



NOTICE/AGENDA

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES COUNCIL 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/SCDDCouncilMAR2023>

MEETING ID: **826 9405 6140**

PASSCODE: **758409**

JOIN BY TELECONFERENCE: (VOICE ONLY)

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

MEETING ID: **826 9405 6140**

DATE: March 21, 2023

TIME: 10:30 AM – 4:00 PM

COMMITTEE CHAIR: Wesley Witherspoon

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM

Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

Page 4

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 Council agenda item, with each person allotted up to 1 minute to comment.

Item 5. RECOGNIZING OUTGOING MEMBERS

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**Item 6. APPROVAL OF JANUARY 2023 MINUTES **

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All

Item 7. 2023 LEGISLATIVE UPDATES AND RECOMMENDATIONS

Page 15

Harold Ashe, LPPC Chair and Bridget Kolakosky, Deputy Director

A. 2022 Bill Contest Update

B. 2023 Bill Updates and Recommendations 

- Sponsor/Co-Sponsor: [SB 37](#);

- Support:

- ✓ Civil Rights: [AB 248](#); [AB 545](#)

- ✓ Education: [AB 87](#); [AB 447](#); [SB 483](#);

- ✓ Housing: [AB 1097](#); [SB 246](#)

- ✓ Human Service: [AB 222](#); [AB 244](#); [AB 1568](#); [SB 271](#);

- ✓ Public Safety: [AB 280](#); [AB 946](#); [AB 1567](#)

C. Update from Legislative Staff

**Item 8. COUNCIL BYLAWS: PROPOSED AMENDMENTS AND UPDATES **

*Aaron Carruthers, Executive Director and Brian Weisel,
Legal Counsel*

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**Item 9. CYCLE 46 PROGRAM DEVELOPMENT GRANTS **

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Kilolo Brodie, SPC Chair and Rihana Ahmad, State Plan Manager

Item 10. CHAIR REPORT AND COMMITTEE REPORTS

Page 80

Wesley Witherspoon, Council Chair

A. Employment First Committee (EFC)

B. Statewide Self-Determination Advisory Committee (SSDAC)

C. Administrative Committee

D. State Plan Committee (SPC)

- E. Executive Committee
- F. Membership Committee
- G. Legislative and Public Policy Committee (LPPC)
- H. Self-Advocates Advisory Committee (SAAC)

Item 11. EXECUTIVE DIRECTOR REPORT & STAFF REPORTS	Page 87
<i>Aaron Carruthers, Executive Director</i>	
A. Executive Director Report B. Chief Deputy Director C. Deputy Director of Policy and Public Affairs Report D. Deputy Director of Regional Office Operations Report E. CRA/VAS Report F. QA Project Update Report	
Item 12. STATEWIDE SELF-ADVOCACY NETWORK (SSAN) REPORT	Page 108
<i>SCDD SSAN Representatives Alex Reyes and Maria Marquez</i>	
Item 13. SCDD 2023-24 DRAFT BUDGET	Page 111
<i>Aaron Carruthers, Executive Director and Ken DaRosa, Chief Deputy Director</i>	
Item 14. NEXT MEETING DATE & ADJOURNMENT	Page 116
<i>The next Council meeting will be on May 23, 2023.</i>	

Accessibility:

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

MARCH 21, 2023

**AGENDA ITEM 4.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Public Comment

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

MARCH 21, 2023

**AGENDA ITEM 5.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Recognizing Outgoing Members

This item is to recognize the service of Councilmembers Jeana Eriksen, Julie Austin, and Maria Marquez whose second terms on the State Council are expiring in 2023.

MARCH 21, 2023

AGENDA ITEM 6.

ACTION ITEM

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Approval of January 2023 Minutes

The draft minutes from the January 2023 Council meeting have been included in the packet for review. Councilmembers will vote on whether to approve the minutes.

Attachment

January 24, 2023 Council meeting minutes

Action Recommended

Approve the January 2023 minutes.



DRAFT
Council Meeting Minutes
January 24, 2023

Members Attending

Alex Reyes (S.A.)
Aubyn Stahmer (UCEDD)
Brian Winfield (DDS)
Cathay Liu (F.A.)
Christine Mirzaian (UCEDD)
Christine Moody (UCEDD)
Eric Ybarra (S.A.)
Harold Ashe (F.A.)
Harold Fujita (F.A.)
Jeana Eriksen (S.A.)
Joyce McNair (F.A.)
Julie Austin (F.A.)
Julie Neward (F.A.)
Julie Gaona (S.A.)
Julio Garnica (S.A.)
Kara Ponton (S.A.)
Kilolo Brodie (F.A.)
Lee Bycel (F.A.)
Maria Marquez (S.A.)
Mark Beckley (CDA)
Michael Ellis (F.A.)
Michael Thomas (DOR)
Nicole Adler (S.A.)
Nick Wavrin (CDE)
Rosanna Ryan (S.A.)
Sandra Smith (DRC)
Viviana Barnwell (F.A.)
Wesley Witherspoon (S.A.)

Members Absent

Joseph Billingsley (DHCS)
Marko Mijic (CHHS)
Michael Rillera (F.A.)

Others Attending

Aaron Carruthers
Anne De Medeiros
Benny Aviles
Brian Weisel
Bridget Kolakosky
Charles Ngyuen
Charlotte Emerson
Chris Arroyo
Chris Mitchell
Connie Arnold
David Grady
Dena Hernandez
Erick Thurmond
Jennifer Lucas
Julie Eby-McKenzie
Luis
Mary Ellen Stives
Michelle Cave
Nick
Nicole Patterson
Olga Solomon
Peter Mendoza
Renee Bauer

Others Attending

(cont.)

Riana Hardin
Rihana Ahmad
Rondale Holloway
Ryan Duncanwood
Sandra Van Scotter
Scarlett VonThenen
SH
Sheraden Nicholau
Sidney Jackson
Sofia Cervantes
Tania Morawiec
Tumboura Hill
Veronica Bravo
Victoria Schlussler
Yaritza Sanchez
Yolanda Cruz

1. CALL TO ORDER

Chair Wesley Witherspoon called the meeting to order at 10:34 A.M.

Legend:

SA = Self-Advocate
FA = Family Advocate

N/A = not available
DNP = Did Not Participate

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2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Members and others in attendance introduced themselves.

4. PUBLIC COMMENTS

Marissa provided a public comment. She said it has been difficult to find people within her county that want to work in attendant care due to low wages. In addition to the statewide attendant shortage, varying wages based by county, and certain state policies are making it difficult for people to want to work as an attendant. She believes that the Governor and state representatives need to discuss a statewide wage.

Connie Arnold also provided a public comment. She stated that independent living in California is threatened by a lack of care providers. Which is caused by low wages across the state. People with disabilities who cannot find attendants are forced to return home to receive family support and care or be institutionalized. She emailed the Executive Director and Sacramento's Regional Officer Manager outlining 14 changes that must be implemented to prevent people with disabilities from being forced into facilities. Some of these changes include raising wages to \$20 an hour and focusing evaluations on what a person would need in the absence of existing family/friend supports. She highlighted SCDD's Peter Mendoza as an intelligent and well-informed member of the community. Lastly, she also encouraged everyone to be involved with the Department of Health Care services.

