot day in Whittier, California.

DISCUSSION: The LPPC has expressed concern about this issue in recent meetings. The safety risk of being left on an unattended bus is magnified enormously when a person has and intellectual or developmental

disability, and even greater if the person is non-verbal. SB 1072 offers a reasonable response to the problem.

RECOMMENDATION: Support SB 1072 (Mendoza), and also sponsor, if possible.

COUNCIL STRATEGIC PLAN OBJECTIVE: Goal 4: Public Safety Outreach. The Council will maintain or develop collaborative relationships with local law enforcement agencies and others to improve the awareness and education of public safety personnel and the justice system on the unique needs of individuals with developmental disabilities.

ATTACHMENTS: None.

PREPARED: Bob Giovati

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Should the Council staff have delegated authority to represent the Council's interests during Legislative processes as long as the positions comply with the Council's mission and values, the State Plan, and a legislative platform?

SUMMARY: Due in part to our committee structure, as well as the complexities of the legislative process, the SCDD is often unable to respond in the moment to rapidly changing legislative realities.

BACKGROUND/ISSUES/ANALYSIS: The legislature is a fluid place. Bill introductions, amendments, and hearings can happen quickly. However, it can sometimes take weeks for the SCDD to review and adopt a position on legislation. By that time, important events and actions regarding the bill may have already occurred.

One possible solution would be to allow the SCDD staff to take formal positions on legislation on behalf of the Council, as long as those positions were consistent with SCDD philosophy in general, the State Plan, and the approved SCDD legislative platform. Staff would act after getting approval from the Council Chair. The LPPC Chair may also be included in this approval.

DISCUSSION: The Legislative and Public Policy Committee (LPPC) is the committee charged by SCDD bylaws with the detail work regarding the SCDD legislative agenda. It is the place where legislative proposals, policy issues, and related topics are carefully examined for their perceived strengths, weaknesses, opportunities, and threats. The meetings are open to the public, as well as to other Council members. Currently, the committee is comprised of eight members, four of which are members of the community.

The LPPC has expressed a desire for the Council to be more relevant and credible at the Capitol. LPPC has also expressed the desire for Council staff to be involved in Legislative deliberations as they occur and represent a Council position. Allowing Council legislative staff to move forward on pending legislation as long as certain criteria are met would be helpful in improving the Council's response time. This model is similar to the methods



MISSION

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

VISION

Californians with developmental disabilities are guaranteed the same full and equal opportunities for life, liberty, and the pursuit of happiness as all Americans.

5-Year State Plan (2011-16)

1: SELF-ADVOCACY

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.

2: RIGHTS TRAINING & ADVOCACY

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.

3: QUALITY ASSURANCE & INNOVATION

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.

4: PUBLIC SAFETY OUTREACH

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.

5: EMERGENCY PREPAREDNESS

Individuals with developmental disabilities and their families get the information to be prepared for emergencies.

6: ADULT TRANSITION

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.

7: EARLY START

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.

8: EMPLOYMENT FIRST

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.

9: EMPLOYMENT/PSE ADVOCACY

Working age adults with developmental disabilities have the necessary information, tools and supports to succeed in inclusive and gainful work opportunities.

10: HEALTH

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.

11: HOUSING ACCESS

Individuals with developmental disabilities have access to affordable and accessible housing that provides control, choice and flexibility regarding where and with whom they live.

12: HOUSING DEVELOPMENT

Affordable and accessible housing units are developed in local communities to expand housing options for individuals with developmental disabilities.

13: GENERIC SERVICES

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.

14: PUBLIC POLICY

Public policy in California promotes the independence, productivity, inclusion and self-determination of individuals with developmental disabilities and their families.

15: MULTI-CULTURAL

Individuals with developmental disabilities and their families have access to information and resources in ways that reflect their language and cultural preferences.



LEGISLATIVE
and Public Policy
Platform

Approved 2014



California State Council Regional Offices

North Coast (707) 463-4700

Counties Served: Del Norte,
Humboldt, Lake, Mendocino

North State (530) 895-4027

Counties Served: Butte, Glenn,
Lassen, Plumas, Modoc,
Shasta, Siskiyou, Tehama, Trinity

Sacramento (916) 263-3085

Counties Served: Alpine, Colusa,
El Dorado, Nevada, Placer,
Sacramento, Sutter, Yolo, Yuba, Sierra

North Bay (707) 648-4073

Counties Served: Napa, Solano,
Sonoma

Bay Area (510) 286-0439

Counties Served: Alameda, Contra
Costa, Marin, San Francisco,
San Mateo

North Valley Hills (209) 473-6930

Counties Served: Amador, Calaveras,
San Joaquin, Stanislaus, Tuolumne

Silicon Valley/Monterey Bay (408) 324-2106

Counties Served: Monterey, San
Benito, Santa Clara, Santa Cruz

Sequoia (559) 222-2496

Counties Served: Fresno, Kern, Kings,
Madera, Mariposa, Merced, Tulare

Central Coast (805) 648-0220

Counties Served: San Luis Obispo,
Santa Barbara, Ventura

Los Angeles (818) 543-4631

Serving Los Angeles County

Orange County (714) 558-4404

Serving Orange County

San Bernardino (909) 890-1259

Counties Served: Inyo, Mono, Riverside,
San Bernardino

San Diego Imperial (619) 688-3323

Counties Served: Imperial, San Diego

Main Office (Headquarters)

1507 21st Street, Suite 210

Sacramento, CA 95811

(916) 322 8481

(866) 802-0514

TTY (916) 324-8420



Promise of the Lanterman Act

The Lanterman Act promises to honor the needs and choices of individuals with IDD by establishing an array of quality services throughout the state. Services shall support people to live integrated, productive lives in their home communities, in the least restrictive environment. Access to needed services and supports must not be undermined through categorical service elimination, service caps, means testing, or family cost participation fees and other financial barriers. California must not impose artificial limitations or reductions in community-based services and supports that would compromise the health and safety of persons with IDD.

RATES FOR SERVICES

The state must restore rates to adequately support the availability of quality services for people with all disabilities in all the systems that serve them. A planned and systematic approach to rate adjustments must prioritize and incentivize services and supports that best promotes self-determination, independence, employment, and inclusion in all aspects of community life.

VICTIMS OF CRIME

All people have a right to be safe; however, individuals with IDD experience a much greater rate of victimization, and a far lower rate of prosecution for crimes against them, than does the general public. The same level of due process protections must be provided to all people. Individuals with IDD need to be trained in personal safety, how to protect themselves against becoming victims of crime, and how their participation in identification and prosecution can make a difference. Law enforcement personnel must be trained in how to work with people with IDD who they interact with during the course of their duties, including those who are victims of crimes.



QUALITY OF SERVICES AND SUPPORTS

The State of California must ensure that funding is used to achieve positive outcomes for individuals with IDD and their families. The state must streamline burdensome and duplicative regulations and processes that do not lead to positive outcomes for people with IDD and their families. Quality assessment and oversight must be provided by the state; it must measure what matters, be administered in a culturally competent manner, and the results made public and used to improve the system of services and supports.

SELF-ADVOCACY

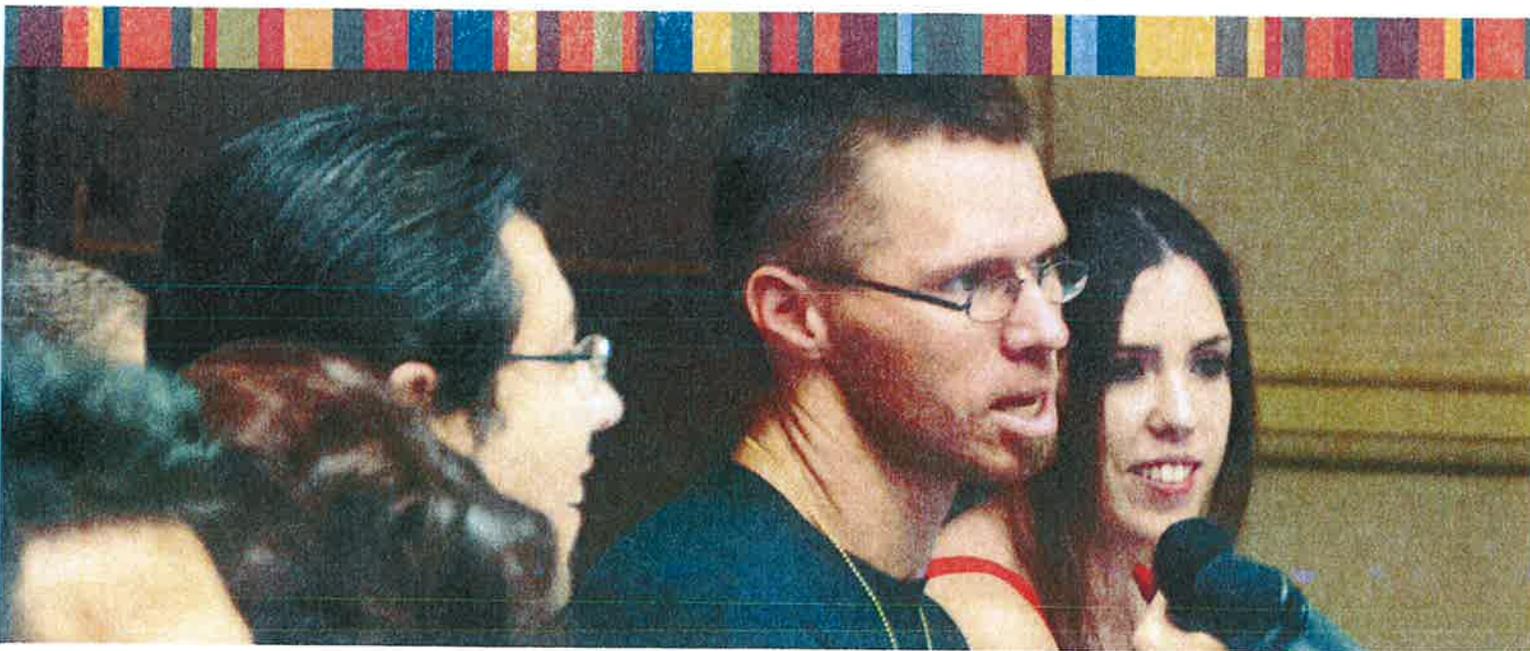
Individuals with IDD must be supported to exert maximum control over their lives. They must be provided the opportunity and support to assume their rightful leadership in the service system and society, including voting and other civic responsibilities. Self-advocates must have access to enhanced training, plain language materials, and policy making opportunities.

COMMUNITY PARTICIPATION

Individuals with IDD must have access to and be supported to participate in their communities, with their non-disabled peers, through opportunities such as education, employment, recreation, organizational affiliations, spiritual development, and civic responsibilities.

TRANSITION TO ADULT LIFE

Education, rehabilitation, and regional center services must support students to transition to integrated competitive employment or post-secondary educational opportunities that will lead to employment. Successful strategies include starting career exploration at age 14, coordination among systems, youth empowerment in their education and service planning, integrated work experiences, family engagement, and a seamless transition to post-secondary work or education.



