



NOTICE/AGENDA

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES EXECUTIVE COMMITTEE MEETING

This is a teleconference and zoom meeting only. There is no physical location being made available to the public per [Government Code Section 11133](#). Therefore, 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

JOIN ZOOM MEETING: <https://bit.ly/ExecCmteOct2022>

MEETING ID: **863 0229 7107**

PASSCODE: **886433**

JOIN BY TELECONFERENCE: (VOICE ONLY)

CALL IN NUMBER: **(888)-475-4499 or (877)-853-5257**

MEETING ID: **863 0229 7107**

DATE: October 27, 2022

TIME: 10:30 AM – 1:00 PM

COMMITTEE CHAIR: Lee Bycel

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM

Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

Page 3

This item is for members of the public to provide comments and/or present information to this body on matters not listed on the agenda. There will be up to 20 minutes allocated to hear from the public with each person allotted up to 3 minutes to comment.

Additionally, there will be up to 10 minutes allocated to hear from the public on each agenda item, with each person allotted up to 1 minute to comment.

Item 5. APPROVAL OF AUGUST 2022 MINUTES 

Page 4

All

Item 6. SPONSORSHIP REQUESTS 

Page 10

Ken DaRosa, Chief Deputy Director

A. The University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis

B. Disability Voices Untied

C. Special Needs Network (added October 18, 2022)

Item 7. CONFLICT OF INTEREST WAIVER REQUESTS 

Page 25

Brian Weisel, Legal Counsel

A. Cali McKinzie, Board Member, Far Northern Regional Center

B. Dora Moorman, Board Member, Central Valley Regional Center

C. Laura Oakes, Board Member, San Diego Regional Center

Item 8. EXECUTIVE DIRECTOR REPORT

Page 43

Aaron Carruthers, Executive Director

Item 9. YEAR END DISCUSSION

Page 44

Item 10. ADJOURNMENT AND NEXT MEETING DATE

Page 45

The next meeting of the Executive Committee will be in February 2022.

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 Yaritza Sanchez at (916)-207-2856 or yaritza.sanchez@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.

OCTOBER 27, 2022

**AGENDA ITEM 4.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Public Comment

This item is for members of the public to provide comments and/or present information to this body on matters not listed on the agenda. There will be up to 20 minutes allocated to hear from the public with each person allotted up to 3 minutes to comment.

Additionally, there will be up to 10 minutes allocated to hear from the public on each agenda item, with each person allotted up to 1 minute to comment.

OCTOBER 27, 2022

AGENDA ITEM 5.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Approval of August 2022 Minutes

The draft minutes from the August 19, 2022 Executive Committee meeting have been included in the packet for review. Committee members will vote on whether to approve the minutes.

Attachment

August 2022 Executive Committee Meeting Minutes

Action Recommended

Approve the August 2022 meeting minutes.



DRAFT
Executive Committee Meeting Minutes
August 19, 2022

Members Attending

Lee Bycel, Chair (FA)
Nicole Adler (SA)
Julie Austin (FA)
Kilolo Brodie (FA)
Harold Fujita (FA)
Maria Marquez (SA)
Kara Ponton (SA)
Wesley Witherspoon (SA)

Others Attending

Rihana Ahmad
Kristie Allensworth
Aaron Carruthers
Ken DaRosa
Riana Hardin
Beth Hurn
Charles Nguyen
Yaritza Sanchez

Others Attending

Victoria Schlussler
Brian Weisel

Members Absent

N/A

1. CALL TO ORDER

Executive Committee Chair Lee Bycel called the meeting to order at 10:35 A.M.

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Members and others in attendance introduced themselves.

4. PUBLIC COMMENTS

There was no public comment.

5. APPROVAL OF THE JUNE 2022 MEETING MINUTES

Action 1

It was moved/seconded (Witherspoon [S.A.]/Marquez [S.A.]) and carried to approve the June 2022 meeting minutes as presented. (Passed unanimously, see page one for list of members present.)

6. **CONFLICT OF INTEREST WAIVER REQUESTS**

Legal Counsel Brian Weisel presented five conflict of interest waiver requests for the Committee's consideration. There was one renewal request (William Battles) and four new requests (Jacqueline Armstrong, Gordon Cardona, Mariana Murillo, and Norma Puga). Detailed conflict of interest mitigation plans for each request were provided in the meeting packet.

Action 3

It was moved/seconded (Brodie [F.A.]/Adler [S.A.]) and carried to approve the conflict of interest waiver requests from Jacqueline Armstrong (Alta California Regional Center), William Battles, (Far Northern Regional Center), Gordon Cardona (Harbor Regional Center), Mariana Murillo (Tri-Counties Regional Center), and Norma Puga (Tri-Counties Regional Center). (Passed unanimously, see page one for list of members present.)

7. **SCDD BUDGET UPDATE**

Chief Deputy Director Ken DaRosa presented an update on the State Council's budget within the 2021-2022 fiscal year. The Council ended the fiscal year with a 7% surplus. The Quality Assurance Program is projected to finish with a 14% surplus and Clients' Rights Advocates/Voluntary Advocacy Services Program with a 12% surplus. The Council is projecting about \$1.4 million in expenditures in operating expenses.

Chief Deputy Director Ken DaRosa updated the Committee on prior-year carryover amounts. Previously, staff identified \$445,000 the Council could use for one-time purposes. Deputy Director DaRosa recommended another \$175,000 for a total of \$620,000 available for one-time spending.

In February 2022 the Executive Committee asked the Executive Director to return to the Committee in six months with recommendations on staff support and training needs. Executive Director Aaron Carruthers presented the results of a survey of staff needs and the estimated costs of \$275,000.

The full presentation along with survey results can be found at <https://scdd.ca.gov/wp-content/uploads/sites/33/2022/08/Budget-Update-for-Exec-August-19-2022.pdf>.

Action 4

It was moved/seconded (Wesley [S.A.]/Ashe [F.A.] and carried to approve the recommendations for one-time unexpended funds for staff support. (Passed unanimously, see page one for list of members present.)