5. APPROVAL OF THE NOVEMBER 2022 MEETING MINUTES

Action 1

It was moved/seconded (Reyes [S.A]/ Ybarra [S.A.]) and carried to approve the November 2022 meeting minutes as presented. (See last page of minutes for a voting record of members present)

6. 2022-2023 VICE CHAIR ELECTION

The Council voted to elect Wesley Witherspoon as Council Chair and Kara Ponton as Vice Chair on November 29, 2022. Due to personal complications, Councilmember Ponton had to step down from the position. Chair Witherspoon appointed Lee Bycel as interim Vice Chair

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until a new election could be held. The Nominating Committee met on January 18th, 2023 to establish a slate of nominees for Council Vice-Chair. Lee Bycel was considered as a candidate.

Following a member statement by the candidate for Vice Chair, a roll call vote was taken. Councilmember Lee Bycel won the unanimous vote for Vice Chair.

Members voted to elect Councilmember Lee Bycel as the new Council Vice-Chair. Vice Chair-elect Lee Bycel will serve in his position from January 2023 until December 2024. (See last page of minutes for a voting record of members present)

7. CHAIR REPORT AND 2023 COMMITTEE ASSIGNMENTS

Chair Witherspoon announced the 2023 committee assignments.

Council Chair Wesley Witherspoon began his report by sharing photos at the 2022 AUCD Conference and with his mom during the holidays. He then highlighted January as National Blood Donor Month, National Thank You Month, National Slavery and Human Trafficking Prevention Month, Cervical Health Awareness Month, National Birth Defects Prevention Month, National Women's Empowerment Month, Martin Luther King Jr. Day, and more. Next, he highlighted February as National Cancer Prevention Month, African American History Month, National Self-Check Month, Turner Syndrome Awareness Month, International Friendship Month, Valentine's Day, and more. He concluded his report with an overview of the January Council meeting.

SCDD committee reports were provided in the meeting packet. Chair Witherspoon asked that members read through these reports when they are able. The committee reports and 2023 committee assignments can also be accessed online at <https://scdd.ca.gov/councilmeetings/>.

8. EXECUTIVE DIRECTOR REPORT AND STAFF REPORTS

Executive Director Aaron Carruthers presented a report on recent Council activities and goals.

The State Council submitted the 2022 Program Performance Report (PPR) to the Office on Intellectual and Developmental Disabilities (OIDD) on December 30th. The report outlined the outcomes/outputs

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accomplished in carrying out the activities of the State Plan performed October 1, 2021 through September 30, 2022. Some of the data includes: 6,345 total activities, 630 trainings, 17,589 total people trained, reached 8,759 total people through technical assistance, reached 165,279 total people in 2022, 1,293,929 Californians directly reached, and 3,768,646 total people impacted. From October 2022 to December 2022 the State Council trained over 3,000 people, organized/participated in 31 events, monitored over 50 entities, facilitated 10 technical assistance (TA) clinics, provided TA to 1,778 individuals, and reached 19,750 total people.

The Council will host a two-hour virtual showcase on March 15, 2023 from 10am to 12pm highlighting the outcomes of the 2022 Cycle 44 project grantees. The Council funded four projects from the following providers: Pathpoint (mental health), Parents Helping Parents (mental health), Down Syndrome Connection of the East Bay (mental health), and Chime Institute (inclusive education). These projects began in October 2021 and ended in September 2022. Councilmembers and public members were invited to attend.

The 2023 “There Should Be a Law Contest” received over 100 bill ideas, 11 of which were in Spanish. This year’s bill idea trends were safety, access to transportation, equal opportunities in higher education and employment, affordable housing, and access to services. The Legislative and Public Policy Committee (LPPC) met on January 17 and established a focus on safety for all. The bill ideas will be shared with members of the Legislature and their staff.

The Executive Director reported that the Council’s budget remains strong. He alluded to possible recessions but reminded members that the State Council has amassed a considerable rainy-day fund that could be used for such events. He concluded his report by welcoming Renee Bauer as the North State Regional Manager and Elsa Casper as Headquarters Human Recourses Specialist.

9. STATEWIDE SELF-ADVOCACY NETWORK (SSAN) REPORT

SCDD SSAN representative Maria Marquez provided Councilmembers with an update from the most recent SSAN meeting on December 13th and 15th, 2022. The next SSAN meeting will be on March 8th and 9th, 2023.

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10. 2023 GOVERNOR'S PROPOSED BUDGET

DDS Director Nancy Bargmann provided an overview of the Governor's proposed budget for developmental services. She relayed that each proposal was reviewed through a service, access, and equity lens, which evaluated barriers for specific communities. She emphasized that in developing their proposed budget this year, they continued to support previous years' initiatives and policies. Their budget also reflected the health and safety concerns expressed by communities as a result of the pandemic.

Largely there was no change to the 2022-2023 estimates. Caseload projections for the 2022-2023 remained the same (400,485 for current year), Lanterman Act provisional eligibility gained a \$15.8 million dollar increase, and there was a decrease of \$10 million dollars as part of delaying the implementation of early start preschool inclusion grants.

She reminded Councilmembers about regional centers' significant one time 2022-2023 policies which included training stipends for workers who provide direct services (\$127.8M), internships for workers who provide direct services (\$22.5M, available funding through 6/30/24), regional center tuition reimbursement program (\$30 M, available funding through 6/30/25), pilot remote services using technology solutions (\$5M), communications assessments for individuals who are deaf (\$14.3M TF, \$8.4M GF), and a new service model for work activity programs (\$8.2M TF, \$4.9M GF funding available through 6/30/25). Some of the updates to regional center operations and purchase 2023-2024 policies were a projected caseload of 420,927, an increase of 355.9 million dollars to service provider rate reform, an 102.1 million dollar increase to reduce caseload ratios for children 0-5, funding for minimum wage increase, a 1.8 million dollar increase to START Services, and 28.5 million dollar increase to the Lanterman Act provisional eligibility. The Department's proposal, as part of their 2023 safety net plan, is requesting the development of a Complex Needs Residential Program, development of three 5-persons homes, staffing and conversion of Stabilization, Training, Assistance, Reintegration (STAR) homes and Separation of Crisis Assessment Stabilization Teams (CAST), RC supports for Trauma-Informed Services for foster youth, 15 additional staff for regional center coordination, and establishing an Autism Services Branch at DDS.

The full presentation be accessed at <https://scdd.ca.gov/councilmeetings/>.

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11. REMEMBERING THE HISTORY OF SELF-ADVOCACY

The Self-Advocates Advisory Committee (SAAC) members presented an overview of the State Council, SAAC, a brief history of self-advocacy, and the important role self-advocacy has in creating change.