HEALTH CARE

Individuals must be reimbursed for insurance co-pays, co-insurance, and deductibles, when their health insurance covers therapies that are on their IPPs.

California has an obligation to assure that individuals with disabilities have continuity of care, a full continuum of health care services and equipment, and access to plain language information and supports to make informed decisions about their health care options.

California has an obligation to support the health care of individuals with IDD. This includes people with multiple health care needs, those who require routine preventative care, mental health treatment, dental care, durable medical equipment, and those with gender specific health issues.



EDUCATION

Schools must implement the goals of the Individuals with Disabilities Education Act (IDEA) to provide children with disabilities with free appropriate public education and prepare them for post-secondary education, employment, and independent living. Students with disabilities will be educated alongside their non-disabled peers in the least restrictive environment. School districts and other educational authorities need to be held accountable for implementing the letter and the intent of IDEA, in all aspects, including measurable postsecondary goals.

HOUSING

Community integrated living options for individuals with IDD must be increased and enhanced through access to housing subsidy programs and neighborhood education to reduce discrimination. Permanent, affordable, accessible, and sustained housing options must be continually developed to meet both current and future needs.

EMPLOYMENT

A regular job with competitive pay gives people an opportunity to contribute and be valued at a work site; it gives them a chance to build relationships with co-workers, be a part of their communities, and contribute to their local economies. It reduces poverty and reliance on state support, and it provides a life of greater dignity.

Integrated competitive employment is the priority outcome for working age individuals with IDD, regardless of the severity of their disability. Policies and practices must set expectations for employment, promote collaboration between state agencies, and remove barriers to integrated competitive employment through access to information, benefits counseling, job training, postsecondary education, and appropriate provider rates that incentivize quality employment outcomes.

EQUITY

Regional center services and supports must be distributed equitably so that individuals receive culturally and linguistically competent services and supports that meet their needs, regardless of their race, ethnicity, or income. Disparities in services can result in severe health, economic, and quality of life consequences.



TRANSPORTATION

Access to transportation is essential to the education, employment, and inclusion of individuals with disabilities. Individuals with IDD must be a part of transportation planning and policymaking to assure their needs and perspectives are heard and addressed. Mobility training must be a standard program among public transportation providers to increase the use of public transportation and reduce reliance on more costly segregated systems.



SELF-DETERMINATION

Individuals with IDD and their families must be given the option to control their service dollars and their services through Self-Determination. With the support of those they choose and trust, people with IDD and their families are best suited to understand their own unique needs, develop their own life goals, and construct those services and supports most appropriate to reach their full potential. Self-Determination gives individuals the tools and the basic human right to pursue life, liberty, and happiness in the ways that they choose.



About the Council

The federal Developmental Disabilities Assistance and Bill of Rights Act of 2000 establishes State Councils on Developmental Disabilities in each of the 56 states and territories to promote self-determination, independence, productivity, integration, and inclusion in all aspects of community life for people with intellectual and developmental disabilities (IDD) and their families. The Lanterman Act establishes the California State Council on Developmental Disabilities (Council) to fulfill those obligations through advocacy, capacity building, and systems change.

To that end, the Council develops and implements goals, objectives, and strategies designed to improve and enhance the availability and quality of services and supports.

The Council is comprised of 31 members appointed by the Governor, including individuals with disabilities and their families, and representatives from Disability Rights California, the University Centers for Excellence in Developmental Disabilities, and state agencies.

In addition to the Council's Sacramento headquarters, 13 regional offices support individuals with IDD and their families through activities such as advocacy training, monitoring, and public information. The Council strives to ensure that appropriate laws, regulations, and policies pertaining to the rights of individuals are observed and protected.

This document conveys the Council's position on major policy issues that affect individuals with IDD and their families.

ADMINISTRATIVE COMMITTEE

DRAFT
Administrative Committee Meeting Minutes
January 26, 2016

Attending Members

Charles Harmon-Nutt (SA)
Eric Gelber
Ning Yang (SA)
Sandra Smith (FA)

Members Absent

Kris Kent
Max Duley (FA)

Others Attending

Aaron Carruthers
David Grady
Gabriel Rogin
Lynn Cach
Natalie Bocanegra
Robin Maitino

1. **Call to Order**
Chairperson Charles Harmon-Nutt (SA) called the meeting to order at 1:05 p.m.
2. **Establishment of Quorum**
A quorum was present.
3. **Welcome and Introductions**
Members and others introduced themselves.
4. **Public Comments**
Committee member Sandra Smith (SA) provided a report of the items discussed at the January 26th Sacramento Regional Advisory Committee meeting.
5. **Approval of the September 1, 2015 Minutes**
It was moved/seconded (Smith [FA]/Yang [SA]) and carried to approve the September 1, 2015 minutes as presented. (For: Smith (FA), Yang (SA). Abstain: Gelber; Harmon-Nutt.)
6. **Monthly Budget Projections**
Executive Director Aaron Carruthers provided an overview of the November and December monthly budget expenditures for fiscal year 2015-16. Director Carruthers explained that the difference in the totals reported in December's expenditures versus November's is due to end of year payouts from inherited obligations.

7. **Structural Deficit Recommendations**

On November 19, 2015, the Structural Deficit Workgroup met with the task of identifying cost savings to address the Council's \$700,000 deficit in the Basic State Grant. The Workgroup reviewed the following information during discussions: 1) the Executive Director's e-mail to staff soliciting input from all SCDD staff for recommended cost savings ideas; 2) the on-line survey questions; 3) a summary of SCDD staff's responses to that survey; 4) the objectives and values for which the Structural Deficit Workgroup worked by; and 5) budget details for headquarters and all 13 regional offices.

Chief Deputy Director (A) Gabriel Rogin presented the Committee with the ten (10) recommendations that resulted from that workgroup meeting, they are:

- (1) Eliminate the vacant CPS II position in the Orange County Office.
- (2) Eliminate the vacant CPS II position in the Bay Area Office.
- (3) Eliminate the MTARS Committee.
- (4) Limit LPPC to 6 face-to-face meetings per year.
- (5) Limit Employment-First Committee to statutorily-required members.
- (6) Limit Executive Committee to 5 face-to-face meetings per year.
- (7) Co-Locate SCDD Headquarters with the Sacramento Office.
- (8) Eliminate the Central Coast Office and expand the geographic area of the Silicon Valley/Monterey Bay Office.
- (9) Eliminate the Legislative Specialist position at SCDD Headquarters.
- (10) Eliminate the OT position at the North State Office.

Chief Deputy Rogin went on to state that if adopted, these recommendations would achieve an estimated total cost savings of \$733,500.

Committee members discussed each recommendation at length taking into consideration the pros and cons of each one. After careful consideration the following actions were taken.

It was moved/seconded (Harmon-Nutt [SA]/Yang [SA]) and carried to approve recommendations 1 through 7 as well as 9 through 10 and to forward these recommendations to the Executive Committee for further action. (Unanimous: Smith (FA); Yang (SA); Gelber; and Harmon-Nutt.)

It was moved/seconded (Smith [FA]/Harmon-Nutt [SA]) and carried to solicit the additional information listed below from staff for recommendation 8 and bring to the Executive Committee for consideration. (Unanimous: Smith (FA); Yang (SA); Gelber; and Harmon-Nutt.)

Additional Information Requested

- 1) How long has the Central Coast Office been vacant?
- 2) What are the needs of the population in the Central Coast region?
- 3) How often do people access the Central Coast Office in-person vs. by phone or email?
- 4) Which Area Boards were the Central Coast Office and Silicon Valley-Monterey Bay Office before they became SCDD regional offices?
- 5) How were the original Area Board regions determined?
- 6) If we decide to have a small satellite office in the Central Coast region, what would be the impact on the structural deficit recommendations?

8. **FY 2016-17 Budget**

Budget Officer, Lynn Cach presented the proposed FY 2016-17 SCDD budget to Committee members for review. Ms. Cach provided an explanation on why there were several line items with no funds allocated to them in the "Basic State Grant" column, stating that staff vacancies were covering the costs for those line items until such time that the Council is able to capture cost savings by implementing some or all of the structural deficit recommendations. Committee members appreciated the explanation and referred the proposed budget to the Executive Committee for action before going on to the full Council for consideration.

9. **Adjournment**

The meeting was adjourned at 3:00 p.m.

**SCDD Structural Deficit Workgroup Recommendations
Responses to Questions from the Administrative Committee
February 9, 2016**

1) How long has the Central Coast Office been vacant?

The Central Coast Office has been vacant since June 18th, 2015. Since that time, calls have been forwarded to the Silicon Valley-Monterey Bay Office and the Deputy Director of Regional Office Operations has been acting as the interim Regional Manager. For example, the Deputy Director of Regional Office Operations recently met with the Central Coast Regional Advisory Committee.

2) What are the needs of the population in the Central Coast region?

Based on a review of Activity Reports between November, 2015 and May, 2015, the work of the Central Coast Office focused primarily on self-advocacy, technical support within special education and regional centers, collaboration with Tri-Counties Regional Center, outreach (e.g. tables at local fairs), SSAN support, information dissemination, and committee participation (including event planning). The office offered materials and trainings in Spanish and had expertise in Medi-Cal eligibility. Work was completed in the office, in the community, over the phone, and email was used to distribute information to a mailing list of 1200 people. Larger organizations listed as collaborative partners included Tri-Counties Regional Center, three SELPAs, United Cerebral Palsy, and Arc Ventura County.

The emerging issue discussed most frequently was the lack of knowledge and awareness about the special education and developmental services system that was encountered by families and individuals. The volume of need for individual advocacy was beyond the capacity of SCDD Central Coast and The Office of Clients Rights. The high cost of housing led to limited housing opportunities for the developmental services community. Self-advocate training was described as very labor intensive - self-advocates needed to develop skills in the mechanics of a meeting and how to go from talk to action. Also mentioned was the regional center's lack of effort in reaching out to its population through email or community forums.

3) How often do people access the Central Coast Office in-person vs. by phone or email?

Unscheduled in-person visits are very infrequent. However, the staff in that office previously organized meetings in the office on a regular basis (e.g. Regional Advisory Committee meetings, self-advocacy meetings, etc.). Currently, and for the past 6 months, the office has received approximately 4 calls per week.

4) Which Area Boards were the Central Coast Office and Silicon Valley-Monterey Bay Office before they became SCDD regional offices?

The Central Coast Office was Area Board 9 and the Silicon Valley-Monterey Bay Office was Area Board 7.

5) How were the original Area Board regions determined?

The original 13 Area Board regions were determined based on regional center catchment areas and population size per region. Both catchment areas and population size have changed over the years and our regions no longer follow this balance.

6) If we decide to have a small satellite office in the Central Coast region, what would be the impact on the structural deficit recommendations?

An additional \$132,696 in savings would need to be identified to retain the Central Coast office and one CPS II in that office.

Currently, there no estimates on how much a one-desk office would cost yearly. Ideally, SCDD would be able to rent space within an existing office with a partner agency. If SCDD was able to do this, we may consider allowing other larger regions additional resources to do the same.

