



# NOTICE/AGENDA

## **STATE COUNCIL ON DEVELOPMENTAL DISABILITIES COUNCIL MEETING**

**POSTED AT:** [www.scdd.ca.gov](http://www.scdd.ca.gov)

This is a Zoom and teleconference meeting only. There is no physical location being made available to the public. Per [EXECUTIVE ORDER N-29-20](#), teleconferencing restrictions are waived during the COVID-19 pandemic. Therefore, committee members are not required to list their remote locations and members of the public may participate telephonically or by Zoom from any location. Accessible formats of all agenda and materials can be found online at [www.scdd.ca.gov](http://www.scdd.ca.gov).

### **JOIN ZOOM MEETING:**

<https://zoom.us/j/93824067748?pwd=MkRwUlhSQWgyVk5GbXZyaGM5MGg5Zz09>

**MEETING ID:**

**938 2406 7748**

**OR**

**JOIN BY TELECONFERENCE: (VOICE ONLY)**

**CALL IN NUMBER:**

**(888) 475-4499**

**MEETING ID:**

**938 2406 7748, password 458869**

**DATE:** May 12, 2020

**TIME:** 10:00 AM – 12:00 PM

**COUNCIL CHAIR:**

Maria Marquez

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**Item 1. CALL TO ORDER**

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**Item 2. ESTABLISH QUORUM**

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**Item 3. WELCOME AND INTRODUCTIONS**

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**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 three minutes to speak.*

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**Item 5. ONLINE MEETING ETIQUETTE & CHAIR REPORT**

*Maria Marquez, Council Chair*

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**Item 6. APPROVAL OF JANUARY 2020 MINUTES**

*All*



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**Item 7. EXECUTIVE DIRECTOR REPORT AND STAFF REPORTS**

*Aaron Carruthers, SCDD Executive Director*

A. Deputy Director of Administration Report

B. Deputy Director of Policy and Public Affairs Report

C. CRA/VAS Report

D. Developmental Center Closure Update

E. QA Project Update Report

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**Item 8. SCDD 2020-2021 BUDGET**

*Aaron Carruthers, SCDD Executive Director*



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**Item 9. MODERATED DISCUSSION: IMPACTS OF COVID-19**

*All*

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**Item 10. COMMITTEE REPORTS**

A. Executive Committee Report

B. State Plan Committee Report

C. Employment First Committee Report

D. Self-Advocates Advisory Committee Report

E. Statewide Self-Advocacy Network Report

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**Item 11. NEXT MEETING DATE AND ADJOURNMENT**

Next Meeting: July 14, 2020

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**Accessibility:**

Pursuant to Government Code Sections 11123.1 and 11125(f) and Executive Order N-29-20 (this Executive Order can be found by clicking the link on page one of the agenda or typing <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf> into your web browser), 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 Charlotte Endres at (916) 263-8184 or [charlotte.endres@scdd.ca.gov](mailto:charlotte.endres@scdd.ca.gov). *Please provide at least 3 business days prior to the meeting to allow adequate time to respond to all requests.*

*All times indicated and the order of business are approximate and subject to change.*

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**MAY 12, 2020**

**AGENDA ITEM 5  
INFORMATION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Online Meeting Etiquette and Chair Report***

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Council Chair Maria Marquez and SCDD staff will lead a short discussion with the Council regarding online meeting etiquette and why it is an important part of having a successful meeting. They will present basic ground rules that are designed to help facilitate communicative and respectful meetings.

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**MAY 12, 2020**

**AGENDA ITEM 6  
ACTION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Approval of January 2020 Minutes***

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The minutes from the January 2020 Council meeting have been included in the packet for review and approval.

***Action Recommended***

Approve the January 2020 Minutes.



**DRAFT**  
**Council Meeting Minutes**  
**January 28, 2020**

<b><u>Members Present</u></b>	<b><u>Members Absent</u></b>	<b><u>Others Attending</u></b>
Barbara Boyd	Andrea Vergne (F.A.)	(Continued)
Brian Winfield	Andrew Imparato	John Marble
Cindy Chiu	Francis Lau (F.A.)	Kathy Brian
David Pegos (F.A.)	Lee Bycel (F.A.)	Kyla Aquino Irving
Diane Ambrose (F.A.)	Marko Mijic	Laura Larson
Evelyn Schaeffer		Lavonne Fawver
Jeana Eriksen (S.A.)	<b><u>Others Attending</u></b>	Lea Park-Kim
Joseph Rodrigues	Aaron Carruthers	Leah Hollis
Joyce McNair (F.A.)	Adam Lewis	Lisa Hooks
Julie Austin (F.A.)	Beth Hurn	Mary Agnes Nolan
Julie Neward (F.A.)	Carmela Garnica	Mary Ellen Stives
Julio Garnica (S.A.)	Carrie England	Micaela Connery
Kara Ponton (S.A.)	Charlotte Endres	Michelle Heid
Karen Millender (F.A.)	Chris Arroyo	Midhun Tripuraneni
Kilolo Brodie (F.A.)	Cindy Smith	Nicole Patterson
Kim Levy Rothschild (F.A.)	David Grady	Ravita Devi
Larry Yin	Debra Adler	Riana Hardin
Maria Marquez (S.A.)	Debra Ponton	Rihana Ahmad
Matthew Lagrand (S.A.)	Dena Hernandez	Ronny Zavosky
Nicole Adler (S.A.)	Douglas Sale	Scarlett von Thenen
Olivia Raynor	Eric Mondragon	Sheraden Nicholau
Robin Hansen	Holly Bins	Sidney Jackson
Rosie Ryan (S.A.)	Jana Chapman-Plon	Vanessa Cuellar
Sandra Aldana (S.A.)	Jennifer Gonzalez	Yolanda Cruz
Wesley Witherspoon (S.A.)		

**1. CALL TO ORDER**

Council Chair Maria Marquez called the meeting to order at 10:35 A.M.

**Legend:**

SA = Self-Advocate  
FA = Family Advocate

DNP = Did Not Participate/Not Present  
N/A = Not Available

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## **2. ESTABLISH QUORUM**

A quorum was established.

## **3. WELCOME AND INTRODUCTIONS**

Councilmembers and others in attendance introduced themselves.

## **4. PUBLIC COMMENTS**

During Public Comment, the Council heard statements from Jennifer Gonzalez and John Marble. Ms. Gonzalez is a personal care attendant who expressed her concerns about reimbursement payments for support services claims. She stated that she would like SCDD to set up these payments differently so that the funds could be received in a more timely manner. Mr. Marble is a RAC member from the Bay Area who offered comments about the benefits of the Paid Internship Program (PIP) and promoting autism advocacy. He would like to create more partnerships with companies who use the PIP along with the autism community by assisting people with denials for regional center services and helping them get access to better care.

## **5. APPROVAL OF NOVEMBER 2019 MINUTES**

### **Action 1**

It was moved/seconded (Pegos [F.A.]/Witherspoon [S.A.]) and carried to approve the November 2019 Council meeting minutes pending any needed corrections on the voting log for the Chair and Vice Chair elections.

Councilmember Wesley Witherspoon (S.A.) requested that the voting log from the November elections be verified to ensure the vote tally for him was accurate. (See page 9 for the voting record of members present.)

## **6. CHAIR REPORT AND COMMITTEE REPORTS**

Council Chair Maria Marquez reported on her activities since the last Council meeting. She was excited to welcome everyone to the first Council meeting of the year and reported that she had been working closely with SCDD staff on the 2020 Policy recommendations. This has been in preparation for upcoming Councilmember and SCDD staff visits to legislators at the Capitol in March. Additionally, she discussed letters that had recently been sent from the SCDD to federal and state government agencies on behalf of the I/DD community. Letters went to the U.S. Department of Education regarding the Workforce Innovation and Opportunity Act; to the California Department of Education regarding

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Career Technical Education (CTE); and to the California Health and Human Services Agency and members of the Cabinet Workgroup on Aging regarding the Master Plan on Aging.