The State Council works to ensure that people with disabilities and their families receive the necessary supports and services to achieve self-determination, independence, productivity, and inclusion. The Self-Advocates Advisory Committee (SAAC) currently has ten self-advocate members. The Committee advises the State Council on self-advocate needs, policies, practices, and programs. They nominate a representative to the Statewide Self-Advocacy Network (SSAN) and review Council materials to ensure they are written in plain language. Priorities of the Self-Advocates Advisory Committee include access to public health and public safety, affordable housing, early intervention services, public education, and transition/post-secondary education. They emphasized the importance of self-advocacy and organizing to create a more inclusive society with equal opportunities and treatment.

The full presentation be accessed at <https://scdd.ca.gov/councilmeetings/>.

12. A NATIONAL PERSPECTIVE ON SELF-ADVOCACY

Heidi Lieb-Williams, the Chair of Alaska's Governor's Council for Disabilities and Special Education (GCDSE), presented on the work that their Council is doing and shared her personal journey as a national speaker and Chair of the Council. As a lifelong advocate for people with disabilities, she had received numerous awards and national recognition for her efforts. In addition to her role as Chair, she also served on the GCDSE Executive Committee, GCDSE Self-Advocacy Committee, the Special Education Advisory Panel (SEAP), and the National Association of Councils on Developmental Disabilities (NACDD) Leadership Circle. She presented at variety of venues, conferences, and locations. Among them are the Arc of U.S. Disability Policy Summit, NACDD National Disability Conference, the National Leadership Consortium, and to other Councils on Developmental Disabilities. She helped pass the Supported Decision-Making Agreement Act, Telecommunications Law, Minimum Wage Exemption Bill, and the Developmental Disability Vision Law in Alaska. In addition, she created "Puzzled with Purpose-Autistically Inspired Creations" and is in the process of publishing her own autism children's book, autism films, and disability-focused documentaries.

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She mentioned that people seeking change must give their best, set goals, pursue their goals with passion, empower others, share their stories, and never give up. The word “impossible” should translate to “I’m possible”, and “I can’t” to “I can’t, yet”. There is power in transforming negative comments into inspiration and motivation. There is a need to develop emerging leaders and champions among self-advocates who understand their own and community needs in creating inclusive education, housing, and employment. Family members and professionals can assist in the development of self-advocates by leading by example, encouraging people with disabilities to share their truth, working to understand accessibility needs, and discussing person centered goals. Self-advocacy raises awareness about challenges, service gaps, and solutions to barriers. Ms. Lieb-Williams concluded her presentation by reminding members that sharing their stories is an act of kindness, impacting those that hear it and creating change.

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

13. **NEXT MEETING DATE AND ADJOURNMENT**

The next Council meeting will be held on March 21, 2023. The meeting was adjourned at 3:15 P.M.

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Name	Action 1 Minutes	Action 2 Lee for Vice Chair
Adler, Nicole	For	For
Ashe, Harold	For	For
Austin, Julie	Abstain	For
Barnwell, Viviana	For	For
Beckley, Mark	For	For
Brodie, Kilolo	For	For
Bycel, Lee	For	For
Ellis, Michael	For	For
Eriksen, Jeana	Abstain	For
Fujita, Harold	For	For
Gaona, Julie	For	For
Garnica, Julio	For	For
Liu, Cathay	For	For
Marquez, Maria	For	For
Mirzaian, Christine	For	For
Moody, Christine	Abstain	For
McNair, Joyce	For	For
Neward, Julie	For	For
Ponton, Kara	For	For
Reyes, Alex	For	For
Rosanna, Ryan	For	For
Smith, Sandra	For	For
Stahmer, Aubyn	For	For
Thomas, Michael	For	For
Wavrin, Nick	For	For
Winfield, Brian	For	For
Witherspoon, Wesley	For	For
Ybarra, Eric	For	For

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MARCH 21, 2023

AGENDA ITEM 7.

ACTION ITEM

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

2023 Legislative Updates and Recommendations

The Legislative and Public Policy Committee (LPPC) met on March 16th to review and make recommendations on legislative bills. Councilmembers will be presented with the legislative packet for consideration. Committee members used the 2022-2026 State Plan, Council-approved legislative platform, and LPPC policy priorities to guide the discussion and subsequent recommendations.

Members will also be provided an update on the bill idea contest, and Council sponsored legislation. The electronic meeting agenda contains hyperlinks that lead to the bill text for SCDD sponsored and recommended bills so that members may access these readings on the California Legislature's website prior to the Council meeting.

Attachments

SCDD Policy Priorities
Legislative Bill Chart

Handout(s)

May be additional handout(s) day of meeting.

Action Recommended

Adopt LPPC's recommendations on introduced legislation.

Policy Priorities 2023-24

PROTECTING AND ENHANCING CIVIL RIGHTS

Every person with intellectual and developmental disabilities (I/DD) has the right to self-determination, equality of opportunity, full participation, independent living and economic self-sufficiency no matter their disability.

The Council will work to ensure civil rights, including identification and reduction of racial and ethnic inequalities and disparities, are protected and enhanced and full implementation of state/federal policies including but not limited to the Workforce Innovation and Opportunity Act, Home and Community-Based Services Settings Rule, Every Student Succeeds Act and Achieving Better Life Experience Act.

GUARANTEEING ACCESS TO EDUCATION AND EMPLOYMENT

Every student with I/DD has the right to a quality inclusive education with their peers that prepares them for post-secondary education and/or competitive integrated employment (CIE). Students with disabilities must be provided the same opportunities for learning, in the classroom and online, as students without disabilities.

Every person with I/DD should have the opportunity to be employed in CIE. Individuals must have access to information, benefits counseling, transition planning, job training, career exploration and information and support for inclusive post-secondary education. New or expanded pathways to CIE must be developed and supported, including apprenticeships and internships.

The Council will work to ensure the implementation of the Individuals with Disabilities Education Act, Every Student Succeeds Act and other federal and state policies to ensure that students with disabilities are provided the services and supports needed to receive quality inclusive education.

The Council will work to ensure the full and robust implementation of the Workforce Innovation and Opportunity Act and California's Employment First Law, that policies and practices improve opportunities for and incentivize CIE, to create hiring incentives and supports for all employers and contractors and make the state a model employer.

IDENTIFYING & PRIORITIZING EMERGING ISSUES IN THE I/DD COMMUNITY

Every person with a developmental disability should not have to deal with problems of that arise due to the emergence of inequality issues in the community. Events in our every day lives, both due to policy changes and unforeseen events, have the ability to cause unintended consequences for the I/DD community. These issues must be identified and acted upon swiftly to ensure as little harm as possible is inflicted.

The Council will work to ensure any and all emerging issues including but not limited to dealing with disparity across all I/DD issues, barriers to participating in a community setting, and roadblocks to access for people with I/DD are dealt with through policy changes. The Council will work to ensure the Self Determination Ombudsperson program at the Department of Developmental Services uses its authority to ensure people with I/DD become successful participants in the Self Determination Program.

