



**SELF-ADVOCATES ADVISORY COMMITTEE MEETING  
NOTICE /AGENDA**

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<b>PARTICIPANT CODE:</b>	<b>2982825</b>

**DATE:** Monday, September 14, 2015

**TIME:** 1:00 p.m. – 5:00 p.m.

**LOCATION:** Hilton Sacramento Arden West  
2200 Harvard Street  
Sacramento, CA 95815  
Phone: (916) 924-4700

**TELECONFERENCE SITE:**

2118 University Park Drive  
Sacramento, CA 95825  
Gate Code: 075#

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|---------------------------------|--------------------|
| <b>1. CALL TO ORDER</b>         | <b>D. FORDERER</b> |
| <b>2. ESTABLISH QUORUM</b>      | <b>D. FORDERER</b> |
| <b>3. WELCOME/INTRODUCTIONS</b> | <b>D. FORDERER</b> |
| <b>4. PUBLIC COMMENTS</b>       | <b>D. FORDERER</b> |

For additional information regarding this agenda, please contact Robin Maitino, 1507 21<sup>st</sup> 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.

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*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. The Council will provide a public comment period, not to exceed a total of seven minutes, for public comment prior to action on each agenda item.*

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|---|----------------------|----------|
| <b>5. APPROVAL OF July 14, 2015<br/>MEETING MINUTE</b>  | <b>D. FORDERER</b>   | <b>3</b> |
| <b>6. SSAN (Statewide Self-Advocacy Network)<br/>REPORT</b>   | <b>D. FORDERER</b>   | <b>6</b> |
| <b>7. REPORT ON EMPLOYMENT FIRST<br/>COMMITTEE (EFC) MEETING</b>  | <b>K. WELLER</b>     |          |
| <b>8. CECY REPORT</b>   | <b>S. KAPP</b>       |          |
| <b>9. DISCUSSION ON RESEARCH<br/>MATERIALS FOUND</b>  | <b>ALL</b>           |          |
| <ul style="list-style-type: none"><li>• Abuse</li><li>• Deinstitutionalization</li><li>• Disability awareness</li></ul> |                      |          |
| <b>10. FACILITATION MANUAL</b>  | <b>D. FORDERER</b>   |          |
| <b>11. PACIFIC ALLIANCE ON DISABILITY<br/>SELF ADVOCACY REPORT</b>  | <b>D. FORDERER</b>   | <b>7</b> |
| <b>12. REVIEW COUNCIL PACKE</b>   | <b>A. CARRUTHERS</b> |          |
| <b>13. TOPICS FOR FUTURE DISCUSSION</b>   | <b>D. FORDERER</b>   |          |
| <b>14. ADJOURN</b>  | <b>D. FORDERER</b>   |          |



**DRAFT**

**SELF-ADVOCATES ADVISORY COMMITTEE MEETING MINUTES  
July 14, 2015**

**Members Present**

David Forderer (Chair, SA)  
Jenny Yang (SA)  
Steven Kapp (SA)  
Robert Taylor (SA)  
Kerstin Williams (SA)  
Rebecca Donabed (SA)  
Charles Horne-Nutt (SA)  
Kecia Weller (SA)  
Sandra Aldana (SA)

**Members Absent**

Nancy Clyde (SA)

**Others Attending**

Aaron Carruthers  
Sarah May  
Angela Lewis  
Wayne Glusker  
Thomas Johnson  
Francis Lau (FA)

**1. CALL TO ORDER**

Chairperson David Forderer called the meeting to order at 9:00 a.m.

**2. ESTABLISHMENT OF QUORUM**

A quorum was established.

**3. WELCOME AND INTRODUCTIONS**

Everyone present introduced themselves.

**4. PUBLIC COMMENT**

There was no public comment.

**5. APPROVAL OF MAY 19, 2015 MINUTES**

It was moved/seconded (Horne-Nutt/Donabed) and carried to approve the May 19, 2015 SAAC meeting minutes as presented. Council members Jenny Yang (SA), Kerstin Williams (SA), David Forderer (SA), Robert Taylor (SA), Rebecca Donabed (SA), Kecia Weller (SA), and Sandra Aldana voted 'Aye'. There were no "nays". Councilmember Steven Kapp (SA) 'abstained'.

**6. SSAN (STATEWIDE SELF-ADVOCACY NETWORK) REPORT**

Chairperson David Forderer (SA) prepared a SSAN report that included highlights from the June 24-25, 2015 meeting in Sacramento. Councilmember Forderer requested support from Councilmember Charles Horne-Nutt (SA) to present the report to the committee. The committee members requested that a brief biography on newly elected SSAN Vice-Chair Regina Woodliff be developed and distributed, either online or through a newsletter.

**7. REPORT ON EMPLOYMENT FIRST COMMITTEE MEETING**

Councilmember Kecia Keller (SA) provided members with a report on Employment First Committee that occurred on June 30, 2015. Kecia also distributed a report on Health and Human Services Secretary Diana Dooley's Developmental Services Task Force Report.