8. **CYCLE 45 GRANTS**

Federal Law requires that the Council identify methods to improve and increase services for individuals with disabilities and their families and submit these to the Administration for Community Living (ACL) in a five-year State Plan. One way to accomplish this is by awarding program development grants (PDG) or Cycle Grants to community-based organizations to research, develop and/or implement innovative programs and promising or best practices throughout the state and its local communities.

After releasing the Cycle 45 Request for Proposals (RFP), the Council did not receive any submissions that fully met its funding requirements. In response, the Council released four new RFPs, which integrated the previous regional requests into new models, for statewide consideration. The total amount of available funds was \$260,000.00.

After releasing a second of RFPs, the Council received twelve submissions. Four of the proposals failed during administrative review so did not move forward to the scoring team. The remaining eight proposals were reviewed and evaluated by a scoring team. The Council's State Plan Committee (SPC) Chair, Kilolo Brodie, and SCDD State Plan Manager Rihana Ahmad presented the scoring teams funding recommendations to the Committee. The team recommended funding four projects, one from each of the focus areas (education, employment, health and safety, and housing), for a total funding amount of \$256,423.

The full presentation and project descriptions can be accessed at https://scdd.ca.gov/executive_committee/.

Action 5

It was moved/seconded (Ashe [F.A.]/Adler [S.A.]) and carried to approve the State Plan Committee's Cycle 45 Grant funding recommendations and direct the Executive Director to administer the contract process. (Passed unanimously, see page one for list of members present.)

9. **ESTABLISH SLATE FOR NOMINATING COMMITTEE**

The State Council holds an election for Council Chair and Vice-Chair every two years. During a Council election year, the Executive Committee establishes a slate of Councilmembers to serve on the Nominating Committee. The Nominating Committee will then nominate Councilmembers for consideration as candidates for Chair and Vice Chair. The nominees are presented to the Council in November, and Councilmembers vote to appoint the new Chair and Vice Chair.

The Executive Committee discussed the proposed slate for the Nominating Committee. Councilmember Jeana Eriksen (S.A) was recommended to serve as the Chair of the Nominating Committee. Staff also recommended Rosie Ryan (S.A), Harold Ashe (F.A), Joyce McNair (F.A), and Aubyn Stahmer (UCEDD) to serve as members of the Committee.

Action 3

It was moved/seconded (Marquez [S.A.]/Adler [S.A.]) and carried to approve the proposed slate of Councilmembers for the Nominating Committee. (Passed unanimously, see page one for list of members present.)

10. EXECUTIVE DIRECTOR REPORT

Executive Director Aaron Carruthers provided Committee members with a report on recent Council activities and priorities.

The Executive Director reported meeting with Georgetown's National Center for Cultural Competence and Developmental Disabilities. They are the University Center for Excellence in Developmental Disabilities for the District of Columbia and are national leaders on racial inequalities in the developmental disability service delivery system. The State Council entered into a five-year agreement with Georgetown to create a community of practice with the Department of Developmental Services, Disability Rights California, UCLA, UC Davis, and USC. Due to the pandemic, the agreement was extended for an additional 1-2 years. The collaboration strengthened the working relationship among all core entities and continued conversations around racial equity in the service delivery system. There has been increased awareness about the diversity and complexity of needs for people with disabilities. Despite that awareness, there has not been an increase in services or supports provided. As the project came to an end, each state developed a short video describing why racial equity is important in the IDD space. Council Chair Witherspoon described his lived experience as a self-advocate and spoke about what racial equity means to him. Self and family advocate Vanessa Ochoa and California Community Practice member ThoVinh Banh also provided their perspectives. The video can be viewed at <https://vimeo.com/738023903/97299f3f13>.

Executive Director Carruthers met with a community member who shared that her brother has sensory integration issues along with other needs that made it necessary to modify their home to keep him safe and comfortable. The family lives in an area with a high fire risk and are concerned with the accessibility of evacuation locations and hotels that are unable to provide all necessary modifications and accommodations. The State Council connected them with

the Commission on Disability Access. Executive Director Carruthers will join the family at the Commission's next public meeting to assist with raising the issue of durable accommodations during public comment.

Executive Director Carruthers reported visiting Palm Desert to present ACL Commissioner Jill Jacobs with three community conversations that Vaccine Program Manager Tamica Fouts-Rachal and San Bernardino Regional Manager Patricia Herrera created. Although the Commissioner was unable to attend, the panels brought in a range of communities, perspectives, and voices including the Special Needs Network, the Tribal Families Coalition, and English/Spanish speaking families. The panels focused on vaccine access/hesitancy and the Self-Determination Program

11. CLOSED SESSION: PERSONNEL

The Executive Committee went into closed session.

12. RECONVENE OPEN SESSION

The Executive Committee reconvened from closed session with no actions to report.

13. ADJOURNMENT AND NEXT MEETING DATE

The next Executive Committee meeting will be held on October 27, 2022. Meeting adjourned at 2:44 P.M.

OCTOBER 27, 2022

AGENDA ITEM 6.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Sponsorship Requests

Chief Deputy Director Ken DaRosa will present three sponsorship requests for the Committee's consideration. The first sponsorship is from the University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis, the second from Disability Voices Untied, and the third is from the Special Needs Network (added October 18, 2022).

Following Chief Deputy DaRosa's presentation, members will vote on whether to approve the requests.

Attachment(s)

The University Center for Excellence in Developmental Disabilities at the MIND Institute at the University of California, Davis Application Package
Disability Voices Untied Application Package
Sponsorships Awarded FY 2022-2023

Handout

Special Needs Network Application Package (added October 18, 2022)

Action Recommended

Approve the sponsorship requests from the University Center for Excellence in Developmental Disabilities at the MIND Institute at the University of California, Davis, Disability Voices Untied, and the Special Needs Network.

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: The University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis

AMOUNT: \$1,000.00

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 University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis is requesting a sponsorship CEDD Spanish Language Conference, Aprendiendo Juntos (Learning Together). The event was held on October 12-15, 2022 as a virtual webinar event, available to participants for free.

The CEDD Spanish Conference featured specialists in developmental disabilities presenting information completely in Spanish. This years' conferences focused on the following themes: understanding service agencies and resources, security and prevention, immigration issues related to families with adults with disabilities, questions and answers with Alta California Regional Center, mental health, understanding the evaluation processes and developing SMART goals, and socialization and community resources.