PROMOTING ACCESS TO QUALITY SUPPORTS IN THE COMMUNITY

Every person with I/DD should have the ability to fully participate in their communities. Receiving quality, individualized services is the cornerstone for people with I/DD to be safe, healthy and to promote self-determination, interdependence and inclusion. Community-based services/supports require adequate wages for providers; therefore, the state must restore rates. Disparities in access, outcomes and quality for services and supports must be addressed. Complexities in the service delivery systems must be reduced.

The Council will work to continue to restore the Department of Developmental Services programs cut in 2009, to make meaningful improvements to the service delivery system to reduce disparities, increase transparency and accountability and increase quality outcomes, support efforts to provide adequate wages to providers for inclusive and quality supports, and work to ensure successful implementation of the Self-Determination Program.

ENSURING SAFETY IN THE COMMUNITY

Every person with I/DD has a right to be safe and must be provided emergency preparedness training and training in personal safety. Law enforcement personnel, first responders, emergency medical professionals and the judicial system must be trained in how to work with people with I/DD (including those who are suspects, victims or witnesses of crimes) during the course of their duties.

The Council will work to ensure people with I/DD are safe, free from abuse and neglect and have access to services and supports in their communities during all types of disasters or emergencies and an adequate safety net for people in crisis and access to adequate crisis intervention services.

IMPROVING HOUSING AND COMMUNITY LIVING

Every person with I/DD should have the opportunity to live in the community. Permanent, affordable, accessible, safe and sustained housing options must be continually developed. Statewide inclusive living options for individuals with I/DD must be increased and enhanced through access to housing and subsidies that are paired in a timely manner with needed services and supports.

The Council will work to implement the policy recommendations in the Statewide Strategic Framework for Housing and create a dedicated housing fund to support integrated community housing for people with I/DD.

For more information, contact: scdd@scdd.ca.gov | 916-263-7919

2023 Bill Chart

Bill Number	Author	Intro	Bill Summary	Current Status/Notes	Position	Policy Category
SB 37	Caballero	2/15/23	bill provides rental cash assistance to prevent homelessness	Housing/Hum. Serv	Sponsor	Housing
AB 248	Mathis	1/18/23	Amends outdated and offensive language such as "retarded" from California laws and replaces with "individuals with intellectual or developmental disabilities" I/DD.	Hum. Serv	Support	Civil Rights/Judiciary
AB 545	Pellerin	2/8/23	This bill would expand the list of required supplies to include specified items to assist voters with disabilities. And eliminate the requirement that the voter issue a declaration under oath before receiving assistance. (DRC Sponsor)	Elections	Support	Civil rights/Voting
AB 447	Arambula	2/6/23	(AB 2920 in 2022) creates inclusive college opportunities, creates pilot program in CSU/UC.	Not heard until 3/20/23	Support	Education
AB 87	Quirk-Silva	1/4/23	extends the authorization of audio recordings of individualized education program team meetings by a parent, guardian, or local educational agency to team meetings for pupils with an adopted plan (DRC Sponsor)	Education	Support	Education

2023 Bill Chart

SB 483	Cortese	2/14/23	would prohibit the use of “prone restraint”, which physically or mechanically restrains students in a face down position. Unfortunately, prone restraint is often used on students with special needs (DRC Sponsor)	ED/ Approp	Support	Education
AB 1097	Rivas	2/15/23	This bill would prohibit the use of a person’s credit history as part of the application process for a rental housing accommodation without offering the applicant the option of providing alternative evidence of ability to pay when applying for a government rent subsidy. (ARC Support)	Not heard until 3/18/23	Support	Housing
SB 246	Ochoa-Bogh	1/26/23	bill adds a representative from SCDD to the California Interagency Council on Homelessness (ICH) so that ICH can have the perspective of those with developmental disabilities who have experienced homelessness.	Hum. Serv/Housing	Support	Housing
AB 1568	Wood	2/17/23	Developmental services: independent living skills services: rates. Bill would require that independent living skills services have functional skills training components, including, cooking, money management, use of medical and dental services, and community resource awareness, and would prohibit those services from being conducted in a center-based environment. The bill would require the department, on or before August 1, 2023, to revise and implement an equitable and cost-effective ratesetting procedure for state payment for independent living skills services, including that independent living skills services shall not be categorized as a community-based day program or adult day program and the ratesetting procedure shall reflect the reasonable cost of independent living skills services.	Not heard until 3/20/23	Support	Hum. Serv
AB 222	Arambula	1/10/23	creates a workgroup to ensure civil rights and services in regional centers. (DRC Sponsor)	Judiciary	Support	Hum. Serv
AB 244	Wilson	1/17/23	Specialized Inclusivity Training for Childcare Staff Grant Program. This bill would, establish the Specialized Inclusivity Training for Child Care Staff Grant Program, to be administered by the department. The bill would require the Department of Social Services, to award grants to child care centers and family child care homes to fund staff training on including children with disabilities and to collect data from child care centers and family child care homes that receive grants to determine whether the training provides better access to childcare for children with disabilities.	Hum. Serv.	Support	Hum. Serv

2023 Bill Chart

SB 271	Dodd	1/31/23	This bill would require an original manufacturer, of a powered wheelchair to provide documentation, parts, embedded software, firmware, and tools used to inspect, diagnose, maintain, and repair the wheelchair to an owner or an independent repair provider for the purposes of providing service on the equipment in the state, on fair and reasonable terms and costs. The bill would also require an original manufacturer, for a powered wheelchair that contains an electronic security lock or other security-related function, to provide any documentation, parts, embedded software, firmware, or tools needed to reset the lock or function when disabled in the course of providing services.	B., P. & E. D. and JUD.	Support	Hum. Serv
AB 1567	Members Garcia, Wendy Carrillo, Connolly, Friedman, and Papan (Principal coauthors: Assembly Members Arambula, Lee, and McCarty) (Coauthors: Assembly Members Mike Fong, Haney, Lowenthal, Robert Rivas, and Schiavo)	2/17/23	The Office of Emergency Services and the Department of Forestry and Fire Protection shall provide technical assistance to disadvantaged communities, severely disadvantaged communities, or vulnerable populations, including those with access and functional needs , socially disadvantaged farmers or ranchers, and economically distressed areas to ensure the grant program reduces the vulnerability of those most in need.	Not heard until 3/20/23	Support	Public Safety
AB 280	Holden	1/24/23	The bill would among many other things, prohibit facilities from involuntarily placing an individual in segregated confinement if the individual belongs to a designated population, including, that the individual has a mental or physical disability or that the individual is under 26 years of age or over 59 years of age. The bill would require the facility to periodically check on the individual and have a medical or mental health professional periodically assess the individual. (DRC Sponsor/ARC Support)	Public Safety- first hearing cancelled request of author 2/13/23	Support	Public Safety
AB 946	Nguyen	2/14/23	bill would authorize a law enforcement agency to request the Department of the California Highway Patrol to activate an Endangered Missing Advisory if the agency receives a report of a missing person and the agency determines that all of conditions are met regarding the investigation of the missing person, including, among others, that the person is developmentally disabled. (ARC Support)	Not heard until 3/17/23	Support	Public Safety

MARCH 21, 2023

AGENDA ITEM 8.

