



NOTICE/AGENDA

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
STATE PLAN COMMITTEE MEETING
POSTED AT: 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.

JOIN ZOOM MEETING: <https://us02web.zoom.us/j/83610314636>

MEETING ID: **836 1031 4636**

Click [here](#) for instructions for downloading and installing the Zoom application.

OR

JOIN BY TELECONFERENCE: (VOICE ONLY)

CALL IN NUMBER: **888 475 4499 Toll-free**

MEETING ID: **836 1031 4636**

DATE: November 17, 2022

TIME: 10:00 AM – 1:00 PM

COMMITTEE CHAIR: Kilolo Brodie

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM

Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

This item is for members of the public only to provide comments and/or present information to the Committee on matters not on the agenda. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first.

Item 5. APPROVAL OF AUGUST 2022 MEETING MINUTES  Page 3

Item 6. PROGRAM DEVELOPMENT GRANTS  Page 7

Kilolo Brodie, Committee Chair & Rihana Ahmad, Manager

- a. Cycle 44 & 45 Project Updates
 - b. Cycle 46 Grant Process & Timeline
-
-

Item 7. 2022 PROGRAM PERFORMANCE REPORT DRAFT  Page 15

Kilolo Brodie, Committee Chair & Rihana Ahmad, Manager

Item 8. 2023 MEETING DATES Page 17

Item 9. ADJOURNMENT

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. 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.

NOVEMBER 17, 2022

AGENDA ITEM 5

ACTION ITEM

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
STATE PLAN COMMITTEE**

Approval of August 2022 Minutes

Members will review and approve the August 15, 2022 meeting minutes.

Action Recommended

Approve the August 15, 2022 minutes.

Attachment(s)

August 15, 2022 Meeting Minutes

THIS PAGE IS INTENTIONALLY BLANK



DRAFT

**State Plan Committee Meeting Minutes
August 15, 2022**

Attending Members

Kilolo Brodie (FA)
Julio Garnica (SA)
Michael Ellis (FA)
Jeana Eriksen (SA)
Harold Fujita (FA)
Aubyn Stahmer

Others Attending

Rihana Ahmad
Janet Fernandez
Beth Hurn
Charles Nguyen
Kristie Allensworth
Lee Bycel (FA)
Scarlett VonThenen

Others Attending

Victoria Schlussler
Riana Hardin
Sheraden Nicholau
Yaritza Sanchez

Absent Members

Lee Bycel (FA)

1. CALL TO ORDER

Committee Chair Kilolo Brodie (FA) called the meeting to order at 10:32 A.M.

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Members and others introduced themselves as indicated.

4. PUBLIC COMMENTS

There were no public comments

5. APPROVAL OF NOVEMBER 2021 MEETING MINUTES

It was moved/seconded (Ellis [FA]/Garnica [SA]) and carried to adopt the January 18, 2022 meeting minutes as proposed. (Passed unanimously, see page one for a list of voting members.)

6. **CYCLE 45 PROGRAM DEVELOPMENT GRANTS**

Committee Chair Kilolo Brodie and State Plan and Self-Advocacy Manager Rihana Ahmad provided a presentation of the scoring team's funding recommendations for Cycle 45 Program Development Grants (PDG). The scoring team received a total of twelve (12) proposals, and recommended funding four (4) projects, one from each of the following areas of focus:

- Education
- Employment
- Health & Safety
- Housing

Members were provided with a brief description of each project and the recommended funding allocations.

It was moved/seconded (Stahmer/Ellis [FA]) and carried to adopt the scoring team's funding recommendations and send to the Executive Committee for approval at the August 19th meeting. (Passed unanimously, see page one for a list of voting members.)

7. **2022-2026 STATE PLAN UPDATE**

State Plan and Self-Advocacy Manager Rihana Ahmad provided an overview of minor edits made to the language of the 2022-2026 State Plan. These edits were made to ensure that the State Plan is written in accordance with all federal requirements.

8. **2022 MEETINGS DATES**

- November 17th

9. **AND ADJOURNMENT**

Committee Chair Kilolo Brodie adjourned the meeting at 12:00 P.M.

NOVEMBER 17, 2022

AGENDA ITEM 6

ACTION ITEM

STATE PLAN COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Cycle 46 Program Development Grants

Committee Chair Kilolo Brodie and State Plan Manager Rihana Ahmad will provide committee members with updates on Program Development Grant projects from Cycles 44 & 45.