Chair Marquez also offered brief updates on two of the Council committees. Regarding Self-Determination, it was agreed that the Statewide Self-Determination Advisory Committee (SSDAC) would have a chair and co-chair, and they have indicated that they wish to meet four times per year if possible. Regarding the State Plan Committee, Marquez has appointed Councilmembers Lee Bycel [F.A.] and Matthew Lagrand [S.A.] to serve on the committee. The new State Plan for 2022-2026 is currently being developed.

Committee reports were presented after Chair Marquez spoke. Councilmember Wesley Witherspoon [S.A.] presented the latest SSAN report which included details from their December 2019 meeting in Sacramento. At that meeting, SSAN members reviewed and approved changes to the SSAN Memorandum of Understanding (MOU) with SCDD. Councilmember Jeana Eriksen [S.A.] presented the SAAC report which noted details from their January meeting in Sacramento. Members provided updates from their regions, discussed barriers to self-advocacy and recommended that the Council approve the 2020 policy priorities of housing, employment and safety.

## **7. EXECUTIVE DIRECTOR REPORT AND STAFF REPORTS**

Executive Director Aaron Carruthers provided Councilmembers with a report on recent Council activities. Since November, we have reached 363,000 Californians with the work of the Council. We began collecting surveys from the community about the next State Plan, with the goal of beating our numbers from the last State Plan. The outcome of these surveys will be reported on in March. Housing, Employment and Safety are the top areas of concern for SCDD this year.

SCDD is teaming up with Disability Rights California (DRC) to examine the definitions of Competitive Integrated Employment (CIE) and what it means for the I/DD community. There is also a lot of work around safety; SCDD sent a letter to the statewide utilities expressing concerns and to invite these entities back to the table to engage with statewide disability advocates in conversation. The Riverside County District Attorney met with

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SCDD, agreed that they would release more information publicly in the future and that they would engage with us in public safety community trainings about interactions with local and regional law enforcement. Soon, the Federal Administration on Community Living will be here in California for a listening tour to learn more about what the communities are doing to prepare for disasters.

Regarding the Self-Determination Program, the SSDAC is gaining more autonomy and they will receive updates from the Department of Developmental Services (DDS) at their next meeting on February 10th. The DS Taskforce was also convened, and workgroups have been assigned. SCDD has representation on each of the workgroups.

SCDD has been doing well with our budget, and Congress has approved an additional \$2 million for Councils across the country. Soon we will find out about how much of those funds will come to the California State Council.

## **8. 2020-2021 GOVERNOR'S PROPOSED BUDGET**

Brian Winfield, Chief Deputy Director of the Department of Developmental Services (DDS) presented Councilmembers with an overview of the 2020-2021 Governor's Proposed Budget. Notable items included an increase of \$1 billion in total funds, which is an increase of about 13% from last year. This funding intends to support the increase in the number of individuals who will be served as well as growth in purchase of services and policy items. DDS expects to serve 368,000 individuals in the coming budget year. The Regional Center operations budget has a net increase of \$40 million. This increase in funding is to further serve individuals at ages 3 and 4, and to provide more intensive case management for individuals who are leaving early start or are newly entering the service system. There will also be funding for specialized home monitoring such as community crisis homes and adult residential facilities for persons with special healthcare needs. In terms of Policy items, there is a proposal to develop three community crisis homes for children. DDS is in the process of developing regulations and restraint guidelines for these types of homes. DDS was also required to update its safety net plan and it is posted on their website. Another policy item is the development of STAR homes and enhanced behavioral supports homes. \$78 million has been allocated for a performance incentive program that would go towards regional center

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operations; the DS taskforce is currently working on a framework for this incentive program. There is also funding for the supplemental rate increase for service providers, and it has been proposed to continue the rate increase until June of 2023. Lastly, there will be funding for the statewide minimum wage increase, and funding to develop additional start programs in regional centers.

## **9. SCDD 2020 GOALS AND POLICY PRIORITIES**

Vice Chair Julie Austin spoke to Councilmembers about the goals and policy priorities that have been identified by the Council for 2020. Housing, Employment and Safety were selected as the three top areas of focus for policy changes this year. She also summarized several issues that SCDD has been working on recently. The Council sponsored legislation to name the SCDD to the Interagency Committee on Apprenticeships (IACA); the goal is to get 5,000 new people into apprenticeship programs. The Governor created a diversity taskforce to make the State of California a model employer, and SCDD asked to join this taskforce. SCDD continues to support the Employment First Committee (EFC), looking for more opportunities to be involved in the Competitive Integrated Employment (CIE) blueprint. DDS Director Nancy Bargmann reestablished the DS Task Force, which has five workgroups that all have representation from SCDD. Health and Human Services (HHS) will convene the Olmsted Committee to make recommendations for improving California's long-term care system. SCDD has served on this committee in the past and is seeking to do so again. CalABLE continues to expand as more people with I/DD sign up for its services. The Council continues to serve on its board. HHS has been given an executive order to create a Master Plan on Aging, which will be published in October of 2020. SCDD received a grant from DDS to reduce disparities by working with Georgetown University's National Center for Cultural Competence (NCCC). Additionally, SCDD continues to be a member of the NCCC community of practice along with DRC and the UCEDDs, working on identifying statewide opportunities to reduce disparities in regional center services. These ambitious goals are in alignment with the State Plan.

Councilmembers provided feedback and discussion following Vice Chair Austin's presentation. Councilmember Olivia Raynor stated that there should be a priority in the identification of preparation and training needed for individuals with I/DD to assume employment above minimum wage.

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Councilmember David Pegos agreed and mentioned that there is a lack of an education component in the policy priorities. SCDD should ensure that we are part of the conversation on full inclusion models. Councilmember Karen Millender also raised concerns about adding Education to the policy goals for 2020. She proposed removing Housing as a priority and replacing it with Education. Councilmember Joyce McNair remarked that Housing should always be included in the Council priorities. Millender moved to remove Housing from the 2020 Policy goals and replace it with Education. There was no second to the motion.

### **Action 2**

It was moved/seconded (Millender [F.A.]/Pegos [F.A.]) and carried to approve that the Council add Education as a policy priority for 2020 in addition to the three previously identified issues of Housing, Employment and Safety. (See page 9 for the voting record of members present.)

### **Action 3**

It was moved/seconded (Pegos [F.A.]/Millender [F.A.]) and carried to adopt the 2020 SCDD Policy goals with the addition of Education and consideration of transitions for Employment. (See page 9 for the voting record of members present.)

## **10. HOUSING UPDATE**

Micaela Connery, founder and CEO of The Kelsey, joined Executive Director Aaron Carruthers for a presentation about the latest updates on housing. The Kelsey is a non-profit organization that advocates for inclusive housing in the state of California. Housing is a fundamental barrier to people with I/DD living in the community. There is a history of institutionalization of people with disabilities, and there is also a mandate for inclusion in federal and state statutes. Right now in California, people with I/DD need 20,000 new housing units immediately. Only about 16% of adults living with I/DD meet the HCBS final rule requirement for living independently.

Executive Director Carruthers reported that when surveying adults with I/DD, 85% said they want to live alone or with roommates. However, the estimated need for 20,000 new housing units will only provide living spaces for roughly 15% of people that want it. Developers have estimated that there is approximately \$175,000 needed in gap funding per home. If the

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Legislature commits to a one-time funding amount of \$400 million, that would build 2,285 homes (about 11% of the need). It would ensure that affordable housing would be more available and accessible to more Californians. It will also continue to incorporate people with disabilities into the larger conversation about the housing crisis statewide. Senator Caballero has agreed to carry legislation on this topic.

Ms. Connery spoke about a housing approach that should be a balance of providing choice, access and care. Part of the Kelsey's mission is promoting a full system that supports the inclusion of people with disabilities at all levels of need statewide. Ideally this would form a "triangle of inclusive living" – the physical place where you live, supportive services that are needed, and community life experiences. Executive Director Carruthers thanked Ms. Connery for her efforts and continued partnership with the Council.

