

NOTICE/AGENDA

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EXECUTIVE COMMITTEE MEETING NOTICE/AGENDA

POSTED AT: www.scdd.ca.gov

DATE: September 13, 2018

TIME: 1:00 PM – 5:00 PM

MEETING LOCATION:

SCDD HQ OFFICE 3831 North Freeway Blvd., #125 Sacramento, CA 95834

COMMITTEE CHAIR: Charles Nutt

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM

Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

This item is for members of the public only to provide comments and/or present information to the Committee on matters not on the agenda. Each person will be afforded up to two minutes to speak.

Item 5. APPROVAL OF JUNE 2018 MINUTES VMTE

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Item 6. APPROVAL OF ADDITIONAL FUNDING RECEIVED Page 7
FOR FY 2017-18 VMTE

Presented by: D. Sale

Item 7. ORGANIZATIONAL DEVELOPMENT PROJECT

Item 8. SPONSORSHIP REQUEST VMTE

Page 19

Presented by: D. Sale

- A. Bay Area People First
- B. College of Education
- C. Fetal Alcohol Spectrum Disorders (FASD) Network of Southern California
- D. Fiesta Educativa
- E. Golden Gate Self-Advocacy Conference Planning Committee
- F. San Diego Committee on Employment of People with Disabilities

Item 9. CONFLICT OF INTEREST WAIVER REQUEST VMTE

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Presented by: A. Carruthers

 A. Alta California Regional Center – Board Member Austin Taylor

Item 10. CLOSED SESSION - PERSONNEL

Presented by: S. Smith

Pursuant to Government Code 11126 (a)(1), the Council will have a closed session to consider the evaluation of performance of a public employee

Item 11. RECONVENE OPEN SESSION

Presented by: S. Smith

Pursuant to Government Code Section 11126.3 (f), there will be an announcement of any action(s) taken during closed session.

Item 12. NEXT MEETING DATE & ADJOURNMENT

Accessibility:

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 (916) 263-7919. Requests must be received by 5 business days prior to the meeting.

Materials:

Meeting documents and presentations for an agenda item must be submitted to SCDD no later than 2 business days prior to the meeting.

APPROVAL OF JUNE 2018 MINUTES



Executive Committee Meeting Minutes June 19, 2018

Attending Members

Catherine Blakemore
Charles Nutt (SA)
Janelle Lewis (FA)
Maria Marquez (SA)
Sandra Smith (FA)
Stephen Bell (FA)
Wesley Witherspoon (SA)

Members Absent

Kilolo Brodie (FA) Jackie Nguyen (FA) Robert Taylor (SA)

Others Attending

Aaron Carruthers
Anthony Zomarron (SAS)
Cindy Smith
Doug Sale
Janet Butts
Natalie Bocanegra
Rihana Ahmad

1. CALL TO ORDER

Chairperson Charles Nutt (SA) called the meeting to order at 1:01PM.

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Members and others introduced themselves as indicated.

4. PUBLIC COMMENTS

There were no public comments.

5. APPROVAL OF THE MARCH 2018 MEETING MINUTES

Corrections to page 6, line 2 of motion: "June" should be changed to "September. In addition, line 3 of motion: "July" should be changed to "September".

It was moved/seconded (Bell [FA]/Witherspoon [SA]) and carried to adopt the March 12, 2018 meeting minutes with corrections. (unanimous)

6. **SCDD BUDGET UPDATE**

Executive Director Aaron Carruthers presented the May 2018 SCCD Budget Update outlining the current budget and expenditures for the BSG, QA and CRA/VAS funds.

Committee members discuss the budget and requested a more detailed budget for future meetings. In addition, a request was made for an update on the status of vacancies. Committee member Catherine Blakemore mentioned that the Council had not approved use of funds from the higher budget dollars.

7. SPONSORSHIP REQUEST

Deputy Director of Administration Doug Sale informed committee members that the sponsorship request from the Northwest Committee for the Employment of Persons with Disabilities (NCEPD) had been removed by NCEPD due to no longer needing funds.

8. EXECUTIVE DIRECTOR EVALUATION PROCESS 2017/2018

Deputy Director Doug Sale presented two Evaluation tool options to the Committee. Option 1 lists more general questions compared to option 2 which is more specific. Committee members reviewed the two options presented and had a discussion regarding the tools. Concerns were raised regarding the reading level of the tools.

It was moved/seconded (Blakemore/Witherspoon [SA]) and carried to approve Option 2 with the recommendation for staff to work on reducing the reading level to plain language. Staff is to present the updated tool at the July Council meeting. (Unanimous)

9. SELECTION OF NOMINATING COMMITTEE

It was moved/seconded (Smith [FA]/Nutt[SA]) and carried to recommend to the Council that the following individuals serve on the Nominating Committee: Janelle Lewis, Committee Chair; Sandra Aldana; Stephen Bell; Jeana Eriksen; and Robin Hansen. (Unanimous)

10. COUNCIL MEETING PLANNING CALENDAR AND PROPOSAL FOR CONSENT CALENDAR

Executive Director Aaron Carruthers presented the tentative 2018 Council Planning Calendar to Committee members. Committee member Stephen Bell requested a master calendar be developed for 2019 that would indicate all Council and Committee meetings with details if available.

It was moved/seconded (Bell [FA]/Witherspoon [SA]) and carried to recommend that staff to develop an informational Master calendar for 2019, and to include a footnote on the calendar that indicates "dates are subject to change". (Unanimous)

Committee members discussed the option of using a Consent Calendar at future Council meetings in order to save time for other agenda items. This discussion was initiated by Councilmember Pete Sanchez's recommendation at the May Council meeting. Executive Director Carruthers explained the details of a Consent Calendar to Committee members.

It was moved/seconded (Witherspoon [SA]/Marquez [SA]) and carried to establish a Consent Calendar process including detail sheets and supporting documents. (Unanimous)

11. RECOMMENDATIONS FROM LPPC ON JUNE 11, 2018

Committee member Janelle Lewis (FA) informed Committee members there were no recommendations from the Legislative and Public Policy Committee (LPPC) June meeting.

12. **AIDD LETTER REGARDING MEMBERSHIP NON-COMPLIANCE**Executive Director Carruthers presented the AIDD letter and SCDD's response letter to Committee members.

13. **NEXT MEETING DATE & ADJOURNMENT**

The next Executive Committee meeting will be held on September 13th. Meeting adjourned at 3:27PM.

APPROVAL OF ADDITIONAL FUNDING RECEIVED FOR FY 2017-18



REVISED SFY 17/18 BUDGET SUMMARY

The action before the Council is the approval of \$764,250 in additional federal fiscal year (FFY) 2018 BSG dollars received in May 2018, retroactive to October 1, 2017. This action applies to the state fiscal year (SFY) 2017/18 BSG budget that the Council approved in May 2017.

As a reminder, in May 2018, the Council approved the SFY 2018/19 BSG budget that included this BSG baseline funding increase for FFY 2019.

Methodology

Personal Services

The Department of Finance requires all state departments to fully fund their authorized staff positions in the State Budget. Therefore, Personal Services line items reflect all BSG authorized positions filled for the entire year, resulting in no difference from the original BSG budget.

Operating Expense and Equipment (OE&E)

The revised OE&E line items are different from the original BSG budget based on the actual expenditures to date for SFY 17/18, of which several line items are showing a savings due in part to the implementation of the structural deficit recommendations previously approved by the Council.

Calculation of Total BSG Award

Because the Council approves the BSG budget on the SFY (July-June) and federal BSG funds are awarded on the FFY (October-September), the revised SFY 17/18 budget before the Council for approval reflects 3 months of FFY 2017 funding (July-September) and 9 months of the increased FFY 2018 funding (October-June) resulting in a total BSG award of \$7,244.250 for SFY 2017/18.

Difference Between Council Budget & BSG Award

This represents the combined budgeted amounts for Personal Services, OE&E and Community Grants subtracted by the Total BSG Award. The original SFY 17/18 budget showed a deficit of \$823,000. This deficit has been offset by the increase in BSG funding and a modest decrease in OE&E expenditures for a savings of \$44,250.

Prior Year Unexpended Funds

Prior year unexpended funds primarily result from Personal Services savings due to vacant positions and from OE&E and Community Grantee expenditures that are not paid by June 30.

Maintaining a Prudent Unexpended Funds Reserve

Federal funding for State Councils has been at risk and remains so. For example, for the FFY 2019 budget, the Trump Administration has proposed a 20% reduction while Congress is recommending level-funding. Given this uncertainty, it is fiscally prudent for the Council to reserve enough prior year unexpended funds to absorb a 20% reduction in federal funding (\$1,500,000).

Even if federal funding is not reduced, it is fiscally responsible and prudent for the Council to maintain a reserve to cover 3 months of operating expenses (\$1,500,000) in the event of an unplanned fiscal

emergency, or if Congress continues the ongoing practice of issuing short-term continuing resolutions prior to an omnibus spending bill, and to cover unpaid encumbrances.

Unexpended Funds Available for Council Investment

Assuming the Council agrees to maintain a \$1,500,000 unexpended funds reserve, unexpended funds exceeding this amount would be available for the Council to invest.



State Council on Developmental Disabilities

State Council Budgeted Base Federal Fiscal Year 2018 (October 1, 2017-September 30, 2018) State Fiscal Year 2017/18 (July 1, 2017-June 30, 2018)

Categories		SG Budget roved in May 2017	3 mo. I	sed SFY 17/18 SG Budget FFY 17 (July-Sept) FFY 18 (Oct-Jun)	DIFFERENCE	
	Fe	deral Funds	Fe	ederal Funds		
1. Personal Services:						
Net Salaries & Wages	\$	3,497,568	\$	3,497,568	\$	-
Temporary Help / Honorarium	\$	66,500	\$	66,500	\$	-
Staff Benefits	\$	1,735,701	\$	1,735,701	\$	
Total Personnel Services	\$	5,300,000	\$	5,300,000	\$	
2. Operating Expense and Equipment:						
General Expense Printing Communications Postage Travel-in-State: Out-of-State Travel Training (Tuition and Registration) Facilities Operations (Rent) Utilities Interdepartmental Services: External Contract Services Data Processing (Software, licenses, etc.) Statewide Cost Allocation Plan (SWCAP) Other Items of Expense	\$	62,000 61,000 76,000 33,000 327,000 5,000 643,000 6,000 411,000 67,000 19,000 25,000 5,000	****	50,000 45,000 40,000 20,000 335,000 20,000 10,000 583,000 6,000 411,000 75,000 15,000 25,000 5,000		Savings Savings Savings Increase Increase Savings Increase Savings
Total Operating Expense and Equipment	\$	1,743,000	\$	1,640,000		
3. Community Grants	\$	260,000	\$	260,000		
4. Total Council Budget (1 + 2 + 3)	\$	7,303,000	\$	7,200,000		
5. Total Basic State Grant Award	\$	6,480,000	\$	7,244,250	\$	764,250
6. Difference Between Council Budget & Basic State Grant Award	\$	(823,000)	\$	44,250	\$	867,250

Prior Year Unexpended Funds as of May	¢	1,488,000
2017	Φ	1,400,000



SFY 17/18 EXPENDITURE REPORTS STATEMENT OF ACTIVITIES

This is a narrative description of the year-to-date expenditure reports, which are attached.

SFY 17/18 BSG Expenditure and Unexpended Funds

Total BSG award was \$7,244,250. With 0% of the SFY remaining, total expenditures reflect a remaining balance of \$1,282,834 (17.8%).

- <u>Personal Services</u>: The vacancy rate for the year averaged 18%, resulting in a salary savings of \$993,604 (18.7%).
- <u>OE&E</u>: Expenditures were \$120,431 (7.3%) less than budgeted with the largest savings occurring in the General Expense (43.3%), Printing (76.4%), In-State Travel (7.7%) and External contracts (34.3%) line items. The implementation of the Structural Deficit Recommendations such as the travel policy and printing cost reductions were contributing factors.
- <u>Community Grants</u>: Expenditures were \$168,799 (64.8%) less than budgeted. This represents the Cycle 40 grants that were awarded in SFY 17/18 and represents an unpaid encumbrance that should not be considered for investment.
- <u>Unexpended Funds</u>: The combined Personal Services, OE&E and Community Grants savings results in an unexpended funds total of \$1,282,834 through June 2018.

SFY 17/18 Quality Assurance (QA) Reimbursements from DDS

Total QA dollars available was \$3,246,000. With 0% of the SFY remaining, total reimbursements from DDS for QA Program expenses reflect a remaining balance of \$520,048 (16%).

- <u>Personal Services</u>: The vacancy rate for the year averaged 22%, resulting in a salary savings of \$312,765 (16.5%). These vacancies have not negatively impacted SCDD's ability to meet the QA contract deliverables.
- OE&E: Expenditures were \$207,283 (15.4%) less than budgeted with the largest savings occurring in the Postage (67.7%), In-State Travel (48.6%) and Other Items/Client Services (20.8%) line items. The implementation of bulk mail reduced postage costs and fewer temporary help interviewers needed to conduct the surveys were contributing factors.

SFY 17/18 Client's Rights Advocates/Volunteer Advocacy Services (CRA/VAS) Reimbursements from DDS

Total CRA/VAS dollars available was \$1,869,000. With 0% of the SFY remaining, total reimbursements from DDS for CRA/VAS Program expenses reflect a remaining balance of \$250,540 (13.4%).

<u>Personal Services</u>: The vacancy rate for the year averaged 21%, resulting in a salary savings
of \$134,304 (9.6%). The ongoing closure of most of the Developmental Centers is resulting in
a diminished need for CRA/VAS services, which reduces the need to fill the vacancies. SCDD

- is working with DDS to identify other services SCDD CRA/VAS staff can provide to former Developmental Center consumers in their community.
- <u>OE&E</u>: Expenditures were \$136,236 (24.6%) less than budgeted with the largest savings occurring in the General Expense (98.2%), Printing (76.4%), Communications (72.4%), In-State Travel (60.5%), and Data Processing (71.9%) line items. With most of the CRA/VAS staff located at Developmental Centers, they are utilizing DDS supplies and equipment, which is resulting in much of the savings. As the Developmental Centers close and staff are relocated to SCDD offices, these expenditures are expected to increase.