EXECUTIVE COMMITTEE

DRAFT

**Executive Committee Meeting Minutes
February 9, 2016**

Attending Members

April Lopez (FA)
David Forderer (SA)
Janelle Lewis (FA)
Charles Harmon-Nutt (SA)
Ning Yang (SA)
Sandra Smith (FA)

Members Absent

Kecia Weller (SA)

Others Attending

Aaron Carruthers
Natalie Bocanegra
Robin Maitino
Gabriel Rogin
Lynn Cach
David Grady
Wayne Glusker
Alisa Fisher-Nutt

1. Call to Order

Chairperson Ning Yang (SA) called the meeting to order at 12:35 p.m. and established a quorum.

2. Welcome and Introductions

Members and others introduced themselves.

3. Public Comments

There were no public comments.

4. Approval of October 29, 2015 Meeting Minutes

It was moved/seconded (Smith [FA]/Forderer [SA]) and carried to approve the October 29, 2015 meeting minutes as amended. (For: Forderer [SA], Yang [SA], Smith [FA], Lewis [FA]. Abstain: Harmon-Nutt [SA], Lopez [FA].)

Amendment

Add Wayne Glusker as being present.

5. Closed Session – Personnel

The Committee went into Closed Session.

6. Reconvene Open Session

No actions were taken.

Legend:
FA = Family Advocate
SA = Self-Advocate

7. **LPPC Legislative Recommendations**

Deputy Director Bob Giovati presented Senate Concurrent Resolution 98 to the Committee for their consideration. Deputy Director Giovati stated that this measure would recognize the year of 2016 as the 50th anniversary of California's community-based developmental services system and would reaffirm the commitment of the Legislature to support this system. Due to time constraints, it was his recommendation that the Executive Committee act on behalf of the Council and support this resolution. By supporting this resolution, the Council is further signifying their support for the DD system.

It was moved/seconded (Harmon-Nutt [SA]/Lopez [FA]) and carried to support Senate Concurrent Resolution 98 (Beall). (Unanimous: Forderer [SA], Yang [SA], Smith [FA], Lewis [FA], Harmon-Nutt [SA], Lopez [FA].)

8. **Draft FY 2016-17 SCDD Budget**

Budget Officer Lynn Cach provided an overview of the December monthly budget expenditures for fiscal year 2015-16. Ms. Cach explained that the totals reported in December reflected end of year payouts from inherited obligations.

Ms. Cach also presented the proposed FY 2016-17 SCDD budget to Committee members for review. Ms. Cach provided an explanation on why there were several line items with no funds allocated to them in the "Basic State Grant" column, stating that staff vacancies were covering the costs for those line items until such time that the Council is able to capture cost savings by implementing some or all of the structural deficit recommendations.

After reviewing, the Committee requested that staff add a legend at the bottom of the budget that would: 1) summarize the difference between the Governor's spending authority and the Basic State Grant; 2) provide an explanation on why several line items in the "Basic State Grant" column had no funds allocated to them; and 3) add the \$79,471 in the budget that AIDD provided in there 2016 Award Letter along with an explanation of this.

It was moved/seconded (Harmon-Nutt [SA]/Forderer [SA]) and carried to present the Proposed FY 2016-17 SCDD Budget to the full Council with the caveat that the budget reflect the additional \$79,471 and that the Committees comments/questions are addressed when presenting to the full Council. (Unanimous: Forderer [SA], Yang [SA], Smith [FA], Lewis [FA], Harmon-Nutt [SA], Lopez [FA].)

9. **Administrative Committee Structural Deficit Recommendations**

On November 19, 2015, the Structural Deficit Workgroup met with the task of identifying cost savings to address the Council's \$700,000 deficit in the Basic State Grant. The Workgroup reviewed the following information during discussions: 1) the Executive Director's e-mail to staff soliciting input from all SCDD staff for recommended cost savings ideas; 2) the online survey questions; 3) a summary of SCDD staff's responses to that survey; 4) the objectives and values for which the Structural Deficit Workgroup worked by; and 5) budget details for headquarters and all 13 regional offices.

On January 26th Chief Deputy Director (A) Gabriel Rogin presented the ten (10) recommendations, that if adopted would achieve an estimated cost savings of \$733,500, to the Administrative Committee. Those recommendations were:

- (1) Eliminate the vacant CPS II position in the Orange County Office.
- (2) Eliminate the vacant CPS II position in the Bay Area Office.
- (3) Eliminate the MTARS Committee.
- (4) Limit LPPC to 6 face-to-face meetings per year.
- (5) Limit Employment-First Committee to statutorily-required members.
- (6) Limit Executive Committee to 5 face-to-face meetings per year.
- (7) Co-Locate SCDD Headquarters with the Sacramento Office.
- (8) Eliminate the Central Coast Office and expand the geographic area of the Silicon Valley/Monterey Bay Office.
- (9) Eliminate the Legislative Specialist position at SCDD Headquarters.
- (10) Eliminate the OT position at the North State Office.

At that time, the Administrative Committee acted to support recommendations 1 through 7 and 9 through 10 above to go on to the Executive Committee for consideration. They also requested that staff provide additional information on recommendation 8 which was to consolidate the Central Coast and Silicon Valley/Monterey Bay regions into one region, before presenting to the Executive Committee.

Additional Information Requested on Recommendation 8

- 1) How long has the Central Coast Office been vacant?
- 2) What are the needs of the population in the Central Coast region?
- 3) How often do people access the Central Coast Office in-person vs. by phone or email?
- 4) Which Area Boards were the Central Coast Office and Silicon Valley-Monterey Bay Office before they became SCDD regional offices?
- 5) How were the original Area Board regions determined?
- 6) If we decide to have a small satellite office in the Central Coast region, what would be the impact on the structural deficit recommendations?

The Executive Committee then vetted through each recommendation and discussed them at length in the following order.

- 1) Eliminate the vacant CPS II position in the Orange County Office
- 2) Eliminate the vacant CPS II position in the Bay Area Office
- 3) Eliminate the MTARS Committee
- 4) Limit LPPC to 6 face-to-face meetings per year
- 5) Limit Employment-First Committee to statutorily-required members
- 6) Limit Executive Committee to 5 face-to-face meetings per year
- 7) Co-Locate SCDD Headquarters with the Sacramento Office
- 8) Eliminate the Legislative Specialist position at SCDD Headquarters
- 9) Eliminate the OT position at the North State Office

The Committee then reviewed all the information provided to them on the recommendation to consolidate the Central Coast and Silicon Valley/Monterey Bay regions into one region.

After careful consideration, weighing the pros and cons for each recommendation, and looking at options 1 and 2 for consolidating the Central Coast office, the Executive Committee took the following actions.

It was moved/seconded (Harmon-Nutt [SA]/Lewis [FA]) and carried to move recommendations 1 through 9 to the full Council for consideration with the caveat that the limit on the LPPC and Executive Committee meetings be dependent on the need to meet. (For: Yang [SA], Smith [FA], Lewis [FA], Harmon-Nutt [SA], Lopez [FA]; Abstain: Forderer [SA]).

It was moved/seconded (Lopez [FA]/Harmon-Nutt [SA]) and carried to support recommendation 10, option 1, which is to consolidate the Central Coast and Silicon Valley/Monterey Bay regions into one region. (For: Lopez [FA], Yang [SA], Harmon-Nutt [SA]; Oppose: Forderer [SA]; Abstain: Lewis [FA], Smith [FA]).

10. **2017-2021 State Plan Goals and Objectives**

As directed by the Council at the January 20th meeting, Deputy Director (A) Vicki Smith presented revised the State Plan Goals to the Committee for consideration.

If approved, the revised goals would be as follows:

Goal 1: Employment

Californians with I/DD and their families reflecting the diversity of the state will have increased information to obtain competitive, integrated employment.

Goal 2: Housing

People with I/DD and their families reflecting the diversity of the state will have increased information to access affordable, accessible, safe, and fully integrated housing that provides choice and flexibility regarding where and with whom they live.

Goal 3: Health and Safety

Californians w/ I/DD and their families reflecting the diversity of the state will have increased information to access health, public safety, and related services that meet their needs and health care choices.

Goal 4: Early Intervention & Education

Californians with I/DD and their families reflecting the diversity of the state will have increased information, in order to obtain inclusive educational services throughout the lifespan.

Goal 5: Formal & Informal Community Supports

Californians with I/DD and their families reflecting the diversity of the state will have increased information and supports to access community-based services available to the general population.

Goal 6: Self-Advocacy

Californians with I/DD and their families reflecting the diversity of the state will have increased information and supports to advocate for civil and service rights to achieve self-determination, integration and inclusion in all areas of community life.

It was moved/seconded (Harmon-Nutt [SA]/Lewis [FA]) and carried to approve the goals as presented above for the 45-day public comment period. (Unanimous: Smith (FA); Yang (SA); Gelber; and Harmon-Nutt.)

11. **Establish March Council Agenda**

Committee members reviewed the proposed March 8th Council agenda provided to them on pages 15-17 of the packet. Members agreed to the proposed items with the caveat that Council Chair April Lopez could revise as needed.

12. **2016 Executive Committee Meeting Dates**

Committee members reviewed the proposed Executive Committee dates on page 18 of the packet and established the following meeting dates for 2016:

Tuesday, April 19th

Tuesday, June 14th

Tuesday, August 16th

Tuesday, October 11th

13. **Conflict of Interest (COI) Code Amendment**

Legal Counsel Natalie Bocanegra presented several possible approaches for addressing the reporting of income by designated employees (including by Councilmembers) on the Form 700. While there was some discussion regarding the benefit of a simple rule and the possibility of just letting the FPPC determine whether a source needed to be reported, the Committee took no formal action. Legal Counsel Bocanegra advised that the matter would be taken back to the Council for consideration and adoption of final language.

14. **Adjournment**

Chairperson Yang (SA) adjourned the meeting at 4:07 p.m.

January-16

FEDERAL GRANT (BSG)

	Annual Grant Award	Monthly Expenditure	Year-To-Date Expenditure	Balance	Projected Y E Surplus/Deficit
Personal Services & Benefits	\$ 5,374,900	\$ 538,151	\$ 1,743,206	\$ 3,631,694	\$ 48,428
Operating Expenses	\$ 1,168,480	\$ 159,729	\$ 521,434	\$ 647,046	\$ -447,725
Grants / Special Items	\$ -	\$ -	\$ -	\$ -	\$ -260,000
Total	\$ 6,543,380	\$ 697,880	\$ 2,264,640	\$ 4,278,740	\$ -659,297

QUALITY ASSURANCE (QA)

	Annual Budget	Monthly Expenditure	Year-To-Date Expenditure	Balance
Personal Services & Benefits	\$ 1,743,876	\$ 133,135	\$ 956,812	\$ 787,064
Operating Expenses	\$ 892,234	\$ 16,207	\$ 384,309	\$ 507,925
Total	\$ 2,636,110	\$ 149,342	\$ 1,341,121	\$ 1,294,989

CRA/VAS

	Annual Budget	Monthly Expenditure	Year-To-Date Expenditure	Balance
Personal Services & Benefits	\$ 1,215,055	\$ 91,788	\$ 678,240	\$ 536,815
Operating Expenses	\$ 557,945	\$ 12,464	\$ 123,046	\$ 434,899
Total	\$ 1,773,000	\$ 104,252	\$ 801,286	\$ 971,714

State Council on Developmental Disabilities



 **Council Budget**
October 1, 2016 – September 30, 2017

Released 02-10-2016

Explanation of Terms

- Expenditure – Items bought and paid for within a fiscal year
- Calendar Year – January 1 thru December 31
- State Fiscal Year – July 1 thru June 30
- Federal Fiscal Year – October 1 thru September 30



What is a Budget?