The program objectives were for participants to be able to better understand services and resources for individuals with disabilities and their families, and to have greater understanding of how to access care and advocate for their family members. Participants learned about multiple areas related to disability services and supports with a focus on resources for the Spanish speaking community.

SCDD's funds would be utilized to offset the offsetting the costs for honoraria for the speakers.

They were awarded sponsorships in 2016, 2017, 2018, 2020, 2021 and 2022. For past events, they were awarded funding for the costs of facilities and audio-visual equipment.

COUNCIL STRATEGIC PLAN GOAL/OBJECTIVE: Goal 3.2-The Council will engage in 100 projects and events in the areas of employment, education, housing, health/safety, and emerging issues, reaching 25,000 people (family/self advocates/others) with information and resources to enhance their knowledge and increase their capacity to obtain supports and services that are important to them.

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2022-23 the Council has awarded \$2,400 in funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2022.

STAFF RECOMMENDATION: Approve The University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis's request for sponsorship.

ATTACHMENTS(S): The University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis's request for sponsorship.

PREPARED: Kristie Allensworth October 12, 2022

October 5, 2022

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

Dear Ms. Allensworth and the SCDD Review Committee,

The University Center for Excellence in Developmental Disabilities (CEDD) at the MIND (Medical Investigation of Neurodevelopmental Disorders) Institute at the University of California, Davis requests State Council sponsorship for our upcoming **CEDD Spanish Language Conference, Aprendiendo Juntos (Learning Together)** in the amount of **\$1000**. The event will be held on **October 12-15, 2022** as a virtual webinar event, available to participants for free.

The CEDD Spanish Conference features specialists in developmental disabilities presenting information completely in Spanish. This year's conferences will focus on the following themes: understanding service agencies and resources, security and prevention, immigration issues related to families with adults with disabilities, questions and answers with Alta California Regional Center, mental health, understanding the evaluation processes and developing SMART goals, and socialization and community resources. SCDD will provide honoraria for our speakers. In addition, this conference will provide participants, including many consumers and family members, with a venue to ask pertinent questions about services and service access related to their own needs and to connect with others who may share similar interests and challenges.

Program Objectives: The program objectives are for participants to be able to better understand services and resources for individuals with disabilities and their families, and to have greater understanding of how to access care and advocate for their family members. Participants will learn about multiple areas related to disability services and supports with a focus on resources for the Spanish speaking community.

Target Audience: The Spanish Conferences last year was virtual with over 250 people attending the Zoom event in 2021. Many more have been reached through Facebook Live and later views of the recordings. Last year's attendance breakdowns were: Consumers, Self-advocates, and Family Members (85%), and Professionals or students (20%). We expect a similar attendance distribution at this year's virtual event with many more viewing

the event recordings.

Presenters/Panelists: The conference will offer 2-3 presentations per day across the 4 days of the event. Each event will be recorded. Speakers include Liliana Ferrer, the Consul General of Mexico in Sacramento, panel of family members discussing community inclusion facilitated by Cecelia Corral, a talk by members of the Alta California Regional Center team with a question and answer session, Ginna Wilkinson, PhD from the University of Iowa presenting on program evaluation and the development of SMAR goals, a presentation by families about how to ensure safety in the family by Nora Rodriguez, and an active shooter awareness presentation specific to people with developmental disabilities by Albert Feliciano, and a presentation related to immigration and being an adult with a developmental disability and for parents of children with developmental disabilities and a mental health presentation by Janneth Liborio-Lulo and Mayra Martinez. In total we will have 15 presenters, with 4 of those being family members. The conference will end on Saturday October 15th with a musical presentation.

Costs / Sponsors & Contributors: The total cost of the event will be approximately \$7550. Funding for coordination of this event is provided through in-kind support from the CEDD, the UC Davis MIND Institute, and our partners who are from ALTA CA Regional Center, Comunicare Health Center, Warmline Family Resource Center, Health Education Council, Valley Hi Family Resource Center, and La Familia ASP – all of whom provided time for conference planning and many who are presenting.

Outreach: We do a great deal of outreach through our community partners, presentations on Facebook, including a Facebook live event, participation in Spanish language radio and television events and on our Spanish website.

The SCDD grant would go toward offsetting the costs for honoraria for the speakers. SCDD sponsored the MIND Summer Institute in 2016, 2017, 2018, 2020, and 2021 but has not sponsored the Spanish conference previously. We have included supporting information in the following addenda.

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

Sincerely,

M. Hernandez G.

Maribel Hernandez
CEDD Spanish Conference Coordinator

Contact information:

Maribel Hernandez
2825 50th St. Sacramento, CA 95817
gomhernandez@ucdavis.edu
916-703-0439

Addendum A
Course Budget Reflecting SCDD Grant

Service	Estimate 2022	SCDD Request
Zoom webinar application software	\$1,050.00	
Speaker Honoraria	\$1,000.00	\$1,000.00
2 parents; 2 professionals; 1 musical group		
Marketing	\$500.00	\$0.00
Conference Coordination (staffing; IT support and webinar consultation)	\$5000.00	\$0.00
Total estimate charges:	\$7550.00	\$1,000.00



10/04/2022

To Whom It May Concern:

La Familia enthusiastically supports the efforts of the Center for Excellence in Developmental Disabilities (CEDD) to secure funds in support of the MIND Institute Conferencia 2022 "Aprendiendo Juntos."

We believe that parents and self-advocates need access to high-quality information that will allow them to exercise control, choice, and flexibility in the services and supports they receive and, ultimately, enhance the service system for children, youth, and young adults with disabilities. The annual conference is essential to share linguistic and culturally appropriate information in Spanish with historically underserved communities. This year's topics to be discussed at the conference are supporting agencies, safety and prevention, transition to adulthood, mental health, the assessment process, "SMART" goals, socialization, and community resources. The conference is open to family members, peers, and community members with the mission to increase leadership in the community to create a better-informed network of families on how to collaborate effectively with the system.

La Familia has a long partnership with the MIND Institute and believes that parents and self-advocates will benefit greatly from attendance at the MIND Institute Conferencia 2022 "Aprendiendo Juntos" by providing them with relevant information about policies and practices.