## **11. MASTER PLAN ON AGING**

Councilmember Joseph Rodrigues, State Long-Term Care Ombudsman with the Department of Aging, presented Councilmembers with a discussion about the Master Plan on Aging and what it means for the I/DD community. Last year, Governor Newsom expressed the desire to create a Master Plan on Aging. Executive order N1419 states that the Governor's cabinet members will work with the Health and Human Services Secretary to help develop the Master Plan and calls for a stakeholder advisory committee and two subcommittees to assist with the development of the plan. The values of the plan include choices, access, equality and autonomy. The vision of the Master Plan is to make California an age-friendly state. This means creating communities for older adults and individuals with disabilities where everyone can be respected and have opportunities for participation. Master Plan workgroups regularly communicate with stakeholders and are seeking to begin a public engagement process to get feedback. The Master Plan intends to transform the California Department of Aging so that it can provide better services and improve its programs after recovering from losing State funding in 2008. Everyone is encouraged to learn about the Together We Engage program by visiting the [engageca.org](http://engageca.org) website. It has information about events, goals, timelines for the plan and opportunities for public comment.

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The Master Plan is ambitious and speaks directly to many of the Council priorities for the coming year. It will focus on informing the public about what services are currently available through the aging and disability networks. The deadline to submit the plan is October 2020. SCDD can help the Department of Aging accomplish this plan by working collaboratively on the message of inclusivity.

## **12. REPORT ON 2020 CENSUS COUNT**

Vanessa Cuellar and Kyla Aquino Irving of the California Foundation for Independent Living Centers (CFILC) gave Councilmembers a presentation about the 2020 Census Count. The disability community is traditionally difficult to count, and everyone is encouraged to participate because it is important for funding allocation. The Census occurs every ten years and will take place from March through August of this year. There have been concerns about sharing personal information such as email addresses with Census takers. However, CFILC staff assured everyone that the information gathered by Census employees is required to be kept confidential. In terms of voting in the elections this year, the Census Bureau cannot share your information with other organizations. Questionnaire Assistance Centers will be available for individuals who would like assistance and further information about what to expect with the Census form. Additionally, online and social media toolkits, Frequently Asked Questions webpages, and accessible educational videos about the Census process will be available soon.

## **13. ASSEMBLY SELECT COMMITTEE ON I.D.D. HEARING**

Deputy Director of Policy and Public Affairs Cindy Smith, along with Councilmembers Rosie Ryan (S.A.) and Wesley Witherspoon (S.A.), attended the Assembly Select Committee hearing on Intellectual and Developmental Disabilities, convened by Assemblymember Frazier on the afternoon of the January Council meeting. They did not return to the Council meeting in time to report on their experience at the Capitol. However, Smith reported to Executive Director Carruthers that she, Rosie and Wesley testified on behalf of the Council. They were followed by DDS Director Nancy Bargmann, who talked about her work with the taskforce and workgroups to expand disability representation in the conversation.

## **14. NEXT MEETING DATE & ADJOURNMENT**

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The next meeting is on March 17, 2020 at the Doubletree Hotel in Sacramento. The meeting was adjourned at 3:55 P.M.

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<b>Name</b>	<b>Action 1</b>	<b>Action 2</b>	<b>Action 3</b>
Adler, Nicole	For	For	For
Aldana, Sandra	Abstain	Abstain	Abstain
Ambrose, Diane	For	For	For
Austin, Julie	For	For	For
Boyd, Barbara	For	NP	NP
Brodie, Kilolo	NP	For	For
Chiu, Cindy	For	Abstain	Abstain
Eriksen, Jeana	For	For	For
Garnica, Julio	For	For	For
Hansen, Robin	Abstain	For	For
Lagrand, Matthew	For	For	For
Marquez, Maria	For	For	For
McNair, Joyce	For	For	For
Millender, Karen	Abstain	For	For
Neward, Julie	For	Opposed	For
Ponton, Kara	For	For	For
Pegos, David	For	For	For
Raynor, Olivia	Abstain	For	For
Rodrigues, Joseph	For	Abstain	Abstain
Rothschild, Kim Levy	Abstain	For	For
Ryan, Rosie	For	NP	NP
Schaeffer, Evelyn	For	Abstain	Abstain
Winfield, Brian	Abstain	NP	NP
Witherspoon, Wesley	For	NP	NP
Yin, Larry	For	For	For

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**MAY 12, 2020**

**AGENDA ITEM 7  
INFORMATION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Executive Director Report and Staff Reports***

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SCDD Staff reports have been included in the packet for informational purposes.

***Attachments***

- A) Deputy Director of Administration Report
- B) Deputy Director of Policy and Public Affairs Report
- C) C.R.A./V.A.S. Update Report
- D) Developmental Center Closure Update
- E) QA Project Update Report

Additionally, SCDD Executive Director Aaron Carruthers will provide Councilmembers with an oral report regarding recent Council activities and the Council's response to the COVID-19 pandemic.



**State Council on Developmental Disabilities**  
**Deputy Director of Administration Report**  
**March 17, 2020**

The Deputy Director of Administration exercises broad policy-making authority over the SCDD's administrative functions including: personnel, fiscal, contracts, information technology and customer services to fulfill the strategic goals of the SCDD. Below is a summary of activities since the last Council meeting on January 28, 2020.

This report is dominated by COVID-19 activities as the SCDD went on an emergency telework program statewide on March 17, 2020 and continues to telework until further notice.

- In coordination with HR and Legal, drafted the emergency telework policy.
- Attended numerous control agency meetings related to COVID-19.
- Provided information technology to staff statewide for emergency telework.
- Arranged necessary office coverage to send and receive mail, payroll, member travel claims with appropriate social distancing measures.
- Continued working with the California Department of Technology on the regional office bandwidth increase project. The project will increase internet connectivity bandwidth in all regional offices to enable videoconferencing and quicker upload and download of files and data to our server in Sacramento. Smaller field offices will have 10 MBPS speed and larger offices will have 20 MBPS speed. All regional offices are expected to be upgraded by the May Council meeting.
- Purchased 20 new notebook computers as part of the 5 Year equipment refresh schedule.
- Purchased Zoom web meeting licenses to conduct SCDD business while working remotely.
- Ordered ergonomic workstations from Prison Industries Authority and a certified small business vendor for headquarters.
- Met with the Department of General Services Real Estate Services and CDSS Business Services on the following regional office lease renewals:
  - North Bay-Vallejo – Lessor agreed to our terms and the lease renewal is moving forward.
  - Central Coast-San Jose – Community Care Licensing is going to share space with us, reducing our rent significantly.

- Sequoia-Fresno – Floorplan has been developed and presented to the Lessor.
  - San Diego – The new lease has been approved – move in date is October 1 pending COVID-19 restrictions.
- Continued supervision of the Quality Assurance and Clients' Rights Advocacy/Volunteer Advocacy Services programs with close collaboration with DDS.
  - Received a 9-month extension from DDS on the Eliminating Disparities grant due to COVID-19 travel and social gathering restrictions.
  - Working with Executive Director Carruthers, DDS Chief Deputy Directors, the CRA/VAS Program Manager Holly Bins and the Department of Finance on a budget proposal to solidify the future of the CRA/VAS program and services.
  - Working with DDS QA Program staff and the SCDD QA Program Coordinator on the budget for a new multi-year contract beginning in July 2020.
  - Advertised to fill the long-vacant Information Technology Analyst position to assist CDSS to perform statewide IT support for SCDD.



## **Report from Deputy Director, Policy and Public Affairs**

The Deputy Director of Policy and Public Affairs is the lead person responsible for fulfilling the department's federal and state mission for advocacy. The Deputy Director directs the department's policy, advocacy and communication activities.

**January 15, 2020 – April 30, 2020**

### **Policy**

- Reviewed all introduced bills in California for the 2020 legislative session, made recommendations, and led process to get input from Legislation and Public Policy Committee and Executive Committee members (when meetings were cancelled due to state of emergency).
- Led team to plan Capitol Day for Councilmembers in March (was cancelled due to state of emergency). Oversaw development of branded templates of materials for Capitol Day and other advocacy efforts.
- Led outreach to every state legislative and California Congressional Office of SCDD's resources related to response and recovery from COVID-19.
- Hosted Administration for Community Living staff during site visit at Council headquarters.
- Drafted SCDD's letter to Governor Newsom and to Leadership in House of Representatives regarding recovery and response to COVID-19.
- Developed and analyzed SCDD's survey to Councilmembers, Regional Advisory Committee members and Self-Advocate Advisory Network members on response to COVID-19.
- Coordinated and met with California Department of Education, Special Education Division regarding how to work to promote inclusive education. Discussed proposed bill with Committee staff.
- Represented SCDD on NACDD calls on COVID-19 response and Public Policy Committee. Invited to participate in small national workgroup on response to COVID-19.



