



STATE PLAN COMMITTEE
MEETING NOTICE/AGENDA

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MEETING CODE:	8610332

DATE: July 5, 2016

TIME: 9:30 a.m. – 4:00 p.m.

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

TELECONFERENCE LOCATION(S):

Visalia Adult Integrated Clinic
520 E. Tulare Ave
Visalia, CA 93292
(559) 623-0486

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

Pursuant to Government Code §11123.1 and §11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, should contact Michael Brett at 916/322-8481 or michael.brett@scdd.ca.gov. Requests must be received by 5 pm on June 28, 2016.

AGENDA

Page

1. CALL TO ORDER

S. Smith

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

2. **ESTABLISH QUORUM** S. Smith
3. **WELCOME/INTRODUCTIONS** S. Smith
4. **APPROVAL OF MARCH 21, 2016 MINUTES** S. Smith
5. **PUBLIC COMMENTS**
*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.*
6. **DISCUSSION OF WORK PLAN COMPONENTS OF STATE PLAN** J. Fernandez/All
7. **COMMUNITY PROGRAM DEVELOPMENT GRANT CYCLE 39** K. Allensworth/
V. Smith
 - a. Review of proposed grant recipients
8. **ADJOURN** S. Smith



DRAFT

State Plan Committee Meeting Minutes

DATE: March 21, 2016

Attending Members

Sandra Aldana (SA)
Rebecca Donabed (SA)
Janelle Lewis (FA)
Sandra Smith (FA) Chair

Members Absent

Carmela Garnica (FA)
Robin Hansen

Others Attending

Kristie Allensworth
Ann Brazil (FA)
Janet Fernandez
Pierre Landry (FA)
Dawn Morley
Vicki Smith

1. CALL TO ORDER

Committee Chair, Sandra Smith, called the meeting to order at 10:30 a.m.

2. ESTABLISHMENT OF QUORUM

A quorum was established.

3. WELCOME AND INTRODUCTIONS

Members and others in attendance introduced themselves.

4. APPROVAL OF FEBRUARY 2 AND 11, 2016 MINUTES

Motion 1- It was moved and seconded [(Lewis (FA)/Aldana (SA)] to approve both the February 2 and 11, 2016 minutes. Motion carried. There were no abstentions. (See page 4 for voting record of members present.)

By consensus, Agenda Item 7 Community Program Development Grant Cycle 39 on the agenda will be addressed before Agenda Item 6 Discussion of Possible Revision of State Plan.

5. PUBLIC COMMENTS

Ann Brazil (FA) expressed concerns regarding her and her son's experience with Supported Living Services (SLS) providers, methods, and apparent lack of SLS oversight and accountability by the regional center.

Legend:

SA = Self Advocate

FA = Family Advocate

Ms. Brazil provided specific examples of issues and her efforts to work with and resolve issues with the local regional center. Staff informed Ms. Brazil (FA) that it would be helpful to provide specific information in writing to the Council either through the Issue Advisory/Request Form which can be found on the Council website under the Committee tab or she could provide the input through a letter to the Council. Vicki Smith (Deputy Director of Regional Office Operations) noted that the information could also be submitted through the local Regional Advisory Committee. Committee members thanked her for her comments and encouraged her that if she knows of others who have similar issues and concerns that they too should submit input to the Council; the more documentation the better.

It was also suggested that the Issue Advisory/Request Form could be placed on the SCDD main home page rather than within the Committee tab.

7. COMMUNITY PROGRAM DEVELOPMENT GRANT CYCLE 39

The Regional Office Goal Recommendation document was reviewed by the committee members. Each region was asked to submit two goal areas for the upcoming grant cycle. It was pointed out that the recommendations from the offices are consistent with the top 4 service areas identified as most important to people through the state plan public input process.

It was suggested that staff could develop an overlay of the state map regions and the goal areas selected.

For the Request for Proposal (RFP) announcement, it was recommended that the goal and objectives be included in order to assist applicants to better tailor applications to meet the state plan goals and objectives.

Motion 2 – It was moved and seconded [(Lewis (FA)/Donabed (SA)] to approve the Regional Office recommendations for the grant goal areas as submitted. Motion carried. There were no abstentions. (See page 4 for voting record of members present.)