La Familia has been a vital resource for the Latino community in Alameda and Contra Costa counties since its inception. It has provided case management and advocacy services under a direct contract with the Regional Center of the East Bay since 1977. La Familia promotes service access and equity by providing education, training, and peer services to Spanish-speaking individuals with developmental disabilities and their families since 2018 through the Service Access Program.

Please contact me if you have any questions at 510.300.3166 or SCoss@livelafamilia.org

Sincerely,

Sandra Coss

Sandra Coss
Supervisor/Lead Trainer
La Familia Service Access Program
Developmental Disabilities Department

**Administrative Offices, Adolescent
Outpatient Behavioral Health &
Developmental Disabilities**
24301 Southland Drive, Suite 300
Hayward, CA 94545
TEL (510) 300-3500
FAX (844) 830-2656

**Outpatient Adult Behavioral
Health Services**
26081 Mocine Avenue
Hayward, CA 94544
TEL (510) 881-5921
FAX (510) 881-5925

Community Outreach Services
22366 Fuller Avenue
Hayward, CA 94541
TEL (510) 782-2947
FAX (510) 785-8872

Recovery & Wellness Services
1315 Fruitvale Avenue
Oakland, CA 94601
TEL (510) 300-3173
FAX (510) 291-9591

East Bay Community Services
3278 Constitution Drive
Livermore, CA 94551
TEL (925) 961-8045
FAX (844) 965-9130

**Family Emergency Shelter
Coalition (FESCO)**
21455 Birch Street #5
Hayward, CA 94541
TEL (510) 886-5473
FAX (844) 965-9130

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Disability Voices Untied

AMOUNT: \$1,500.00

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: Disability Voices Untied is requesting a sponsorship Breaking Through Barriers: Advancing Self-Determination A Statewide Virtual Conference on the Self-Determination Program. The event is scheduled for December 2, 2022.

Disability Voices United is hosting a conference on how stakeholders can leverage their freedom and authority to eliminate the barriers participants experience and support the Self-Determination Program. Attendees will include self-advocates, family members, independent facilitators, FMSs, regional center staff, service providers, advocates, and anyone else interested in the Self-Determination Program.

The conference's objective is to break down the barriers that participants and others are facing in order for the program to succeed. The event will include presentations from SDP participants and their families in California, panels of self-determination experts, and numerous breakout sessions aimed at solving problems reported by SDP participants and their supporters.

The Self-Determination Program is completely about the ability of self-advocates and family members to have control, choice, and flexibility over the supports and services they receive. The SCDD funds would be used to help pay for language interpreters and translation of conference materials so that all members can fully participate in the event. They are currently committed to providing simultaneous interpretation in Spanish and are seeking funding to expand languages offered.

There will be over 120 presenters at the conference. While the program has not been finalized yet, they expect at least 25% of speakers will be self-advocates, with a guarantee of at least one self-advocate on every panel. They anticipate up to 1,000 people will attend this virtual conference.

SCDD's funds would be utilized to help pay for language interpreters and translation of conference materials so that all members can fully participate in the event.

They were awarded sponsorships in 2017, 2019, 2020, 2021 and 2022. In 2021, they were awarded funding for the interpreter and translation fees.

COUNCIL STRATEGIC PLAN GOAL/OBJECTIVE: Goal 3.2-The Council will engage in 100 projects and events in the areas of employment, education, housing, health/safety, and emerging issues, reaching 25,000 people (family/self advocates/others) with information and resources to enhance their knowledge and increase their capacity to obtain supports and services that are important to them.

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2022-23 the Council has awarded \$2,400 in funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2022.

STAFF RECOMMENDATION: Approve Disability Voices United's request for sponsorship.

ATTACHMENTS(S): Disability Voices United's' s request for sponsorship.

PREPARED: Kristie Allensworth October 12, 2022



Judy Mark, President
530-JOIN-DVU
judymark@dvunited.org
www.disabilityvoicesunited.org

September 21, 2022

State Council on Developmental Disabilities
3831 North Freeway Blvd. #125
Sacramento, CA 95834

Dear State Council,

Disability Voices United is hosting a virtual statewide conference on the Self-Determination Program and **we are writing to respectfully request support in the amount of \$1,500 from the State Council.** Please see our answers to your questions below:

a. The name, date, location and description of your event/conference

**Breaking Through Barriers: Advancing Self-Determination
A Statewide Virtual Conference on the Self-Determination Program**
Friday, December 2, 2022, 8:30 am – 4:30 pm

In the spirit of the principles of self-determination, Disability Voices United is hosting a conference on how stakeholders can leverage their freedom and authority to eliminate the barriers participants experience and support the Self-Determination Program. Attendees will include self-advocates, family members, independent facilitators, FMSs, regional center staff, service providers, advocates, and anyone else interested in the Self-Determination Program.

The conference's objective is to break down the barriers that participants and others are facing in order for the program to succeed. The event will include presentations from SDP participants and their families in California, panels of self-determination experts, and numerous breakout sessions aimed at solving problems reported by SDP participants and their supporters.

The conference will take place on an innovative platform that gives conference attendees the ability to network with other participants as well as virtually visit all of the "booths" in our Expo. Our Expo will include FMSs, independent facilitators, service providers, and advocates who can help individuals along their self-determination journey.

- b. 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

The Self-Determination Program is completely about the ability of self-advocates and family members to have control, choice, and flexibility over the supports and services they receive. The SCDD funds would be used to help pay for language interpreters and translation of conference materials so that all members can fully participate in the event. We are currently committed to providing simultaneous interpretation in Spanish, and are seeking funding to expand languages offered.

- c. How many presenters or panelists will participate in the event and what number of the presenters or panelists will be consumers?

There will be over 120 presenters at the conference. While the program has not been finalized yet, we expect at least 25% of speakers will be self-advocates, with a guarantee of at least one self-advocate on every panel. The opening session will feature SDP participants giving testimonials about how the the program has changed their lives. All of DVU's programs lead with self-advocates and families.

- d. 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

We expect up to 1,000 people to attend the virtual conference. These people include SDP participants and people interested in the SDP, family members of current and future participants, service providers, regional center staff, State Council staff, DRC staff, and other advocates, DDS officials, and others. We anticipate that more than 80% will be self-advocates and family members.