- Represented SCDD on workgroup and provided input on Guidelines for Medical Surge.
- Participated in California Office of Emergency Services weekly stakeholder calls.
- Participated in Mangers calls regarding concerns and response to COVID-19.
- Met with budget staff and attended numerous budget oversight hearings.
- Coordinated with Regional Mangers to receive updates to share with key Congressional leaders regarding SCDD's activities in federal fiscal year.
- Reviewed and drafted SCDD's comments on Workforce Innovation and Opportunity Act (WIOA) Unified State Plan. Coordinated presentation in February by California Workforce Board to Employment First Committee on WIOA Plan. Met with both the California Workforce Board and Department of Rehabilitation to discuss comments on WIOA Plan.
- Met multiple times with Disability Rights California (DRC) to discuss policy priorities in 2020. Drafted factsheet and bill language for two bills to co-sponsor with DRC in 2020. Provided input into other DRC proposals.
- Testified at Select Committee Hearing on IDD and supported two Councilmembers to also testify.
- Represented SCDD at Path Forward Collaborative meetings.
- Was appointed member of and represented SCDD at California Committee for the Employment of People with Disabilities subcommittees on Employment and Training and State Coordination.
- Represented SCDD at Cross-Body Advisory Committee meeting.
- Provided recommendations on development of next five-year state plan.
- Hired and onboarded new Policy Analyst.



## Communications

- Supported Communications Manager to become certified as SCDD's accessibility representative in February 2020. Communications Manager completed six training courses and passed an exam.
- Communications Manager successfully had SCDD's press release highlighting the Council's policy priorities published in a newspaper in San Diego County in February 2020.
- Communications Manager promoted the Office of Intellectual and Developmental Disabilities' listening sessions in Chico and San Bernardino and the respective regional offices' events via traditional media and social media.
- Supported review and dissemination of 47 COVID-19 resources in plain language on the SCDD website as of 4/30. Communications Manager led review and dissemination of developed materials. Many of the documents were originally created by the Council and were shared widely on the Council's social media pages and via email. The resources cover a variety of topics including food, education, Economic Impact Payments, employment, scams, and health (A list of statewide email communications and links is included at the bottom).
- Supported the Communications Manager to recruit self-advocate volunteers to film videos about COVID-19 safety tips. The Council provided the script that was edited and approved by medical professionals. Communications Manager provided smartphone video training and resources. The four episodes created by the Communications Manager received nationwide attention and the Spanish version is being completed.
- Supported Communications Manager to participate in the Department of Developmental Services Directives/Letters Workgroup with two other SCDD representatives to discuss plain language documents and share the resources that the Council is providing to the public.
- Supported Communications Manager in development of new SCDD website.
- Continued to onboard Communications Manager.



## Committee Support

- Supported Committee Specialist to prepare for Legislation and Public Policy and Employment First Committee meetings. Led team to develop annual report on the activities and recommendations of the Employment First Committee.

## SCDD Statewide Communications

Wed, Jan 29, 2020

🔔 Reminder: SCDD Wants Your Input on Our State Plan

<https://conta.cc/37z0AMN>

Fri, Feb 21, 2020

State Council's Customized Employment Replication Guide

<https://conta.cc/2SOquHo>

Wed, Feb 5, 2020

Upcoming Council Meetings 🗓️

<https://conta.cc/2S2sZ8P>

Thu, Feb 27, 2020

👉 Going once... Going twice... Last chance to be part of the next State Plan!

<https://conta.cc/395SEn7>

Tue, Feb 11, 2020

Councilmembers Set Policy Priorities at the First Council Meeting of 2020

<https://conta.cc/2Ulg39J>

Wed, Mar 11, 2020

Training for Grant Proposal Preparation Now Available

<https://conta.cc/2W8fQgH>

Tue, Feb 18, 2020

OIDD Kicks of Its First California Listening Session in Chico

<https://conta.cc/38GqMpo>

Fri, Mar 13, 2020

Plain Language COVID-19 Resources

<https://conta.cc/2QdLDZI>

Thu, Feb 20, 2020

Listening Session in Inland Empire Connects Community Members to State and Federal Representatives

<https://conta.cc/3bW4Yba>

Wed, Mar 18, 2020

New Plain Language COVID-19 Resources in English and Spanish

<https://conta.cc/38Yfv9v>



Thu, Mar 19, 2020

More Time for Medi-Cal, CalFresh,  
IHHS, and Other Safety Net Services  
<https://conta.cc/2vyYZc2>

Mon, Apr 6, 2020

Training for Grant Proposal Preparation  
<https://conta.cc/39HhEAW>

Mon, Mar 23, 2020

Three Reminders for Your Monday  
<https://conta.cc/2QAuJ83>

Fri, Apr 10, 2020

What You Need to Know on Economic  
Impact Payments  
<https://conta.cc/3c9xbuo>

Wed, Mar 25, 2020

Plain Language Questions and Answers  
(Q&A) on Early Start and Special  
Education  
<https://conta.cc/3akLwnh>

Mon, Apr 13, 2020

Video: COVID-19 Safety Tips from Self-  
Advocates 🗣️  
<https://conta.cc/2y7luFX>

Fri, Mar 27, 2020

Creating Community during COVID-19  
<https://conta.cc/2UnxgVc>

Wed, Apr 15, 2020

Economic Impact Payments Update for  
SSI Recipients  
<https://conta.cc/2xyJLoj>

Mon, Mar 30, 2020

State Says, "No" to COVID-19  
Discrimination against People with  
Disabilities  
<https://conta.cc/3dHeyja>

Thu, Apr 16, 2020

COVID-19 Safety Tips from Self-  
Advocates Episodes 1-4  
<https://conta.cc/2XG3s8s>

Wed, Apr 1, 2020

Coronavirus Scams and Fraud Alert  
<https://conta.cc/2UDveRf>

Fri, Apr 17, 2020

Shop CalFresh EBT Online Starting  
April 28!  
<https://conta.cc/2KcYI7N>

Fri, Apr 3, 2020

Updates on Money and Food Resources  
during COVID-19  
<https://conta.cc/3469ocb>

Mon, Apr 20, 2020

2020 Census - Have You Responded?  
<https://conta.cc/3bpQQGv>



Fri, Apr 24, 2020  
Internet Access Resources during  
COVID-19 in English and Spanish  
<https://conta.cc/2S33e7C>

Mon, Apr 27, 2020  
Tell Your Housing Story  
<https://conta.cc/3bKAVD1>

Wed, Apr 29, 2020  
👉 Attention SSI Recipients: Economic  
Impact Payments Update  
<https://conta.cc/3d0wGDk>



# CRA / VAS

## Clients' Rights Advocacy and Volunteer Advocacy Services

### SCDD AT WORK INSIDE CALIFORNIA DDS OPERATED FACILITIES

#### Developmental Center/Community Facility/STAR Unit Census as of April 1, 2020

**Total Population: 259**

Northern STAR **4**

Porterville DC **201**

Central STAR **2**

Southern STAR **4**

Canyon Springs CF **42**

Desert STAR **6**

\*Fairview Developmental Center officially closed on February 24, 2020

#### Program Activity for March and April 2020

#### COVID-19 and Shelter in Place

SCDD issued an emergency telework plan on March 16, 2020. CRA/VAS staff serve clients at the facilities on a rotating basis. DDS issued a no visitor policy at all state operated facilities in mid-March 2020. All DDS and CRA/VAS staff working on grounds are screened daily and provided a mask. The Governor of California appointed the campuses of Fairview DC and Porterville DC as alternative care facilities. These campuses house surge bed units for people from across California who have active or related COVID-19 cases. DDS will manage beds targeted for individuals with I/DD. An outside private agency will manage all other beds.