- An itemized summary of likely income and expenses for a given period
 - Basic State Grant (Federal Funds)
 - Quality Assessment (State Contract)
 - Clients' Rights Advocates/Volunteer Advocacy Services (State Contact)



The Budget Process

- January - The Governor releases a proposed budget
- February- Staff starts preparing Council's budget for review
- February- Administrative Committee and Executive Committee review and approve/ revise proposed budget for Council review
- March & May- Full Council review of proposed budget



Governor's Proposed Budget

- The Legislature is currently reviewing the proposed budget
- Legislature and Governor must adopt and enact a budget by June 30, 2016
- If SCDD's budget is changed, staff will bring it back for Council review



Spending Authority

- Governor's spending authority is the amount of money the Governor's Office and Dept. of Finance determine SCDD needs to operate
- No department is allowed to spend more than what the Governor authorizes
- Spending authority does not always match the amount the department receives in actual dollars



2016-2017 Proposed Budget

- The proposed SCDD budget is in alignment with a vision of 'living within our means'
- To increase transparency and consistency, the proposed budget allocations are based on actual grant dollars received rather than on the Governor's budgeted authority
- It is with all staff & management positions filled



2016-2017 Proposed Budget

continue...

- If all positions are filled and fixed costs are funded, there would be no additional monies to fund other line items in the Operating Expense and Equipment category (OE & E) for the Basic State Grant (BSG)
- Salary savings captured through staff vacancies have been used to offset OE&E expenditures



Council Budget Summary

State Council on Developmental Disabilities
Basic State Grant Budgeted Line
Proposed 2016-17 Budget

Fiscal Year 2016-17

	Fiscal Year 2016-17			TOTAL
	State Grant (BSG)	Contract/Agreement/Advisory/State Contract	Quality Improvement State Contract	
1. Personnel Services				
No Salary & Wages	\$ 5,390,194	\$ 781,000	\$ 1,589,000	\$ 7,760,194
Temporary Help / Consultants	\$ 46,300	\$ -	\$ -	\$ 46,300
Benefits	\$ 1,279,000	\$ 198,000	\$ 364,000	\$ 1,741,000
Food/Personal Services	\$ 6,428,319	\$ 1,139,000	\$ 1,217,000	\$ 8,784,319
2. Direct Materials and Equipment				
General Expenses	\$ -	\$ 25,000	\$ 19,000	\$ 44,000
Printing	\$ -	\$ 5,000	\$ 10,000	\$ 15,000
Communications	\$ -	\$ 25,000	\$ 30,000	\$ 55,000
Postage	\$ -	\$ 1,000	\$ 10,000	\$ 11,000
In-State Travel	\$ -	\$ 6,000	\$ 55,000	\$ 61,000
Out-of-State Travel	\$ -	\$ -	\$ -	\$ -
Training (Fellowship and Registration)	\$ -	\$ 15,000	\$ 1,000	\$ 16,000
Facilities/Programs (Rent)	\$ 457,000	\$ 11,000	\$ 13,000	\$ 481,000
Utilities	\$ -	\$ -	\$ 2,000	\$ 2,000
Miscellaneous/Operational Services	\$ 775,000	\$ 13,000	\$ 973,000	\$ 1,761,000
Contract Services	\$ -	\$ 3,000	\$ 11,000	\$ 14,000
Direct Procurement (Materials, Supplies, etc.)	\$ -	\$ 45,000	\$ 75,000	\$ 120,000
Statewide Contract Adherence Plan (SWACAP)	\$ 15,000	\$ -	\$ -	\$ 15,000
Other Expenses	\$ -	\$ 177,000	\$ 46,000	\$ 223,000
Food/Personal Services and Equipment	\$ 395,000	\$ 528,000	\$ 875,000	\$ 1,798,000
3. Community Grants	\$ 480,000	\$ -	\$ -	\$ 480,000
4. Total Council Budget 16-17 (Total Basic State Grant Award)	\$ 8,406,500	\$ 1,277,000	\$ 2,534,000	\$ 12,217,500
5. AIDD Funded Expenses	\$ 79,471	\$ -	\$ -	\$ 79,471
6. Total Budget Council Budget 16-17	\$ 8,485,971	\$ 1,277,000	\$ 2,534,000	\$ 12,296,971
7. Total Governor Spending Authority	\$ 7,133,000	\$ -	\$ -	\$ 7,133,000

Summary:

SCDD's spending is determined by two factors: 1) the Governor's Spending Authority, and 2) dollars we receive from funding sources.

The Governor's Spending Authority is the amount of money the Governor's Office and Department of Finance determine SCDD needs to operate. AIDD and our contracts with DDS determine how much SCDD receives in grant and contract funding. These two numbers may not be the same but both determine how much SCDD can spend.

Currently, the Governor's budget allocates more spending authority than SCDD receives in actual dollars for the Basic State Grant (BSG). In the past, SCDD built the proposed budget based on the amount of Governor's Spending Authority. This proposed budget is based on dollars we believe SCDD will receive.

In the proposed budget, all staff and management positions are identified as being filled.

If all positions are filled and fixed costs (e.g. rent, contracts, state fees etc.) are funded, there will be no funding available for other necessary line items (e.g. travel, general expenses, printing, postage, etc.).

In the past, SCDD has used savings from staff vacancies to pay for (otherwise unfunded) line item expenditures in OE&E.

Basic State Grant (BSG) Updates:

In February, AIDD increased the 2016 grant award by \$79,471. Executive Committee supports using the increased award to offset the ongoing facility rental cost and personal service increases (e.g. salaries and benefits).

The structural deficit proposal recommended by the Executive Committee should address the structural deficit gap of \$700,000.

Proposed SCDD FY 16-17 Budget

01 Salaries & Benefits

\$8,406,500

02 General Expense

General Expense Subscriptions, Dues, Misc. office supplies, meetings, conferences

\$ 104,000

Proposed SCDD FY 16-17 Budget

<p>03 Printing <small>Printing Pamphlets, brochures, photocopier expense</small></p>		<p>\$ 30,000</p>
<p>04 Postage <small>Postage All postage, postage meter includes courier, bulk mail, FedEx and other overnight charges</small></p>		<p>\$ 54,000</p>

Proposed SCDD FY 16-17 Budget

<p>05 Communications <small>Communication: Telephone - includes fax machine, #800, teleconferences Cell phone - cell phone expenditures</small></p>		<p>\$ 55,000</p>
<p>06 Travel <small>Travel : Mileage reimbursement for Council members; Administrative Coordinator, routine conferences; per diems, airfare</small></p>		<p>\$ 119,000</p>

Proposed SCDD FY 16-17 Budget

07 Training		\$ 16,000
08 Facilities Operations (rent)		\$ 700,000

Proposed SCDD FY 16-17 Budget

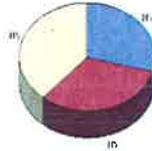
09 Utilities		\$ 2,000
10 Interdepartmental Contracts		\$ 564,400
	<p>Contracts with Dept. of Social Services, Office of Technology, CalHR, Dept. of General Services etc.</p>	
		

Proposed SCDD FY 16-17 Budget

11 **Data Processing & Equipment** **\$ 113,000**
Data Processing: Pc leases, netbooks (QA contract), supplies, software licenses



12 **Statewide Cost Allocation (SWACAP)** **\$ 25,000**
SWACAP: Represents General Fund recoveries of statewide general administrative costs (i.e., indirect costs incurred by central service agencies) from federal funding sources (Government Code (GC) Sections 13332.01 through 13332.02) Statewide Cost Allocation Plan (SWCAP), like Pro Rata, apportions central services costs to state departments. However, SWCAP includes only statewide central services that are allowable under federal cost reimbursement policies



Proposed SCDD FY 16-17 Budget

13 **External Contract Services** **\$ 15,000**
External Contracts: Janitorial services, water delivery services, copier contracts, business supplies contract



14 **Other Items of Expense** **\$ 440,480**
Other Items of Expense: Misc. client services, late payment penalties, facilitation stipends and travel costs. Anything that does not fall under any of the previous categories



Total Council Budget



Basic State Grant (BSG) <small>Federal Funds</small>	\$6,543,380
Quality Assessment (QA) <small>State Contract</small>	\$2,584,000
Client's Rights Advocates Volunteer Advocacy(CRA/VAS) <small>State Contract</small>	\$1,777,000
Total Council Budget	\$10,904,380

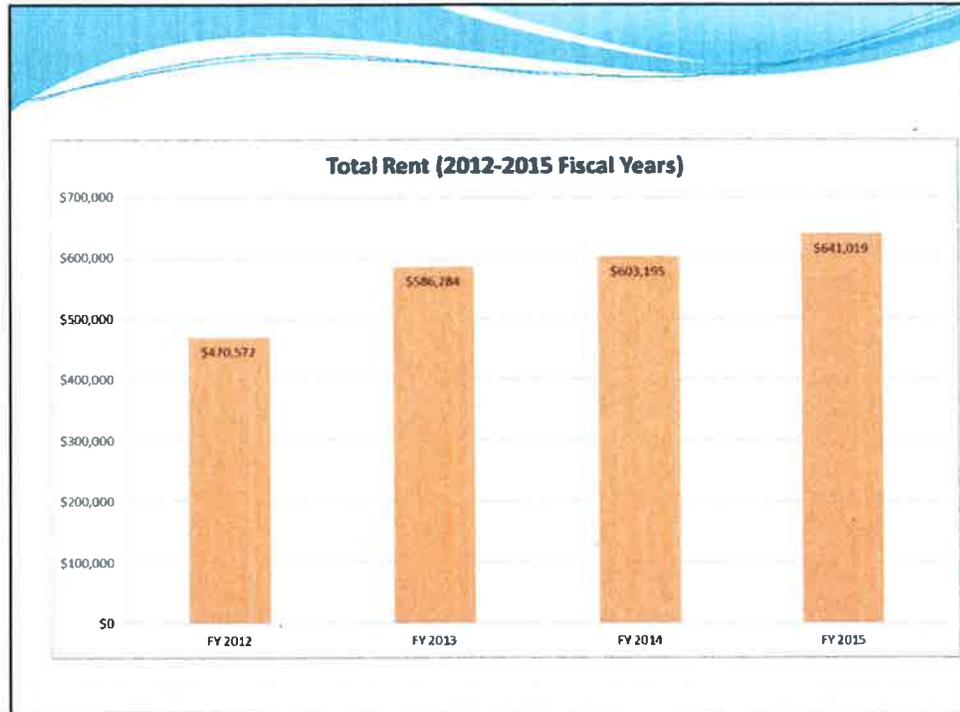
Concerns:

AIDD Increase	\$79,471
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Executive Comm. Recommendation:

Use the \$79,471 to offset the on-going increase in rental costs of facilities and other personal service (personnel) increases.