- e. How you will you conduct outreach to increase consumer and family involvement in the conference?

We have a very large mailing list of over 5,000 individuals, who are mostly self-advocates and family members. We also are promoting the conference through the regional center self-determination local advisory committees and regional center staff. In addition, we are placing announcements about the conference on the SCDD self-determination Facebook group as well as our own and others' Facebook pages, and on other social media.

- f. A complete and total budget – **See attached**

- g. A list of other SCDD sponsorships and grants you have previously requested and/or received

2022 – DVU received \$1,000 to support the building of a website to promote the provide public education on AB 1663. This funding was part of a coalition effort to support conservatorship reform and putting supported decision-making into law.

2021 - DVU received \$1,500 to support translation services for our previous self-determination conference.

2019 – DVU received \$1,500 funding for our self-determination conference.

2017 - Disability Voices United received support (\$999) for a series of town halls on Medicaid cuts that were co-sponsored by SCDD

2017 and 2019 – DVU applied for program grants from SCDD but didn't receive funding.

- h. A letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy. – **See attached**

2. During the event, provide acknowledgement that consumer and family participation in the event is made possible, in part, with funding from the California State Council on Developmental Disabilities.

The State Council will be listed as a “Confirmation Level” sponsor for the conference. Included with this level are:

1. The opportunity to speak on one of the conference breakout session panels
2. Your organization’s logo rotating on the conference homepage, web app, and before plenary sessions begin
3. A free virtual “table” at the online Expo with the ability to set up meetings with conference attendees and host virtual meet-up sessions; Sponsorship also includes participation in a “Passport” game where attendees vie for prizes after visiting all exhibitors.
4. Promotion of your organization on all conference promotional emails and materials, DVU’s monthly newsletters, as well as our social media, in the leadup to the conference
5. Four (4) individual registrations to the conference

Please let me know if you need any additional information or have any questions. You can reach me at 310-621-2045 or at judymark@dvunited.org. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Judy Mark".

Judy Mark
President



**Breaking Through Barriers:
Advancing Self-Determination Virtual Conference
December 2, 2022, 8:30 AM – 4:30 PM
Budget**

Estimated Expenses based on 750 attendees

Whova Platform	\$ 9,000
Staffing and Consultants	\$29,000
Simultaneous Interpretation in five languages and ASL	\$ 9,000
Materials translation	\$ 2,000
Printing of SDP Manual	\$18,400
TOTAL EXPENSES	\$67,400

Estimated Income based on 450 paid participants

Sponsorships from organizations	\$40,000
Paid self-advocates and family members (350 @ \$50 each)	\$26,250
Paid professionals (100 @ \$100 each)	\$10,000
TOTAL INCOME	\$67,250

Other Conference Sponsors: DVU has just begun soliciting sponsor but we anticipate there will be sponsors who are FMSs, independent facilitators, regional centers, service providers, and others.

Sponsorships Awarded for 2022/23

Name:	Event Date:	Amount Requested:	Amount Awarded:	Amount Invoiced:	Remaining Funds 2022/23:
The University Center for Excellence in Developmental Disabilities	8/3/2022	\$1,200	\$1,200		
Special Needs Resource Foundation of San Diego	7/15/2022	\$1,200	\$1,200	\$1,200	
	Totals:	\$2,400	\$2,400	\$1,200	\$22,600

OCTOBER 27, 2022

AGENDA ITEM 7.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Conflict of Interest Waiver Requests

Legal Counsel Brian Weisel will present conflict of interest waiver requests from the following members:

A. Cali McKinzie, Board Member, Far Northern Regional Center

B. Dora Moorman, Board Member, Central Valley Regional Center

C. Laura Oakes, Board Member, San Diego Regional Center

Committee members will vote on whether to approve these requests.

Attachment(s)

Staff analysis details and conflict of interest mitigation plans for Regional Center Board Members Cali McKinzie, Dora Moorman, and Laura Oakes.

Action Recommended

Approve the conflict of interest waiver requests.

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Regional Center Conflict of Interest (COI)

BACKGROUND: Codified in Welfare and Institutions (W&I) Code sections 4500 et seq., 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.¹ 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.²

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.

Cali McKinzie, Board Member, Far Northern Regional Center:

Cali McKinzie is a new member of the Board of Directors of the Far Northern Regional Center (FNRC). Ms. McKinzie is also a Board Member for Rowell Family Empowerment Center, a FNRC vendor that provides respite services to FNRC consumers.

The FNRC Board of Directors has a public member recruitment and appointment process which is subject to public review and engagement. FNRC recruits perspective board members by advertising their recruitment efforts within the agency, with their community partners, and using public forums, i.e. community meetings/networks/county coordinating councils, websites and E-Blast notifications. Where there are County Coordinating Councils, the Councils make recommendations to the County Board of Supervisors who make the actual appointment. For Counties without a County Coordinating Council, final appointments are decided by the membership committee of the FNRC Board of Directors which completes the appointment process.

Ms. McKinzie is a new Board Member of FNRC. This is the first time the Council has reviewed this Conflict of Interest Waiver.

¹ Welf. & Inst. Code § 4626, subd. (f).

² Welf. & Inst. Code § 4628.

DISCUSSION:

Conflict of Interest: Department of Developmental Services (DDS) Regulation³ 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.

Ms. McKinzie's conflict of interest arises because she is a governing board member of a FNRC service provider.⁴ To address the conflict, Ms. McKinzie, in coordination with FNRC, submitted the following Conflict of Interest Resolution Plan (Plan):

1. Ms. McKinzie will not make any recommendation, participate in any decision or vote on any contract regarding Rowell Family Empowerment Center;
2. McKinzie will not promote Rowell Family empowerment Center to any FNRC staff or consumers;

³ DDS' current regulations are published at California Code of Regulations, title 17, § 50201 et seq.

⁴ Cal. Code Regs., title 17, § 54520(a)(10).

3. Should issues involving FNRC's contract with Rowell Family Empowerment Center arise during the course of a FNRC Board meeting, Ms. McKinzie will excuse herself from the meeting room;
4. Ms. McKinzie will not access any files kept by FNRC relating to Rowell Family Empowerment Center;
5. Ms. McKinzie will not participate individually, or as part of a group, in the preparation, presentation, formulation, or approval or reports, plans, policies, analyses, opinions or recommendations pertaining to Rowell Family Empowerment Center.