State Council on Developmental Disabilities

Council Report for SFY 17-18

FEDERAL GRANT (BSG)

Based on State Fiscal Year
July 1 through June 30

	Annual Grant Award		Monthly Expenditure		Year-To-Date Expenditure		Balance		BSG	
Personal Services & Benefits Operating Expenses Grants / Special Items	\$ \$ \$	5,300,000 1,640,000 260,000	\$	390,927 95,155 9,467	\$	4,306,396 1,519,569 91,201	\$ \$	993,604 120,431 168,799	# Positions # Vacancies	45 7
Total	\$	7,200,000	\$	495,549	\$	5,917,166	\$	1,282,834	Vacancy %	16%

QUALITY ASSESSMENT (QA)

Based on State Fiscal Year
July 1 through June 30

	Annual Budget		Monthly Expenditure		Year-To-Date Expenditure		Balance		QA	
Personal Services & Benefits Operating Expenses	\$	1,899,000 1,347,000	-	143,039 165,114	\$	1,586,235 1,139,717	\$		# Positions # Vacancies	18 4
Total	\$	3,246,000	\$	308,153	\$	2,725,952	\$	520,048	Vacancy %	22%

CRA/VAS

Based on State Fiscal Year
July 1 through June 30

		Annual Monthly Budget Expenditure		Year-To-Date Expenditure		Balance		CRA/VAS		
Personal Services & Benefits Operating Expenses	\$ \$	1,397,000 472,000		118,405 22,060	ľ	1,262,696 355,764	\$		# Positions # Vacancies	14 3
Total	\$	1,869,000	\$	140,465	\$	1,618,460	\$	250,540	Vacancy %	21%

Updated 8/31/18

Total	
# Positions	76.5
# Vacancies	14
Vacancy %	18%



State Council on Developmental Disabilities Council Report for SFY 17-18

July 1 - June 30 June-18

FEDERAL GRANT (BSG)	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	5,300,000	390,927	4,306,396	993,604	18.7%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf)	50,000	1,623	28,362	21,638	43.3%
Printing	45,000	1,424	10,639	34,361	76.4%
Communications	40,000	9,862	45,573	(5,573)	-13.9%
Postage	20,000	2,283	20,051	(51)	-0.3%
Travel-in-State :	335,000	14,899	309,317	25,683	7.7%
Out-of-State Travel	20,000	-	12,243	7,757	38.8%
Training (Tuition and Registration)	10,000	211	9,171	829	8.3%
Facilities Operations (Rent)	583,000	39,200	596,888	(13,888)	-2.4%
Facilities Plng/Maint. & Utilities	6,000	138	5,729	271	4.5%
Interdepartmental Services	411,000	23,210	403,312	7,688	1.9%
External Contract Services	75,000	1,774	49,278	25,722	34.3%
Data Processing (Software, Supplies & Misc.)	15,000	531	3,895	11,105	74.0%
SWCAP	25,000	-	25,000	-	0.0%
Other Items/ Client Services	5,000	-	111	4,889	97.8%
Subtotal OE&E	1,640,000	95,155	1,519,569	120,431	7.3%
SPECIAL ITEM (PROGRAM 20)	260,000	9,467	91,201	168,799	64.9%
				4	4= 00/
TOTAL	7,200,000	495,549	5,917,166	1,282,834	17.8%

July 1 - June 30 June-18

Quality Assessment (QA)	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	1,899,000	143,039	1,586,235	312,765	16.5%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf)	20,000	116	27,247	(7,247)	-36.2%
Printing	25,000	1,292	16,808	8,192	32.8%
Communications	10,000	3,709	17,444	(7,444)	-74.4%
Postage	45,000	8,981	14,554	30,446	67.7%
Travel-in-State :	80,000	4,750	41,096	38,904	48.6%
Training (Tuition and Registration)	3,000	-	2,000	1,000	33.3%
Facilities Operations (Rent)	245,000	29,948	276,271	(31,271)	-12.8%
Facilities Plng/Maint. & Utilities	2,000	59	1,336	664	33.2%
Interdepartmental Services	156,000	2,182	146,275	9,725	6.2%
External Contract Services	1,000	-	630	370	37.0%
Data Processing (Software, Supplies & Misc.)	15,000	22	5,756	9,244	61.6%
Other Items/ Client Services	745,000	114,055	590,300	154,700	20.8%
Subtotal OE&E	1,347,000	165,114	1,139,717	207,283	15.4%
TOTAL	3,246,000	308,153	2,725,952	520,048	16.0%

July 1 - June 30 June-18

Clients' Rights Advocates/Volunteer	Budgeted	Current Month	YTD	Remaining	Remaining
Advocacy Services (CRA/VAS)	Base	Expenditure	Expenditure	Balance	Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	1,397,000	118,405	1,262,696	134,304	9.6%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf)	75,000	201	1,350	73,650	98.2%
Printing	9,000	-	1,330	7,670	85.2%
Communications	25,000	1,275	6,897	18,103	72.4%
Postage	14,000	-	722	13,278	94.8%
Travel-in-State :	64,000	1,682	25,260	38,740	60.5%
Training (Tuition and Registration)	15,000	-	(1,786)	16,786	111.9%
Facilities Operations (Rent)	24,000	2,866	37,016	(13,016)	-54.2%
Interdepartmental Services	134,000	-	133,119	881	0.7%
External Contract Services	3,000	2,134	(7,401)	10,401	346.7%
Data Processing (Software, Supplies & Misc.)	18,000	67	5,052	12,948	71.9%
Other Items/ Client Services	91,000	13,835	154,205	(63,205)	-69.5%
Subtotal OE&E	472,000	22,060	355,764	116,236	24.6%
TOTAL	1,869,000	140,465	1,618,460	250,540	13.4%

BUDGET LINE ITEM DESCRIPTIONS

The following pages describe the SCDD's operating budget expenditure categories and line items with a description for each line item and examples of the expenditures within each line item.

The SCDD's operating budget contains three categories, Personal Services, Operating Expenses and Community Grants.

Personal Services

The Personal Services category contains a single line item that includes the salaries, wages and benefits of the staff and the Honoraria payments to the members.

Salaries & Wages, Including Benefits

Specific examples include:

- Civil Service Salaries
- Social Security and Medicare taxes
- Health, Dental and Vision Insurance contributions
- PERS Retirement contributions
- State Disability Insurance tax
- Unemployment insurance tax
- Life Insurance
- Temporary help wages (Retired Annuitants, Graduate Student Interns)
- Council Member Honorarium

Operating Expenses

The Operating Expenses category consists of several line items that cover all the statewide operational costs of doing business.

General Expense

This line item includes a wide variety of expenses such as:

- Office supplies [paper, pens, staples, keyboards, etc.]
- Office equipment purchase and service contracts
- Association dues, membership fees and subscriptions to publications.
- Meeting rooms, conference facilities and exhibit fees
- Office relocation-[movers]

Printing

This line item includes the production of all printed materials such as:

- Council and committee agenda packets
- Pamphlets, leaflets, brochures, etc.
- State Plan and reports
- Printed manuals, forms, stationery and business cards
- Office copier supplies [toner, ink]

Communications

This line item includes all telecommunication related expenses such as:

- Telephones and Mobile devices (iPhone, iPad, wireless Internet access devices)
- Data lines for Internet access in Headquarters and regional offices
- Toll free 800 number
- Conference call services

Postage

This line item includes all postage related expenses such as:

- Postage meter rental, repairs, postage refills and stamps
- Overnight mail [FedEx, UPS]

Travel-in-State

This line item includes all staff and member travel expenses within California such as:

- Airfare
- Taxi, bus, shuttle, rental car, Uber, Lyft fare
- Personal car mileage, parking expenses and bridge tolls for staff
- Hotel rooms
- Meal allowances and incidentals [per diem]
- Travel agency fees

Out-of-State Travel

Same as in-state travel but for travel outside California approved by the Governor. This applies only to the federal Basic Support Grant as the CRA/VAS and QA programs do not require out-of-state travel.

Training

This line item includes required and desired trainings for staff and members and the costs of staff providing SCDD-related training in the community. Examples include:

- Ethics, Sexual Harassment, Basic Supervision, Leadership and other required trainings
- Tuition and training fees
- Training materials [books and supplies]

Facilities Operations

This line item includes the monthly lease/rent costs for Headquarters and the 12 regional offices.

Utilities

This line item includes the monthly water, electricity, gas and trash expenses in offices where they are not included in the lease/rent agreement.

Interdepartmental Services

This line item includes the cost of contracts with other state agencies for required services such as:

- Department of Social Services [accounting and IT support]
- Department of Human Resources (CalHR) [HR advice and consultation]
- Department of Justice [expert legal advice and litigation]
- Department of General Services [facilities support, purchase order and contract review]
- Department of Technology [website maintenance and support]
- State Controller [expedited processing of payments]

External Contract Services

This line item includes the costs of contracts with non-governmental entities and local vendors for required services such as:

- Janitorial services for field offices where it is not included in the lease/rent agreement
- Worksite evaluations
- Captioning and interpreter services
- Consultants, presenters

Data Processing

This line item includes costs related to information technology such as:

- Computer hardware [desktops, notebooks, iPads, monitors, printers]
- Software licenses [Windows operating system, Microsoft Office, Adobe, Survey Monkey, Constant Contact]

SWCAP

The Statewide Cost Allocation Plan (SWCAP) represents the SCDD's share of support for statewide general administrative costs (i.e., indirect costs incurred by central service agencies) from federal funding sources. By statute, SCDD's share is fixed at \$25,000. This charge applies only to the federal Basic Support Grant as the CRA/VAS and QA programs are funded by the Department of Developmental Services, which is a non-federal funding source.

Other Items of Expense

This line item captures miscellaneous charges that don't fall under the other line items.

Community Grants

The community development (Cycle) grants are competitively awarded annually as directed by the Council.

SPONSORSHIP REQUEST

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Sponsorship request from Bay Area People First.

AMOUNT: \$999.00

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

ANALYSIS/DISCUSSION: Bay Area People First is submitting a request for sponsorship for their upcoming event, the Carlos Quintong Self-Advocacy Celebration. This event is scheduled for October 19, 2018.

The Carlos Quintong Self-Advocacy Celebration is an annual event put together by Bay Area People First. They recognize self-advocates who speak up to improve the quality of life of people with intellectual and developmental disabilities (I/DD). The goal of the event is to promote and support self-advocacy. Individuals are nominated by their peers, family members, co-workers or staff. A nomination form is sent out to the community and the planning committee members review the nominations to determine who is most deserving of the recognition. The awards will be presented by the Bay Area People First board members.

The event will include one or more speakers (most which will be self-advocates) to emphasize the importance of speaking up for oneself and others. It also remembers the spirit of Carlos Quintong as a forward thinking self-advocate and former president of the Bay Area People First.

They are expecting to have about 100-125 people in attendance, with approx. 75% of those being self-advocates and family members.

SCDD funds would be used to help fund the cost of entertainment (by self-advocate musicians/artists) and awards.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2018-19, the Council has not awarded any funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2018.

STAFF RECOMMENDATION: Approve Bay Area People First's request for sponsorship.

ATTACHMENTS(S): Bay Area People First's request for sponsorship.

PREPARED: Kristie Allensworth August 29, 2018

July 11, 2018

State Council on Developmental Disabilities 1507 21st St. #210 Sacramento, CA 95811

RE: Sponsorship Request

Dear State Council on Developmental Disabilities,

In behalf of **Bay Area People First** we are submitting a request for sponsorship for our upcoming event, the **Carlos Quintong Self-Advocacy Celebration**. This event is scheduled for **October 19, 2018**, 6:00 – 9:00 pm at **the Ed Roberts Campus 3075 Adeline St, Berkeley CA 94703**. It's an evening of music, awards, dancing and togetherness.

The Carlos Quintong Self-Advocacy Celebration is an annual event put together by Bay Area People First. We recognize self-advocates who speak up to improve the quality of life of people with intellectual and developmental disabilities (I/DD). The goal of the event is to promote and support self-advocacy. Individuals are nominated by their peers, family members, co-workers or staff. A nomination form is sent out to the community and the planning committee members review the nominations to determine who is most deserving of the recognition. The awards will be presented by the Bay Area People First board members.

The event will include one or more speakers (a majority of which will be self-advocates) to emphasize the importance of speaking up for oneself and others. It also remembers the spirit of Carlos Quintong as a forward thinking self-advocate and former president of the Bay Area People First who was always willing to help others speak up for themselves and the services they need to improve the quality of their lives.

We plan to invite self-advocates, families of self-advocates, providers, regional center staff and legislators. We plan to get the word out by sending *save the date* emails, flyers and by word of mouth, and then outreach with registration and nomination forms, hard copy and electronic copies. We are expecting to have about 100-125 people in attendance, with approx. 75% of those being self-advocates and family members.

We would like to request \$650.00 to help fund the cost of entertainment (by self-advocate musicians/artists) and awards. We anticipate that the approximate amount of the event would cost approx. \$2,000. Please see included spreadsheet for more details.

This event is held annually and this would be the first time we are requesting sponsorship from the council. The event will include food and entertainment. Members of this planning committee seek additional funding support from the community through donation letters to businesses, regional centers and other networks.

The planning committee for this event is made up mostly of Bay Area People First officers and members (Self-Advocates).

Respectfully,

Christina Lasson
President, Bay Area People First
1515 Clay St. #300
Oakland, CA 94612
Christina - (510) 275-9230 christinalasson6@gmail.com
Elizabeth (advisor) - (415) 837-8920 egrigsby@ggrc.org

2018 Carlos Quintong Celebration of Self-Advocacy Budget

Expense	Amount	Details
Ed Roberts Campus	0.00	In-Kind donation through
_		DREDF
Entertainment	\$300.00	Dream Achievers Band,
		from Fremont, CA.
Dinner and Refreshments	\$1,050.00	Reduced-fee contract
		from Eventworks to cater
		dinner, including set up,
		service and clean up
		(currently seeking
		donations to help cover)
		Drinks, ice, coffee and cake from Costco
Awards	\$350.00	Awards and certificates.
Decorations and Decor	\$300.00	
Decorations and Decor	\$300.00	Balloons, table covers,
	40.000	center pieces
Total	\$2,000.00	

Registration for this event is \$20.00 per person. We anticipate attendance to be around 100 individuals. We intend to use the sponsorship funds to go to entertainment and awards.