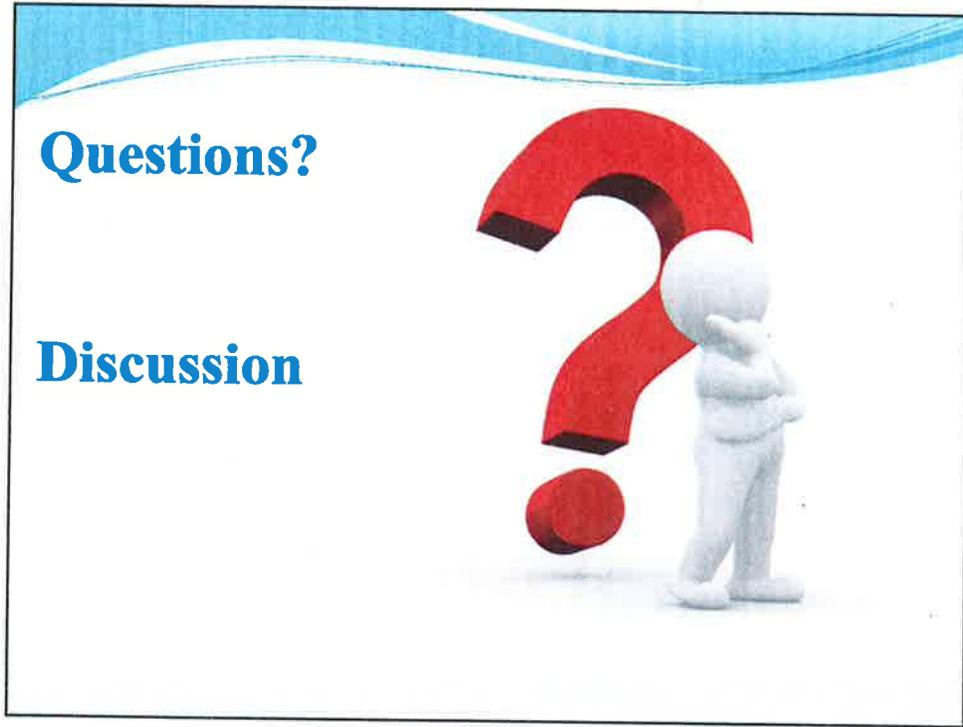
Concerns:

Basic State Grant Structural Deficit -\$ 700,000
(Prior to AIDD increase)

Executive Comm. Recommendation:

Adopt cost-saving recommendations

An illustration at the bottom of the slide shows a group of colorful, stylized human figures in red, orange, yellow, blue, and green. Above them are several overlapping thought bubbles in various colors, symbolizing collective ideas or concerns.



**State Council On Developmental Disabilities
State Council Budgeted Base
Proposed 2016-17 Budget**

Fiscal Year 2016-17

	Basic State Grant (BSG)	Clients' Rights Advocates/ Volunteer Advocacy	Quality Assessment	TOTAL
	Federal Funds	State Contract	State Contract	
1. Personal Services:				
Net Salaries & Wages	\$ 3,596,009	\$ 821,000	\$ 1,183,000	\$ 5,600,009
Temporary Help / Honorarium	\$ 66,500	\$ -	\$ -	\$ 66,500
Staff Benefits	\$ 1,776,000	\$ 398,000	\$ 566,000	\$ 2,740,000
Total Personnel Services	\$ 5,438,509	\$ 1,219,000	\$ 1,749,000	\$ 8,406,509
2. Operating Expense and Equipment:				
General Expenses	\$ -	\$ 75,000	\$ 29,000	\$ 104,000
Printing	\$ -	\$ 9,000	\$ 21,000	\$ 30,000
Communications	\$ -	\$ 25,000	\$ 30,000	\$ 55,000
Postage	\$ -	\$ 14,000	\$ 40,000	\$ 54,000
In-State Travel	\$ -	\$ 64,000	\$ 55,000	\$ 119,000
Out-of-State Travel	\$ -	\$ -	\$ -	\$ -
Training (Tuition and Registration)	\$ -	\$ 15,000	\$ 1,000	\$ 16,000
Facilities/Operations (Rent)	\$ 465,000	\$ 24,000	\$ 211,000	\$ 700,000
Utilities	\$ -	\$ -	\$ 2,000	\$ 2,000
Interdepartmental Services	\$ 275,400	\$ 134,000	\$ 155,000	\$ 564,400
External Contract Services	\$ -	\$ 3,000	\$ 12,000	\$ 15,000
Data Processing (Software, Supplies, etc.)	\$ -	\$ 18,000	\$ 95,000	\$ 113,000
Statewide Cost Allocation Plan (SWACAP)	\$ 25,000	\$ -	\$ -	\$ 25,000
Other Expenses	\$ -	\$ 177,000	\$ 184,000	\$ 361,000
Total Operating Expenses and Equipment	\$ 765,400	\$ 558,000	\$ 835,000	\$ 2,158,400
3. Community Grants	\$ 260,000	\$ -	\$ -	\$ 260,000
4. Total Council Budget (1 + 2 + 3) (Total Basic State Grant Award)	\$ 6,463,909	\$ 1,777,000	\$ 2,584,000	\$ 10,824,909
5. AIDD Federal Increase	\$ 79,471	\$ -	\$ -	\$ 10,904,380
6. Total Revised Council Budget (4 + 5)	\$ 6,543,380			
7. Total Governor's Spending Authority	\$ 7,128,000			

Summary:

SCDD's spending is determined by two factors: 1) the Governor's Spending Authority, and 2) dollars we receive from funding sources. The Governor's Spending Authority is the amount of money the Governor's Office and Department of Finance determine SCDD needs to operate. AIDD and our contracts with DDS determine how much SCDD receives in grant and contract funding. These two numbers may not be the same but both determine how much SCDD can spend.

Currently, the Governor's budget allocates more spending authority than SCDD receives in actual dollars for the Basic State Grant (BSG). In the past, SCDD built the proposed budget based on the amount of Governor's Spending Authority. This proposed budget is based on dollars we believe SCDD will receive.

In the proposed budget, all staff and management positions are identified as being filled. If all positions are filled and fixed costs (e.g. rent, contracts, state fees etc.) are funded, there will be no funding available for other necessary line items (e.g. travel, general expenses, printing, postage, etc.).

In the past, SCDD has used savings from staff vacancies to pay for (otherwise unfunded) line item expenditures in OE&E.

Basic State Grant (BSG) Updates:

In February, AIDD increased the 2016 grant award by \$79,471. Executive Committee supports using the increased award to offset the ongoing facility rental cost and personal service increases (e.g. salaries and benefits).

The structural deficit proposal recommended by the Executive Committee should address the structural deficit gap of \$700,000.

Structural Deficit Process

9/14/15 to 10/05/15 – Survey open to Council Members and staff. 136 cost-saving ideas received.

11/19/15 – Structural Deficit Workgroup meets and agrees to 10 recommendations.

1/26/16 – Administrative Committee votes in favor of 9 recommendations and requests additional information on 1 recommendation (office consolidation).

2/9/16 – Executive Committee votes in favor of all 10 recommendations.



Structural Deficit Process

Values

- 1) Cost saving ideas must be aligned with SCDD's mission
- 2) Recommendations should minimize impact on existing SCDD staff
- 3) The workgroup is part of a larger, public process
- 4) Actions will only be taken in a thoughtful, deliberate manner
- 5) SCDD must live within our means

Recommendations Staff Positions

Eliminate the vacant Community Program Specialist II (field representative) position in the Orange County Office

Estimated Cost Savings - \$100,000

Rationale: 1) The position is currently vacant; 2) The Orange County Office has an over-allocation of CPS II personnel relative to other SCDD offices.

Eliminate the vacant Community Program Specialist II (field representative) position in the Bay Area Office

Estimated Cost Savings - \$80,000

Rationale: 1) The position is currently vacant; 2) The Bay Area Office has an over-allocation of CPS II personnel relative to other SCDD offices.

Recommendations Staff Positions

Eliminate the Legislative Specialist position at SCDD Headquarters

Estimated Cost Savings - \$82,000

Rationale: 1) The position is currently vacant; 2) The position was to be converted to a CPS II position. However, upon further review, the current CPS II distribution is sufficient.

Eliminate the Office Technician (front office staff) position at the North State Office

Estimated Cost Savings - \$52,000

Rationale: 1) The position is currently vacant; 2) The OT at the North Coast Office can cover both regions, given the relatively low population sizes.

Recommendations Committees

Eliminate the Monitoring and Technical Assistance Review System (MTARS) Committee

Estimated Cost Savings - \$6,000

Rationale: Given progress with the MTARS process, the MTARS Committee is no longer necessary.

Limit the Legislative and Public Policy Committee (LPPC) to 6 face-to-face meetings per year

Estimated Cost Savings - \$20,000

Rationale: 1) 6 meetings per year should be sufficient, given the legislative cycle; 2) The Committee can meet more often by phone (or in-person), as needed.

Recommendations Committees

Limit the Employment-First Committee to the statutorily-required members (state and federal partners plus a self-advocate)

Estimated Cost Savings - \$12,000

Rationale: 1) Bring Committee into alignment with statute; 2) Committee can still consult with additional stakeholders, as necessary; 3) Smaller size will allow Committee to hold meetings at SCDD Headquarters instead of a hotel.

Limit the Executive Committee to 5 face-to-face meetings per year

Estimated Cost Savings - \$2,500

Rationale: 1) Committee only needs to meet every other month (between full Council meetings); 2) There is typically no need for the Committee to meet in December, given natural workflow; 3) The Committee can meet more often by phone (or in-person), as needed.

Recommendations Office Consolidation

Consolidate the Central Coast and Silicon Valley/Monterey Bay Regions into one region and have one office

Estimated Cost Savings - \$334,000

Rationale: 1) The Central Coast Office is currently vacant. Therefore, there will be minimal staff impact; 2) This change will result in significant cost savings; 3) The Silicon Valley/Monterey Bay Region would still have a manageable population size (relative to other SCDD offices); 4) There are cultural similarities between the two regions; 5) This would create the same office and staff structure of regions with large geographic regions and populations.



Recommendations Office Co-Location

Co-Locate SCDD Headquarters with the Sacramento Office

Estimated Cost Savings - \$45,000

Rationale: Sharing common space will decrease overhead costs and increase efficiencies.

Recommendations Office Consolidation (Option 2)

Consolidate the Central Coast and Silicon Valley/Monterey Bay Regions into one region and maintain a physical presence in both the north and south part of the counties

Estimated Cost Savings - \$202,304

Pros: 1) A logical consolidation given the culture of the areas; 2) Allows for a physical presence and one staff person in an area of California that has long had a physical presence and staff.

Cons: 1) Additional \$98,000 in cost savings need to be identified to close the structural deficit; 2) Would create unequal resources, in that regions of the same large geographic and population size have only one office and a standard compliment of staff.