ACTION ITEM

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Council Bylaws: Proposed Amendments and Updates

Executive Director Carruthers and Legal Counsel Brian Weisel will present proposed updates and amendments to the Council's Bylaws, including a draft of SCDD's new Plain Language Guide.

Attachments

Updated Bylaws with Proposed Amendments
Bylaws in Plain Language
Bylaws PPT

Action Recommended

Approve the suggested amendments to the Council's Bylaws and Plain Language Guide.

State Council on Developmental Disabilities



BYLAWS

Adopted by Council: ~~May 31, 2018~~ [\[2023\]](#)

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CALIFORNIA STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

BYLAWS

ARTICLE I. NAME & DEFINITIONS

The name of this organization shall be the State Council on Developmental Disabilities.

ARTICLE II. RESPONSIBILITIES

The responsibilities of the State Council on Developmental Disabilities are set forth in the Developmental Disabilities Assistance and Bill of Rights Act [of 2000](#) ("DD Act"), Public Law 106-402, and the California Lanterman Act, Welfare and Institutions Code Section 4400 et seq.

ARTICLE III. PRINCIPAL OFFICE

The principal office of the Council shall be located in the County of Sacramento, California. The Council may change the principal office from one location to another within the county.

ARTICLE IV. AREA OF SERVICE

The area of service shall be the State of California.

ARTICLE V. MEMBERSHIP

Appointment to the Council requires each member to fully discharge ~~his/her~~[their](#) duties consistent with the responsibilities of representing persons with intellectual and/or developmental disabilities. The membership of the Council shall consist of the categories of people in accordance with state and federal law.

SECTION 1. Appointments:

- (a) There shall be thirty-one (31) voting members on the Council appointed by the Governor as specified by Division 4.5, Chapter 2, Article 1, Sections 4521 (b) (1) and (2) of the Welfare and Institutions Code.
- (b) To assist the Governor in carrying out appointments under Welfare and Institutions Code Section 4521, the Council may coordinate Council and public input to the Governor, to the extent feasible, regarding recommendations for membership to help ensure that members of the Council reflect the socioeconomic, geographic, disability, racial, ethnic, and language diversity of the state.
- (c) In accordance with Section 125(b) of the DD Act, the Council will work through its Membership Committee and with the Governor and concerned organizations to ensure that:
 - (1) Recommendations for appointments to the Council are solicited from

organizations representing a broad range of individuals with intellectual and/or developmental disabilities and individuals interested in individuals with intellectual and/or developmental disabilities, including the non-State agency members of the Council;

- (2) Membership of the Council shall be geographically representative of the State and reflect the diversity of the State with respect to race and ethnicity;
- (3) Membership of the Council is rotated, except that members may serve until members' successors are appointed; and
- (4) The Council will notify the Governor regarding membership requirements of the Council, vacancies, recommendations for appointments, and when vacancies of the Council remain unfilled for a significant period of time.

SECTION 2. Term of Office:

The term of office on the State Council shall be in accordance with state law. As specified in Section 4521(d) of the Welfare and Institutions Code, the term of each self or family advocate member and representative of a non-governmental organization shall be for three years, with the term beginning on the date of appointment to the first term. These members may serve no more than two terms. A member may continue to serve following the expiration of ~~their~~ ~~his or her~~ term until the Governor appoints that member's successor.

SECTION 3. Conflict of Interest:

Pursuant to California Welfare and Institutions Code Section 4525, the Council's approved Conflict of Interest Policy, is incorporated by reference into these bylaws. Each member must recuse ~~himself or herself~~ themselves from discussion and votes on any matter that would provide direct financial benefit to the member or otherwise give the appearance of a conflict of interest and as required by Section 125(b)(4)(B)(ii) of the DD Act. In addition, each member is responsible for complying with all state conflict of interest rules, including rules of Government Code Sections 87100 et seq. and 1090 et seq.

SECTION 4. Vacancies:

~~A Members vacancy of~~ the Council shall be deemed to have resigned from their position on the Council exists if any of the following events occur before the expiration of the term:

- (a) The member's unexcused absence from three consecutive meetings. Absences from Council meetings may be excused by the Council Chair; or absences from Committee meetings may be excused by the Committee Chair for good cause, such as illness or unforeseen circumstances that prevent a member from attending a meeting. Requests to be excused from attending shall be requested and approved in writing to the appropriate Chair, with a copy provided to the Executive Director.
- (b) The member's conviction of a felony or any offense involving a violation of the

member's official duties. A member shall be deemed to have been convicted under this section when a trial court judgment is entered.

(c) The member assumes a position or responsibility that violates the Council's conflict of interest policy.

~~(a)~~(d) The death of the member.

(be) An adjudication pursuant to a legal proceeding declaring that the member is physically or mentally incapacitated due to disease, illness, accident, or other condition **and** there is ~~reasonable cause~~ reason to believe that the member will not be able to perform the duties of office for the remainder of ~~his/her~~ their term.

(fe) The member's resignation.

~~(d) The member's removal from office.~~

(eg) The member's ceasing to be a legal resident of the state or the area the member was appointed to represent.

~~(f) The member's absence from the state without the permission required by law beyond the period allowed by law.~~

~~(g) The member's unexcused absence from ceasing to discharge the duties of his/her office for the period off three consecutive meetings. Absences from meetings may be excused by the Council Chair or absences from ~~t~~Committee Chair for good cause, such as illness or unforeseen circumstances that prevent a member from attending a meeting. Requests to be excused from attending shall be requested and approved in writing. require., except when prevented by sickness, or when absent from the state with the permission required by law. After three (3) consecutive unexcused absences, a member shall be considered as having ceased to discharge the duties of Council membership. An unexcused absence is an absence of a member when previous notice of absence has not been given to the Council Chair or Committee Chair and to the Executive Director by telephone, email, or mail.~~

~~(h) The member's conviction of a felony or any offense involving a violation of the member'shis/her official duties. A member shall be deemed to have been convicted under this section when a trial court judgment is entered.~~

(i) ~~The member's refusal or neglect to file his/her~~their required oath, statement of economic interests, or other required filings within the time prescribed after being provided notice of non-compliance and a reasonable time to comply.

(j) ~~The decision of a competent tribunal declaring void the member's election or appointment.~~

- (~~h~~) The making of a vacating order or declaration of vacancy.
- ~~(i) The member assumes a position or responsibility that violates the Council's conflict of interest policy.~~
- ~~(mi) A majority of the full~~ The Council votes to remove a member for specific, compelling reasons as described in Section 5, including, but not limited to, violating Council policies.

The Council shall notify the Governor regarding membership requirements of the Council and shall notify the Governor in writing immediately when a vacancy occurs prior to the expiration of a member's term, at least six months before a member's term expires, and when a vacancy on the Council remains unfilled for more than 60 days.