July 17th, 2018

Christina Lasson, President Bay Area People First

Dear Christina,

Please consider this letter as Golden Gate Regional Center's Letter of Support for the annual Carlos Quintong Celebration of Self-Advocacy. We wholeheartedly support the gathering of individuals with disabilities in advocating for a greater voice – and full community membership - in every city and county of this country.

We know the Celebration in October will include many of the individuals we serve, their families, our staff and many other allies to the cause of social justice and civil rights for people with disabilities. Thank you for all the great work you do at Bay Area People First and please keep us posted on anything related to this Self Advocacy Celebration as you move through planning process.

Best Regards.

Eric Zigman

Executive Director

Golden Gate Regional Center 1355 Market St., Suite 220 San Francisco, CA 94103

Main 415-546-9222 Direct 415-832-5516

Email: ezigman@ggrc.org



Sponsorship Request Application Checklist

The checklist below will help you identify the information needed to complete the sponsorship request application. We suggest you print this page to use while you gather information for the sponsorship application.

To allow sufficient time for processing and review, we recommend that sponsorship requests be submitted at least 3 months before an event. Please submit this checklist with the sponsorship request application.

Information Checklist
Name of your Company/Organization
Name of Project/Event/Program
☑ Project/Event Date
Contact Name
Contact Email, Address and Phone Number
Amount of Funding Requested
Approximate Total Cost of Project/Event
The answer to this question: How this event/conference will increase the ability of consumers and family members to exercise control, choice and flexibility in the services and supports they receive, including a description of the specific way SCDD's funding would be
Event/Program Objectives
Target Audience: The number and type of expected attendees (i.e. teachers, providers, administrators, etc.), including how many of those attendees are expected to be consumers and family members
The answer to this question: How many presenters or panelists will participate in the event and what number of the presenters or panelists will be consumers A list of other sponsors/major contributors
The answer to this question: How you will conduct outreach to increase consumer and family involvement in the conference
Have you included a complete and total budget, including the amount you are requesting (\$999 limit), details on the amount and sources of other funds solicited or obtained

- Have you included a list of other SCDD sponsorships and grants you have previously requested and/or received
- Have you included a letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Sponsorship request from College of Education.

AMOUNT: \$999.00

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

ANALYSIS/DISCUSSION: The College of Education in partnership with the College of Natural Sciences within the California State University, San Bernardino requests State Council sponsorship for their upcoming 12th Annual Disability Sports Festival "A Celebration of Abilities".

The Disability Sports Festival will increase the ability of consumers and family members to exercise control, choice and flexibility as they choose from over 25 different clinics helping consumers learn alternative and adapted ways to exercise increasing health and fitness opportunities which then increases well-being, mobility, quality of life and raises cognitive development. These clinics are run by Paralympic athletes and elite coaches who specialize in adapted techniques working with all persons who are developmentally disabled no matter the age or the severity of impairment (pre-k, school-aged, and transition/adult).

Self-advocates and families will gain knowledge to inform their advocacy provided through the resource village. The resource village is made up of local service agencies, health organizations, nonprofit self-advocacy groups, state resource entities and vendors that provide services to persons and families with disabilities. The resource village provides self-advocates, families and educators with an opportunity to meet with and gain valuable knowledge and access to services, ask pertinent questions about research and practices related to their own needs and connect with others who may share similar interests and challenges.

In previous years, the event has been well attended by Consumers, Self-advocates and Families (about 60%), Educators (about 5%), Allied Health Professionals (about 5%), and Students (about 30%). They expect a similar attendance distribution and anticipate 1,000+ participants at this year's festival.

SCDD funds would be used to offset the costs of marketing and media services.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2018-19, the Council has not awarded any funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2018.

STAFF RECOMMENDATION: Approve College of Education's request for sponsorship.

ATTACHMENTS(S): College of Education's request for sponsorship.

PREPARED: Kristie Allensworth August 20, 2018





College of Education

DisABILITY Sports Festival

CALIFORNIA STATE UNI VERSITY SAN BERNARDINO 5500 University Park way, San Bernardino, CA 92407 909.537.5659 ginger.hartman@csusb.edu

08/17/2018

Kristie Allensworth State Council on Developmental Disabilities 1507 21st Street, Suite 210 Sacramento. CA 95811

Dear Ms. Allensworth and the SCDD Review Committee.

The College of Education in partnership with the College of Natural Sciences within the California State University, San Bernardino requests State Council sponsorship for our upcoming 12th Annual DisABILITY Sports Festival "A Celebration of Abilities" in the amount of \$999. The event will be held on October 6th, 2018 at the CSUSB campus fields, aquatic center, CSUSB Rec Center, tennis courts, outdoor basketball courts, gymnasium, and the Coussoulis arena.

The DisABILITY Sports Festival will increase the ability of consumers and family members to exercise control, choice and flexibility as they choose from over 25 different clinics helping consumers learn alternative and adapted ways to exercise increasing health and fitness opportunities which then increases well-being, mobility, quality of life and raises cognitive development. These clinics are run by Paralympic athletes and elite coaches who specialize in adapted techniques working with all persons who are developmentally disabled no matter the age or the severity of impairment (pre-k, school-aged, and transition/adult).

We will have a main speaker at the event with Spina Bifiida who is a consumer as well as a World Champion and World Record Holder and another consumer with Down Syndrome will speak briefly and then open the games.

Self-advocates and families will gain knowledge to inform their advocacy provided through our resource village. The resource village is made up of local service agencies, health organizations, nonprofit self-advocacy groups, state resource entities and vendors that provide services to persons and families with disabilities. The resource village provides self-advocates, families and educators with an opportunity to meet with and gain valuable knowledge and access to services, ask pertinent questions about research and practices related to their own needs and connect with others who may share similar interests and challenges.

In previous years, the event has been well attended by Consumers, Self-advocates and Families (about 60%), Educators (about 5%}, Allied Health Professionals (about 5%), and Students (about 30%). We expect a similar attendance distribution and anticipate 1,000+ participants at this year's festival. Attached is a detailed demographic report of 2017 attendees listing participant type, specialty, and geographic distribution.

We have a community council to help us reach our consumers made up of key community stake holders who are: Inland Regional Center, Molina Health Care, IEHP, Angel City Games, UCDD, Autism Partnership, Amputee Connection, SCDD, San Bernardino Valley College and Crafton Hills College, Fox Sports News, American Advertising Federation, Loma Linda Possibilities and Operation Ability to conduct outreach to increase consumer and family involvement in this event. We will be emailing potential attendees, posting on social media and website, creating PSA's (distributing to local media groups) and the College of Education will be distributing hard copy collateral.

The cost of the event is \$63,670. Funding for coordination of this event is provided through funds and in kind support from Molina Health Care, The Vital Expanded Technologies Initiative, The Lakers Foundation, IEHP, Beaver Medical, Loma Linda Possibilities, Harbage Consulting, Kaiser Permanente, The Diversity Committee, The CSUSB Intellectual Life Grant, San Bernardino County Superintendent of Schools, VCO Vocational Specialists, Valley Vocational Specialists, Liberty Medical Group Inc., Community Action Partnership, UCDD, CSUSB Athletics, American Advertising Federation, CSUSB Parking Services, CSUSB Rec Center, I.E. Sports Net, Fox Sports, Monster Energy, L.A. Galaxy, and the CSUSB College of Education.

To our knowledge The DisABILITY Sports Festival has not received any sponsorships or grants from SCDD.

The SCDD grant would go toward offsetting the costs for Marketing Promotion and Media Services allowing us to better reach and advertise to our consumers. Please see the attached proposed budget for the event.

Thank you for your consideration. We look forward to hearing from you soon.

Marketing and Co-Director

CSUSB DisABILITY Sports Festival

California State University, San Bernardino

July Ho

College of Education

ginger.hartman@csusb.edu

909.537.5659 Direct / 909.856-0685 mobile

Attachments

Attachment (a): Festival Statistics Demographics on % of Developmentally Disabled Attachment

(b): Course Budget reflecting SCDD Grant

Attachment (c): Angel City Games and Molina Health Care Letter of Recommendation

Attachment (d): DisABILITY Sports Festival Flyer

Attachment (e): DisABILITY Sports Festival Deck

Attachment (f): Sponsorship Request Application Checklist

The California State University. Bakersfield • Channel Islands • Chico • Dominguez Hills • East Bay • Fresno • Fullerton • Humboldt • Long Beach • Los Angeles Maritime Academy, Monterey Bay. Northridge • Pomona • Sacramento • SAN BERNARDINO • San Diego • San Francisco • San Jose • San Luis Obispo • San Marcos • Sonoma • Stanislaus

Attachment (a)

11th Annual DisABILITY Sports Festiival October 7th 2018

Total Registrants	613
Number of Participants Reporting a Disability	362
% Of Participants Reporting a Disability	59%
Number of Registrants Who Reported having a Developmental Disabilities	234
% of Registrants Who Reported Having a Developmental Disabilities	65%
% Of Participants Who Reported That Reside in CA	100%
Number of Participants Who Reported Gender	370
Number Declined to report Number of Particoants Who Reported Gender and	2
Reported a Developmental Disability	231
Number of Reported Male Participants	151
% of Male Particoants Who Reported Gender	62%
Number of Male Participants with Developmental	
Disabilities	99
% Male with Developmental Disabilities	65%
Number of Reported Female Participants	139
% Female Participants Reporting Gender	38%
Number of Female with Developmental Disabilities	68
% Female with Developmental Disabilities	49%

Attachment (b)

Disability Sports Festival 2018

Location: CSUSB Campus

Administrators: Marissa Congdon, Priyanks Yalamanchile, Guillermo Escalante, Ginger Hartman

Program date(s): Oct 6 2018

Expected Number of participants: 1000+

Otyx Price Projected Budget Com

	Qty x	Price	Projected Budget	Comment details
Operating Expenses				
Constant Contact			\$336.00	
Telephone			\$600.00	
Office Supplies (ink, paper, binders, tape, sheet protectors, batteries, extension cords)			\$500.00	
Photocopying B/W	10000	\$0.05	\$500.00	
Photocopying Color	1000	\$0.50	\$500.00	
Interns	2	\$2,000.00	\$4,000.00	

\$6,436.00

Marketing & Promotion

Brochures Printing	10000	\$0.07	\$700.00	
Posters	50	\$5.00	\$250.00	
Banners	5	\$155.00	\$775.00	
Save the date Postcards	1000	\$0.05	\$50.00	
Promotional Items	2000	\$0.50	\$1,000.00	
Program Printing	1000	\$1.50	\$1,500.00	
Signage (indoor/outdoor directional)	4	\$25.00	\$100.00	

\$4,275.00

Supplies / Misc.

оприсот инос.				
T-shirts	800	\$6.50	\$5,200.00	
Sports equipment (bike tubes, balls, archery equipment, balloons, bungee cords, air pump)			\$5,000.00	
Equipment Maintenece			\$200.00	
Safety supplies			\$200.00	
VR 3D Cardboard Glasses	651	\$1.54	\$1,002.54	
RFID Wristbands	1000	\$0.61	\$610.00	
Mobile Devices for VR Viewing	6	\$250.50	\$1,503.00	
Asset Tracking			\$2,000.00	
Hay Bales			\$268.29	
Feather Flags			\$300.00	
Emergency Supplies			\$200.00	
Paper Goods		·	\$50.00	

\$16,533.83

Food

VIP Breakfast	50	\$25.00	\$1,250.00	
VIF DI EditidSt	30	Ψ23.00	\$1,230.00	
Water/ Beverages (cases)	300	\$4.00	\$1,200.00	
Thank you dinner for volunteer coaches	35	\$25.00	\$875.00	
Snacks	1000	\$3.00	\$3,000.00	
Ice	30	\$7.50	\$225.00	
Prticipant Lunches			\$5,000.00	
Voluntrer Lunches			\$2,000.00	

\$13,550.00

Speakers / Hotel / Honorariums

Hotel	20	\$130.00	\$2,600.00	
Stipends	25	\$100.00	\$2,500.00	
Honorariums	1	\$2,500.00	\$2,500.00	
Travel	2	\$75.00	\$150.00	
			\$0.00	

\$7,750.00

Logistics

Academic Computing and Media charges related to accessible media during opening ceremonies	\$600.00	
Rec Center	\$1,000.00	
Tables / Chairs 50 tables/500 chairs	\$1,000.00	
Facilities (trash cans, toiletries) Outside	\$500.00	
Facilities Venue	\$800.00	
Parking	\$3,000.00	
Permits	\$25.00	

\$6,925.00

Media Services

Photographer/photo booth		\$500.00	
Video		\$1,000.00	
PSA Announcemnts		\$0.00	
Social Media		\$200.00	

\$1,700.00

Professional Services

Life Guards			\$1,000.00	
Rock Wall			\$3,500.00	
Interpreters	10	\$200.00	\$2,000.00	

\$6,500.00

Total Income

\$0.00

Total Budget vs. Actual columns

\$63,669.83

Attachment (c)



August 16, 2018

Ginger Hartman CSUSB College of Education Office of the Dean 5500 University Pkwy San Bernardino, CA 92407

RE: DisAbility Sports Festival

Dear Ginger,

As an emerging adaptive sports program in Southern California it's vital for us to stay connected to the disability community in the region. We have always highly valued our relationship with CSUSB and the DisAbility Sports Festival as a conduit to reaching people with disabilities. Your event has been the benchmark in the area to bring the disability community together to connect, share and participate in the power of sport.

With the Paralympic Games coming to Los Angeles in 2028, it is vital that everyone who serves the disability community continue creating more opportunities for those who are too often left on the sidelines. With the long history that CSUSB and the DisAbility Sports Festival have created through more than a decade of events, we are all well positioned to impact more people and change more lives.