Possible Solutions for Additional Cost Savings

Consolidate the North Coast and North State Regions into one region and maintain a physical presence in both regions

Estimated Cost Savings - \$83,000

Pros: 1) Creates additional savings; 2) Combines two regions with low populations; 3) Would have less impact on staff than other possible consolidations.

Cons: 1) Cost savings only come from one salary savings by eliminating the Manager (the savings from the OT position was already scored in a different recommendation); 2) Would result in laying off a Manager; 3) Would require additional cost savings; 4) Would create unequal resources, in that regions of the same large geographic and population size have only one office and a standard compliment of staff.

Possible Solutions for Additional Cost Savings

Consolidate the North Bay and Sacramento Regions into one region and maintain a physical presence in both regions

Estimated Cost Savings - \$135,000

Pros: 1) Cost savings achieved.

Cons: 2) Combines another region; 2) Results in laying off a Manager and eliminating an OT.

Note: This approach raises the question about why these large areas have additional offices and staff when Sequoia and San Bernardino are as large or larger and do not have additional offices and staff. To be equitable, the Council may need to consider additional offices and staff in these regions too.

STATE PLAN COMMITTEE

DRAFT 2-2-16 State Plan Committee Meeting Summary Points

- **Members:** Sandra Aldana (SA), Rebecca Donabed (SA), Carmela Garnica (FA), Robin Hansen, Janelle Lewis (FA), Sandra Smith (FA)
- **Public:** Connie Lapin, Harvey Lapin, Jay Lytton
- **Staff:** Bob Giovati, Vicki Smith, Dawn Morley and Janet Fernandez

Committee Chair, Sandra Smith, called the meeting to order at 10:10.

Public Comments – A member of the public commented that the Council must monitor the service system for equitable access that addresses the specific needs of individuals, reflecting the core principle of person-centered planning.

Discussion of Possible State Plan Goals and Objectives

At the January 20, 2016 meeting, the Council accepted the Proposed State Plan (in concept), with the directive that the State Plan Committee convene to develop policy language and build measurements into the State Plan Objectives. The revised (Proposed) State Plan Goal and Objective document would then be forwarded to the Executive Committee for approval at the 2-9-16 meeting to release the document for the required 45-Day public comment period. It was noted that only substantive changes to Goals will require an additional public comment period; changes to Objectives do not require an additional comment period.

The website Introduction (Link: [Attachment 1](#)) will include a link to a section in which the public may submit on-line input to the Proposed State Plan, during the 45-day public comment period.

The Final State Plan must be submitted to AIDD by August 15, 2016.

Committee members reviewed documents that were submitted to Council staff after the 1-20-16 Council meeting which outlined suggested language changes and comments for consideration by the Committee.

Based on the Council's recommendations, submitted comments, and further Committee discussion, the State Plan Committee reviewed and revised the proposed language for Goals and corresponding Objectives (Link: [Attachment 2](#)).

Goal 1 and Objectives: Moved/Seconded (Hansen/Lewis [FA]) to adopt the language, as revised by the Committee and bring to the Executive Committee.

Goal 2 and Objectives: Moved/Seconded (Lewis [FA]/Smith [FA]) to adopt the language, as revised by the Committee and bring to the Executive Committee.

Goal 3 and Objectives: Moved/Seconded (Lewis [FA]/Donabed [SA]) to adopt the language, as revised by the Committee and bring to the Executive Committee.

Goal 4 and Objectives: Moved/Seconded (Aldana [SA]/Donabed [SA]) to adopt the language, as revised by the Committee and bring to the Executive Committee.

Goal 5 and Objectives: Moved/Seconded (Lewis [FA]/Smith [FA]) to adopt the language, as revised by the Committee and bring to the Executive Committee.

Goal 6 and Objectives: Moved/Seconded (Lewis [FA]/Smith [FA]) to adopt the language, as revised by the Committee and bring to the Executive Committee.

Roll Call Voting Record:

Member Name	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5	Goal 6
Sandra Aldana	For	Not present	For	For	For	For
Rebecca Donabed	For	For	For	For	For	Not present
Carmela Garnica	Not Present	For	For	For	For	For
Robin Hansen	For	Not Present				
Janelle Lewis	For	For	For	For	For	For
Sandra Smith	For	For	For	For	For	For

Meeting adjourned 4:30 p.m.

Next Meeting is scheduled for 2-11-2016 from 9:30-3:30.

Attachment 1

The State Plan Committee is asking for public comments on the proposed 2017-21 State Plan. This public comment period will be open for 45 days. If, based on public comments, the State Plan Committee makes major changes to one or more goals, the revised State Plan will be submitted for another 45-day public comment period.

***Changes to one or more objectives will not require an additional public comment period.**

****The final State Plan will include a 2-year work plan that describes actual activities designed to meet the goals and objectives.**

The final State Plan will be submitted to the Administration on Intellectual and Developmental Disabilities (AIDD) by August 15, 2016.

Attachment 2

Goal 1: Employment

Californians with I/DD and their families reflecting the diversity of the state will receive the necessary information and supports to increase competitive, integrated employment.

- 1. The Council will identify, create and disseminate culturally competent strategies and resources that facilitate competitive, integrated employment (CIE) of people with I/DD.**
- 2. The Council will continue to convene an Employment First Committee and collect and monitor employment data related to people with I/DD.**
- 3. The Council, in consultation with its federal partners, will identify, advocate on, and/or sponsor legislative, regulatory or policy changes to increase CIE for people with I/DD.**

Goal 2: Housing

People with I/DD and their families reflecting the diversity of the state will have access to affordable, accessible, safe, and fully integrated housing that provides choice and flexibility regarding where and with whom they live.

- 1. The Council will work with local housing entities to encourage the development and/or provision of community housing for people with I/DD.**
- 2. The Council will monitor and address barriers to housing for people with I/DD.**
- 3. The Council, in consultation with its federal partners, will identify, advocate on, and/or sponsor legislative, regulatory or policy changes to increase housing for people with I/DD.**

Goal 3: Health and Safety

Californians w/ I/DD and their families reflecting the diversity of the state will have increased access to health, public safety, and related services that meet their needs and health care choices.

- 1. The Council and its federal partners will increase knowledge and awareness through training and outreach to people with I/DD and their families about the availability of and access to health and public safety-related services and supports.**
- 2. The Council, its federal partners, and self-advocates will offer and provide information and training to law enforcement, court personnel, health care providers, and/or other care professionals about disability-related health and safety issues.**
- 3. The Council will identify, advocate on, and/or sponsor legislative, regulatory or policy changes designed to increase accessibility to health care, increase public safety services, and decrease service disparities in unserved/underserved populations.**

Goal 4: Early Intervention & Education

Californians with I/DD and their families reflecting the diversity of the state will have increased information to obtain inclusive education services throughout the lifespan.

- 1. The Council and its federal partners will provide training and disseminate information on developmental milestones and intervention services for families of young children and professionals.**
- 2. The Council, in consultation with its federal partners and other stakeholders, will increase awareness and knowledge for families and self-advocates about the availability of and access to inclusive educational services.**
- 3. The Council, in consultation with its federal partners and in collaboration with educators and stakeholders, will provide information and technical assistance to prepare students, families and professionals to successfully develop individualized transition plans.**

Goal 5: Formal & Informal Community Supports

Californians with I/DD and their families reflecting the diversity of the state will have information and supports to access community-based services available to the general population.

- 1. The Council, in collaboration with its state and federal partners, will monitor Department of Developmental Services Purchase-of-Service data collected on culturally and linguistically diverse groups, to identify and/or respond to disparities and gaps in services for unserved/underserved people with I/DD.**
- 2. The Council will collaborate with state and community stakeholder groups to annually monitor the transition process of people with I/DD from institutional to community settings to ensure that appropriate placements and services are available.**
- 3. The Council will work with community stakeholders to provide outreach, training, and technical assistance and will work to improve the quality of and access to services, including (but not limited to) Regional Centers, education, transportation, public benefits, child care, and recreation for people with I/DD and their families.**
- 4. The Council will identify, advocate on, and/or sponsor legislative, regulatory or policy changes designed to increase access to quality, community-based services for people with I/DD and their families.**

Goal 6: Self-Advocacy

Californians with I/DD and their families reflecting the diversity of the state will have the information and supports to advocate for civil and service rights to achieve self-determination, integration and inclusion in all areas of community life.

- 1. The Council will provide financial and in-kind staff support toward the implementation of the Self-Determination program by increasing knowledge about self-determination and person-centered planning and by convening the Statewide Self-Determination Advisory Committee.**
- 2. The Council will provide train-the-trainer workshops to promote self-advocacy leadership skills within statewide networks.**

DRAFT 2-11-16 STATE PLAN COMMITTEE MEETING SUMMARY

- **Members Present:** Sandra Aldana (SA), Robin Hansen, Janelle Lewis (FA), and Sandra Smith (FA)
- **Members Absent:** Rebecca Donabed (SA) and Carmela Garnica (FA)
- **Guest:** Sheryl Matney, Director of Technical Assistance for the National Association of Councils on Developmental Disabilities (NACDD) Information and Technical Assistance Center for Councils (ITACC)
- **Staff Present:** Aaron Carruthers, Vicki Smith, Dawn Morley and Janet Fernandez

Committee Chair, Sandra Smith, called the meeting to order at 9:50.

PUBLIC COMMENTS: None

DISCUSSION OF POSSIBLE REVISION OF STATE PLAN

Draft Revised Goals and Objectives were submitted to Sheryl Matney (NACDD/ITACC), who provided preliminary feedback regarding the draft Revised Goals and Objectives.

The revised (Proposed) State Plan Goal and Objective document was forwarded to the Executive Committee for approval at the **2-9-16** meeting. The Executive Committee approved the Goals with recommended edits (to include measurement [e.g. increase/decrease] language) and to release the Goal document for the required 45-day public comment period.

Sheryl Matney joined the group via teleconference. It was noted that only substantive changes to Goals would require an additional public comment period and AIDD requires only Goals be posted for the comment period; the posting of Objectives is discretionary. Based on possible changes to the Objectives and the timeline requirements, the Goals only will be posted for public comment but will be framed with background and process, noting that the plan will include Objectives and a Work Plan.

Ms. Matney referenced the Draft State Plan Review Tool that outlines specific elements that all State Plans must include. The Review tool will be released to the network by **March 15th** and will be used by peers to review submitted State Plans. Staff requested to receive this information in order to refine language for the Objectives, to meet specified requirements (e.g. targeted disparity, augmentative and assistive technology, specific collaborators and self-advocacy).

There was lengthy discussion regarding the targeted disparity requirement - specifically identified unserved and underserved populations - name the group, specify the disparity, identify or specify the activity. The targeted disparity objective must be in the annual work plan; activities may or may not appear in Year One or Two but must still be named in a Goal or Objective. Goals and Objects must relate to Comprehensive Review and Analysis and include

an impact statement and outcomes. Staff was tasked with incorporating the recommended element into the final State Plan document.