The proposed Plan appears to mitigate concerns over a conflict of interest that could result based upon Ms. McKinzie's Board Membership with a FNRC service provider. Ms. McKinzie has reported no other conflicts of interest.

STAFF RECOMMENDATION: Approve Ms. McKinzie's waiver request.

ATTACHMENT: Ms. McKinzie's COI reporting statement and Plan.

PREPARED BY: Legal Counsel Brian Weisel – October 10, 2022.

August 31, 2022

Board of Directors and
Melissa Gruhler, Executive Director
Far Northern Regional Center
PO Box 492418
Redding, CA 96049-2418

RE: Proposed Conflict of Interest Resolution Plan
Board of Directors Member Cali McKinzie

TO THE BOARD OF DIRECTORS AND EXECUTIVE DIRECTOR OF FAR NORTHERN REGIONAL CENTER.

I was appointed to Far Northern Regional Center's Board of Directors on August 25, 2020, as a representative from Tehama County.

On June 22, 2022 I completed a Conflict of Interest Report Statement that disclosed a potential conflict of interest I may have as a member of the Board of Directors. The purpose of this letter is to propose a plan to resolve the potential conflict, and to seek approval of a conflict waiver.

I currently am a Board Member, for Rowell Family Empowerment Center who provides respite for FNRC consumers. This issue appears to be a potential conflict of interest. However, in my capacity as a FNRC Board Member, I do not have opportunity or authority to approve contracts with Rowell. Also as a board member with Rowell, I do not have any business decision-making authority, nor do I have authority to approve or enter into a contract on behalf of Rowell. As a result, I propose the following plan to avoid and/or mitigate any conflict.

1. I do not currently, nor will I in the future, make any recommendation, participate in any discussion or vote on any vendor contract with FNRC regarding Rowell Family Empowerment Center;
2. I will not promote the Rowell Family Empowerment Center, to FNRC staff or consumers;
3. I will not discuss FNRC business, activities, or consumers with anyone at Rowell Family Empowerment Center;
4. I will not participate individually, or as part of a group, in the preparation, presentation, formulation, or approval of reports, plans, policies, analyses, opinions or recommendations pertaining to Rowell Family Empowerment Center.

Proposed Conflict of Interest Plan-Cali McKinzie
August 31, 2022
Page 2

I believe that this plan will resolve or mitigate any perceived or potential conflict of interest.

Thank you for your assistance,

Cali McKinzie 9-6-2022

Cali McKinzie
Member, FNRC Board of Directors

COUNCIL AGENDA ITEM DETAIL SHEET - RENEWAL

ISSUE: Regional Center Conflict of Interest (COI)

BACKGROUND: Codified in Welfare and Institutions (W&I) Code sections 4500 et seq., 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.¹ 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.²

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.

Dora Moorman, Board Member, Central Valley Regional Center: Dora Moorman was appointed to the Central Valley Regional Center (CVRC) Board of Directors on July 1, 2018. Ms. Moorman's husband works for Kings Rehabilitation Center (Kings Rehab), a CVRC vendor. Kings Rehab is part of a supported employment program designed to provide paid opportunities to individuals who have an intellectual disability. CVRC reports that Ms. Moorman's husband has no financial interest in Kings Rehab and has no authority to make financial or management decisions for Kings Rehab.

CVRC has a public member recruitment and appointment process which is subject to public review and engagement. CVRC recruits perspective board members by advertising their recruitment efforts within the agency, with their community partners, and using public forums, i.e. newspaper, and mass mailings. Final appointment decisions are made by the membership committee of the Board of Directors, which completes the appointment process.

The Council previously approved waiver requests for Ms. Moorman in February of 2019 and October of 2020.

¹ Welf. & Inst. Code § 4626, subd. (f).

² Welf. & Inst. Code § 4628.

DISCUSSION:

Conflict of Interest: Department of Developmental Services (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.

Ms. Moorman's conflict of interest arises because her husband is employed part-time by a CVRC vendor. To address the conflict, Ms. Moorman submitted the following Conflict of Interest Resolution Plan (Plan):

1. As a CVRC governing Board Member, Ms. Moorman will not participate in any discussion or vote on any matter involving Kings Rehab;
2. CVRC governing board and management and staff will be informed of this Plan of Action and will be informed of the need to ensure that Ms. Moorman does not participate in any discussion or vote on any issue relating to Kings Rehab;
3. CVRC's Board will be responsible for ensuring that this proposed Plan and its limitations are applied and monitored. The Board's Executive Committee approved this Plan

The proposed Plan appears to mitigate concerns over a conflict of interest that could result based upon the Ms. Moorman's husband's employment at Kings Rehab. Accordingly, the staff recommendation is to approve Ms. Moorman's waiver request.

STAFF RECOMMENDATION: Reapprove Ms. Moorman's waiver request.

ATTACHMENT: Ms. Moorman's COI reporting statement and Plan.

PREPARED BY: Brian Weisel – Legal Counsel, October 10, 2022.

September 1, 2022

Nancy Bargmann, Director
Department of Developmental Services
PO Box 944202
Sacramento, CA 94244-2020

Re: Request for Waiver – Dora Moorman

Dear Director Bargmann:

This is a request for a conflict-of-interest waiver on behalf of Dora Moorman, Board Member of Central Valley Regional Center.

Enclosed please find the following as part of the request:

1. A copy of Ms. Moorman's Conflict of Interest Disclosure Statement dated July 31, 2022.
2. The Updated Disclosure Conflict of Interest, Request for Waiver and Plan of Action

The limitations proposed by CVRC are set forth in the plan of action and no other limitations are proposed.

This waiver packet is also being served upon Sequoia Regional Office and the California State Council on Developmental Disabilities (SCDD) as required by Title 17.

Thank you for your cooperation in this matter. We look forward to hearing from you regarding this waiver request.

