



# NOTICE/AGENDA

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES  
NOMINATING COMMITTEE MEETING  
POSTED AT: [www.scdd.ca.gov](http://www.scdd.ca.gov)**

This is a teleconference and zoom 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:** <http://bit.ly/Nominating-Oct-9th>  
**MEETING ID:** 933 1198 5197  
**PASSWORD:** 768281

Click [here](#) for instructions on using the Zoom application.

OR

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

**CALL IN NUMBER:** 888-475-4499  
**MEETING ID:** 933 1198 5197

**DATE:** October 9, 2020

**TIME:** 10:30 AM – 11:30 AM

**COMMITTEE CHAIR:** Sandra Aldana

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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 Council on matters not on the agenda. Each person will be afforded up to three minutes to speak. Written requests if any, will be read aloud.*

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**Item 5. APPROVE OCTOBER 2019 MINUTES**

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**Item 6. ESTABLISH SLATE OF NOMINEES FOR ELECTION OF CHAIR AND VICE-CHAIR**

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**Item 7. ADJOURNMENT**

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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 Robin Maitino-Erben at (916) 263-8193 or [robin.maitino@scdd.ca.gov](mailto:robin.maitino@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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OCTOBER 9, 2020

AGENDA ITEM 5

**ACTION ITEM**

NOMINATING COMMITTEE  
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

***Approval of October 2019 Meeting Minutes***

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Committee members will review and approve the October 2019 meeting minutes.

***Action Recommended***

Approve the October 2019 Minutes.

***Attachment(s):***

October 1, 2019 Meeting Minutes



**DRAFT**

**Nominating Committee Meeting Minutes  
October 1, 2019**

**Attending Members**

Diane Ambrose  
Robin Hansen  
Rosanna Ryan (SA)  
Sandra Aldana (SA)

**Absent**

None

**Others Attending**

Aaron Carruthers  
Autumn Hale  
Charlotte Endres  
Jennifer Gonzalez  
Robin Maitino  
Sarah May

**1. CALL TO ORDER**

Committee Chair Sandra Aldana (SA) called the meeting to order at 1:06 P.M.

**2. ESTABLISH QUORUM**

A quorum was established.

**3. WELCOME/INTRODUCTIONS**

Committee members and others introduced themselves.

**4. PUBLIC COMMENTS**

There were no public comments.

**5. APPROVE OCTOBER 2018 MINUTES**

**Action 1**

It was moved/seconded (Ambrose/Hansen) and carried to approve the October 29, 2018 minutes.

## 6. ESTABLISH SLATE OF NOMINEES FOR ELECTION OF CHAIR AND VICE-CHAIR

Chair Aldana (SA) reached out to family and self-advocates inviting nominations from those interested in being either chair and/or vice-chair for a two-year term beginning in 2020. She received interest as follows in alphabetic order:

### Council Chair

Andrea Vergne (FA)  
Maria Marquez (SA)  
Matthew Lagrand (SA)  
Wesley Witherspoon (SA)

### Council Vice-Chair

Andrea Vergne (FA)  
Julie Austin (FA)

The Committee took the following actions to 1) accept and put forth these nominees to the full Council; and 2) provide suggested topics to include in their candidate statements.

### Action 1

It was moved/seconded (Hansen/Ambrose) and carried to accept the nomination slate of Andrea Vergne (FA), Maria Marquez (SA), Matthew Lagrand (SA) and Wesley Witherspoon (SA) for Chair of the Council, and Andrea Vergne (FA) and Julie Austin (FA) as Vice-Chair of the Council. (Unanimous)

### Guidelines

The Committee agreed that candidates are to be given the opportunity to present a statement to the full Council regarding their experience, qualifications, and desire to being elected as a Chair or Vice-Chair. It was determined that all candidates will have 3 minutes to present an oral statement of qualifications in front of the full Council. Reasonable accommodations will be given if requested. It was also determined that each candidate may submit a one-page statement addressing two questions: (1) Why would you like to serve? (2) What is your previous leadership experience? (3) What are your priorities for the Council?

## 7. ADJOURN

Committee Chair Aldana (SA) adjourned the meeting at 1:37 P.M.