Thank you for the commitment you've made to the entire adaptive sports community and we look forward to working with you for many years to come.

Best regards,

Howard Brodwin

Vice President, Marketing

Hann KBlin

Angel City Sports



August 16, 2018

Dear State council on Development Disabilities,

Please accept this letter as our endorsement of the CSUSB DisABILITY Sports Festival hosted here in the Inland Empire.

Molina Healthcare has had the pleasure of working with Cal State University of San Bernardino on this wonderful event since its inception. We have been a proud partner of their event and continue to support the great work that they do for those individuals with disabilities, their families and caregivers.

The coordination of activities, educational resources, and workshops that they host throughout the year has truly changed lives. We have seen so many participants attend their events and leave with such a great sense of accomplishment. Which is truly amazing to see.

Truly hope that this organization is selected for your support so that they may continue to bring these activities and programs to all of these families.

Sincerely,

Ruthy Argumedo

AVP of Community Engagement

Attachment (d)



REGISTRATION OPENS AUGUST 1

 $Go\ to\ https://disabilitysports.csusb.edu/festival.html\ for\ further\ registration\ information.$



Attachment (e)



CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO



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History

- Started in 2006, The DisABILITY Sports Festival was created by CSUSB professor of Kinesiology Dr. Aaron Moffett and was the first of its kind in the nation.
- The festival introduced over 25 adapted sports and physical activity opportunities, as well as education and wellness taught by Paralympic coaches.
- Because of Aaron's vision, events such as The Angel City Games, Loma Linda Possibilities and Operation Ability now exist.





MILLS OF PERSONS

Why is there a need for The DisABILITY Sport Festival?

- Persons with disabilities make up over 19% of the population which roughly equates to 56 million people.
- Of those 56 million, 50% of those suffer from severe and painful disabilities.
- Persons with disabilities are the most underrepresented minority group in the US and are from the most impoverished regions.







MILLS OF PERSONS

Why is there a need for The DisABILITY Sport Festival?

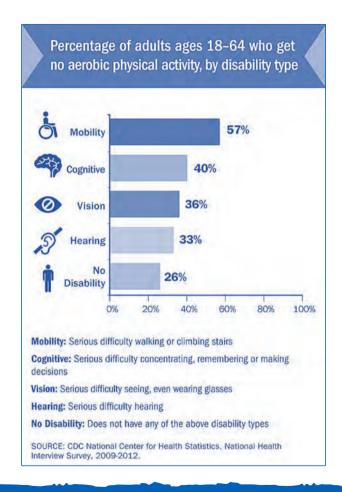
- The Inland Empire and LA areas respectively have some of the nations highest poverty rates.
- People with disabilities are 4.5x less likely than their peers to be physically active leading to more health problems.







The DisABILITY Sports Festival helps to motivate, educate and inspire our participants (who are the most at-risk demographic), their caretakers, family and the community about the positive and transformative impact physical activity has on persons with any disability.





Studies show engagement in moderate to high intensity physical activity can indeed be effective in preventing impairments and functional limitations and may offset predisposed risk for the development of secondary health conditions.

川川ははは、一人の大学の大学

Purpose

- 1. Introduce sports clinics to our underserved population with disabilities within the local and school community through education, health and wellness and sports activity.
- 2. Raise awareness of disability sports and the role it plays in improving quality of life.
- 3. Provide a service learning opportunity for our students and the community.





MINISTER STATES

Purpose

The DisABILITY Sports festival is the catalyst for persons with disabilities to know the benefits of exercise, health and wellness as well as access to education such as the many workshops we provide throughout the year such as:

- Education on health, personal fitness and nutrition.
- Increasing job readiness learning opportunities through new and innovative technologies.
- Alternatives to conservatorship.
- Transition services to enhance self-advocacy and self-determination in the world.
- Provide emergency preparedness training and disaster planning using the State Council on Developmental Disabilities (SCDD) disaster self-advocacy module.









We truly believe in our Mission Statement



We believe in showing the importance of health and physical activity, increasing quality of life and providing learning opportunities while raising awareness for people living with disabilities in our community. We believe everyone should have the opportunity to realize a disability is not an inability. We believe in creating that moment, that instance of clarity to not just think anything is possible.... But to know it.

Why we need your support

- The DisABILITY Sports Festival is completely funded by generous supporters from community partners, sponsorships and grants to make the event possible.
- As the festival serves the most underserved and impoverished minority population, it is important to continue to provide free access to the event.
- Opportunity to build, increase and introduce innovative programs, new clinics, immersive technologies, and updated adaptive equipment.







Underwriting Opportunities

- Replace adapted archery equipment lost in a flood on campus \$2,122
- Sled Hockey Conversion Kits for wheelchairs \$800 (played on gym floor)
- Equipment such as: Basketballs, tennis balls, soccer balls, break away boards for clinics. \$500
- Climbing wall \$3,100 rental

- Event T-shirts \$8,000
- Lunch for volunteer's coaches and participants \$7,500
- Paralympic Coach Travel expense and hospitality \$10,000
- 5 educational workshops \$5,000
- VIP Breakfast \$500
- Coach Meet and greet \$400

2017 List of Sponsor

As the festival growa in scope and reach, we have been able to partner with some amazing sponsors. Here are just a few that gave their time, talent and resources to make this event such a success.

LA Dodgers Foundation LA Galaxy Street Team La Kings KCAL 96.7 Kola 99.9 Kaiser Permanente Nestle Waters Inland Empire 66ers Monster Energy K-Frog Sheroes Entertainment Community Action Partnership Loma Linda PossAbilities Emi Sunshine (Music Artist) Omni Trans

2018 New Sponsors Confirmed

Fox Sports News — Radio and Live Coverage

IE Sports Net - Radio and YouTube

2018 Exciting New Clinics

Light Saber Academy (Adapted Fencing) Sponsored by: American Legion 501 Saber Guild Outer Rim Temple 360 degree videos and Virtual reality Adapted Experience Sponsored by: Mobile App Design Team Vital and Expanded Technologies Initiatives Grant



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Please watch our award winning video (link provided below) and experience the joy and life changing experiences that come from the DisABILITY Sports Festival and know that we are all ABLE.



http://bit.ly/I-Am-ABLE





Thank you for your time and your consideration. We would love to speak more on building a long and lasting partnership and would love to hear your ideas and input on what you feel would be the best fit for you. We would like to leave you with a few testimonials on how the festival has impacted so many lives.

We went to one of your events a few years ago and that was when my son ran for the first time on his prosthesis! I will never forget that day!!! - Rosalie Mastaler



"THIS is the reason I volunteer so much of my free time. THIS is the stuff that sets my soul on fire....People who have felt for their whole life that they don't "belong" are finally getting a sense of community with people who understand them and people who have actually walked in their shoes." - Kate **McCormick**





Contact Us

College of Education Office 5500 University Parkway San Bernardino, CA 92407 http://disabilitysports.csusb.edu

Ginger Hartman Marketing Director and Co-Chair ginger.hartman@csusb.edu (909) 537-5659

Yvonne Salmon Development Director ysalmon@csusb.edu (909) 537-5299



Attachment (f)



Sponsorship Request Application Checklist

The checklist below will help you identify the information needed to complete the sponsorship request application. We suggest you print this page to use while you gather information for the sponsorship application.

To allow sufficient time for processing and review, we recommend that sponsorship requests be submitted at least 3 months before an event. Please submit this checklist with the sponsorship request application.

Information Checklist Name of your Company/Organization X Name of Project/Event/Program ☑ Project/Event Date Contact Name Contact Email, Address and Phone Number Amount of Funding Requested Approximate Total Cost of Project/Event The answer to this question: How this event/conference will increase the ability of consumers and family members to exercise control, choice and flexibility in the services and supports they receive, including a description of the specific way SCDD's funding would be utilized Event/Program Objectives Target Audience: The number and type of expected attendees (i.e. teachers, providers, administrators, etc.), including how many of those attendees are expected to be consumers and family members The answer to this question: How many presenters or panelists will participate in the event and what number of the presenters or panelists will be consumers A list of other sponsors/major contributors The answer to this question: How you will conduct outreach to increase consumer and family involvement in the conference Have you included a complete and total budget, including the amount you are requesting (\$999 limit), details on the amount and sources of other funds solicited or obtained

- Have you included a list of other SCDD sponsorships and grants you have previously requested and/or received
- Have you included a letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Sponsorship request from Fetal Alcohol Spectrum Disorders (FASD) Network of Southern California.

AMOUNT: \$999.00

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

ANALYSIS/DISCUSSION: FASD is requesting a sponsorship for their Wrightslaw One-Day (6-hour) Conference: From Emotions To Advocacy. The event is scheduled for September 7, 2018.

This workshop will teach parents and their professionals how to be an effective part of their child's IEP team. They will learn how to prepare for an IEP, how to use the Bell Curve to understand their child's strengths and needs, what a Parent Agenda is, how to build healthy working relationships with school personnel, the art of disagreeing, how to document information that may prevent or resolve disputes, how to develop SMART IEPs, and more. In other words, participants will learn their rights and how to become better advocates for their child's educational needs.

The objective of the event is to attract caregivers and professionals who are caring for children and youth with special educational need requirements from all economic backgrounds. They especially want to reach out to those whose first language is not English, as they are often at a disadvantage when dealing with the school systems. Therefore, we will be providing translators as needed. Their goal is to teach the attendees about their rights as a member of the IEP process, how to interpret the data provided by school testing, how to obtain the interventions that their child needs, and how to help craft effective, measurable, and appropriate IEP objectives. They hope to attract up to 200 participants to the conference. They also plan to have at least 10 relevant vendor tables outside the conference room to provide additional information and resources to the attendees.

They expect that the clear majority (approximately 90%) of the attendees will be parents and foster/kinship caregivers. They are estimating that the remaining 10-12% of the attendees will be professionals such as social workers, teachers, school administrators, special education advocates, or

educational consultants. The event will have one speaker, Pat Howey, a special education advocate for over 30 years.

The grant of \$999 would be used to SCDD's grant would defray the cost of the Speaker's fee, which is \$1,500.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2018-19, the Council has not awarded any funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2018.

STAFF RECOMMENDATION: Approve Fetal Alcohol Spectrum Disorders Network of Southern California's request for sponsorship.

ATTACHMENTS(S): Fetal Alcohol Spectrum Disorders Network of Southern California's request for sponsorship.

PREPARED: Kristie Allensworth August 29, 2018



SCDD Scholarship Application

Date of Application: March 29, 2018

Wrightslaw One-Day (6-hour) Conference: From Emotions To Advocacy

Friday, September 7, 2018

Annette Kunzman, Treasurer & Secretary annettek@fasdsoutherncalifornia.org
P.O. Box 595
Manhattan Beach, CA 90267
(310) 717-9763

Grant Requested: \$999

The approximate total cost of this event will range from \$15,000 to \$17,000.

This workshop will teach parents and their professionals how to be an effective part of their child's IEP team. They will learn how to prepare for an IEP, how to use the Bell Curve to understand their child's strengths and needs, what a Parent Agenda is, how to build healthy working relationships with school personnel, the art of disagreeing, how to document information that may prevent or resolve disputes, how to develop SMART IEPs, and more. In other words, participants will learn their rights and how to become better advocates for their child's educational needs.

SCDD's grant would defray the cost of the Speaker's fee, which is \$1,500. In addition to her fee, we will also be on the hook for her travel and lodging expenses, which we estimate to be about \$3,000.

The objective of the event is to attract caregivers and professionals who are caring for children and youth with special educational need requirements from all economic backgrounds. We especially want to reach out to those whose first language is not English, as they are often at a disadvantage when dealing with our school systems. Therefore, we will be providing translators as needed. Our goal is to teach the attendees about their rights as a member of the IEP process, how to interpret the data provided by school testing, how to obtain the interventions that their child needs, and how to help craft effective, measurable, and appropriate IEP objectives. We hope to attract up to 200 participants to the conference. We also plan to have at least 10 relevant vendor tables outside the conference room to provide additional information and resources to the attendees.

We expect that the vast majority (approximately 90%) of the attendees will be parents and foster / kinship caregivers. We are estimating that the remaining 10-12% of the attendees will be professionals such as social workers, teachers, school administrators, special education advocates, or educational consultants. The event will have one speaker, Pat Howey, a special education advocate for over 30 years and with Wrightslaw for the last thirteen. Registrants will each receive a copy of the publication, Wrightslaw: From Emotions to Advocacy, 2nd Edition, which will be used as the textbook for the conference and early bird registrants will receive digital copies of two adobe.pdf files, "Special Education Law" book and "2015 Special Education Legal Developments and Cases" book.



Co-sponsors of this event include the L.A. office of SCDD, Learning Rights Law Center (LRLC), Los Angeles Learning Disabilities Association, CSUN's Family Focus Resource Center (FFRC), and Healthy Minds Consulting. The FASD Network of Southern California plans to provide up to \$1,500 in grants for

attendees, CSUN's Family Focus Resource Center will provide \$500 in grants, Healthy Minds Consulting is contributing \$125, and LRLC will provide two Spanish translators for the conference. All of the above-mentioned organizations will staff a vendor table at the event.

Marketing and early registration of the conference has begun with flyers produced by the LA office of SCDD. The flyer has been emailed and posted by all the co-sponsors of the event to their respective distribution lists and constituents. Additionally, FASD Network is devoting an Events page to the Registration for the Conference and has posted the conference date on its website and public and private websites. Wrightslaw itself is promoting the event on its website and mailings and will provide further details on it as they develop. Finally, we are marketing the event to the L.A. Department of Children & Family Services, the largest foster care system in California, local Regional Centers, and to the community colleges in our area that provide Foster / Kinship Caregiving classes. We will also be sending registration flyers to the local SELPAs in our area.

Please see the attached spreadsheet for our budget of the conference using different attendance scenarios.

This is our first application to SCDD for a grant.

Finally, please see the attached Letter of Recommendation.