SECTION 5. Removal

- (a) A member of the Council shall not be removed, except for specific, compelling reasons.
- (b) The Executive Committee of the Council may recommend removal of a member of the Council during a regular or special meeting. The written charge shall be provided to the member in question no later than 10 days before any action is taken.
- (c) Action to remove a member of the Council shall be conducted in accordance with Government Code Section 11120, et. seq.
- (d) Should the Executive Committee find cause to remove the member, the recommendation shall be taken to the Council during a regular or special meeting for discussion and, if necessary, action by the full Council.
- (e) A majority vote, during a regular or special Council meeting, shall be required to remove a member.
- (f) Within 15 days of the Executive Committee's finding that a member should be removed, the Executive Director shall notify the Governor.

SECTION ~~6~~5. Resignations:

Members shall serve a designated term unless they ~~resign, or~~ resign or are otherwise disqualified to serve due to the events set forth in Section 4.; ~~or until successors have been appointed.~~ Any member may resign at any time by giving written notice to the Chairperson and to the Executive Director. Such resignation shall take effect immediately on the date of receipt of such notice or any later time specified therein; ~~and unless otherwise specified therein;~~ the acceptance of such resignation shall not be necessary to make it effective.

SECTION 76. Compensation and Expenses:

Self-advocate and family advocate members of the State Council shall receive honoraria pursuant to Welfare and Institution Code Section 4550 not to exceed fifty (50) days in any fiscal year. All members shall be reimbursed for authorized actual and necessary expenses incurred in connection with the performance of their duties as Council members, in accordance with state regulations in the State Administrative Manual.

ARTICLE VI. MEETINGS

SECTION 1. Parliamentary Authority:

- (a) All meetings of the Council and its committees are public meetings governed by the Bagley-Keene Open Meeting Act (Government Code Section 11120, et seq.).
- (b) Robert's Rules of Order shall be utilized as the rules for all Council and committee meetings except in instances of conflict with these bylaws, or provisions of State or federal law or regulations.
- ~~(b)~~(c) The Vice-Chairperson, or their designee, shall serve as Parliamentarian. The Parliamentarian may advise the Chair or the Council on applying the Robert's Rules of Order when requested, or as necessary to aid the Council in orderly execution of its agenda.
- ~~(c)~~(d) The Council may adopt, from time-to-time, such policies and rules for the conduct of its meetings and affairs as may be required.

SECTION 2. Council Meetings:

- (a) There shall be no less than six (6) meetings of the Council per year and the Council shall meet as often as necessary to fulfill its duties pursuant to Welfare and Institutions Code Section 4535(a).
- (b) Special meetings of the Council may be called by the Chairperson or Executive Committee, in case of absence or inability to act by the Chairperson, by the Vice-Chairperson. In case of a refusal to act by the Chairperson, a special meeting may be called by written request of nine (9) members of the Council. Only matters specified in the written notice of the meeting shall be considered at such a meeting.

- (c) Regular or special meetings of the Council shall be held at a place, date, and time designated by the Council or selected by the Chairperson.

~~(d)~~ —

(d) —

All Council meetings will provide an opportunity for members of the public to address the Council before or during the Council's discussion for each item on the meeting agenda. ~~Individuals who wish to provide public comments may do so in person or virtually, depending on how the meeting is held, or in writing. The Chair may limit comment to three minutes. Up to three minutes will be allotted for each individual who wishes to engage in public comment, or for more or less time as determined and announced by the Chair prior to the beginning of public comment, or contained in the meeting agenda. The time allotted for public comment may be shortened by the Council due to time constraints. Public comment will not be made available if the agenda item is one that will be considered in closed session.~~

- (e) The Council recognizes the value of meetings held in person, and also recognizes that virtual meetings allow for greater engagement for members in some instances. The Council reaffirms that whether a meeting is held in person or virtually, the meeting should be held entirely in person, or virtually. Hybrid meetings with some members in person and others attending virtually diminish full engagement and therefore should be discouraged.

SECTION 3. Quorum:

- (a) A quorum for the Council shall be a simple majority of the statutory required membership which is sixteen (16) members per California Attorney General Opinion No. 10-901 (2011) (94 Ops. Cal. Atty. Gen. 100)
- (b) A quorum for each Council committee and sub-committee shall be a simple majority of the appointed members of that committee.

SECTION 4. Voting Rights of Members:

- (a) Each member shall be entitled to one vote, to be exercised in person. ~~"In person" is defined as being physically present at a meeting location and includes being in attendance at a committee meeting by teleconference provided all applicable open meeting rules are followed~~ is defined as physically present at a meeting conducted at one physical location. "In person" may include presence by teleconference or videoconference only if the meeting is a teleconference meeting within the meaning of Government Code section 11123.5. Proxy voting shall not be permitted. (68 Ops. Cal. Atty. Gen. 65 (1985).)

- (b) Except as otherwise specifically provided in State law or these bylaws, all matters submitted for determination shall be decided by a majority vote.

SECTION 5. Chairperson Pro Tem:

If neither the Chairperson nor Vice-Chairperson is present to preside at a Council meeting, the Executive Director as Clerk of the Council, or their designee, shall call the meeting to order and establish a quorum. Then ~~once the meeting has been called to order and a quorum established,~~ a chairperson pro tem shall be elected by the majority vote of the Council members present to preside over that meeting only.

ARTICLE VII. OFFICERS

SECTION 1. Officers:

The officers of the Council shall be a Chairperson and a Vice--Chairperson elected from among the self and family advocate members pursuant to Welfare and Institutions Code Section 4535(b). These officers shall perform the duties described in these bylaws.

SECTION 2. Election of Member Officers:

Election of officers shall occur once every two (2) years. The election shall be held during the last meeting of the appropriate calendar year. Only self and family advocate members shall be eligible to hold office pursuant to Welfare and Institutions Code Section 4521(b)(1). The roles of Chair and Vice Chair shall be held by one ~~a self-advocate~~ s and/or a one family advocates, in either combination ~~with each a family advocate and self advocate in either officer role, but not both, as~~ as elected by the Council. At least one of Chair or Vice Chair must be held by a self-advocate. ~~An Officer shall not be elected if there is less than one year remaining in their second term and/or they still sit on the Council pursuant to Welfare and Institutions Code Section 4521(e).~~

SECTION 3. Voting Procedure:

Council officers shall be elected by a simple majority vote. At the second to last meeting of the second year of the two-year Chairperson cycle, the Council will take nominations from all members for Officers for the next chairperson cycle. ~~Recommendations for officers shall be in the form of nominations from the Nominating Committee. Nominations may also be received from the floor prior to the election, but subsequent to the report of the Nominating Committee. If no nominee is elected by a majority vote,~~

At the last meeting of the two year-Chairperson cycle, the Council will vote for Council Officers from among the members nominated at the prior meeting. The Vote for Chairperson will be first, followed by the vote for Vice-chairperson. The Council will hold a run-off election between the nominees who received the two (2) highest number of votes. The Council may waive this run-

off requirement with a majority vote to waive.