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**OCTOBER 9, 2020**

**AGENDA ITEM 6**

**ACTION ITEM**

**NOMINATING COMMITTEE**

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

***Establish Slate of Nominees for Election of Chair and Vice-Chair***

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The Nominating Committee will consider and put forth a slate of nominees to be considered for Chair and Vice-Chair of the Council.

***Attachments:***

2020 Officer Election Detail Sheet

Candidate Statement Template

Nominating Committee Responsibilities

## **NOMINATING COMMITTEE AGENDA ITEM DETAIL SHEET**

**ISSUE:** 2020 Officer Elections – Nominating Committee

**SUMMARY:** The Welfare and Institutions Code and the Council’s Bylaws provide the rules and process for electing Members to the positions of Chair and Vice-Chair. The first steps of the process should begin no later than August, and the elected officers will begin their new terms in January. The process is detailed below.

**BACKGROUND/DISCUSSION:** Under W&I Code Section 4535(b), the Council is required to elect its Chair and Vice-Chair by a majority vote. The Council must hold the election for its officers every two years during the last Council meeting of the particular election year. (Bylaws Article VII, Section 2.) If the Chair and Vice-Chair positions become vacant at the same time, the Council appoints an interim Chair and Vice-Chair then convene the Nominating Committee (Bylaws Article VII, Section 5).

Recommendations for officers shall be in the form of nominations reported from the Nominating Committee. However, nominations may also be received from the floor before the election but after the Nominating Committee’s report.

Self and family-advocate members of the Council may serve in the Chair and Vice-Chair positions. (See W&I Sections 4535(b) and 4521(b)(1))

Those who may not serve in these officer positions are those members who represent a State of California agency or federal partner or who serve on the Council as the representative of “a nongovernmental agency or group concerned with the provision of services to persons with developmental disabilities.” These are the members listed in W&I Section 4521(b)(2).

**RECOMMENDATION(S):** Recommend nominees for Chair and Vice-Chair of the Council.

**ATTACHMENTS(S):** None.

**PREPARED:** Executive Director Aaron Carruthers, September 28, 2020.

## SCDD 2019 Chair and Vice Chair Candidate Statement

**NAME:**

**Position you are running for? Select all that apply.**

- Chair
- Vice-Chair

**Why are you interested in being Council Chair/Vice-Chair?**

**If elected, what would your priorities for the Council be?**

**What leadership experience do you have as Chair or Vice Chair on this or another council or committee?**



# **Nominating Committee Responsibilities and Guidelines**

## ***Background***

Welfare and Institutions (W&I) Code and the Council's Bylaws provide the rules for electing Members to the positions of Chair and Vice-Chair.

Under W&I Code Section 4535(b), the Council is required to elect its Chair and Vice-Chair by a majority vote. The Council must hold the election for its officers every two years during the last Council meeting of the election year. The first steps of the process should begin no later than August, and the elected officers will begin their new terms in January. The process is detailed below.

## ***Process***

Recommendations for officers shall be in the form of nominations reported from the Nominating Committee. However, nominations may also be received from the floor before the election but after the Nominating Committee's report.

Self and family-advocate members of the Council may serve in the Chair and Vice-Chair positions. (See W&I Sections 4535(b) and 4521(b)(1))

Those who may not serve in these officer positions are those members who represent a State of California agency or federal partner or who serve on the Council as the representative of "a nongovernmental agency or group concerned with the provision of services to persons with developmental disabilities." These are the members listed in W&I Section 4521(b)(2).

The Executive Committee will present a slate of Councilmembers to serve on the Nominating Committee at the September Council meeting. Nominating Committee members are appointed by a vote of the Council and serve for one year.

Once appointed, the Chair of the Nomination Committee reaches out to family and self-advocates inviting nominations from those interested in

being either chair and/or vice chair for a two-year term. Members who express interest are then put forth to the entire Committee.

### ***Guidelines***

Candidates are to be given the opportunity to present a statement to the full Council regarding their experience, qualifications, and desire to being elected as a Chair or Vice-Chair. Candidates will have 3 minutes to present an oral statement of qualifications in front of the full Council. Reasonable accommodations will be given if requested. Each candidate may submit a one-page statement addressing three questions: (1) Why would you like to serve? (2) What is your previous leadership experience? (3) What are your priorities for the Council?