A .				A
LO	nte	ren	ce	Costs

Speaker fee	1,500			
Hotel (up to 4 nights)	1,500			
Airfare	750	These all co	ould be too l	low
Speaker Meals	692	4 days		
Other Travel	500	Tolls, parki	ng, mileage	
Marketing, printing mailing, Misc.	1,000			
Book: From Emotions to Advocacy	1,800	need to buy minimum 100 books by Aug 17		
Vendors	-750	Assumes 10	0 vendors at	\$75
Interpreters	2,400	Assumes 4	interpreters	at \$100 per hour
Food	6,300	(assumes c	ost \$35 for t	:he day)
Yosemite Deposit	200	(refundable	e?)	
Total Costs	15,892			
Total Costs: roughly	15,892	12,592	13,792	
attendees	180	125	200	
Break Even Charge	\$88	\$101	\$69	

What to charge:

Early Bird: Wrightslaw will give us a pdf of two books: Special Ed Law and 2015 Special Ed Legal Developments and Cases which we can give to the early bird registrants (Retail value \$30)

Scholarships:

FASD Network	\$1,500	12	
Healthy Minds Consulting	125	1	
FFRC	500	4	
SCDD?	999	<u>8</u>	(Applying for a grant)
	\$3,124	25	

Percent of total attendees awarded grants: 14%



Wrightslaw Conference - 6 hours Scenario: 180 Registrants

In	cc	m	29	*

Registrations:

Early Bird Parents \$115 X 90	\$10,350	
Early Bird Professionals \$135 X 10	1,350	
Grants \$125 X 25	3,125	(4 FFRC, 12 FASD Network, 1 Healthy Minds, ? SDCC, ?Others)
Regular Parent \$135 X 45	6,075	
Regular Professional \$160 X 10	1,600	-
180 Registrants at average \$125	\$22,500	180 \$125
Vendors 10 X \$75 per table	\$750	Receive 2 lunches
Less 2 all day meals per vendor	(700)	
	\$50	
Emanage		
Expenses:	ć4 500	
Speaker Fee	\$1,500	
Hotel (up to 4 nights)	1,500	
Airfare	750	
IRS Per Diem (\$173 / day) 4 days	692	
Other Travel (Tolls, Parking, Mileage)	500	
Marketing, Mailing, Printing, Misc.	1,000	
Book: From Emotions to Advocacy	1,796	
Interpreters (4 @ \$100 /hour)	2,400	
Food (@\$35 per attendee) + Interpr.	6,440	
Sponsor Comps (10 X \$45)	450	(5 sponsors with 2 attendees receiving Wrightlaw book and foo
Total Expenses	\$17,028	
Cushion:	\$5,522	



Wrightslaw Conference - 6 hours Scenario: 160 Registrants

Incomes:		
Registrations:		
Early Bird Parents \$115 X 70	\$9,200	
Early Bird Professionals \$135 X 8	1,080	
Grants \$125 X 25	3,125	
Regular Parent \$135 X 40	5,400	
Regular Professional \$160 X 7	1,120	
160 Registrants at average \$125	\$19,925	160 \$125
Expenses:		
Speaker Fee	\$1,500	
Hotel (up to 4 nights)	1,500	
Airfare	750	
IRS Per Diem (\$173 / day) 4 days	692	
Other Travel (Tolls, Parking, Mileage)	500	
Marketing, Mailing, Printing, Misc.	1,000	
Book: From Emotions to Advocacy	1,597	
Interpreters (4 @ \$100 /hour)	2,400	
Food (@\$35 per attendee) + Interpr.	5,740	
Sponsor Comps (10 X \$45)	450	(5 sponsors with 2 attendees receiving Wrightlaw book and foo
Total Expenses	\$16,129	
Vendors 10 X \$75 per table	\$750	Receive 2 lunches
Less 2 all day meals per vendor	(700)	
	\$50	
Cushion:	\$2,570	



Wrightslaw Conference - 6 hours Scenario: 140 Registrants

Incomes: Registrations: Early Bird Parents \$115 X 70 Early Bird Professionals \$135 X 6 Grants \$125 X 25 Regular Parent \$135 X 33 Regular Professional \$160 X 6	\$8,050 810 3,125 4,455 960	
140 Registrants at average \$124	\$17,400	140 \$124
Expenses:		
Speaker Fee	\$1,500	
Hotel (up to 4 nights)	1,500	
Airfare	750	
IRS Per Diem (\$173 / day) 4 days	692	
Other Travel (Tolls, Parking, Mileage)	500	
Marketing, Mailing, Printing, Misc.	1,000	
Book: From Emotions to Advocacy	1,397	
Interpreters (4 @ \$100 /hour)	2,400	
Food (@\$35 per attendee) + Interpr	5,040	
Sponsor Comps (10 X \$45)	450	(5 sponsors with 2 attendees receiving Wrightlaw book and foo
Total Expenses	\$15,229	
Vendors 10 X \$75 per table	\$750	Receive 2 lunches
Less 2 all day meals per vendor	(700)	
	\$50	
Cushion:	\$2,410	



FASD Network of Southern California

Fetal Alcohol Spectrum Disorders: We get it.

Board of Directors

Valerie Lipow, President

Annette Kunzman, Treasurer & Secretary

Kelly Rain Collin

Marge Chirchick

William Chung

DeAnn D'Antignac

Carol Donagrechia

Annette Hignight

Shannon Iacobacci

Anthony Mashkovich

Rosemary Shulman

March 29, 2018

California State Council on Developmental Disabilities 1507 21st Street Sacramento, CA 95811

RE: Scholarship Application

To Whom It May Concern:

Allow me to introduce the FASD (Fetal Alcohol Spectrum Disorder) Network of Southern California. We are a 501 (c) (3) nonprofit organization whose mission is to enhance the quality of life - through information, advocacy and service - for children, adolescents and adults in Southern California affected by prenatal alcohol exposure, and to empower those who care for or serve them. We inform, train, and support parents, caregivers, advocates, educators, and treatment professionals of individuals who have been diagnosed with or suspected to have FASD. We have no paid staff at this point, being a consortium of biological and adoptive parents and caregivers, as well as professionals in government, healthcare, education, and private practice. At an estimated 5% of the population, approximately 2 million Californians are likely affected by FASD. Since about 60 percent of the state's population fives in Southern California, the majority of California residents with FASD live in our region.

Our Network offers both online and local support. We have an active closed Facebook page, as well as a public Facebook page, where information about FASD, local / regional FASD resources, and support with others in the Network is provided. The Network ernail is another way we share information about FASD and FASD-related resources in Southern California. This listserv is the fastest way to learn about our meetings, our training workshops, and to link with other people in our region living with and interested in FASD. Additionally, we maintain our website, www.fasdsoutherncalifornia.org, with information about FASD, related resources, and upcoming events sponsored by our Network. On the local level, we host information and support group meetings almost every month. Most of them take place in Redondo Beach, Los Angeles, San Dimas, and Bakersfield. It is expected that these local meetings will expand to other areas in Southern California over time.

Finally, the Network provides training and education for the general public and for specific groups. We offer 1-3 day conferences at least once a year, where we recruit national and international experts in FASD to provide training on topics intended to aid families and the professionals who provide support for persons with FASD.

P.O. Box 595, Manhattan Beach, CA 90267 Phone: (760) 582-1266 Fax: (310) 379-4899 A 501(c)(3) non-profit

March 26, 2018

California State Council on Developmental Disabilities 1507 21st Street, Suite 210 Sacramento, CA 95811

RE: Letter of Recommendation

To Whom This May Concern:

On behalf of the Violence Intervention Program (VIP), I am pleased to provide this letter of recommendation for the FASD Network of Southern California for their current sponsorship application to the California State Council on Developmental Disabilities for the Wrightslaw "From Emotions to Adovcacy" Conference taking place on September 7, 2018 in Los Angeles, California.

The FASD Network of Southern California (FASD Network) provides vital information, advocacy, education, and support resources for parents, caregivers, advocates, educators, and treatment professionals of persons who have been diagnosed with Fetal Alchohol Spectrum Disorder (FASD) or anyone who is suspected of being affected by FASD living in the Southern California region. Their dedication to bringing awareness and advocating for this specific population is unparalleled in this area. For many years now, VIP has utilized the FASD Network as a vital support resource for our families and as an educational resource for some of our clinical staff. Conversely, the FASD Network has often made family referrals to our in-house FASD programs, which include the Triumph program and Families Moving Forward (FMF).

Since beginning to offer support services and interventions for children who have been diagnosed with Fetal Alcohol Spectrum Disorder (FASD) in 2009, VIP still remains one of the very few service providers to this population in Los Angeles County. Founded in 1984, the Violence Intervention Program (VIP) has been the leader in building transformative programs that raise the standard of care for all vulnerable children and families in Los Angeles County. Charged with the mission of protecting and advancing the welfare of victims of child abuse, neglect, sexual assault, and family violence, we seek to significantly better their lives through comprehensive medical, mental health, and supportive programs that promote not only healing, but also self-confidence and personal empowerment. As the largest child abuse program in the County, VIP serves approximately 20,000 victims of abuse and family violence each year.

I am pleased to be a supportive partner to the FASD Network of Southern California and I enthusiastically support and commend their critical work.

Respectivity,

Astrid Heppenstall Heger, M.D. Chief Executive Officer (CEO)

1721 Griffin Ave., Los Angeles, CA 90031 Tel: 323-221-4134 Fax: 323-221-4231 www.ViolenceInterventionProgram.org E-mail: contact@vip-cmhc.org



The Network also works with human services agencies and related community programs throughout Southern California whose staff works with or on behalf of individuals with FASD. We conduct training to staff and clients to increase their knowledge and skills about FASD in order to serve them better. Additionally, Board members and other Network participants provide regular presentations and trainings on FASD to local educational, vocational, rehabilitation, wrap-around, and justice providers, and elsewhere a group may request our help.

Please see the attached checklist items as per SCDD's Sponsorship Request Application. Should you need any additional information in order to accommodate our request, please don't hesitate to contact me.

Sincerely,

Secretary & Treasurer



Sponsorship Request Application Checklist

The checklist below will help you identify the information needed to complete the sponsorship request application. We suggest you print this page to use while you gather information for the sponsorship application.

To allow sufficient time for processing and review, we recommend that sponsorship requests be submitted at least 3 months before an event. Please submit this checklist with the sponsorship request application.

Information Checklist Name of your Company/Organization Name of Project/Event/Program Project/Event Date Contact Name Contact Email, Address and Phone Number Amount of Funding Requested Approximate Total Cost of Project/Event The answer to this question: How this event/conference will increase the ability of consumers and family members to exercise control, choice and flexibility in the services and supports they receive, including a description of the specific way SCDD's funding would be utilized Event/Program Objectives Target Audience: The number and type of expected attendees (i.e. teachers, providers, administrators, etc.), including how many of those attendees are expected to be consumers and family members The answer to this question: How many presenters or panelists will participate in the event and what number of the presenters or panelists will be consumers A list of other sponsors/major contributors The answer to this question: How you will conduct outreach to increase consumer and family involvement in the conference ☐ Have you included a complete and total budget, including the amount you are requesting (\$999) limit), details on the amount and sources of other funds solicited or obtained

- Have you included a list of other SCDD sponsorships and grants you have previously requested and/or received
- Have you included a letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Sponsorship request from Fiesta Educativa Inc.

AMOUNT: \$999.00

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

ANALYSIS/DISCUSSION: Fiesta Educativa Inc. is requesting a sponsorship for their 40th Annual Statewide Conference on September 10, 2018 at the California Endowment located in Los Angeles, California. The theme for this year's event is "You Can Not Change the Past, but You Can Reshape the Future" and was chosen as an expression of Fiesta Educativa commitment for the continuation of their mission.

Fiesta Educativa expects that more than 300 family members, self-advocates, professionals and approximately 30 exhibitors representing a broad range of public and private providers in the disability community will be present at this event. Parents and self-advocates will have the opportunity to come and learn about specific provider services and be empowered. Workshops will be led by experts in the field such as professionals (25), self-advocates (5), parents of self-advocates (10), and community keynote speakers addressing the latest critical issues and policy affecting the disabled. The conference will empower low-income families to help loved ones with special needs maintain their independence and flourish. This year Fiesta Educativa is pleased to introduce a special strand for self-advocates.

For 40 years, Fiesta Educativa has been addressing the educational, training and advocacy needs of families, predominantly underserved, who are the primary caregivers of loved ones with disabilities. Fiesta Educativa provides a range of educational and support services to nearly 4,000 families yearly, conducting more than 100 health education information and training workshops throughout California on issues of importance for families of children with special needs, other caregivers, and policy advocates.

SCDD funds would aid to cover part of the cost for translation equipment rentals.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2018-19, the Council has not awarded any funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2018.

STAFF RECOMMENDATION: Approve Fiesta Educativa's request for sponsorship.

ATTACHMENTS(S): Fiesta Educativa's request for sponsorship.

PREPARED: Kristie Allensworth August 20, 2018

Fiesta Educativa's 40th Statewide Annual Conference Sponsorship Opportunity

General information

Fiesta Educativa Inc. is pleased to be hosting our 40th Annual Statewide Conference on September 10, 2018, at The California Endowment located at 1000 N. Alameda, Los Angeles, CA 90017. The theme for our 40th anniversary year "You Can Not Change the Past, but You Can Reshape the Future" was chosen as an expression of our commitment for the continuation of our mission. We invite you join with us as one of our sponsors, with a request total of \$1000. The budget for this event is estimated at \$69,970.60. Your support will aid to cover part of the cost for translation equipment rentals.

Conference objective and target audience

More than 300 family members, self-advocates, professionals & approximately 30 exhibitors representing a broad range of public and private providers in the disability community will be present at this event. Parents and self-advocates will have the opportunity to come and learn about specific services and be empowered. Through workshops by experts in the field such as professionals (25), self-advocates (5), parents of self-advocates (10), and community keynote speakers addressing the latest critical issues and policy affecting the disabled, the conference will empower low-income families to help loved ones with special needs maintain their independence and flourish. This year Fiesta Educativa is pleased to introduce a special strand for Self-Advocates.