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The updated Grant Process Outline for Regional Offices was presented to the committee. Kristie Allensworth (Staff) explained the timelines were adjusted slightly to better meet posting requirements.

Motion 3 – It was moved and seconded [(Lewis (FA)/Donabed (SA)] to approve the dates in the revised (3-21-16) Grant Process Outline for Regional Offices document. Motion carried. There were no abstentions. (See page 4 for voting record of members present.)

<http://www.scdd.ca.gov/res/docs/pdf/State%20Plan/2016/SPC%20Handouts%203.21.16.pdf>

There was additional discussion regarding the RFP reporting requirements and performance measure that are required by AIDD. Ms. Allensworth explained that the grantees are required to provide quarterly updates during the grant cycle. It was suggested that SCDD staff should review the application and reporting forms to ensure that current performance measures/terminology is included in the documents to better inform grantees of the required reporting criteria and to capture required reporting measurements.

6. DISCUSSION OF POSSIBLE REVISION OF STATE PLAN

The Proposed State Plan Goals have been translated into the required threshold languages and are posted on the State Council website for public comment.

Current copies of the Goals and Objective documents were distributed to the committee members. The group reviewed each of the Objectives in detail and reviewed the document language for consistency and clarity. There was discussion about measurability, the gathering of baseline data, highlighting emerging issues and how to best capture the good work that is done statewide which needs to be incorporated into the Work Plan. Deputy Director Smith informed the group that preparation for the development of the new Work Plan based on the objectives identified by the committee will be a focus of the management team in the coming months. Additionally,

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managers are in the process of organizing current curriculum, creating templates to facilitate standardization of fliers, handouts, evaluations and pre-post surveys and tests so that all staff have materials to utilize statewide but can be customized for each local area. Additionally, report streamlining is underway so that all offices can hit the ground running when the new State Plan goes into effect. Any input for the Work Plan can be submitted to Deputy Director Smith, Janet Fernandez (Staff) or Dawn Morley (Regional Manager for the SCDD North Coast Office).

As follow up to the February 9th meeting, staff conducted an outreach to stakeholders regarding the targeted objective. Through this process, it was noted that families are consistently identified as not having a directory of services that clearly describes the types of services that are available. Currently, there is a list of service codes and titles but there is no clarifying description of what the code means. It was discussed that initially the resource could be developed in English and translated into Spanish. In one year, this resource would be piloted in targeted areas of the state and evaluated through pre and post surveys/tests. In subsequent years, after the initial evaluation phase, the directory would then be rolled out statewide.

There was discussion that terms used in the Goals and Objectives are clearly stated/defined so that other state representatives during the peer review process, who may not be familiar with the California service system structure, will be able to more easily assess the State Plan document.

Motion 4 – It was moved and seconded [(Lewis (FA)/Donabed (SA)] to approve the updated Objectives. Motion carried. There were no abstentions. (See page 4 for voting record of members present.)

<http://www.scdd.ca.gov/res/docs/pdf/State%20Plan/2016/SPC%20Handouts%203.21.16.pdf>

Mrs. Fernandez will send the updated document to Cheryl Matney (Director of Technical Assistance, NACDD ITACC) at ITACC for review.

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Deputy Director Smith informed the committee that the Council did receive input from self-advocates in the Stockton area relating to transportation issues as they did not see the topic specifically included in the Goal document. It can be noted that transportation is included under Goal 6 in Objective 3 but the Objectives for the Goals were not required to be posted during the public comment period.

Staff is routinely checking online for Goal public comments. The Public Comment Period is scheduled to close on April 14, 2016.

The final State Plan Goals and Objectives document will go to the Executive Committee who may make changes and whose decision will be final. Consequently, the meeting that was calendared for April 18, 2016 will not be held.

The completed full State Plan document must be submitted through DD Suite by August 15, 2016.

8. ADJOURN

Meeting adjourned at 2:45 p.m.

Member Name	Motion 1	Motion 2	Motion 3	Motion 4
Sandra Aldana	For	For	For	For
Rebecca Donabed	For	For	For	For
Janelle Lewis	For	For	For	For
Sandra Smith	For	For	For	For

Next meeting is set for July 5, 2016.

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