SECTION 4. Term of Office:

- (a) The Chairperson and Vice-Chairperson shall be elected for a term of two (2) years. Individuals may be elected to these positions for no more than two consecutive terms. Their term of office shall begin the first day of the new calendar year.
- ~~(b) The term of office of each permanent Chairperson and permanent Vice-Chairperson who is elected under Article VII, Section 5, Subsection (b) due to vacancies shall run from the date the permanent Chairperson or permanent Vice-Chairperson is elected due to the vacancies until December 31, 2018. The next permanent Chairperson or Vice-Chairperson assumes office in January of the next calendar year under the voting procedure and timeline described in Article VII, Section 3 and Article IX, Section 3.~~

SECTION 5. Vacancies:

- (a) If the Chairperson resigns or is permanently unable to serve during the term of office pursuant to Article V, Section 4, the Vice-Chairperson shall become the Chairperson for the remainder of such term. Upon the vacancy of the Vice-Chairperson's term of office or if the Vice-Chairperson resigns or is permanently unable to serve during the term of office, the Chairperson shall appoint an interim Vice-Chairperson to serve until an election is conducted at the next available Council meeting. ~~The Chairperson shall also appoint a nominating committee of at least three (3) but not more than five (5) Council members that will provide a slate of nominations for the election of Vice-Chairperson during the next appropriate Council meeting. In that meeting, the Chair shall also take nominations from the floor among all Councilmembers.~~
- (b) If both the Chairperson and the Vice-Chairperson at the same time resign or are otherwise permanently unable to serve in their respective offices:
 - (1) The Council shall ~~take a vote to~~ appoint by a simple majority vote an interim Chairperson and an interim Vice-Chairperson from among the remaining self and family advocate members pursuant to Welfare and Institutions Code Section 4535(b) at the next Council meeting.
 - [a] The interim Chairperson and interim Vice-Chairperson shall serve as the officers of the Council until the voting procedure established in Article VII, Section 3 can be carried out to elect a permanent Chairperson and permanent Vice-Chairperson.
 - (2) The Council shall direct that the voting procedure established in Article VII, Section 3 and Article IX, Section 3 be carried out immediately and

according to an appropriate timeline, which may be different from what is specified in those sections.

- (3) The Council shall resume the voting procedure and timeline outlined in Article VII, Section 3 and Article IX, Section 3 after the permanent Chairperson and permanent Vice-Chairperson are elected under this Subsection (b).
- (c) The voting procedure established in Article VII, Section 3 shall be used for the election process of a permanent Chairperson and/or permanent Vice-Chairperson.

SECTION 6. Duties of the Officers:

- (a) Chairperson - The responsibilities of the Chairperson are:- to preside at all meetings of the Council; set the agenda for Council meetings, to appoint chairpersons and members to all Council committees, as specified in these bylaws, ~~except the Nominating Committee,~~ to appoint Council representatives in relation to other agencies and consumer groups; and to represent the Council as needed. The Chairperson shall have full voting rights on all Council actions. The Chairperson- shall not serve as the chair of any of the Committees established by the Council as described in Article IX. Under extenuating circumstances, if in the opinion of the Chair it is in the best interest of the Council, the Chair may temporarily appoint either the Chair or Vice-Chair to chair no more than one committee as necessary until the conclusion of the extenuating circumstance.
- (b) Vice-Chairperson - The responsibilities of the Vice-Chairperson are to perform all the duties of the Chairperson if the Chairperson is absent or if the upon request of the Chairperson ~~requests the Vice-Chairperson to do so.~~ When acting in the capacity of the Chairperson, the Vice-Chairperson has the same authority as the Chairperson. The Vice-Chairperson also serves as Chair of the Executive Committee and as Parliamentarian. The Vice-Chairperson may serve as the Chair of the Executive Committee, but shall not serve as the chair of any of the other Committees established by the Council as described in Article IX, except for as described in section 6, subdivision (a), above.

SECTION 7. Removal ~~of from~~ Officers:

Action to remove an officer shall be in accordance with the following procedure:

- (a) A Councilmember or group of Councilmembers must submit written notification ~~Written notification must be submitted in person or~~ by registered mail to the Executive Director from Council member(s) describing the -specific reasons why they seek removal of the officer in question.
- (b) The Executive Director shall notify the officer charged by registered mail within two (2) working days of receiving the charges. Any officer-~~member~~ so notified shall

have ten (10) calendar days following notification of the charges to respond to the group or individual seeking removal ~~responsible for notification~~. The officer shall provide a copy of the response to the Executive Director. ~~Following this ten (10) day period,~~ Within ten (10) calendar days of receiving the response from the officer, the responsible party or parties ~~ies~~ shall notify the Executive Director ~~within ten (10) days~~ as to whether or not they still wish to request removal of the officer. If the responsible parties are satisfied by the officer's response that no sufficient cause exists, the matter will be closed with written notice to the Executive Director and to the officer.

~~(c)~~ — If the group or individual requesting removal notifies the Executive Director in writing that they still wish to seek removal of the officer ~~is not satisfied by the response~~ within ten (10) calendar days of receiving the response from ~~of~~ the officer, or if the officer fails to respond in ten (10) calendar days of being notified of the charges, the Executive Director as Clerk of the Council shall put the issue on the agenda at the beginning of the next Council meeting and inform the Council members as to the purpose of the agenda item. If no written notice from the group or individual requesting removal is provided to the Executive Director within 10 calendar days after the officer provides their response to the charges, the matter will be deemed closed and no further action will be taken.

~~(cd)~~ Written charges shall be distributed and reviewed at the specified meeting of the Council.

~~(de)~~ A majority vote shall be required to remove a chairperson or vice-chairperson from office. If removal of the Chairperson is under consideration, the vice-chairperson shall preside.

ARTICLE VIII. EXECUTIVE DIRECTOR

SECTION 1. Appointment:

- (a) The Executive Director of the Council shall be appointed by and serve at the will of the Council in a position exempt from all civil service requirements pursuant to the California Constitution, Article 7, section 4(e) and Welfare and Institutions Code Section 4551. The appointment of the Executive Director shall occur during a regular or special meeting of the Council.
- (b) ~~An~~ performance annual evaluation ~~review~~ of the Council Executive Director shall be coordinated by the Executive Committee and conducted ~~annually~~ by the full Council.

SECTION 2. Responsibilities and Duties:

- (a) The Executive Director shall be the chief administrative officer of the Council and shall have all the authority and responsibility assigned to the director of a state agency including budget, personnel, and contractual transactions. The Executive Director represents Council positions and interests to other agencies, stakeholders, and the public on all Council matters. These duties and responsibilities include authority for entering into and execution of agreements on behalf of the Council in order to implement the policies of the Council. The Executive Director shall hire, supervise, and annually evaluate the staff of the Council.
- (b) The Executive Director is responsible for ensuring that:
 - (1) For the purposes of administration, Council directives are carried out by Council staff through the proper assignment and conduct of Council work, including but not limited to State Plan, grant, and other contracted work.
 - (2) Council members and staff receive training on the federal mandate of the DD Act to conduct and support advocacy, capacity building and systemic change on a statewide level;
 - (3) There is adequate supervision over the development and implementation of standard orientation tools for staff, policy manuals, and trainings addressing program and administrative requirements; and
 - (4) Federal funds shall only be utilized for activities permissible under the DD Act.
- (c) The Executive Director shall be under the direction and control of the Council and shall do and perform such other duties as may be assigned by the Council.
- (d) The Executive Director shall serve as clerk to the Council. The clerk shall aid the Council in conducting orderly and productive Council meetings.