For 40 years, Fiesta Educativa has been addressing the educational, training and advocacy needs of families, predominantly underserved, who are the primary caregivers of loved ones with disabilities. Fiesta Educativa provides a range of educational and support services to nearly 4,000 families yearly, conducting more than 100 health education information and training workshops throughout California on issues of importance for families of children with special needs, other caregivers, and policy advocates.

Your support of the Fiesta Educativa conference will help ensure that low-income families caring for a disabled individual and with the greatest need are able to attend the conference. Additionally, your support will help us to raise the level of community awareness regarding the unique needs faced by individuals with disabilities, and ensure its continued success of reaching this critically and historically underserved population.

Outreach

Outreach for this event has been conducted in various forms such as: mailings to our entire database of parent contacts, emails to Regional Center Executive Directors and other agencies requesting their support distributing our registration form amongst their clients, social media, phone blasts and parent to parent.

Budget

Please see attachment

We hope that you will join us in celebrating our 40th Annual Statewide Conference. Should you have any question, please feel free to call us at (323) 221-6696, Ext. 105 or email us at eespiritu@fiestaeducativa.org Thank you for your continued support!

PROPOSED PROJECT BUDGET EXPENSES Los Angeles 2018 Annual Conference 2018

	Request	Other Funding /In-kind to Project	Total Project Budget
Salaries			
Parents Coordinators and Outreach staff	\$4,200.00	\$2,700.00	\$6,900.00
Administrative Assistant and office support	\$3,920.00	\$1,950.00	\$5,870.00
Executive Director	\$4,400.00	\$4,500.00	\$8,900.00
Payroll Taxes and Benefits	\$2,253.60	\$1,647.00	\$3,900.60
Total Salaries & Payroll Taxes and Benefits	\$14,773.60	\$10,797.00	\$25,570.60
Consultant Fees			
Speakers/presenters	\$1,000.00	\$2,000.00	\$3,000.00
Translators	\$600.00	\$500.00	\$1,100.00
Conference Coordinator	\$4,000.00	\$4,000.00	\$8,000.00
	\$0.00	\$0.00	\$0.00
Total Consultants	\$5,600.00	\$6,500.00	12,100.00
Other Expenses			
Advisory Luncheons	\$400.00	\$500.00	\$900.00
Catering	\$7,000.00	\$2,500.00	\$9,500.00
Conference Venue	7	\$4,500.00	\$4,500.00
Information Technology	\$500.00	\$500.00	\$1,000.00
Equipment Rental	\$1,600.00	\$500.00	\$2,100.00
Event Entertainment	\$500.00	\$0.00	\$500.00
Conference Supplies	\$4,000.00	\$2,500.00	\$6,500.00
Printing	\$2,000.00	\$800.00	\$2,800.00
Postage	\$1,200.00	\$500.00	\$1,700.00
Travel/Mileage	\$500.00	\$500.00	\$1,000.00
Telephone	\$400.00	\$400.00	\$800.00
Support Parent Stipends	\$500.00	\$500.00	\$1,000.00
	\$0.00	\$0.00	\$0.00
Total Other Expenses	\$18,600.00	\$13,700.00	\$32,300.00
Total Grant Expenses	\$38,973.60	\$30,997.00	\$69,970.60

Note: bags, awards, office supplies for conference and other miscellaneous supplies are under Conference Supplies

Bags were donated by th Mexican Consular, and are in process to be deleivered. This is under the inkind items for \$2,500



Individualize. Educate. Achieve. Maximize Quality Of Life.

August 14, 2018

To whom this may concern:

I write this letter of recommendation for a valued partner of ours, Fiesta Educativa, Inc.

Fiesta Educativa has been a partner of SCRS-IL for over 5 years. During this time, we have collaborated jointly in our efforts to assist families and their children ensure their civil rights and dignity are upheld in their respective communities - be it education, programs and services or employment, to name a few.

Southern California Resource Services for Independent Living, or SCRS-IL, is a disability rights organization that empowers individuals with disabilities to maximize their independence and quality of life; in this regard, our mission aligns with that of Fiesta Educativa. Annually, SCRS-IL participates in Fiesta Educativa's conference as presenters and as vendors and Fiesta Educativa is an active partner of our East Los Angeles Disabilities Collaborative, which meets and engages with other stakeholders monthly.

SCRS-IL supports Fiesta Educativa in their ongoing efforts and hope that this letter will convey what is necessary for their request. I am always available by email at hoc.org or by phone at (562)862-6531 should you have any further questions.

Respectfully, Hector Ochoa Director of Public Policy

Dear

Hello, my name is Mildred Orellana. I am a mother of 3 wonderful kids that are considered with special needs. My daughter Stephanie Rosales, is diagnosed with learning disability and intellectual as well. And my two other sons Alex Rosales and Alan Rosales, are diagnosed with autism. While been on CPRC it has being a wonderful experience, because it has helped growth not only as a educational person with my community but also as a mother.

Fiesta Educativa has been one of my support to be able to learn how to advocate for the right for my kids and other parents as well. They have provide me with treatment and workshop where they bring us professional assistant to teach us about services and benefits to kids that are considered with special needs.

As a Latina single mother, who represent the South Central Los Angeles community. I live in a community where the need is needed, but the major problem is that parents don't have enough resources to be well informed and educated, to be able to have the right services depending on each individual disability case.

As a parent, no one sees the way I take care of my children, the look of love there is in my tiredness eyes, and the soft touch of my tiredness hands. Maybe people don't see me for hours and hours I spend on addressing and looking for the needs of my childrens. No one sees how I wake up every morning to try to do everything I can, and give them their therapies and the right educations to have a better need. Through the CPRC services and some particular training such as "Parent Mentor Training" I have learned to speak, listen, hear, and take actions with parents in my community. Especially to have the chance to advocate for the needs and the right of my childrens. To have a better education and a better life

04/05/2016.

Sincerely.

January 30, 2017

To whom may concern:

The purpose of this letter is to mention the great benefits that I have obtained participating at the different services of C.P.R.C.

I am a mother of three young adults who have learning difficulties and to me is very important to be informed of services and strategies to help my children effectively.

Through C.P.R.C, I have had the opportunity to participate in leadership trainings and advocacy, also I have expanded my knowledge about interventions and services that different agencies offer.

Thanks to the knowledge I have acquired, I have been able to represent my children more efficiently and they definitely have been benefited.

I am very thankful to Fiesta Educativa and its great team of coordinators for doing a great work of help.

Sincerely Alma Bayardo

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Sponsorship request from Golden Gate Self-Advocacy Conference Planning Committee.

AMOUNT: \$700.00

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

ANALYSIS/DISCUSSION: The Golden Gate Self-Advocacy Conference Planning Committee is requesting a sponsorship for their 22nd Annual Golden Gate Self-Advocacy Conference. The event strives to provide an accessible and affordable local self-advocacy event for consumers with developmental disabilities and those who support them.

The conference brings consumers with developmental disabilities and service providers, as well as family members, social workers, teachers and various other advocates together. They typically have 150-200 individuals in attendance.

Among the goals of the conference are to promote and support self-advocacy, advocacy and quality of life issues within our local community. Each year the presentations and sessions are organized around a central theme seek to offer tools and strategies to this end.

The conference day will include speakers and interactive sessions highlighting various aspects of advocacy, such as: choice; power and decision- making; how to lead your IPP meeting; the November Governor's election; and ability advocacy.

There will be at least 2 individuals co-presenting on each of these topics, for a total of at least 8 presenters. One individual of each co-presenter pair will be a consumer/person with a disability.

The morning will include a large group presentation where an informational overview of each topic, listed above, will be given for all conference attendees. In the afternoon, conference attendees will have the opportunity to choose one of the topics to work on further in a smaller, interactive session.

The conference day will also include informational tables on a variety of community resources, an open mic session, our annual James Latin Memorial Awards, live entertainment and refreshments.

SCDD funds would aid to cover part of the cost promotional items and the memorial awards.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2018-19, the Council has not awarded any funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2018.

STAFF RECOMMENDATION: Approve the request from Golden Gate Self-Advocacy Conference Planning Committee.

ATTACHMENTS(S): Golden Gate Self-Advocacy Conference Planning Committee's request for sponsorship.

PREPARED: Kristie Allensworth August 20, 2018



Golden Gate Self-Advocacy Conference Planning Committee

1242 Market Street.1st Floor San Francisco, Ca 94102 415.503.4460

California State Council on Developmental Disabilities: Sponsorship Request

On behalf of the Golden Gate Self-Advocacy Conference Planning Committee, the following request for sponsorship of our 2018 conference is respectfully being submitted.

Event:

The 22nd Annual Golden Gate Self-Advocacy Conference

Date:

September 27, 2018

Location:

Milton Marks Conference Center, San Francisco

Contacts:

James Engvall, Elizabeth Grigsby & Annette Vitali-Thompson.

Planning Committee Co-Chairs

avitalithompson@aol.com

1242 Market Street, 1st Floor San Francisco, Ca 94102

(415) 503-4460

Amount Requested:

\$700

Approximate Total Cost of Event: \$3,250

Event Description (including target audience, goals/objectives, presenter composition):

The Annual Golden Gate Self-Advocacy Conference, now in its 22nd year, strives to provide an accessible and affordable local self-advocacy event for consumers with developmental disabilities and those who support them.

The conference brings consumers with developmental disabilities and service providers, as well as family members, social workers, teachers and various other advocates together. We typically have 150 - 200 individuals in attendance.

Among the goals of the conference are to promote and support self-advocacy, advocacy and quality of life issues within our local community. Each year presentations and sessions organized around a central theme seek to offer tools and strategies to this end.

This year's theme is *advocacy*. The conference day will include speakers and interactive sessions highlighting various aspects of advocacy, such as: choice, power and decision-making; how to lead your IPP meeting; the November Governor's election; and ability advocacy.

There will be at least 2 individuals co-presenting on each of these topics, for a total of at least 8 presenters. One individual of each co-presenter pair will be a consumer/person with a disability.

The morning will include a large group presentation where an informational overview of each topic, listed above, will be given for all conference attendees. In the afternoon, conference attendees will have the opportunity to choose one of the topics to work on further in a smaller, interactive session.

The conference day will also include informational tables on a variety of community resources, an open mic session, our annual James Latin Memorial Awards, live entertainment and refreshments.

The Golden Gate Self-Advocacy Conference Planning Committee, currently comprised of 19 individuals, including 11 consumers, 3 GGRC staff, 2 service providers, 2 transition teachers and 1 SCDD staff, work in teams on different conference components. The Planning Committee members share duties to host and assist throughout the conference day.

Intentional effort is made for conference planning to occur in a collaborative and inclusive way, where the gifts and contributions of each person are valued, and for the conference day to reflect that, as well. In past years, the result has been a day of diverse people working, learning and having fun together.

By the end of the conference day, each attendee should understand what advocacy is and how s/he can advocate on a personal level or larger, community, level for desired change. It is hoped that each attendee, through information received, hearing others and participating in conference day activities, will be better equipped to speak up, communicate preferences, and make choices in his/her life, support services and community. Those attending in a support role should be better equipped, as well, through a day of listening and learning, to support individuals' advocacy efforts.

Outreach:

Our community is informed of the upcoming conference through save-the-date flyers and ads in other local conference programs, postings on our Facebook page, and distribution of registration information by email and in-person delivery. Members of the Planning Committee pass on information to a network of others, including self-advocacy groups, community organizations, service providers and schools. We have been able to develop a fairly extensive mailing list of interested, and potentially interested, others over the years.

Budget:

A budget is attached. As noted, we have a modest account that we have carefully tended over the years to continue this annual conference and keep registration fees low (currently \$6/person), and costs minimal. The conference has also benefitted from and relied on collaborative partnerships and occasional donations.

Each year we seek donations from local merchants for assistance with items, such as refreshments. Trader Joe's of 9th street in SF has been an ongoing annual sponsor for refreshments (ex. \$60 worth of goods); we are awaiting to hear of donations this year.

The California State Council on Developmental Disabilities has been a valued partner in planning and assisting with the annual conference for years. The Planning Committee and conference have also benefitted from the invaluable work of SCDD staff. We have not previously submitted a formal request for conference sponsorship from the SCDD.

This year's request for sponsorship from the State Council on Developmental Disabilities is being submitted to cover several areas of conference costs, including entertainment, promotional items and the memorial awards.

Budget Item Request Specifics:

\$350 for Materials/Supplies – there are a number of materials needed for the annual conference event, including nametags for conference attendees and volunteers, paper for printing conference flyers, programs and evaluation sheets, associated printing costs, and pens/markers for session activities. Sponsorship would cover costs for these basic materials, while also allowing us to provide easy-to-wear nametag holders for conference attendees and print consumer-friendly materials in color.

\$350 for Memorial Awards — in 2001 we began presenting the James Latin Memorial Awards to honor and remember James Latin, a self-advocate and dear member of our Planning Committee who had suddenly passed away after a pedestrian accident. Each year 3 awards are given to those who have gone above and beyond in their advocacy efforts. An award is given to an outstanding Self-Advocate, Advocate and Service Provider. Nominations are solicited from the community. Sponsorship for this year's awards would cover costs for the 2018 awards.

Letter of Recommendation:

Learning of the efforts of the SCDD to provide financial support to community events promoting consumer choice, we were encouraged to apply for sponsorship this year. This is our first time for doing so. We have attached a letter of recommendation from Cal-TASH supporting our conference and efforts.

Acknowledgement:

Should the Golden Gate Self-Advocacy Conference Planning Committee be recipients of sponsorship from the California State Council on Developmental Disabilities, we would

proudly announce your sponsorship during opening and closing remarks, and list SCDD in our conference day program.

We appreciate the opportunity to apply for sponsorship and sincerely appreciate your consideration.