#### Canyon Springs Community Facility and Desert STAR Unit

As of January 1, 6 clients are admitted to Desert STAR. CRA reviewed 2 denial of rights; 2 human rights/behavioral meetings, 3 transition meetings, facilitated 3 self-advocacy meetings, attended 17 Emerging Risk Notification; assisted 5 clients with court communication, provided 3 rights and other trainings staff. VAS attended 7 IPPs, 13 special meetings, 5 transition meetings, 2 community home observations, 1 denial of rights meeting. VAS Coordinator attended 18 professional group meetings and/or trainings in the community.

#### Southern STAR Unit and Former FDC Individuals in the Community

CRA attended following meetings: 9 transition/special/IPP, 2 denial of rights, 2 human rights/behavioral meeting. CRA serves all clients in the STAR unit. VAS Coordinator and advocates attended 13 transition meeting and made 12 follow up contacts for individuals who transitioned from Fairview DC. CRA and VAS Coordinator retires on April 30, 2020 after 33 years of service to individuals with I/DD. Northern STAR CRA and Manager will cover duties.

#### Porterville Developmental Center and Central STAR Unit

CRA attended 9 human rights meetings, 5 IPPs, 6 transition meetings, 2 People First/human rights meetings, 4 escort reviews, 7 denial of rights reviews, provided 1 staff training, submitted 1 incident reports, 1 client council meeting. VAS attended at PDC and in the community: 5 IPPs, 31 transition meetings, 1 self-advocacy meetings, 4 court hearings, 1 denial of rights, 1 regional project meeting, conducted 1 staff training, 1 human rights committee. CDPH conducted a Title 22 survey on the STA in January 2020 with one deficiency noted. PDC sent in a plan of correction which CDPH accepted.

#### Northern STAR Unit and Former SDC individuals in the Community

SDC placed the last individual on December 17, 2018. Northern STAR unit moved to the permanent residence in Vacaville. The CRA/VAS Program attended: 14 IPPs 2 Special team conference, 2 day programming review, 2 community placement review meetings, 120 follow up contacts. CRA serves all clients in the Northern STAR. VAS program will continue to serve individuals transitioned from SDC until June 2020.

# Clients' Rights Advocate and Volunteer Advocacy Services

## Developmental Center Closure Update May 2020

### Community Transition Numbers for 2020

2020*	Jan	Feb	Mar	Total Number of Transitions	April 1 2020 DC/CF/STAR census
Canyon Springs	0	0	0	0	42
Desert STAR	0	0	0	0	6
Fairview DC	1	1	0	2	0
Southern STAR	0	0	0	0	4
Porterville DC	1	4	1	6	201
Central STAR	0	0	0	0	2
Northern STAR	0	0	0	0	4

*\*Canyon Springs Community Facility, Porterville Developmental Center Secure Treatment Area, and all STAR Units are not scheduled for closure. The Porterville Developmental Center General Treatment Area closed December 31, 2019. Fairview Developmental Center closed February 24, 2020.*

### **Developmental Center Closures – Past and Present**

Facility	Projected Closure Date and Land Use
Sonoma Developmental Center	Closed December 17, 2018 (site transferred to Department of General Services on July 1, 2019)
Fairview Developmental Center located in Costa Mesa	February 24, 2020 (site remains under DDS operation)
Porterville Developmental Center	December 31, 2019 (General Treatment Area only)
Canyon Springs Community Facility located in Cathedral City	No proposed closure date
Lanterman Developmental Center	Closed 2014 (site is now part of Cal Poly, Pomona)
Agnews Developmental Center	Closed 2009 (sold to corporations and City of San Jose)
Sierra Vista Community Facility	Closed 2009
Camarillo Developmental Center	Closed 1997 (site is now Cal State Univ, Channel Islands)
Stockton Developmental Center	Closed 1996 (site is now part of Cal State, Stanislaus)

**SCDD Clients' Rights Advocate (CRA) current observations  
inside the DC/CF/STAR**

Canyon Springs and Desert STAR	Desert STAR crisis unit has six clients. CS clients typically enjoy community access for work and leisure. Shelter in place protocols have caused increased behaviors. CRA collaborating with RCs regarding transition activity. Court hearings are postponed in some counties thus Writs of Habeas Corpus hearings are delayed. CRA provided voter training in cooperation with the Registrar of Voters.
Southern STAR	FDC closed on February 24, 2020 when last client transferred out. CRA attended all transition meetings for remaining clients. CRA continues to serve individuals admitted to the Southern STAR unit on the FDC campus. Transition activities for STAR unit clients has slowed due to shelter in place. All meetings are held via teleconference.
Porterville DC and Central STAR	Due to COVID-19 policy changes at PDC, the CRA ensured that individuals are still afforded the rights to access mail and virtual visits with family and friends. Community transition and admission to PDC GTA is delayed due to shelter in place protocols. Individuals committed under WIC 6500 to STA will be placed in the community after protocols are lifted. There's a continued lack of least restrictive environment for female STA clients that include newer units include single bedroom and bathroom that their male counterparts enjoy. PDC administration is reviewing building layouts. New local judges were appointed in Tulare County. CRA is collaborating with DDS for tour and sit down after restrictions are lifted. CRA is facilitating relationships with Child Welfare Services and probation due to opening of adolescent unit for Central STAR.
Northern STAR	CRA reviewed investigation of allegation of abuse. CRA providing clients' rights assistance via virtual platform including attendance in IPPs and transition planning meetings for individuals residing in the Northern STAR unit at Vacaville. The unit houses four individuals at this time.

**SCDD Volunteer Advocacy Services (VAS)**

The VAS Project serves approximately 25% of the individuals residing and transitioning from the DC/CFs. A Volunteer Advocate or the VAS Project Coordinator provide direct advocacy services for twelve months post placement.

SCDD VAS services created and distributed a personal emergency card listing the direct service provider, Regional Center, preferred communication style, and emergency contact person to every individual in the state who receives VAS services.

VAS programs reached out to all individuals served to ascertain health and safety during state-wide shelter in place requirements. At the time of this report, no positive cases of COVID-19 were reported for individuals served or those that serve them.

Canyon Springs and Desert STAR	VAS program has 13 Volunteer Advocates serving 36 individuals at CS and 1 in the community. VAS continues to advocate via social distancing protocols. Advocates virtually visit with their clients. VAS continues to collaborate with community-based teams for meaningful employment. VAS Coordinator increased outreach to clients due to COVID-19 shelter in place protocols.
Fairview DC individuals in the community	VAS Coordinator and advocates must visit community clients via virtual platforms. VAS is focusing on health and safety needs in the community including medical/dental, vocational, PPE and adequate staffing.
Porterville	VAS Coordinator and advocates work extensively with people who transitioned from the GTA who now live in the community. Shelter in place and social distancing protocols are impacting all activities. Increase in self-reported stress and noted altercations between individuals has been noted. VAS continues to work closely with individuals admitted under 6500 in the STA as they prepare for community transition. Individuals who have passed the twelve month end of VAS services continue to need individual advocacy. SCDD continues to provide this much needed service.
Sonoma DC individuals in the community	The VAS program serves individuals transitioned from SDC in the community. During this reporting period, VAS program reached out to former clients to ascertain health and safety. No positive cases of COVID-19 were found. VAS performed over 124 contacts and/or visits of clients via virtual platform. VAS Coordinator successfully advocated for direct service providers to attain PPE.

# Quality Assessment Project Report

May 2020

## Adult Family Survey (AFS) and Family Guardian Survey (FGS) Cycle

The completion of the AFS and FGS continues through the Covid-19 crisis. The total number of AFS completed to date is 10,503, while the total number of FGS completed to date is 4,284.

See Tables 1 and 2 for Regional Center breakdown as well as surveys entered (completed) by SCDD staff and through On-Line Direct Entry by family members.