Committee members will review and adopt the proposed Grant Cycle 46 timeline.

Action Recommended

Adopt the proposed timeline

Attachment(s)

Cycle 44 Grant Project Updates

Cycle 45 Grant Project Summaries

Cycle 46 Timeline

THIS PAGE IS INTENTIONALLY BLANK

Program Development Grants (PDG): Cycle 44 Updates

1. PathPoint: Providing Upstream Mental Health Support for People with I/DD

Focus Area: Health and Safety

Funding Amount: \$41,902

Outcomes: PathPoint's project piloted two upstream mental health interventions: Dialectical Behavioral Therapy (DBT) Skills and Mental Health First Aid. The project provided an opportunity for the individuals we serve to learn new skills to support their mental wellness. Not only did the trainings provide them with practical tools and knowledge about how to support their own mental health, but they were also provided with training on how to support others who are dealing with mental health challenges. The multifaceted approach allowed these individuals to expand their understanding and prepare them to be in supportive situations with others.

2. Parents Helping Parents: Building Strong Families during Transition to Adulthood

Focus Area: Health and Safety

Funding Amount: \$57,808

Outcomes: This project addressed the mental health needs among people with I/DD (and their families) who are transitioning to adulthood by providing support and information to increase knowledge and skills and decrease anxiety. Parents shared that they increased their confidence to advocate for loved ones during the transition to adulthood. They learned about the rights of their loved ones and will be using all the information provided. They reported that they were better able to navigate the system during the transition to adulthood and felt more confident in talking with their loved ones and the professionals with whom they work.

3. **Chime Institute:** Inclusive Model for Self-Determined Learning

Focus Area: Education

Funding Amount: \$87,000

Outcomes: This project's mission was to promote self-determination, independence, productivity, and inclusion by: 1) providing explicit instruction and opportunities for the practice of self-determination skills for students with extensive support needs in general education classrooms; and, 2) presenting a free online toolbox of strategies to promote self-determination skill growth for students with extensive support needs in inclusive settings, including instructional strategies for early childhood through high school classes. Video of teachers providing embedded self-determination instruction and students engaging in goal setting and monitoring activities will be shared from the toolbox developed through this project.

4. **Down Syndrome Connection of the Bay Area:** Mental Health & Wellness Alliance

Focus Area: Education

Funding Amount: \$55,030

Outcomes: The DSCBA created customized and customizable communication boards for individuals with I/DD and therapists to use during therapy to help them express thoughts and feelings, as well as tools to help individuals cope with mental health issues. The grantee also adapted an outcome measurement tool (My Outcomes) to track program results. One hundred percent of the project's participants scored in the 'green' or Service Target Zone as of the last session. The Service Target is the ORS score predicted at the end of successful treatment and reflects reliable change greater than that expected as the result of chance, maturation, and/or measurement error.

This project has been timely as the pandemic has had lasting impacts on people with I/DD and their families, including more people with I/DD experiencing depression and grief due to social isolation and loss of routine. This project has helped participants process these losses.

Program Development Grants (PDG): Cycle 45 Summaries

1. **Adaptive Parent Project:** Furthering Education & Opportunities for People w/ IDD

Focus Area: Health and Safety

Funding Amount: \$28,125

Summary: The grantee and its collaborative partners will identify educational curriculum and resources written by providers with expertise in caring for patients with I/DD and will perform quality assurance assessments for best practices and inclusivity. They will also develop educational materials/products for patients with I/DD to build a better understanding of healthcare and build more collaborative care practices for patients and their providers.

2. **Acorns to Oak Trees:** Tribal Outreach/ Training Project on I/DD

Focus Area: Education

Funding Amount: \$78,298

Summary: Because Tribal families and individuals with intellectual/developmental disabilities (I/DD) are facing challenges in accessing education, training, and supports that meet their needs, the project goal is to design a program to build sustainable capacity in a tribal community and develop local resources to access culturally competent, disability-related, and community-based information, supports and services related to education.

3. **The Kelsey:** The Kelsey Plain Language Renter Materials

Focus Area: Housing

Funding Amount: \$50,000

Summary: This project will support people with I/DD who are seeking housing by increasing access to plain language housing resources. The goal is to create, revise and promote the use of free, open-source, plain language versions of materials that are commonly used in rental housing applications and annual recertification forms.