On behalf of the Golden Gate Self-Advocacy Conference Planning Committee,

Respectfully Yours,

Annette Vitali-Thompson

Annette Vitali-Thompson Planning Committee Co-Chair

avitalithompson@aol.com (415) 503-4460 office (415)290-0372 cell

2018 Golden Gate Self-Advocacy Conference Budget

Item	Budgeted Amount	Notes	
Facility	00	00 (Milton Marks Conference Center)	
Audio-visual	00	00 (MMCC & agency lending-GGRC, CES)	
Presenters (incl. Keyote & Sessions)	\$1,450.	Travel expenses as needed; possible stipends/ honorarium	
Entertainment	\$ 400.	Live, inclusive entertainment	
Refreshments	\$ 100.	Seeking donations, supplement as nec.	
Promotional	\$ 200.	Conference-related attendee "gift" ex. logo pen, keychain, tote bag, etc., as able	
*Materials/Supplies	\$ 350.	Nametags w/holders, paper, markers, copying	
*Memorial Awards	\$ 350.	3 awards: Self-Adv, Advocate, Provider	
Other	\$ 500.		
Total	\$3,250. (budgeted)		

*SCDD Sponsorship being requested to cover these items (total of \$700 requested)

Monies from the conference account will be used to cover 2018 conference costs. This account was started with donations for our first presentations in 1996 and has been carefully used and replenished as able over the years.

Modest conference fees (currently \$6/person) and occasional donations have added to the account, while it has been used to cover conference expenses. Donations from Planning Committee members of time and in-kind goods and services have also been necessary.

As in past years, donations will be sought from local merchants, such as our local Trader Joe's, a loyal sponsor, to help supply some refreshments (ex. bottled water, packaged snacks).

This year we are seeking sponsorship from the State Council on Developmental Disabilities to help with some conference costs.



June 29, 2018

To: CA State Council on Developmental Disabilities

Re: Letter of Support/GG Conference Committee Sponsorship Request

Dear Members of the State Council on Developmental Disabilities,

On behalf of the Board of Directors of Cal-TASH, it is an honor to recommend the Golden Gate Self-Advocacy Conference Planning Committee for a California State Council on Developmental Disabilities Sponsorship. The Golden Gate Self-Advocacy Conference Planning Committee has been producing and delivering high quality, affordable, one-day Advocacy Conferences in San Francisco for people with disabilities, service and support providers, and others, for the past 22 years.

The Golden Gate Self-Advocacy Conference Planning Committee has developed a unique and collaborative team process which includes the active participation of people with disabilities, service and support providers, and other stakeholders to put on this annual Conference. It is a terrific example of inclusive teamwork and organizing that embraces and welcomes the gifts and talents of all people.

Cal-TASH wholeheartedly supports all endeavors towards building communities that honor Equity, Opportunity, and Inclusion for all.

Thank you for considering a Sponsorship for this excellent conference. We wish them all the best at their upcoming Conference.

Sincerely,

Mary Ellen Sousa, Co-President

Cal-TASH



Sponsorship Request Application Checklist

The checklist below will help you identify the information needed to complete the sponsorship request application. We suggest you print this page to use while you gather information for the sponsorship application.

To allow sufficient time for processing and review, we recommend that sponsorship requests be submitted at least 3 months before an event. Please submit this checklist with the sponsorship request.

Information Checklist

- ✓ Name of your Company/Organization
- ✓ Name of Project/Event/Program
- ✓ Project/Event Date
- **✓** Contact Name
- ✓ Contact Email, Address and Phone Number
- ✓ Amount of Funding Requested
- ✓ Approximate Total Cost of Project/Event
- ✓ The answer to this question: How this event/conference will increase the ability of
 consumers and family members to exercise control, choice and flexibility in the services and
 supports they receive, including a description of the specific way SCDD's funding would be
 utilized
- ✓ Event/Program Objectives
- ✓ Target Audience The number and type of expected attendees (i.e. teachers, providers, administrators, etc.), including how many of those attendees are expected to be consumers and family members
- ✓ The answer to this question: How many presenters or panelists will participate in the event and what number of the presenters or panelists will be consumers ② A list of other sponsors/major contributors
- ✓ The answer to this question: How you will conduct outreach to increase consumer and family involvement in the conference
- ✓ Have you included a complete and total budget, including the amount you are requesting (\$999 limit), details on the amount and sources of other funds solicited or obtained

- ✓ Have you included a list of other SCDD sponsorships and grants you have previously requested and/or received
- ✓ Have you included a letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Sponsorship request from San Diego Committee on Employment of People with Disabilities (SDCEPD).

AMOUNT: \$999.00

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

ANALYSIS/DISCUSSION: San Diego Committee on Employment of People with Disabilities) is requesting a sponsorship for their 19th Annual Jobtoberfest Job Fair on October 22nd, 2018 at Balboa Park Club in San Diego, CA. Jobtoberfest is the largest job fair for people with disabilities in San Diego.

SDCEPD objective for the job fair is to create an opportunity for individuals with a disability to meet with Employers and different Resource Agencies. Each year this event brings about 1,500 individuals with disabilities who are seeking competitive integrated employment.

The keynote speaker is Erik Weber, a licensed attorney who passed the bar on his first attempt who also has autism. They are currently in the process of securing additional presenters/panelists.

The event increases the ability of Jobseeker and their families to not only Employers in the San Diego Area but also 20 different Resource Agencies that are able to support Jobseekers be successful in competitive integrated employment such as San Diego Regional Center.

SCDD's stipend would be used to fund our table cloth cleaning, tables, signs for individuals to locate the event and badges for security.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2018-19, the Council has not awarded any funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2018.

STAFF RECOMMENDATION: Approve San Diego Committee on Employment of People with Disabilities request for sponsorship.

ATTACHMENTS(S): San Diego Committee on Employment of People with Disabilities request for sponsorship.

PREPARED: Kristie Allensworth August 20, 2018

Officers:

Charlene Autolino, Chair Outreach Consulting Services

Amy Vance, Vice Chair SDWP

Tiffany Swan, Secretary SDRC

Chuck Anders, Volunteer Treasurer

Stephen Faille, Controller ECS

Leah Schicker Liaison California Department of Rehabilitation

Mike Dowd, Liaison Ace Parking

Affiliations:

State of California, Department of Rehabilitation

State of California, Employment Development Department July12, 2018

To: California State Council of Developmental Disabilities

Attn: Kristie Allensworth 1507 21st Street, Ste. 210 Sacramento, CA 95811

RE: Sponsorship Request Application

To whom it may concern:

In conjunction with National Disability Employment Awareness Month in October, the San Diego Committee on Employment of People with DisABILITIES is proud to present our 19th Annual Jobtoberfest Job Fair on October 22nd, 2018 at Balboa Park Club in San Diego, CA. Jobtoberfest is the largest job fair for people with disabilities in San Diego.

We are requesting for the stipend of \$999.00 to be used towards 19th Annual Jobtoberfest expenses. Each year this event brings about 1,500 individuals with disabilities who are seeking competitive integrated employment. SCDD's stipend would be used to fund our table cloth cleaning, tables, signs for individuals to locate the event and badges for security. SDCEPD tries very hard to be very frugal with funds to ensure that each dollar is a direct relation to supporting our Jobseekers experiencing Jobtoberfest with full access and inclusion to the event.

Please see the agenda from last year. We open the day with "Opening Ceremonies" which we were able to award two scholarships to individuals with disabilities \$1,500 each. Our keynote speaker was Stephen Hinkle; a well-educated man with Autism. This year we have not secured a keynote speaker but are currently interviewing a few candidates.

Our funding comes from different employers who pay to attend the job fair and gives donations to have their logos put on the bags that we handout to each Jobseeker that comes through our doors. Employers that have already signed up are the City of San Diego, SeaWorld, Goodwill Industries, San Diego Convention Center, Qualcomm, MTS and Cubic.

During the year we reach out to Jobseekers, Resource Agencies and Employers by our Facebook Page, Instagram and Website. In addition, we quarterly we have Disability Training Committee (subcommittee of SDCEPD) to hold a training regarding Employment with a Disability, employers come for a Lunch and Learn on different topics. July 2018 topic was on Alternative Technology in the work place. Our next meeting will be a discussion regarding Employment First, Paid Internship Program and On-The-Job Training (OJT).

Our event increases the ability of Jobseeker and their families to not only Employers in the San Diego Area but also 20 different Resource Agencies that are able to support Jobseekers be successful in competitive integrated employment such as San Diego Regional Center (a

SDCEPD

1167 Dearborn Dr., San Diego, CA 92154 http://www.sdjobtoberfest.org

chair@sdjobtoberfest.org



silver sponsor for our 2018 Jobtoberfest).

In the last three years the SDCEPD has not applied or been awarded this stipend and unsure if it was awarded prior to three years. Please see the attached estimated budget for the 19th annual Jobtoberfest. The membership of this organization is composed of volunteer representatives of businesses, agencies, organizations and persons within San Diego County that are interested in the employment of persons with disabilities. Each officer and member service on this committee voluntarily.

SDCEPD objective for Jobtoberfest is to create an opportunity for individuals with a disability to meet with Employers and different Resource Agencies. We as the board want Employers to see the value of this population and for this population to be competitively integrated in employment that they enjoy.

The SDCEPD is a California non-profit recognized by the IRS as a 501(c)3 public charity. Thank you so much for your consideration. Please be sure to attend Jobtoberfest October 22, 2018.

Sincerely,

For Charlene Autolino

- Swan Ms

Chair of SDCEPD chair@sdjobtoberfest.org

Annual Prospective Expenses	Comments	Annual Prospective Incoming Funds			
Rental Balboa Park Club	\$0 Donation	55 Employer		Est.	To-Date
City Permits	\$0 Donation	For Profit @ \$175	\$4,900		
Day Liability	\$0 Donation	Not-For-Profit @ \$100	\$2,700		_
Taxes / Attorney Fees	\$2,000	Sponsor's Tables	\$0		2
Linens	\$600	Resouces 20 Tables @ \$25	\$500		5
Abbey Rentals	\$600	Total Incoming Funds	\$8,100		
Lunch for 300 people	\$500		, .,		
Badges	\$100	Sponsorship Levels	Goal	Actual	7
Scholarship Check Printing	\$100	Silver Sponsor @ \$500 each	10	, , , ,	1
3- Scholarships	\$3,000 (1,000 each)	Gold Sponsor @ \$1,000 each	3	1	1
Bags for Jobseekers	\$1,500	Platinum Sponsor @ \$2,000 each	1	**	1
Officers Meeting	\$600 1x/ qtr at \$150	Corporate Sponsor @ \$5,000 each	1		ı
DTC Lunch & Learn	\$740 1x/ qtr @ \$185		-		ı
Phone Expense	\$200	The state of the s			-1
Website Development Apps	\$200	Grant / Stipend Applying for	Received?		
Total Expenses	\$10,140	SCDD Stipend \$999.00	Mecelveu:		



July 18, 2018

To: California State Council of Developmental Disabilities Attn: Kristie Allenworth 1507 21st Street, Ste 201 Sacramento, CA 95811

Dear Ms. Allenworth:

United Cerebral Palsy encourages the individuals we provide vocational support services to explore all avenues of employment. The SDCEPD - Jobtoberfest is a perfect opportunity for individuals to mingle and form vocational connections for possible future employment based on their personal interests or interests they may have not known they had.

As an agency that provides vocational services to individuals with disabilities, United Cerebral Palsy and many other agencies recognize the importance of encouraging these individuals to explore their personal interests, make informed choices by having a voice through self-advocacy. It not only allows for individuals to have their voices heard but also encourages connections to others who share similar life situations; an avenue to enrich their lives which can include but is certainly not limited to vocation, education, volunteering and community. The SDCEPD – Jobtoberfest is able to provide an exploratory setting for individuals to use their self-advocacy skills through job searching interests.

Thank you so much for consideration of SDCEPD.

Sincerely,

Marissa Chavez, M.S., CRC Program Coordinator mchavez@ucpsd.org www.ucpsd.org

Office: (619) 282-8790

10405 San Diego Mission Rd. Suite 103, San Diego, CA 92108



Sponsorship Request Application Checklist

The checklist below will help you identify the information needed to complete the sponsorship request application. We suggest you print this page to use while you gather information for the sponsorship application.

To allow sufficient time for processing and review, we recommend that sponsorship requests be submitted at least 3 months before an event. Please submit this checklist with the sponsorship request.

Information Checklist

- ✓ Name of your Company/Organization ✓
- ✓ Name of Project/Event/Program ✓
- ✓ Project/Event Date
- ✓ Contact Name ✓
- ✓ Contact Email, Address and Phone Number ✓
- ✓ Amount of Funding Requested ✓
- ✓ Approximate Total Cost of Project/Event ✓
- ✓ The answer to this question: How this event/conference will increase the ability of
 consumers and family members to exercise control, choice and flexibility in the services and
 supports they receive, including a description of the specific way SCDD's funding would be
 utilized ✓
- ✓ Event/Program Objectives ✓
- ✓ Target Audience The number and type of expected attendees (i.e. teachers, providers, administrators, etc.), including how many of those attendees are expected to be consumers and family members ✓
- ✓ The answer to this question: How many presenters or panelists will participate in the event and what number of the presenters or panelists will be consumers
 ☐ A list of other sponsors/major contributors ✓
- ✓ The answer to this question: How you will conduct outreach to increase consumer and family involvement in the conference ✓
- Have you included a complete and total budget, including the amount you are requesting (\$999 limit), details on the amount and sources of other funds solicited or obtained

- ✓ Have you included a list of other SCDD sponsorships and grants you have previously requested and/or received ✓
- ✓ Have you included a letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy ✓

Thank you so much for supporting SDCEPD - Jobtoberfest 2018!

Sincerely,

Charlene Autolino Chair

CONFLICT OF INTEREST WAIVER REQUEST

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Regional Center Conflict of Interest (COI)

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 its current 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(I).) Under the Act, as amended by AB 1595, the Director of DDS may waive conflict of interest requirements of a contracting agency (i.e., a regional center) with approval of the State Council. (See W&I Code 4628.)

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

FACTS - ACRC Board Member Austin Taylor: Austin Taylor is a member of the Alta California Regional Center (ACRC) board. Mr. Taylor is works 40 hours per week as front desk coordinator for Strategies to Empower People (STEP) and performs general clerical duties. STEP is a regional center vendor.