*Table 1: Adult Family Surveys Completed*

<b>Regional Center</b>	<b>SCDD Entry</b>	<b>Direct Entry</b>	<b>Total AFS</b>
ACRC	304	330	634
CVRC	250	94	344
ELARC	442	109	551
FDLRC	284	83	367
FNRC	216	69	285
GGRC	85	103	188
HRC	392	163	555
IRC	660	356	1016
KRC	199	49	248
NBRC	124	108	232
NLA	477	182	659
RCEB	472	217	689
RCOC	740	238	978
RCRC	102	34	136
SARC	402	188	590
SCLARC	419	67	486
SDRC	641	338	979
SGPRC	317	88	405
TCRC	288	147	435
VMRC	314	95	409
WRC	235	82	317
	<b>7363</b>	<b>3140</b>	<b>10503</b>

Table 2: Family Guardian Surveys Completed

Regional Center	SCDD Entry	Direct Entry	Total FGS
ACRC	0	139	139
CVRC	142	76	218
ELARC	86	44	130
FDLRC	51	23	74
FNRC	131	66	197
GGRC	59	86	145
HRC	79	30	109
IRC	103	97	200
KRC	36	21	57
NBRC	106	86	192
NLA	178	101	279
RCEB	347	78	425
RCOC	282	135	417
RCRC	43	17	60
SARC	251	147	398
SCLARC	38	15	53
SDRC	347	183	530
SGPRC	94	46	140
TCRC	109	104	213
VMRC	106	53	159
WRC	82	67	149
	<b>2670</b>	<b>1614</b>	<b>4284</b>

If you have your access code and wish to complete your survey online, please scan the QR code below or visit <https://systems.hsri.org/nci2019/FamilySurvey-Login.asp>



## **Mover Longitudinal Study (MLS)**

All Mover Longitudinal In-person interviews have been suspended since March 17, 2020 due to the Covid-19 crisis. While this suspension continues, SCDD, DDS and UC Davis are evaluating the possibility of conducting remote interviews through a HIPPA compliant video conferencing platform.

MLS In-Person interviews completed to date statewide is 1,963. Please see Table 3 below for Regional Center and Survey Type breakdown.

*Table 3: MLS In-Person Surveys Completed*

<b>Regional Center</b>	<b>3 Month</b>	<b>6 Month</b>	<b>1 Year</b>	<b>2 Year</b>	<b>3 Year</b>	<b>4 year</b>	<b>Total</b>
Alta California	55	51	48	40	7	0	201
Central Valley	53	49	41	35	15	6	199
East Bay	85	84	83	38	11	3	304
Eastern LA	5	5	5	2	2	1	20
Far Northern	10	10	10	8	4	0	42
Frank D. Lanterman	4	4	3	3	1	0	15
Golden Gate	67	67	67	44	12	3	260
Harbor	10	9	10	6	4	1	40
Inland	4	4	4	1	1	0	14
Kern	25	20	17	11	7	0	80
North Bay	79	76	75	25	14	0	269
North LA County	11	11	10	10	6	1	49
Orange County	62	58	30	10	8	1	169
Redwood Coast	3	3	3	3	2	0	14
San Andreas	6	6	6	4	0	0	22
San Diego	39	25	23	18	8	1	114
San Gabriel/Pomona	5	5	4	3	3	0	20
South Central LA	18	17	16	10	2	1	64
Tri-Counties	10	9	5	3	1	0	28
Valley Mountain	3	3	3	1	1	0	11
Westside	8	7	7	6	0	0	28
<b>Grand Total</b>	<b>562</b>	<b>523</b>	<b>470</b>	<b>281</b>	<b>109</b>	<b>18</b>	<b>1963</b>

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**MAY 12, 2020**

**AGENDA ITEM 8  
ACTION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***SCDD 2020-2021 Budget***

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Executive Director Aaron Carruthers will present updates to the SCDD Fiscal Year (FY) 2020-2021 budget. Members will review, discuss and vote on the budget documents included in the packet.

***Attachments***

FY 2020/21 Budget

FY 2020/21 Budget Overview Slide Presentation

FY 2020/21 BSG Budget Description of Line Item Changes

***Action Recommended***

Approve the 2020-2021 SCDD budget.



**State Council on Developmental Disabilities**  
**State Council Budgeted Base**  
**Fiscal Year 2020/21 Budget**

Categories	Basic State Grant (BSG)	Client's Rights Advocates/ Volunteer Advocacy	Quality Assessment	TOTAL
	Federal Grant	State Reimbursement	State Reimbursement	
<b>1. Personal Services</b>				
Net Salaries & Wages	\$3,569,000	\$927,000	\$1,372,000	\$5,868,000
Temporary Help / Honorarium	\$87,000	\$0	\$0	\$87,000
Worker's Compensation	\$55,000	\$5,000	\$5,000	\$65,000
Staff Benefits	<u>\$1,802,000</u>	<u>\$436,000</u>	<u>\$716,000</u>	<u>\$2,954,000</u>
<b>Total Personal Services</b>	<b><u>\$5,513,000</u></b>	<b><u>\$1,368,000</u></b>	<b><u>\$2,093,000</u></b>	<b><u>\$8,974,000</u></b>
<b>2. Operating Expense and Equipment</b>				
General Expense	\$75,000	\$75,000	\$21,000	\$171,000
Printing	\$45,000	\$9,000	\$45,000	\$99,000
Communications	\$100,000	\$25,000	\$30,000	\$155,000
Postage	\$20,000	\$14,000	\$23,000	\$57,000
Travel In-State	\$335,000	\$64,000	\$80,000	\$479,000
Travel Out-of-State	\$20,000	\$0	\$0	\$20,000
Training (Tuition & Registration)	\$25,000	\$15,000	\$3,000	\$43,000
Facilities Operations (Rent)	\$600,000	\$24,000	\$255,000	\$879,000
Utilities	\$6,000	\$0	\$2,000	\$8,000
Interdepartmental Services	\$411,000	\$134,000	\$174,000	\$719,000
External Contract Services	\$75,000	\$3,000	\$1,000	\$79,000
Data Processing (Software, licenses, etc.)	\$15,000	\$18,000	\$15,000	\$48,000
Statewide Cost Allocation Plan (SWCAP)	\$25,000	\$0	\$0	\$25,000
Other Items of Expense	<u>\$5,000</u>	<u>\$91,000</u>	<u>\$929,000</u>	<u>\$1,025,000</u>
<b>Total Operating Expense and Equipment</b>	<b><u>\$1,757,000</u></b>	<b><u>\$472,000</u></b>	<b><u>\$1,578,000</u></b>	<b><u>\$3,807,000</u></b>
<b>3. Community Program Development Grants</b>	<b><u>\$240,000</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$240,000</u></b>
<b>4. Total Council Budget (1 + 2 + 3)</b>	<b><u>\$7,510,000</u></b>	<b><u>\$1,840,000</u></b>	<b><u>\$3,666,000</u></b>	<b><u>\$13,016,000</u></b>
<b>5. Total Estimated Basic State Grant Award*</b>	<b>\$7,521,523</b>			
<b>8. Difference between Total Council Budget and Basic State Grant Award</b>	<b>\$11,523</b>			
<b>9. Prior Year's Unexpended Balance as of December 31, 2019</b>	<b>\$2,130,280</b>			

\* Does not include any supplemental COVID-19 funding

# State Council on Developmental Disabilities

## Basic Support Grant (BSG) Budget

July 1, 2020- June 30, 2021



# Explanation of Terms

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





# What is a budget?

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



# SFY 2020/21 Budget

## State Council on Developmental Disabilities

### State Council Budgeted Base

### Fiscal Year 2020/21 Budget

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	Federal Grant	State Reimbursement	State Reimbursement	
1. Personal Services				
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Total Personal Services	<b><u>\$5,513,000</u></b>	<b><u>\$1,368,000</u></b>	<b><u>\$2,093,000</u></b>	<b><u>\$8,974,000</u></b>
2. Operating Expense and Equipment				
General Expense	\$75,000	\$75,000	\$21,000	\$171,000
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3. Community Program Development Grants	<b><u>\$240,000</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$240,000</u></b>
4. Total Council Budget (1 + 2 + 3)				
	<b><u>\$7,510,000</u></b>	<b><u>\$1,840,000</u></b>	<b><u>\$3,666,000</u></b>	<b><u>\$13,016,000</u></b>
5. Total Estimated Basic State Grant Award*				
	<b><u>\$7,521,523</u></b>			
8. Difference between Total Council Budget and Basic State Grant Award				
	<b><u>\$11,523</u></b>			
9. Prior Year's Unexpended Balance as of December 31, 2019				
	<b><u>\$2,130,280</u></b>			

# PERSONAL SERVICES – SALARIES & WAGES

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**      **\$5,513,000**

❖ + \$100,000 from SFY 2019/20

Includes 2.5% general salary increase, 5% merit increases to eligible staff and increases to retiree and current employee health benefit contributions.