**8. CECY REPORT:**

Councilmember Steven Kapp (SA) presented the CECY report to the committee specifically discussing the developed Employment Data Dashboard that is located on the SCDD website. He requested feedback from members to determine if the dashboard is understandable and accessible.

**9. DISCUSSION ON RESEARCH MATERIALS**

Councilmember Jenny Yang (SA) provided background information about how the three research areas [abuse, deinstitutionalization, disability awareness] became established goals of the committee. Members collectively will continue to research resources related to these areas and bring them back to the full committee. Discussion also focused around projects occurring in the month of October and Disability Awareness Month.

**10. FACILITATION MANUAL INPUT**

Sarah May, Manager of North State Office, provided background information of the Work Group assignments related to current State Plan Goals and Objectives. Sarah May, Dena Hernandez and Mary Agnes Nolan are working together on Work Group #1 (Self-Advocacy) and are charged with revising the current Facilitation Manual and Facilitation Policy Standards. Work Group #1 is soliciting SAAC members' feedback about the Facilitation Manual. Members requested the manual be emailed to them and they will provide input after they review it. Initial feedback included changing graphics and a statement included in the manual and/or policy that a person has the right to not have facilitation support.

**11. TAX CREDITS FOR WORKING POOR**

Bob Giovati, Deputy Director of Policy and Planning, presented an overview of the Earned Income Tax Credit (EITC) and reported that SCDD will be tracking this legislation carefully. Chairperson David Forderer (SA) requested an update on EITC in early 2016 and suggested inviting a representative from Franchise Tax Board.

**12. REVIEW OF COUNCIL PACKET**

Acting Executive Director Aaron Carruthers reviewed the Council Packet with committee members.

**13. TOPICS FOR FUTURE DISCUSSION**

This item was tabled.

**14. CLOSED SESSION**

Members met with SCDD Legal Counsel, Natalie Bocanegra.

**15. ADJOURNMENT**

The meeting was adjourned at 12:00 p.m.



**SSAN Report to SCDD by David Forderer**  
**September 15, 2015**

- The last SSAN meeting was on June 24-25, 2015 and was reported on at the July 2015 Council meeting.
- The next SSAN meeting is on September 23-24, 2015 in Sacramento.
- Since the last Council meeting 4 SSAN members attended a Leadership Training in Seattle, Washington. The members were nominated by the SSAN Chair and staff as potential candidates for the training. The highlights of this training are:
  - DD Policy and Medicaid
  - Fundraising
  - State Plan Group Session – S.M.A.R.T. Goals
  - Community Organizing
  - Direct Action
  - Staying in Charge in Your Self-Advocacy Group
  - Managing a Self Advocacy Organization
  - Advocacy in Social Media

SSAN Members who attended the PADSAs Training:  
Charles Horne-Nutt, David Forderer, Robert Levy,  
and Rebecca Donabed



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**Pacific Alliance Leadership Academy**  
**August 16-August 20, 2015**




**Academy Training Topics**

- DD Policy and Medicaid
- Fundraising
- State Plan Group Session – S.M.A.R.T. Goals
- Community Organizing
- Direct Action
- Staying in Charge in Your Self-Advocacy Group
- Managing a Self Advocacy Organization
- Advocacy in Social Media
- Report Out



**DD Policy and Medicaid**

- Mary Lee Fay, Executive Director from National Association of State Directors of Developmental Disabilities Services
- Discussed Policy, Goals and Issues in State I/DD systems



**Fundraising**



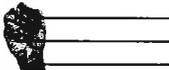
- Kevin R. Webb, Sr. Director
- Mitsubishi Electric America Foundation
- Fundraising for Self-Advocacy Organizations
- Different Types
- Why you need to do it
- Tips and recommendations to get funding



**State Plan Group – S.M.A.R.T. Goals**

- Specific
- Measurable
- Achievable
- Realistic
- Timely

**Setting Goals**



 This is the Key to Organizing the group!

**Community Organizing**

- Building your own self advocacy groups
- Allegra Stout, Community Organizer, Boston Center for Independent Living



Community Organizing is the process of bringing people together to build collective power to win improvement in people's lives and challenge the power structure.

Power = the ability to make what you want happen



### Example of Steps for California

1. Identify funding sources
  - a) Donations
  - b) Membership fees
  - c) Grants
  - d) Individual
  - e) Corporate
  - f) Fundraiser
  - g) Workshops
  - h) Presentations
2. Ask for help from other non-profits
3. Within 3 years



### What needs to get done?

1. Contact foundation center to clarify necessary steps to become a non-profit
2. Reach out to other non-profit organizations about what worked and what does not work to become a non-profit organization
3. Identify your budget
4. Contact a lawyer in assisting in the formation to become a non-profit organization
5. Identify different companies and organizations to support SSAN's mission
6. Identify other fundraising ideas (i.e. donations, memberships, scholarships, etc.)