4. Jazz Hands for Autism: Musical Leadership & Employment for Adults with I/DD

Focus Area: Employment

Funding Amount: \$100,000

Summary: This project will provide a new and innovative vocational model to train individuals with I/DD for careers that align with their interests and serve the community of people with I/DD. The project will be to pilot a training program for adults with I/DD to teach music to students with IEPs from LA-area K-12 schools. The project will establish both a digital curriculum for music teacher training and a student-based teaching experience.

Grant Process/Timeline for Cycle 46

Task/Process	Date(s):
<p>SPC Meeting</p> <p>State Plan Committee reviews & approves Cycle 46 Timeline</p>	<p>November 2022</p>
<p>SPC Meeting(s)</p> <p>State Plan Committee reviews and selects DEAP recommendations/project descriptions (based on focus areas); SPC reviews/approves the final draft of the RFP (in concept) and makes a recommendation to Council.</p>	<p>January – March 2023</p> <p>(This process may require 2 meetings, to be determined by SPC)</p>
<p>Council Meeting</p> <p>Council meets and considers the Committee’s recommendation to adopt the RFP.</p>	<p>March 2023</p>
<p>Announcement</p> <p>Request for Proposal (RFP) Announcement disseminated in all formats, with link to be: posted to website, emailed and entered into FI\$CAL (state procurement website).</p>	<p>March 2023</p>
<p>Allow approximately 8 weeks to apply for the RFP.</p>	<p>March – May 22, 2023</p>
<p>Submission Deadline: Request for Proposals</p>	<p>May 22, 2023</p>
<p>Technical and Committee Review</p> <ul style="list-style-type: none"> • May 23 – 26 Staff performs administrative review of proposals • May 30 – June 9, 2023 – Scoring of proposals to select grantees • June 2023 – State Plan Committee reviews recommendations and takes action on the scoring team’s recommendations. 	<p>June 2023</p>

Task/Process	Date(s):
<p>Council Meeting</p> <p>Council meets and considers the Committee’s recommendations for funding.</p>	July 2023
<p>Council Provides Public Notice at Meeting</p> <p>Posting of selected grantees will be posted on the StateCouncil’s website. A hard copy of selected grantees will be posted at each SCDDoffice.</p>	July 2023
<p>Protest Period</p> <p>A 10-day protest period is allowed. No action will be taken duringthis time unless a protest is received.</p>	July – August 2023
<p>Notification Letters Sent</p>	August 2023
<p>Encumbrance Process</p> <ul style="list-style-type: none"> • Staff works with grantee to receive all required documents (August 2023) • Grants received by SCDD HQ (September 2023) • Staff sends grantee reporting and invoicing templates (September 2023) • Staff enters contracts in FI\$CAL • Grant starts (October 1, 2023) 	August – October 2023
<p>Grant in Process</p> <p>Designated staff will keep in contact with grantee to ensure work isbeing completed on schedule throughout the duration of the contract and help resolve any issues if necessary.</p>	Ongoing
<p>Billing Procedures</p> <p>Grantee must send original invoice, year-to-date financial report and bi-monthly progress report to HQ (all originals must be signedin blue ink)</p>	Ongoing TBD
<p>End of Contract Exiting Evaluation</p> <p>Grantee must submit final report and billing</p>	TBD

NOVEMBER 17, 2022

AGENDA ITEM 7

**STATE PLAN COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

2022 Program Performance Report DRAFT

The Administration on Intellectual and Developmental Disabilities (AIDD) requires State Councils to prepare a Program Performance Report (PPR) outlining outcomes/outputs accomplished in carrying out the activities of our 2022-2026 State Plan. The reports are due to the Office of Intellectual and Developmental Disabilities (OIDD) each year for activities performed October 1 through September 30.

Staff will present the draft of the PPR outcomes/outputs and highlights in a PowerPoint for Committee Members to review, provide input and make recommendations to move the 2022 PPR forward to the full Council for approval.

Action Recommended

Recommend approval of the Draft 2022 Program Performance Report (PPR) to the full Council at the November 29, 2022 Council meeting.

Attachment(s)

None – there will be a presentation/handout the day of the meeting

THIS PAGE IS INTENTIONALLY BLANK

NOVEMBER 17, 2022

AGENDA ITEM 8

**STATE PLAN COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

2023 Meeting Dates

Committee members will plan meeting dates for 2023. Meetings will need to occur in the following months:

- January
- February
- End of June or beginning of July
- Mid-November