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 EXPENSE & EQUIPMENT

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





# **General Expense**

# **\$75,000**

- ❖ No change from SFY 2019/20

This line item includes a wide variety of expenses that may not fall under specific line items.

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



# **Printing**

**\$45,000**

❖ No change from SFY 2019/20

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]

**PRINT**  
**Print**  
**Print**

# **Communications**

**\$100,000**

- ❖ No Change from SFY 2019/20
- ❖ Increased funding for Policy and Communications expenses.

This line item includes all telecommunication related expenses such as:

- Telephones and Mobile devices (iPhone, iPad, wireless Internet access devices)
- Zoom online meeting services
- Toll free 800 number
- Conference Call Services



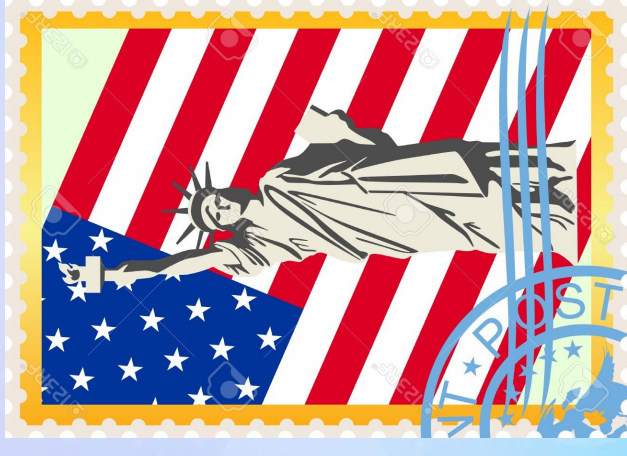
# **Postage**

**\$20,000**

❖ No change from SFY 2019/20

This line item includes postage related expenses  
such as:

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



# **In-State Travel**

**\$335,000**

❖ No change from SFY 2019/20

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**

# **\$20,000**

❖ No change from SFY 2019/20

Same as in-state travel but for travel outside California approved by the Governor.





# Training

# \$25,000

❖ + \$15,000 from SFY 2019/20

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**      **\$600,000**

❖ No change from SFY 2019/20

This line item includes the monthly lease/rent costs for Headquarters and the 11 regional offices.





# **Utilities**

**\$6,000**

❖ No change from SFY 2019/20

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



# **Inter-departmental Services    \$411,000**

❖ No change from SFY 2019/20

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 [Data lines for Internet access in Headquarters and regional offices, website maintenance and support]
- State Controller [expedited processing of payments]



# **External Contract Services**     **\$75,000**

❖ No change from SFY 2019/20

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/ergonomic evaluations
- Captioning and interpreter services
- Consultants, presenters





# **Data Processing**      **\$15,000**

❖ No change from SFY 2019/20

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

- Computer hardware peripherals and accessories  
[computer parts, monitors, printers]
- Software licenses

[Windows 10 operating system, Microsoft Office 365, Adobe Professional, Survey Monkey, Constant Contact]

# **SWCAP**

# **\$25,000**

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 Expenses**

**\$5,000**

- ❖ No change from SFY 2019/20

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

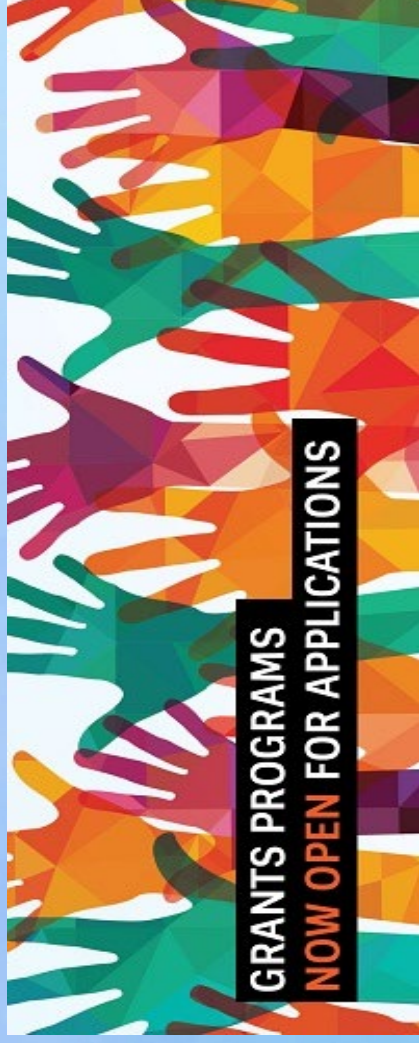




# **Community Program Development Grants**     **\$240,000**

- ❖ No change from the typical regional grant funding levels.

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



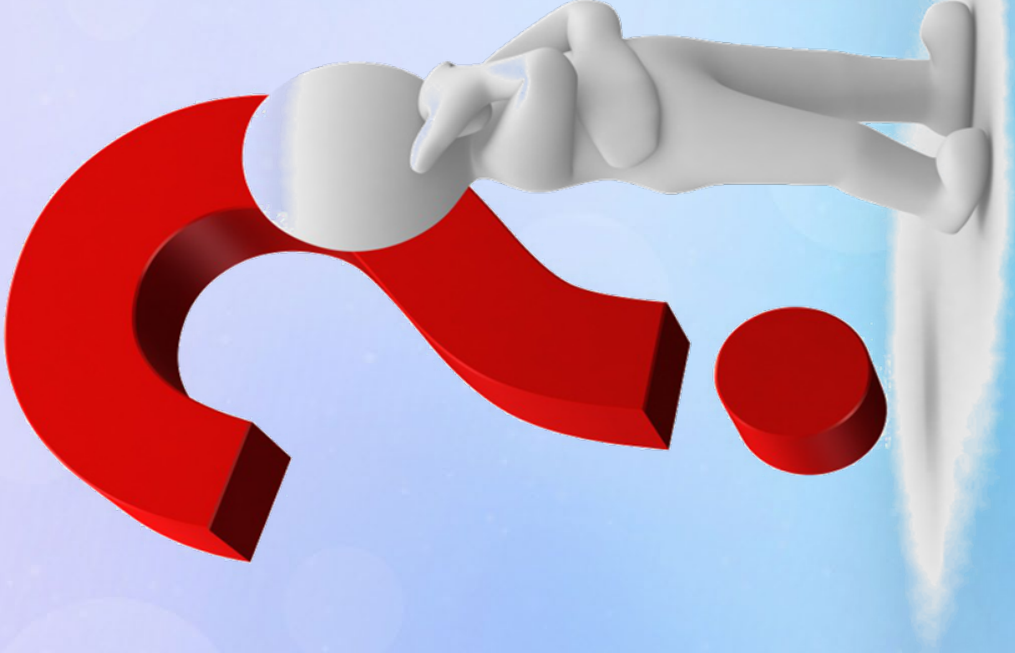
# TOTAL SFY 20-21 COUNCIL BUDGET

## ALL PROGRAMS

Basic State Grant (BSG) Federal Funds	\$7,510,000
Quality Assessment (QA) State Contract	\$3,666,000
Client's Rights Advocates Volunteer Advocacy(CRA/VAS) State Contract	\$1,840,000
<b>Total Council Budget</b>	<b>\$13,016,000</b>



# Questions?



**State Council on Developmental Disabilities  
Fiscal Year 2020/21 BSG Budget  
Description of Line Item Changes**

The State Fiscal Year (SFY) 2020/21 BSG budget increases \$36,523 from \$7,485,000 to \$7,521,523. This document describes the proposed changes to specific line items in the SFY 2020/21 budget from the SFY 2019/20 budget.

**Net Salaries and Wages**

This line item increases \$100,000 from \$3,469,000 to \$3,569,000. This includes the Basic Support Grant (BSG) share of the approved collective bargaining agreements that provide a 2.5% general salary increase (GSI) to all employees on July 1, 2020, a 5% merit salary adjustment for staff not at the top salary step and increases to retiree and employee health benefit contributions.