ACRC's board recruitment information and openings are publicly distributed and posted on the regional center's website. In addition, the board's outreach workgroup goes out to various community events across their tencounty catchment area to spread the word about volunteering as a board member. When the board receives an application, the Board Development Committee reviews the application and then holds a panel interview. If appropriate, they then submit the individual to the full board for membership.

Mr. Taylor previously requested a waiver in 2017. At that time, he was receiving job coaching from and was employed with Lincoln Training Center, a regional center vendor.

DISCUSSION:

<u>Conflict of Interest</u>: 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 CCR 54520(a).)

With regard to Mr. Taylor's employment with STEP, Mr. Taylor has a conflict of interest. (See Regulation 54520(a)(10).) He therefore submits a Conflict of Interest Resolution Plan:

- 1. As a governing ACRC board member, Mr. Taylor will not participate in any discussion or vote on any matter involving Supported Living Services (SLS), Independent Living Services (ILS), or behavior management day programs, as well as discussions specifically about STEP.
- 2. ACRC's board and the ACRC Executive Management staff will be informed of this conflict resolution plan and will be informed of the need to ensure that as a board member Mr. Taylor does not participate in any discussion or vote on any matter relating to SLS, ILS, and behavior

Conflict of Interest Austin Taylor Page 3

management day programs, as well as discussions specifically about STEP.

- 3. The Executive Committee of ACRC's board has been informed of and has approved the submission of this proposed conflict resolution plan.
- 4. ACRC's board will be responsible for ensuring that the provisions contained in this conflict resolution plan are applied and monitored.

W&I Code Section 4622 Requirements: In addition to the requirements of Regulation 54520, Welfare and Institutions Code Section 4622(k) says that member of a board who is also an employee of a regional center provider 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 STEP is an ACRC provider, any acceptable Resolution Plan must include compliance with Section 4622's requirements.

The staff recommendation is to approve Mr. Taylor's waiver request, provided he additionally complies with requirements of W&I Code Section 4622(k), since the proposed plan mitigates the opportunity for a resulting conflict of interest.

COUNCIL STRATEGIC PLAN OBJECTIVE: None

PRIOR COUNCIL ACTIVITY: The Council previously approved a waiver requests from Mr. Taylor in 2017.

STAFF RECOMMENDATION: The staff recommendation is to approve Mr. Taylor's waiver request provided he does not participate in any board decision that impacts his employer and also complies with Section 4622(k).

Conflict of Interest Austin Taylor Page 4

ATTACHMENT: Taylor's COI reporting statement and resolution plan.

PREPARED BY: Legal Counsel Natalie Bocanegra, August 24, 2018.



July 26, 2018

Nancy Bargmann, Director Department of Developmental Services P.O. Box 944202 Sacramento, CA 94244-2020

Re: Request for Approval of Conflict Resolution Plan -- Austin Taylor

Dear Ms. Bargmann,

This letter is to present a request by the Board of Directors of Alta California Regional Center (ACRC) and Phil Bonnet, ACRC's Executive Director, pursuant to Section 54533 of Title 17, California Code of Regulations, for approval of its Conflict Resolution Plan regarding a potential conflict of interest for ACRC Board member Austin Taylor.

Enclosed please find the following as part of the request:

- 1. A copy of Mr. Taylor's Conflict of Interest Reporting Statement;
- 2. A Summary of Law and Regulation Relating to Governing Board Conflicts of Interest;
- 3. A Request for Approval of Proposed Conflict Resolution Plan; and
- 4. A Proposed Conflict Resolution Plan.

This Request and supporting documentation is also being served upon the Sacramento Regional Office of the State Council on Developmental Disabilities as required by Title 17.

Thank you for considering this request. We look forward to hearing from you soon in this regard.

Sincerely,

Phil Bonnet, Executive Director Alta California Regional Center

Enclosures

cc: State Council on Developmental Disabilities

Summary of Law and Regulation Relating to Governing Board Member Conflicts of Interest

Welfare and Institutions Code section 4626 sets forth the prohibition against Regional Center governing board members having a conflict of interest.

Welfare and Institutions Code section 4626(b)(3) provides: "(b) In order to prevent potential conflicts of interest, a member of a governing board or member of the program policy committee of a regional center shall not be any of the following:...(3) Except as otherwise provided in subdivision (h) of Section 4622, an employee or member of the governing board of any entity from which the regional center purchases consumer services.

Welfare and Institutions Code section 4626(k) provides that "If a potential or present conflict of interest is identified for a regional center employee that cannot be eliminated, the regional center shall, within 30 days of receipt of the statement, submit to the department a copy of the conflict-of-interest statement and a plan that proposes mitigation measures, including timeframes and actions the regional center or the employee, or both, will take to mitigate the conflict of interest."

California Code of Regulations, Title 17, Section 50300, contains the Department's conflict of interest code.

California Code of Regulations, Title 17, Section 54000, et seq., sets forth the standards and procedures regarding regional center conflicts of interest.

California Code of Regulations, Title 17, Section 54525, provides: "(a) The regional center governing board or executive director shall not allow the regional center to refer a consumer to any business entity, entity or provider in which a board member or executive director has a conflict of interest as set forth in these regulations, unless the board member or executive direction has eliminated the conflict of interest or obtained an approved Conflict Resolution Plan prior to the referral. (b) No regional center governing board member or executive director who has a conflict of interest shall continue to serve as a board member or executive director in violation of these provisions, unless the individual has eliminated the conflict of interest or obtained an approved Conflict Resolution Plan. This subdivision does not apply to the extent it is permitted by Welfare and Institutions Code sections 4622 and 4626.

California Code of Regulations, Title 17, Section 54533, describes the procedure for obtaining an approved Conflict Resolution Plan.

Request for Approval of Conflict Resolution Plan

ACRC respectfully requests the Department approve the enclosed Conflict Resolution Plan to allow Mr. Taylor to continue in his role as a member of ACRC's Board of Directors should the Department determine that Mr. Taylor has a potential or present conflict of interest for the following reasons:

- 1. Mr. Taylor is an ACRC client.
- 2. Mr. Taylor was elected to ACRC's Board of Directors on February 23, 2017. He previously served as the Board's Client Advisory Committee's Designated Representative from July 1, 2014 until his election to the Board.
- 3. Mr. Taylor's Board membership helps meet the requirements of W&I Code section 4622(c) and (e).
- 4. Mr. Taylor works full time (40 hours per week) as a front desk coordinator for Strategies to Empower People (STEP); he began his employed there on July 2, 2018. Mr. Taylor performs general clerical duties as assigned. STEP is an entity from which ACRC purchases consumer services; and
- 5. Mr. Taylor does not have any financial interest in or decision-making authority related to his employment by STEP.

Proposed Conflict Resolution Plan

ACRC's proposal to resolve this potential or present conflict of interest is as follows:

- 1. As a governing ACRC Board member, Mr. Taylor will not participate in any discussion or vote on any matter involving Supported Living Services (SLS), Independent Living Services (ILS), and behavior management day programs, as well as discussions specifically about STEP.
- 2. ACRC's Board of Directors and ACRC's Executive Management staff will be informed of this Conflict Resolution Plan and will be informed of the need to ensure that as a Board member, Mr. Taylor does not participate in any discussion or vote on any matter relating to SLS, ILS, and behavior management day programs, as well as discussions specifically about STEP.
- 3. The Executive Committee of ACRC's Board of Directors has been informed of and has approved the submission of this Proposed Conflict Resolution Plan.
- 4. ACRC's Board of Directors will be responsible for ensuring that the provisions contained in this Conflict Resolution Plan are applied and monitored.

I have reviewed the above document and attest to its accuracy and truthfulness.

I will follow the plan as described.

Austin Taylor

7/26/18

Date

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.

	THE RESERVE OF THE PROPERTY OF			
A. INFORMATION OF REPORTING INDIVIDUAL				
Name: Augtin Tayli	o <i>/</i> *	Regional Center: A	ta	
Regional Center Position/Title: Governing Board Member U Vendor Advisory Committe C Contractor		Member Committee sitting on Board ☐ Agent	☐ Executive Director☐ Employee☐ Consultant	
Reporting Status: Annual Change of Status If a change in status, date and circumstance of char				
1. Please list your job title and o	• •	es 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).

	Vendor Advisory on Board
	☐ Executive Director
	☐ Employea/Other
2.	Do you or a family member ² 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.
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Governing Board Member

Vendoris/Provider name; Strategues to Empower People,
Provides, SUS/ILS SVS. TO RC Clients/Vocational SVS. Too
My Titles Front Desk coordinator butjes: General Clerical (duties) as Essigned.

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? ves row 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? A yes and 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 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? ves 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).

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.

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风	Governing Board Member
	Vendor Advisory on Board
	Executive Director
	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, sexecuting or approving contracts on behalf of the regional center? A yes a no -- If yes, please explain.

COPINASTS OF \$250,000 and above AT

8. Do you have a financial interest in any contract⁶ with the regional center?
make, execute or approve the contract on behalf of the regional center?
yes
no -- If yes, did you negotiate,
yes
no -- If yes, please explain.

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.

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.

	Governing Board Member Vendor Advisory on Board Executive Director Employee/Other
10. Do you evaluate employment applications or contract bids that are submitted by yo ☐ yes ☐ no If yes, please explain.	ur family member(s)?
11. Your job duties require you to act in the best interests of the regional center and rephave any circumstances or other financial interests not already discussed above the in the best interests of the regional center or its consumers?	
B. ATTESTATION	
D. ATLESTATION	
regional center's Conflict of Interest Policy and that my responses to the questions in Statement are complete, true, and correct to the best of my information and belief. any information that might indicate that this statement is not accurate or that I have center's Conflict of Interest Policy or the applicable conflict of interest laws, I will notify individual immediately. I understand that knowingly providing false information on the Statement shall subject me to a civil penalty in an amount up to fifty thousand dollars (Statement Scott	this Conflict of Interest Reporting I agree that if I become aware of e not complied with the regional y the regional center's designated this Conflict of Interest Reporting

Signature Austin	Tayloz Da	nte <u>7/19/18</u>
INTERNAL USE ONLY		
Date this Statement was rece	ived by Reviewer:	
The reporting individual	🖾 does 🗆 does not have a 🖨 present 🗖	potential conflict of interest
Signature of Designated Revie	wer	Date Review Completed
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Strategies to Empower People

Program Support Staff

STRATEGIES TO EMPOWER PROPER

Department: Program Support
FLSA Status: Non-Exempt
Grade/Level: Entry level

Job Type: Regular Work Schedule:

Must be able to fulfill hours during regular business hours, generally between 8 am and 6 pm, Monday thru Friday. Some flexibility may be required.

Job Status: Full Time

Reports To: Program Support Manager Amount of Travel Required: None Positions Supervised: None

POSITION SUMMARY

Provides general cierical support to all departments as needed and directed. Will cover for front desk person as needed.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- Adhere to and follow agency's Vision, Mission, and Values as an example to all employers and staff.
- Perform general office duties such as typing, operating office machines, and sorting mail.
- Assist employers, employees, and management with requests as needed, which could include filing, copying, faxing, and telephone calls and emails.
- Keep records of materials filed or removed, using logs or computers.
- Add new material to file records, and create new records as necessary.
- Sort or classify information according to guidelines such as content, purpose, user criteria, or chronological, alphabetical, or numerical order.
- Find and retrieve information from files in response to requests from authorized persons.
- . Scan or read incoming materials in order to determine how and where they should be classified or filed.
- Place materials into storage receptacles, such as file cabinets, boxes, bins, or drawers, according to classification and identification information.
- Modify and improve filing systems, or implement new filing systems, as authorized by supervising Manager/Director.
- Perform periodic inspections of materials or files in order to ensure correct placement, legibility, and proper condition.
- Eliminate outdated or unnecessary materials, destroying them or transferring them to inactive storage according to file maintenance guidelines and/or legal requirements.
- Copy data and compile records and reports.
- · Operate computer to input and retrieve data.
- Answer multi-line telephone, TDD, and VP system promptly, politely, and professionally.
- Maintain Staff forms drawers, including maintenance of original forms, making copies as needed, and assisting staff with questions regarding forms.
- Maintain an organized, professional desk and work area.
- Treat all employers, employees, vendors, stakeholders, and public in a courteous, professional manner.

- Maintain strict confidentiality regarding employer, employee, and agency information.
- Maintain a professional demeanor during any situation.
- . Learn and utilize quickly new skills as needed.
- Be punctual, flexible, reliable, adaptable, creative, patient, self-confident, and trustworthy.
- Other duties may be assigned based on agency, employer, and staff needs.

POSITION QUALIFICATIONS

Competency Statement(s)

SKILLS & ABILITIES

Education:

High School Graduate or General Education Degree (GED): Required

Experience:

No prior experience necessary

Computer Skills:

Experience with using Microsoft Excel and Word. Must be able to learn new computer programs

quickly and accurately. Be able to navigate the Internet.

Certifications & Licenses:

Must obtain and maintain throughout employment current CPR/1st Aid certification and PRO-Act

certification.

Other Requirements:

Ability to read and write fluently in English, in order to perform essential duties. Possess ASL/Sign language skills or be willing to learn ASL/Sign language skills, in order to communicate with all staff and employers. Ability to perform basic math functions. Must pass pre-employment drug screening

test. Must pass background screen.

PHYSICAL DEMANDS

N (Not Applicable)

Activity is not applicable to this position.

O (Occasionally)

Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

F (Frequently)
C (Constantly)

Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day) Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands		Lift/Carry	
Stand	F	10 lbs or less	С
Walk	F	11-20 lbs	F
Sit	F	21-50 lbs	О
Manually Manipulate	С	51-100 lbs	N
Reach Outward	F	Over 100 lbs	N
Reach Above Shoulder	F		
Climb	O	Push/Pull	
Crawl	0	12 lbs or less	۳
Squat or Kneel	0	13-25 lbs	О
Bend	F	26-40 lbs	0
Grasp	O	41-100 lbs	N
Speak	С		

Other Physical Requirements

WORK ENVIRONMENT

This job is typically performed in an office environment. It could occasionally require a short trip in an automobile out in the community.

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign

tasks for the employee to perform, as the company may deem appropriate.