The Committee reviewed the entire 2-9-16 Revised Goals and Objective document with Ms. Matney, who responded to questions posed by members and provided technical assistance and guidance to fine tune the document to match expected elements of the Draft Review Tool. The document has been revised based on this discussion (see Attachment 2).

The Objectives will be subject to further review/revision, pending the March 15, 2016 release of the State Plan Review Tool.

COMMUNITY PROGRAM DEVELOPMENT: GRANT CYCLE 39

Vicki Smith disseminated a proposed timeline for the upcoming grant cycle which will focus on local grants. ([Attachment 1](#))

The Committee reviewed the document and made the following recommendations/changes:

- Due to Member scheduling, **July 5, 2016** was selected as the date for the State Plan Committee to meet and review grantee recommendations.
- Regarding the Grant approval criteria, after discussion the Committee recommended the wording be revised to state to the effect that, proposals are encouraged to reflect:
 - ✓ Innovative Programs
 - ✓ Reflect Emerging Practices
 - ✓ Address Unmet Needs
 - ✓ Replicable (e.g. in other geographic areas)

Meeting adjourned 3:17 p.m.

Next Meeting is scheduled for 3-21-16.

(Proposed) Grant Process Outline for Regional Offices

- State Plan Committee reviews process, timelines and criteria on **February 11, 2016**.
- Regional Offices, in coordination with their Regional Advisory Committees and/or local stakeholders, review 2016-21 State Plan goals and identify the two goal areas that they would like to address with their grants. Regional Offices email two goal areas to Deputy Director of Regional Office Operations by **March 9, 2016**.
- State Plan Committee meets on **March 21, 2016** to review recommendations from Regional Offices and finalize grant timelines and criteria.
- Council or Executive Committee meets via phone in early **April, 2016** to approve recommended areas of emphasis, timelines and criteria from State Plan Committee.
- Request for Proposal (RFP) Announcement on **April 15, 2016**
 - o Disseminated in all formats: mail, post to website, email and enter into FISCal (state procurement website)
- Regional Advisory Committees promote to community that RFP has been posted and encourage organizations and stakeholders to apply.
- Submission: Request for Proposals due **May 31, 2016**
 - o Submit proposal via mail or hand delivered (must be postmarked by closing date)
- Technical and Committee Review
 - o Staff reviews proposals
 - o Scoring of proposals, according to established criteria
 - o Select grantees
 - o Send recommendations to Deputy Director of Regional Office Operations by **June 30, 2016**
 - o State Plan Committee reviews recommendations **July 5th, 6th or 7th, 2016**
 - o State Plan Committee send their recommendations to the Council for approval
- Public Notice at Council Meeting on **July 22, 2016**
 - o Council meets on July 22, 2016, reviews the recommendations and approves or declines selected grants. Selected grantees will be posted on the State Council's website
 - o A hard copy of selected grantees will be posted in the Regional Office

Program Development Grant Cycle 39

- Protest Period begins on **July 23, 2016**
 - o A 10 day protest period is allowed. No action will be taken during this time unless a protest is received.
- Notification Letters sent on **August 2, 2016**
 - o Notification letter will be sent to all applicants
 - Awards and rejections
- Encumbrance Process:
 - o Staff works with grantee to receive all required documents
 - o Staff sends approved contract to Department of Social Services for encumbrance
 - o Staff sends encumbered grant to Department of General Services for approval (if required)
 - o Staff sends grantee reporting and invoicing templates
- Grant in Process:
 - o Regional Office staff will keep in contact with grantee to ensure work is being completed on schedule throughout the duration of the contract and help resolve any issues if necessary
- Billing procedures
 - o Grantee must send original invoice, year-to-date financial report and quarterly progress report to Regional Office (all originals must be signed in blue ink)
 - o Regional Office must send original invoices, year-to-date financial report and quarterly progress reports to headquarter analyst for final processing
- End of contract exiting evaluation
 - o Grantee must submit final report and billing
- Grant approval criteria
 - o Innovative
 - o Reflect Emerging Practices
 - o Address Unmet Needs
 - o Replicable (e.g. in other geographic areas)

Attachment 2:

Proposed 2017-22 State Plan and Introduction (for 45-day Public Comment Period)

The California State Council on Developmental Disabilities (SCDD) State Plan Committee (SPC) has been working over the past year to develop the Council's next 5-year strategic State Plan. The SPC began this work by collecting information throughout the state from people with intellectual/developmental disabilities (I/DD), family members, professionals, and the public about services that are important and necessary.

Information was gathered from a total of 3,350 people through town hall meetings, surveys that were collected during community events, and online surveys through Survey Monkey (*Note: surveys were provided in 16 different languages, in addition to English). Each person who responded to the survey was asked to choose 3 service areas that were most important to them. Here are the results:

Service Areas That Were Most Important to People (Regional Meetings/Surveys & Survey Monkey)	
(State &) Federal Areas of Emphasis	Total
Employment	1,432
Formal and Informal Community Supports	1,293
Housing	1,144
Education & Early Intervention	999
Self-Determination	721
Health	741
Transportation	666
Quality Assurance	655
Recreation	557
Safety/Abuse Prevention	529
Child Care	350
Other	12

Based on survey responses and thousands of comments, the SPC developed its proposed State Plan, which includes a total of 6 goals. The Council is now asking for public review of and comments on the six (6) goals in its proposed 2017-21 California State Plan.

This public comment period will be open for 45 days. If, based on public comments, the SPC makes major changes to one or more goals, the revised State Plan will be submitted for another 45-day public comment period.

The final State Plan will include multiple objectives for each goal and a 2-year work plan that describes actual activities designed to meet the goals and objectives. The final State Plan will be submitted to the Administration on Intellectual and Developmental Disabilities (AIDD) by August 15, 2016.

(Proposed) 2017-21 State Plan

Goal 1: Self-Advocacy

Californians with I/DD and their families reflecting the diversity of the state will have increased information and supports to advocate for civil and service rights to achieve self-determination, integration and inclusion in all areas of community life.

Goal 2: Employment

Californians with I/DD and their families reflecting the diversity of the state will have increased information to obtain competitive, integrated employment.

Goal 3: Formal & Informal Community Supports

Californians with I/DD and their families reflecting the diversity of the state will have increased information and supports to access community-based services available to the general population.

Goal 4: Housing

People with I/DD and their families reflecting the diversity of the state will have increased information to access affordable, accessible, safe, and fully integrated housing that provides choice and flexibility regarding where and with whom they live.

Goal 5: Early Intervention & Education (* includes Transition and PSE)

Californians with I/DD and their families reflecting the diversity of the state will have increased information, in order to obtain inclusive education services throughout the lifespan.

Goal 6: Health and Safety

Californians with I/DD and their families reflecting the diversity of the state will have increased information to access health, public safety, and related services that meet their needs and health care choices.

2017-21 State Plan: Request for Public Input

Thank you for responding to our State Plan Survey.

The Council now wants your input on our new, proposed 5-year State Plan.

The State Council on Developmental Disabilities (SCDD) has a mission to ensure that people with intellectual/developmental disabilities and their families receive the information, services and supports they need to live fulfilling, independent lives in the communities of their choice throughout the state of California. Our vision is to change lives for the better and target those areas in which the system of supports and services for people with disabilities can be improved.

To fulfill our mission, the Council has been working over the past year to collect direct input from people in communities all over California to develop the next 5-year strategic State Plan. This State Plan will direct our work for the next five years. The Council began development of our new State Plan by surveying people with intellectual/developmental disabilities (I/DD), family members, professionals, and the public about services that they believe are important and necessary.

Many of you received and responded to the State Plan survey. Information was gathered from a total of 3,350 people through town hall meetings, surveys that were collected during community events, and online surveys through Survey Monkey (*Note: surveys were provided in 16 different languages). Each person who responded to the survey was asked to choose 3 service areas that were most important. Here is what people told us is most important to them:

Service Areas That Were Most Important to People	
(Regional Meetings/Surveys & Survey Monkey)	
(State &) Federal Areas of Emphasis	Total
Employment	1,432
Formal and Informal Community Supports	1,293
Housing	1,144
Education & Early Intervention	999
Self-Determination	721
Health	741
Transportation	666
Quality Assurance	655
Recreation	557
Safety/Abuse Prevention	529
Child Care	350
Other	12

Based on survey responses and thousands of comments, the Council's State Plan Committee developed its proposed State Plan, which includes a total of 6 goals that will establish and drive the Council's work for the next five years. The Council is now asking for public review of and comments on the six (6) goals in its proposed 2017-21 California State Plan.

This public comment period will be open for 45 days.

The final State Plan will include much more detail, with multiple objectives for each of the six goals and a 2-year work plan that describes actual activities designed to meet the goals and objectives. California's proposed 5-year State Plan will be submitted to the Administration on Intellectual and Developmental Disabilities (AIDD) by August 15, 2016.

(Proposed) 2017-21 State Plan

Goal 1: Self-Advocacy

Californians with I/DD and their families reflecting the diversity of the state will have increased information and supports to advocate for civil and service rights to achieve self-determination, integration and inclusion in all areas of community life.

Goal 2: Employment

Californians with I/DD and their families reflecting the diversity of the state will have increased information to obtain competitive, integrated employment.

Goal 3: Formal & Informal Community Supports

Californians with I/DD and their families reflecting the diversity of the state will have increased information and supports to access community-based services available to the general population.

Goal 4: Housing

People with I/DD and their families reflecting the diversity of the state will have increased information to access affordable, accessible, safe, and fully integrated housing that provides choice and flexibility regarding where and with whom they live.

Goal 5: Early Intervention & Education (* includes Transition and Post-Secondary Education)

Californians with I/DD and their families reflecting the diversity of the state will have increased information, in order to obtain inclusive education services throughout the lifespan.

Goal 6: Health and Safety

Californians with I/DD and their families reflecting the diversity of the state will have increased information to access health, public safety, and related services that meet their needs and health care choices.

**Please click here to give us your comments on the
Council's proposed State Plan.**

EMPLOYMENT FIRST COMMITTEE



DRAFT

Employment First Committee (EFC) Meeting Minutes

January 12, 2016

Members Present

Robert Taylor (SA)
Daniel Boomer
Lisa Cooley (SA) Vice
Denyse Curtright
Rick Hodgkins (SA)
Connie Lapin (FA)
Bill Moore
Andrew Mudryk
Robert McCarthy for
Pazdral
Olivia Raynor
Steve Ruder
Kecia Weller (SA)
Chair
Vanda Yung (FA)
Barbara Wheeler
Rebecca Martinez
David Mayer

Members Absent

Tony Anderson
David Mulvey
Debbie Sarmento
Amy Westling

Others Attending

Aaron Carruthers
Bob Giovati
Nelly Nieblas
Mary Ellen Stives
Michael Brett
Catherine Campisi
Martha Schultz
Benita Baines

1. CALL TO ORDER

Kecia Weller (SA), Chairperson, called the meeting to order at 10:03 a.m. She gave an overview of the committee and expressed that she is excited regarding what the committee can accomplish in 2016.

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Chairperson Weller (SA), members of the committee, staff, and guests gave introductions.