### Best Part of Leadership Training Charles Horne-Nutt

- S.M.A.R.T. Goals
- Boundaries
- Fundraiser information



### Best Part of Leadership Training Rebecca Donabed

- Boundaries
- Role playing
- S.M.A.R.T. Goals
- Really- really enjoyed it.



### Best Part of Leadership Training Robert Levy

- S.M.A.R.T. Goals
- Boundaries



### Best Part of Leadership Training David Forderer

- State Plan Group Session when discussing the State Goal of Becoming a Non-Profit
- Boundaries Exercise – Staying in charge of your facilitator
- Ari Ne'eman's presentation on Managing a Self Advocacy Organization

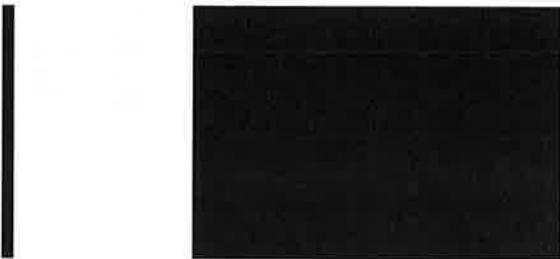


Example of a Presentation that  
was well done

Managing a Self Advocacy  
Organization

Presented by Ari Ne'eman





## Managing A Self-Advocacy Organization

Pacific Alliance on Disability Self Advocacy



## Overview

- ▣ 4 things go into managing an organization:
- ▣ 1: Project management
- ▣ 2: Delegation and chains of command & communication
- ▣ 3: Organization and sustainability
- ▣ 4: Priorities and strategic planning



## What We Do Advocacy On

- ▣ Transportation
- ▣ Housing
- ▣ Healthcare
- ▣ Employment
- ▣ Legal Rights
- ▣ Restraint and Seclusion
- ▣ Freedom from Abuse
- ▣ Marriage Penalty
- ▣ Police Brutality
- ▣ School to Prison Pipeline
- ▣ Sheltered workshops
- ▣ Social Security
- ▣ Medicaid
- ▣ Food Stamps
- ▣ Medicare
- ▣ Affordable Care Act
- ▣ Paratransit
- ▣ ADA/504



## Project management: how stuff gets done



## Why do we care?

- ▣ Projects grow your organization
- ▣ Projects connect your goals to outcomes in the real world
- ▣ Projects hold you accountable for being effective, not just "right"



## SMART goals

- ▣ Specific
- ▣ Measurable (how can you tell if it worked?)
- ▣ Achievable (can you pull it off?)
- ▣ Realistic (really?)
- ▣ Timely (when does it need to be done? Is now the right time?)
- ▣ SMART

## Deadlines

- Deadlines make your plan real
- You are also in love with deadlines
- Deadlines can move - but only by discussion.
- Do Not Forget Deadlines
- Deadlines conflict - and can be traded off

## Delegation

## Chain of command

- Delegating who is in charge of what
- Who reports to who
- Who makes what decisions
- Who handles which level

## Chain of communication

- Don't play telephone
- Too many cooks in the communication
- Shared knowledge

## Message Discipline

- Who speaks for your group?
- How do you determine that?
- What happens when people go "off-message"?
- How do you manage multiple identities?

## Creating Accountability

- Regular Meetings
- Clear Report-Outs
- Standing, Ongoing Roles?
- Take Clear Minutes
- How do you communicate between meetings?

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**Every advocacy campaign,  
win or lose, should build  
your organization**

### Organizational Structure

- Board of Directors
- Executive Team
- Committees
- Staff
- Membership

**How does each part of the  
organization communicate  
with others?**

### Communication

- E-mail Blasts
- Phone Trees
- Listservs
- Meetings
- Social Media

**What is your  
organization's brand?**

### Short Term Sustainability

- How can you recruit volunteers and members?
- How do you communicate between meetings?
- Who has authority to make decisions between meetings?
- Can you take advantage of time-sensitive opportunities?

## Planning!

- It's always about planning
- Running an organization is basically all about planning
- Plan your projects
- Plan your brand
- Plan your future

## Priorities

- Decide this in advance
- Rank them
- You can't have 5 first priorities
- Your priorities determine how much time and work you spend on things, long term
- Do things on purpose
- Don't wander into the issues you work on

## How are hard decisions made?

## Voting

- Is seen as more legitimate
- Can give members a sense of control over organization
- May take organization's with shifting membership off-mission
- Can be time-consuming

## Executive Decision

- Is faster
- Organizations don't have to be democracies - people can leave and start their own group
- Seen as less legitimate
- May end up with lots of "deciders" and not enough "do-ers"

## Democracy of the Do-ers

- Those in charge of implementing a project will make the decision
- Has to take place in a structure set by organization's leadership and board
- Authority must be delegated in advance
- More likely to result in work getting done
- Still may be viewed as "un-democratic"