**Temporary Help/Honorarium**

This line item is unchanged from the previous year.

**Staff Benefits**

This line item decreases \$70,000 from \$1,872,000 to \$1,802,000 due to an analysis of historical expenditures and resulting downward adjustment to be more in line with Department of Finance guidelines.

**General Expense**

This line item is unchanged from the previous year and includes the \$25,000 annual information technology equipment refresh budget to replace all computers and peripherals every five years.

**Communications**

This line item is unchanged from the previous year and includes the \$60,000 annual policy and communications budget to implement a comprehensive statewide communications plan and Ambassador Program.

**Travel In-State**

This line item is unchanged from the previous year as the higher than normal travel expenses in SFY 2018/19 caused by the all-staff convening and the two councilmember fundamentals training sessions did not materialize in SFY 2019/20 because we did not have those same meetings and travel was further reduced by COVID-19 restrictions.

**Training**

This line item increases \$15,000 from the prior year to provide additional skills development and leadership development training to rank and file and managerial staff.

**Facilities Operations**

This line item is unchanged from the previous year as scheduled annual rent increases are being offset by the San Diego office relocating to a smaller and cheaper location.

**Community Program Development Grants**

This line item returns to its typical amount of \$240,000 for regional grants. In the previous year, the Council approved combining the standard \$260,000 for statewide grants with \$190,000 in one-time surplus funding.

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**MAY 12, 2020**

**AGENDA ITEM 9  
INFORMATION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Moderated Discussion: Impacts of COVID-19***

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All Councilmembers will be given the opportunity to participate in a moderated group discussion about the impacts of COVID-19 and the steps that the Council can take to keep moving forward together during this time.

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**MAY 12, 2020**

**AGENDA ITEM 10  
INFORMATION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Committee Reports***

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SCDD Committee reports have been provided in the packet for review and informational purposes.

***Attachments***

- A. The Executive Committee met on 4/14/20. The meeting summary is attached.
- B. The State Plan Committee met on 4/15/20. The meeting summary is attached.
- C. The Employment First Committee met on 4/23/20. The meeting summary is attached.
- D. The Self-Advocates Advisory Committee will meet on 5/11/20. The meeting summary will be provided on the SCDD website as a handout.
- E. The Statewide Self-Advocacy Network met on 3/4-3/5/20. The meeting summary is attached.

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**AGENDA ITEM 10A.****EXECUTIVE COMMITTEE SUMMARY**

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***Date of Meeting***

April 14, 2020

***Meeting's Focus***

The Executive Committee met via Zoom and teleconference on April 14, 2020. Committee members heard reports from Executive Director Aaron Carruthers and Deputy Director of Administration Doug Sale. The meeting's focus centered on the impacts of COVID-19 and strategies for moving forward during the crisis. Deputy Director Sale gave a report on the current SCDD budget, noting that it remains on target despite some changes. Executive Director Carruthers outlined the ways that SCDD staff has been adapting to telework procedures while promoting in-reach, information and advocacy. Members also discussed developing best practices for virtual meetings, stating that all Councilmembers should have equal access to technologies that will allow them to attend and participate in Council meetings remotely.

***Items Acted Upon***

The Committee acted on the following items:

- The February 2020 Executive Committee minutes were approved.
- One Conflict of Interest waiver renewal request was submitted and approved for Steven Perez of the Redwood Coast Developmental Services Corporation, the governing body of the Redwood Coast Regional Center.
- The Committee made a motion that SCDD staff should work on making equal technology access available to all Councilmembers before the next scheduled Council meeting, so that everyone would have the same opportunity to participate. The motion was approved.

***Future Meeting Dates***

June 16, 2020

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**AGENDA ITEM 10B.****STATE PLAN COMMITTEE SUMMARY**

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***Date of Meeting***

April 15, 2020

***Meeting's Focus***

The Committee began the meeting by approving the November meeting minutes before turning their attention over to reviewing the timeline and process for the 2022-2026 State Plan Development. The timeline included benchmark dates to ensure that the Committee was able to meet Office of Intellectual and Developmental Disabilities deadline for submission of the new state plan. Since many of the Committee members were new to this process, staff then provided an overview of the steps to developing a new state plan.

Members then turned their attention over to determining a process to review the more than 6,000 survey responses received statewide. This process included tasking members with reviewing the surveys in sections and establishing additional Committee meeting dates to review member input on those sections, and develop potential goals and objectives for the 2022-2026 State Plan. The first of many of those meetings will take place on May 18<sup>th</sup>.

***Items Acted Upon***

Approval of November 2019 Meeting Minutes

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**AGENDA ITEM 10C.****EMPLOYMENT FIRST COMMITTEE SUMMARY**

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***Date of Meeting***

April 23, 2020

***Meeting's Focus***

The Committee began by discussing what their respective agencies are doing to get people back to work. Independently, agencies are doing great with planning and resource development and distribution. Collectively, the Committee agreed to submit recommendations to the Governor's new Taskforce on Business and Economic Recovery to ensure that people with intellectual and developmental disabilities are considered.

Members then reviewed and provided input on the draft 2019 EFC Report before acting to approve it in concept.

Members concluded the meeting by revisiting the conversation around data sharing that began in February. Members agreed that the first step to receiving more useful data would be to establish a workgroup to determine what data would be most relevant in determining outcomes and barriers to CIE. Committee Chair Wesley Witherspoon appointed Committee member Olivia Raynor as Chair to the Data Workgroup that will meet sometime before the July Committee meeting.

***Items Acted Upon***

Approval of the February 2020 meeting minutes.

Approval of the 2019 EFC Report in Concept

***Future Meeting Dates***

July 30, 2020

May 12, 2020

**AGENDA ITEM 10 E.  
INFORMATION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

**Report from the Statewide Self-Advocacy Network**



Report by Councilmember Wesley Witherspoon

**Recent Activity:** The SSAN held their first meeting of 2020 on March 4-5, 2020 at the Crowne Plaza Northeast Sacramento.

**Focus of Meeting:**

**DAY 1:** SSAN members voted to approve the suggested updates to the MOU between SSAN and SCDD from the SCDD Executive Committee. SCDD Deputy Director of Policy and Public Affairs provided SSAN members with an initial list of legislation under consideration by the Council and requested SSAN's recommendations.

Representatives from the Department of Transportation spoke to SSAN members about several projects aimed at improving accessibility and efficacy within California's public transportation system. The SSAN workgroups met to talk about current projects and potential projects. Members reported on their local activity since December 2019.

**Day 2:** USC UCEDD SSAN Representative Wesley Witherspoon presented on the importance of Cyber Security. The presentation covered creating secure passwords, backing up files, using public WIFI, protecting SSN and other important numbers, social media etiquette, along with other topics. SSAN members discussed what it means to provide recommendations to the Legislative and Public Policy Committee. SSAN members reviewed and approved the 20<sup>th</sup> edition of the SSAN Newsletter "Voices of SSAN".



## **SSAN Leadership**

**Chair:** Nicole Patterson, DDS Representative

**Vice-Chair:** Desiree Boykin, ARCA Representative

**Secretary:** Lisa Cooley, Sacramento Regional Representative

## **SSAN Workgroups**

**Employment Workgroup:** Developed a list of topics for future presentations to SSAN.

**Legislative Workgroup:** Discussed the process of reviewing and monitor legislation under consideration by the Council.

**Membership Workgroup:** Discussed recruitment strategies to fill vacant positions.

**Youth Workgroup:** Worked on developing a list of questions to include in a SSAN survey about how to engage youth in disability advocacy. Members are encouraged to get to know youth with disabilities at the local level.

**Officers' Workgroup:** Continue to plan and prepare quarterly SSAN meetings.

**Self-Determination Workgroup:** Not much to report at this time.

**Next Full SSAN Meeting:** The next SSAN meeting will be on June 24<sup>th</sup> using ZOOM.

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**MAY 12, 2020**

**AGENDA ITEM 11  
INFORMATION ITEM**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Next Meeting Date and Adjournment***

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The Council's next meeting date is scheduled for July 14, 2020.