4. PUBLIC COMMENTS

There were no public comments.

5. APPROVAL OF SEPTEMBER 29, 2015 MINUTES

It was moved/seconded (Lapin (FA)) (Hodgkins (SA)). All in favor of approving the September 29, 2015 except for two abstentions from Robert Taylor (SA) and David Mayer.

(See member list for voting)

6. DEVELOPING IMPLEMENTATION PLAN OF EFC/CECY PRIORITIES

Chairperson Weller (SA) briefed the committee that this portion of the meeting is to develop the EFC/CECY priorities. It is also to set up a work plan for 2016-2017 and to develop concrete, achievable steps. To help with this process, Catherine Campisi, consultant for CECY is serving as the facilitator for today's meeting.

For more materials/information on the CECY priorities, please go to pages 9-19 of the EFC Packet which is located at the following link:

http://www.scdd.ca.gov/res/docs/pdf/Employment_First/2015/2015%20EFC%20Packet%201%2012%2016.pdf

To help the committee come up with the priorities/work plan for 2016-2017, Ms. Campisi gave handouts to facilitate the meeting. These handouts can be viewed on the State Council website which can be retrieved from the following link:

http://www.scdd.ca.gov/res/docs/pdf/Employment_First/2016/HQ-%20EFC%20Handouts%201.12.16.pdf

Using the above handouts, Ms. Campisi held a brainstorming session with the committee to define their priorities. By the end of her facilitation session, the following items will be determined:

- What tasks should be referred to another area within the State Council.

Legend

SA = Self-Advocate

FA = Family Advocate

- List of identified tasks.
- Priority order.
- Teams/Staff organized with a Lead committee member for each task.
- Next steps.

During the brainstorming session, Bob Giovati, Deputy Director for Policy and Planning, used a flip chart to record input from the committee.

Ms. Campisi asked staff what the status is with data sharing legislation. This would allow FTB and EDD to share individual wage data (priority 1.1). State Council has agreed to sponsor this legislation.

Nelly Nieblas, staff, responded:

- If we have enough data, this evidence will allow the State Council to pursue legislation. As a result of this, FTD and EDD have drafted an MOU. According to Denyse Curtright, Department of Developmental Services, this MOU is almost completed.
- Once this has been accomplished, the data will be pulled out by service code, etc. Legislation will still be needed for certain aspects of the data sharing. FTB is going to help with the language for this legislation.

Staff added additional priority (7.1) under the heading of Private Sector Employers. This is not a CECY priority. For this additional item, Dr. Rebecca Martinez, Enterprise Disabled Worker Consultant, briefed the committee that there are two different structures within the business and provider communities, and that sometimes, these parties do not understand each other. Dr. Martinez' suggestion to the committee is to start working with the providers to break down the barriers with businesses.

The committee then held a discussion on this idea, and it was decided to not make this a priority. However, it was determined to hold a future panel presentation regarding this topic.

After much discussion, the committee decided on the following 6 priorities with the following committee member involvement:

- **1.1 Data Sharing Legislation:** Denyse Curtright,
- **1.2 Stakeholder Process:** Denyse Curtright and Barbara Wheeler (UCEDD/USC)

Legend

SA = Self-Advocate

FA = Family Advocate

- **3.2 Bride Funding to Employment Providers to Change Competitive Integrated Work Services:** Connie Lapin (FA) and Andrew Mudryk (Disability Rights California)
- **5.1 Inform/Train Consumers and Families on EF Policy:** Lisa Cooley (SA) and Vice Chair for EFC), Olivia Raynor (UCEDD/UCLA and Councilmember), Denyse Curtright, Bill Moore (Department of Rehabilitation), Connie Lapin (FA), and Vanda Yung (FA).
- **5.2 Develop Model Curriculum for Self-Advocacy Training for Special Education Including EF:** Vice Chair Lisa Cooley (SA), Rick Hodgkins (SA), and Connie Lapin (FA).
- **6.1 Benefits Planning/Develop Tool Summarizing Planning Resources:** Denyse Curtright, Bill Moore, and Connie Lapin (FA)

Before the committee broke up into three separate groups to prioritize these priorities, Aaron Carruthers (Executive Director) spoke to the committee on the criteria for prioritizing these subject areas. He stated that these areas of interest are good, but suggested the committee should decide on the priorities that will be the most significant and successful.

The committee then reconvened and ranked the TOP 3 priorities:

1st - **1.1 Data Sharing Legislation:**

2nd - **5.1 Inform/Train Consumers and Families on EF Policy**

3rd - **1.2 Stakeholder Process**

Committee then discussed the following:

- A work plan with the above determined priorities.
- Ranked the other priorities.
- Workgroup organization.

Throughout this agenda item discussion, the committee discussed other interest items for future reference

Chairperson Weller (SA) then thanked Ms. Campisi for her excellent facilitation. She also thanked the committee for their participation.

7. BLUEPRINT UPDATE

Ms. Curtright and Mr. Mudryk briefed the committee on the Blueprint update.

Legend

SA = Self-Advocate

FA = Family Advocate

Ms. Curtright began the briefing with the following information:

- Working group has been receiving very specific and detailed information from the Stakeholders.
- Have not received the blessing from the Governor's Office on the Blueprint.
- Our Agency Secretary and their staff have committed to getting the Blueprint vetted through this administration by the end of January of 2016
- Public comment period could take place in late winter or early spring of 2016

Mr. Mudryk continued with the following information:

- The Blueprint has been extended several times. In the beginning it was June 30, 2015 and then to December 30, 2015. Currently, it has been extended to the end of January 2016.
- State has given their proposal. However, the steering group has come back to track changes.
- Further discussions are taking place on the Blueprint.
- It is a huge task to get the Blueprint processed.

The committee then held a detailed discussion on the Blueprint update.

8. OUTLINE OF 2015 EFC ANNUAL REPORT

Nelly Nieblas, Staff, presented an outline of the proposed 2015 EFC Annual Report. This outline can be found on page 20 of the EFC Packet which is located at the following link:

http://www.scdd.ca.gov/res/docs/pdf/Employment_First/2015/2015%20EFC%20Packet%201%2012%2016.pdf

Ms. Nieblas requested feedback from the committee. Members of the committee gave the following recommendations regarding the 2015 Draft EFC Annual Report:

- Benefits.
- Ranked Priorities.
- Framing the priorities in terms of the statutes.
- Look at the 2014 EFC Annual report for anything that needs to be followed up.

Legend

SA = Self-Advocate

FA = Family Advocate

- Changes over time.
- Highlight the key principals to pull in the information.
- Discuss CMS Rules.

The committee requested staff to have a draft completed of the 2015 EFC Annual Report by early May 2016. Staff then requested assistance from the committee.

9. SELF-DETERMINATION AND EMPLOYMENT OPPORTUNITIES

It was determined to move this item to the next meeting being held June 2016.

10. PENDING QUESTIONS

Dr. Daniel Boomer, California Department of Education, suggested discussing Bagley-Keene. In order to discuss this, it needs to be added to the June 2016 meeting. Committee agreed to add it to the June 2016 agenda.

Mr. Hodgkins (SA) and the committee discussed training for individuals on their rights in order to be free from disability discrimination in employment.

Robert Taylor (SA) stated that Self-Determination and Person Centered Planning should be a high priority. He also stated that the EFC should spend some emphasis on this planning.

Committee also discussed future meeting locations close to eating establishments. Committee suggested some different locations to hold future meetings: DRC Conference Room and Alta Regional Center with the Hilton Arden West next door.

Ms. Nieblas then asked the committee how they would like to track their progress for future meetings. She suggested using a checklist. Committee responded by recommending the following:

- To breakup into groups on the priorities discussed and then report back to the committee before the next meeting.
- Having a discussion on the work plan and then reporting back to the committee

- Provide a report on what has been accomplished for the next meeting.

11. NEXT MEETING ITEMS & DATES FOR JUNE, SEPTEMBER, AND DECEMBER 2016

Staff will be sending a Doodle to committee members to determine the next the June, September, and December 2016 meeting dates

12. MEMBER REPORT

It was determined to move this item to the next meeting being held June 2016.

13. ADJOURN

Meeting adjourned at 3:57 p.m.

STATEWIDE SELF-ADVOCACY NETWORK REPORT



March 2016 Report to SAAC/SCDD by David Forderer
Highlights from the December 2-3, 2015 SSAN Meeting in Sacramento

At the meeting members received training by Mayra Fernandez from Crossroads Diversified Services on Work and Social Security Benefits. A copy of the power point presentation was included in the SSAN packet. Members learned:

- Working will not cause the premature termination of benefits.
- You can earn up to \$59,892 in 2015 and have Medi-Cal.
- There are employment supports that ensure you don't lose your cash benefits prematurely if you work.
- There are Medical and Medicare programs designed especially for the working disabled.
- If you have to stop working because of your disability, you can re-instate your benefits without a new application.
- If you work, your financial situation and quality of life WILL improve.
- Visit www.socialsecurity.gov/work for a list of Employment Networks through Ticket to Work.
- You can call 1-800-936-4237 and ask for a Community Work Incentive Coordinator.

Members also heard from Paul Mansell, San Diego Imperial Representative who provided information and training on the importance of voting.

Some members also took the opportunity to share the following social media items:

Kecia Weller shared her blog that can be viewed by going to <http://blog.tarjancenter.org/2015/09/08/adablog>. You can also google Tarjan Kecia Weller Blog to get to it. Kecia has talked to or emailed about 200 self-advocates internationally.

Charles Adams shared a website he recently set up. It can be viewed by going to <http://ssancharles.wix.com/ssannorthcoast>.

Robert Levy advised members that a good website to access information is www.touchofunderstanding.org.

Desiree Boykin shared her Everyday Heroes video. <https://youtu.be/lfB1uaumOx0>.

Paul Mansell shared that he has a good power point about Strengthening Self Advocacy that he will present at the March SSAN Meeting.

Workgroups met and reported back with action plans and set workgroup calls for 2016. Robert Levy's Newsletter Workgroup put out another excellent Newsletter and this is the 4th issue this year.

Aaron Carruthers, SCDD Executive Director, came to the meeting to update members on the situation at Inland Regional Center and shared what contributions were being made on behalf of SCDD. There was discussion about SCDD working with the California Office of Emergency Services to have a plan for how crisis responders plan for mass shootings since there were 355 this year. SSAN members feel responders need to be trained in Disability Awareness and that the first responders need to hear from people with developmental disabilities. The trainings need to include people with developmental disabilities as the trainers.

Bob Giovati, SCDD Deputy Director of Policy and Planning provided SSAN members with a legislative update and provided two handouts regarding the bills SCDD supported and the legislative priority areas which are Employment; Public Safety; Housing; Transportation and Miscellaneous. The legislative platform is also on the SCDD website.

Members were provided information on PADSA. For more information members can go to <http://pacific-alliance.org>.

David Forderer and Cheryl Hewitt have been meeting with Executive Director Aaron Carruthers on formulating a Memo of Understanding (MOU) based on the comments and suggestions that members brought up during the meeting.

Members will be doing outreach work in their local area by reaching out to their local Independent Living Centers.