Sincerely,

Ed Araim, Executive Director
Central Valley Regional Center

cc: Aaron Carruthers, Executive Director, SCDD
Yolanda Cruz, Manager, Sequoia Regional Office, SCDD
Randy Tellalian, President of the Board of Directors, CVRC

Board Member: Dora Moorman

Law concerning Governing Board Member Conflict of Interest

The prohibition against a Regional Center governing board member having a conflict of interest is derived from Welfare and Institutions Code section 4626(a). The conflict-of-interest definition is set forth in more detail in the California Code of Regulations, Title 17.

Title 17 section 54520(a) “A conflict of interest exists when a regional center governing board member...or a family member of such a person is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations, except to the **extent such position is permitted by Welfare and Institutions Code sections 4622** and 4626.” (Emphasis added)

Welfare and Institutions (“W&I”) Code section 4622(e) “A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the board shall be persons with developmental disabilities.”

Welfare and Institutions (“W&I”) Code section 4622(b) “The membership of the governing board shall include persons with legal, management, public relations, and developmental disability program skills.”

Section 54520 concludes: “(b) No regional center governing board member who has a conflict of interest shall continue to serve as a board member in violation of these provisions unless the board member has eliminated the conflict of interest **or obtained a waiver pursuant to these regulations.**” (Emphasis added)

Disclosure of Potential Conflict of Interest for Ms. Dora Moorman

Potential or Actual Conflict of Interest

Ms. Moorman is an individual served by CVRC and was elected to the CVRC Board of Directors. Her welcome membership on the CVRC Board allows CVRC to meet the requirements of W&I Code section 4622(e) which provides an exception to the requirements of Title 17, section 54520(a).

Ms. Moorman’s husband works for Kings Rehabilitation Center, a CVRC vendor. Kings Rehab is a part of a Supported Employment Program which is designed to provide paid work opportunities in a variety of community settings to individuals who are intellectually disabled. *Ms. Moorman’s husband is an employee of Kings Rehab and has no financial interest in Kings Rehab and has no authority to make financial or management decisions for Kings Rehab.*

The purpose of the Kings Rehabilitation Center is to provide training, work experience and support services to enable individuals with disabilities to compete in the employment world. Their goal is to prepare individuals for Competitive Employment or assist them in achieving their highest level of vocational functioning within the employment community.

CVRC contends that Ms. Moorman does not have a conflict, because W&I section 4622(e) excepts her from compliance with Title 17, section 54520.

Request for Waiver of Conflict of Interest

Although this appears to be a definitional conflict of interest (Board Member's husband employed by a vendor), there is no influence possible to be asserted by Ms. Moorman to benefit Kings Rehab from her membership as a CVRC Board Member. If there were to arise any issue presented to the CVRC Board concerning Kings Rehab, Ms. Moorman would, of course, recuse herself from any discussion or involvement.

For the reasons that follow, pursuant to Title 17, section 54523, CVRC requests a Waiver of any potential or actual conflict of interest given that:

- (a) Ms. Moorman fulfills CVRC's compliance requirements under W&I section 4622(a);
- (b) Ms. Moorman fulfills CVRC's compliance requirements under W&I section 4622(b);
- (c) Ms. Moorman fulfills CVRC's compliance requirements under W&I section 4622 (e)
- (d) Ms. Moorman's husband does not have any financial interest in or decision-making authority at Kings Rehab.
- (e) Ms. Moorman does not have any financial interest in or decision-making authority at Kings Rehab.

Proposed Plan of Action

CVRC's suggested plan of action for resolving this "conflict of interest" is as follows:

1. As a Governing CVRC Board Member, Ms. Moorman will not participate in any discussion or vote on any matter involving Kings Rehab;
2. CVRC governing board and management staff will be informed of this Plan of Action and will be informed of the need to ensure that Ms. Moorman does not participate in any discussion or vote on any issue relating to Kings Rehab.
3. The Executive Committee of the CVRC Board has been informed of and has approved the submission of this Proposed Plan of Action for Waiver of Conflict of Interest.
4. CVRC Board of Directors itself will be responsible for ensuring that the above plan and limitations are applied and monitored.
5. This Request for Waiver packet is also being served on the Sequoia Regional Office, State Council on Developmental Disabilities and the California State Council on Developmental Disabilities as required by Title 17, section 54523.

Board Member's Signature: _____

Executive Director: _____

Performance Monitor of the Plan: _____

COUNCIL AGENDA ITEM DETAIL SHEET - Renewal

ISSUE: Regional Center Conflict of Interest (COI)

BACKGROUND: Codified in Welfare and Institutions (W&I) Code sections 4500 et seq., 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.¹ 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.²

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.

Laura Oakes, Board Member, San Diego Regional Center: Laura Oakes is a member of the Board of Directors of San Diego-Imperial Counties Developmental Services, Inc., which does business as San Diego Regional Center (SDRC). Ms. Oakes' sister, Rosario Oakes, is employed by: Step Into Success Independent and Supported Living Services; YMCA Respite Services; and, St. Madeline Sophie's Center. Rosario Oakes provides direct care and support to SDRC consumers in all of her positions for those SDRC vendors. Ms. Oakes has another sister, Deborah Worthen, who is employed by YMCA Respite Services, where she provides direct care and support to SDRC consumers. SDRC advises that neither sister is a member of management and has no organizational decision or policy making authority in any of the positions they hold with SDRC vendors.

SDRC utilizes a public board member recruitment process. In the fourth calendar quarter each year, recruitment activities begin to fill any board vacancies scheduled for the upcoming January. The board holds its Annual Organization Meeting in the beginning part of January to elect new board members.

The Council previously approved a waiver submitted by Ms. Oakes at its May 2021 meeting.

¹ Welf. & Inst. Code § 4626, subd. (f).

² Welf. & Inst. Code § 4628.

DISCUSSION:

Conflict of Interest: Department of Developmental Services (DDS) Regulation³ 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.

Ms. Oakes's conflict of interest arises because she has two sisters who are employed with SDRC vendors.⁴ To address the conflict, Ms. Oakes submitted the following Conflict of Interest Resolution Plan (Plan):

1. Shall not promote the services of Step Into Success Independent and Supported Living Services, YMCA Respite Services, St. Madeline Sophie's Center or Tarleton Street Home;
2. Shall not contact any employee of Step Into Success Independent and Supported Living Services, YMCA Respite Services, St. Madeline Sophie's Center or Tarleton Street Home as a representative of SDRC.
3. Shall not discuss the official business of the SDRC with her sisters, Rosario Oakes or Deborah Worthen.

³ DDS' current regulations are published at California Code of Regulations, title 17, § 50201 et seq.

⁴ Cal. Code Regs., title 17, § 54520(a)(10).

4. Shall not have access to the vendor files of Step Into Success Independent and Supported Living Services, YMCA Respite Services, St. Madeline Sophie's Center or Tarleton Street Home;
5. Shall not participate in the making of any contract for any contract for any service provider including any preliminary discussions, development, negotiations, compromise, reasoning, planning, drawing of plans and specifications, solicitation for bids, approval and execution.
6. Shall not participate in any discussion of the board of directors regarding Step Into Success Independent and Supported Living Services, YMCA Respite Services, St. Madeline Sophie's Center or Tarleton Street Home;
7. Shall not participate in the formulation of any policies that could affect service providers.
8. Shall not cast her vote, during board and committee meetings upon any matter or contract concerning the financial interest of any service provider.
9. Shall abstain from all votes, during board and committee meetings, of the board of directors to approve contracts or recommend approval with service providers.
10. Shall not use her position to influence any SDRC decision Step Into Success Independent and Supported Living Services, YMCA Respite Services, St. Madeline Sophie's Center or Tarleton Street Home;
11. Shall discharge her responsibilities as a member of the board of directors with integrity and fidelity, and will not place herself in a position where her private, personal interests will conflict with her official SDRC duties.
12. In addition to Laura Oakes, SDRC Board of Directors and SDRC Executive Director Mark Klaus will be responsible for ensuring that the actions in this Plan are taken, applied, followed and monitored.

The proposed Plan appears to mitigate concerns over a conflict of interest that could result based upon the positions Ms. Oakes' sisters hold with SDRC vendors. The prior Plan submitted by Ms. Oakes that was approved

by the Council contained similar provisions to address the potential conflicts.

STAFF RECOMMENDATION: Approve Ms. Oakes's waiver request.

ATTACHMENT: Ms. Oakes's COI reporting statement and Plan.

PREPARED BY: Legal Counsel Brian Weisel, October 11, 2022.

August 25, 2022

Aaron Carruthers, Executive Director
State Council on Developmental Disabilities
3831 North Freeway Blvd., #125
Sacramento, CA 95834

Mary Ellen Stives, Regional Manager
State Council on Developmental Disabilities San Diego Imperial Office
8880 Rio San Diego Drive, Suite 250
San Diego, CA 92108

Dear Mr. Carruthers and Ms. Stives:

I write to request approval of a Conflict Resolution Plan for an additional year.

Nature of the Conflict

Laura Oakes is a member of the Board of Directors of the San Diego Regional Center (SDRC). Ms. Oakes has two sisters who work for service providers.

Rosario Oakes, Laura's sister, is employed by St. Madeleine's Sophie Center. The St. Madeleine's Sophie Center provides day program services for persons with developmental disabilities and is a vendor of the SDRC. Ms. Rosario Oakes is also employed by Step into Success to provide independent and supported living services for persons with developmental disabilities. Step into Success is a vendor of the SDRC. Rosario Oakes is also employed by the YMCA of San Diego to provide respite services for families. The YMCA is a vendor of the SDRC. Rosario Oakes provides direct care and support to clients in these positions. She is not a member of management and has no organizational decision or policymaking authority in any of her positions.

Laura Oakes has another sister, Deborah Worthen, who is also employed by YMCA to provide respite services to persons with developmental disabilities. Ms. Worthen is not a member of management and has no organizational decision or policymaking authority in her position.

The following actions will mitigate and manage the conflict of interest:

Laura Oakes shall not promote the services of the St. Madeleine's Sophie Center, Step into Success, and the YMCA.

Ms. Oakes shall not contact any employee of the St. Madeleine's Sophie Center, Step into Success, and the YMCA as a representative of the SDRC.

Ms. Oakes shall not discuss the official business of the SDRC with either Rosario Oakes or Deborah Worthen.

Ms. Oakes shall not have access to the vendor files of the St. Madeleine Sophie's Center, Step into Success, and the YMCA.

Ms. Oakes shall not participate in the making of any contract for any service provider including any act involving preliminary discussions, development, negotiations, compromise, reasoning, planning, drawing of plans and specifications, solicitation for bids, approval, and execution.

Ms. Oakes shall not participate in any discussions of the Board of Directors regarding the St. Madeleine's Sophie Center, Step into Success, and the YMCA.

Ms. Oakes shall not participate in the formulation of any policies that could affect service providers.

Ms. Oakes shall not cast her vote, during Board and Committee meetings, upon any matter or contract concerning the financial interest of any service provider.

Ms. Oakes shall abstain from all votes, during Board and Committee meetings, to approve contracts or recommend approval with service providers.

Ms. Oakes shall not use her position to influence any SDRC decision regarding the St. Madeleine's Sophie Center, Step into Success, and the YMCA.

Ms. Oakes shall discharge her responsibilities as a member of the Board of Directors with integrity and fidelity, and will not place herself in a position where her private, personal interests will conflict with her official SDRC duties.

The following person will be responsible for ensuring that the actions in this Conflict Resolution Plan will be taken, applied, followed, and monitored:

Laura Oakes, Member, Board of Directors
Norma Ramos, Chair, Board of Directors
Mark Klaus, Executive Director

I appreciate your consideration of my request. Please contact me if you have any questions.

Sincerely,

Mark Klaus
Executive Director

c: SDRC Board of Directors

OCTOBER 27, 2022

**AGENDA ITEM 8.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Executive Director Report

SCDD Executive Director Aaron Carruthers will provide Committee members with an update on recent Council activities, and upcoming goals.

Handout

Executive Director Report

OCTOBER 27, 2022

**AGENDA ITEM 9.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
*YEAR END DISCUSSION***

Committee Chair Lee Bycel and Committee members will engage in an end of the year discussion to wrap up the Committee's work.

OCTOBER 27, 2022

**AGENDA ITEM 10.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Adjournment and Next Meeting Date

The next meeting of the Executive Committee is scheduled for February 2023.