SECTION 3. Removal:

- (a) Action to remove the Executive Director of the Council shall be conducted in accordance with Government Code Section 11120, et. seq.
- (b) ~~—~~The Executive Committee of the Council may recommend removal of the Executive Director during a regular or special meeting. This recommendation shall be taken to the Council during a regular or special meeting for discussion and action.
- (c) A majority vote, during a regular or special Council meeting, shall be required to remove the Executive Director from ~~their~~his or her exempt appointment. ~~The Executive Director shall not be removed except for good cause. The reasons for the removal shall be stated in writing and include the good cause basis for the removal.~~

ARTICLE IX. COMMITTEES

SECTION 1. Authority:

- (a) ~~(a)~~—Subject to the provision of these bylaws, all committees, with the exception of the Executive Committee, shall be advisory and shall not have the power to bind the Council except when specifically authorized by the Council to do so. Recommendations made by advisory committees shall be presented to the Council for adoption in the form of a motion.
- (b) All Committee meetings will provide an opportunity for members of the public to address the Committee. ~~before the Committee discusses or considers each item on the meeting agenda~~ The Chair may limit comment to three minutes for each individual who wishes to engage in public comment, or for more or less time as determined and announced by the Chair prior to the beginning of public comment. Public comment will not be made available if the agenda item is one that will be considered in closed session. ~~Individuals who wish to provide public comments will be allotted up to three minutes to address the Committee. Public comment will not be made available if the agenda item is one that will be considered in closed session.~~
- (c) Committee members who attend meetings by teleconference shall be subject to the provisions of Government Code section 11123.
-
- (d**b**) Subject to provision of these bylaws, a vacancy in the membership of a committee, ~~except the Nominating Committee~~, may be filled by the Council Chairperson at the next available meeting.
- (e**e**) A committee may meet upon call of the chairperson of the committee. In the absence of a committee chairperson, ~~or~~ the Council Chairperson may call upon a committee to meet.
- (f**d**) Unless otherwise specified in these bylaws, the Chairperson and the Executive Director of the Council shall serve ex officio, without vote, on all committees, except the Nominating Committee.
- (g**e**) A committee member may be removed from the committee by the Council Chair after three (3) consecutive unexcused absences. An unexcused absence is an absence of a member when previous notice of absence has not been given to the Committee Chair or Executive Director or appropriate Deputy Director by telephone, e-mail or mail.

SECTION 2. Standing Committees:

- (a) There shall be ~~eight~~^{seven} (8) standing committees of the State Council:
 - (1) Executive Committee
 - (2) ~~Administrative~~Administrative Committee
 - (3) Legislative and Public Policy Committee
 - (4) Self-Advocates Advisory Committee
 - (5) Employment First Committee
 - (6) Membership Committee
 - (7) State Plan Committee
 - (8) Statewide Self-Determination Advisory Committee
- (b) The Chairperson, Vice-Chairperson, and members of each of the standing committees shall be appointed by the Council Chairperson and serve at the pleasure of the Chairperson ~~in accordance with state law~~. In the event of a membership vacancy for any reason ~~in membership or the Chairperson~~, a successor may be appointed by the Council Chairperson. The Committee Chairperson shall set the agenda of each committee meeting. The Chairpersons and Vice-Chairpersons of ~~its~~ standing committees shall be members of the Council who are individuals with intellectual and/or developmental disabilities, or the parent, sibling, guardian, or conservator of an individual with an intellectual and/or developmental disability. All committee ~~chairperson~~ appointments shall be announced to the Council at the next available Council meeting.
- (c) The membership of ~~all standing committees, except the Executive Committee~~, the Employment First Committee, Legislative and Public Policy Committee and ~~the~~ Statewide Self-Determination Advisory Committee, shall be open to non-members of the Council. The expenses of non-Council members may be reimbursed in accordance with State of California reimbursement rules on the same basis as a Council member with the exception of the honorarium.
- (d) All members of the Council shall be expected to serve on at least one standing committee of the Council. However, the Chairperson may excuse a member from serving on a committee.
- (e) The charge of each of these committees shall be as follows:
 - (1) **Executive Committee**

The Executive Committee shall serve as the coordinating body to the Council. The Committee shall:

 - [a] Consist of the Council Chairperson, Vice-Chairperson, the chair of each standing committee, and up to two (2) other Council members.

- [b] Be chaired by the Council Vice-Chairperson.
- [c] Have delegated authority to act on behalf of the Council between meetings, but shall not modify any action taken by the Council unless authorized by the Council to do so. The full Council at the next regular or special meeting shall receive a report of all Executive Committee actions taken between Council meetings.
- [d] Administrative matters shall be a standing agenda item at every meeting and shall include but not be limited to, budget reports, expenditure reports and other major administrative issues.
- [e] ~~Make recommendations to the Council regarding approval of Community Program Development Grants (CPDG) projects to be funded, and allocations, if, in the committee's discretion, the committee chooses to make these recommendations.~~
- [ef] ~~Provide direction to the Executive Director regarding all matters pertaining to Council responsibilities.~~
- [fg] Make recommendations to the Council regarding amendments to the bylaws, changes in committee structure or responsibilities.
- [gh] Make recommendations to the Council regarding Council member training.
- [i] ~~Make recommendations to the Council regarding the presentation of awards on behalf of the Council.~~
- [hj] Make recommendations to the Council regarding matters assigned by the Council ~~or the Council Chairperson.~~
- [ik] Make recommendations to the Council regarding the appointment, evaluation, or removal of the Executive Director.
- [l] ~~Monitor and evaluate State Plan implementation and submit findings to the Council.~~
- [im] Coordinate the Council's litigation activities, as needed, and make recommendations to the full Council.
- ~~[kn] Present a slate of nominees to be elected to the Nominating Committee. Election to the Nominating Committee shall occur at the September Council meeting during election years. Consider the~~

conduct of Council Members such that the conduct interferes with the Council's duties.

(2) Administrative Committee

The Administrative Committee shall assist with monitoring the administrative and budgetary activities of the Council. The Committee shall:

- [a] Be composed of at least three (3) Council Members.
- [b] Make recommendations to the Council regarding allocation of discretionary fiscal resources and other budgetary issues.
- [c] Make recommendations to the Council regarding budgeting for anticipated fiscal resources among Council operations and specific service priorities for inclusion in the State Plan and the Governor's budget.
- [d] Make recommendations to the Council regarding monitoring and evaluating administrative contracts and agreements.
- [e] Make recommendations to Council regarding contracts and agreements in accordance with the Council's contracting rules.
- [f] Monitor and evaluate administrative contracts and agreements; and take actions authorized in all Council contracts and agreements.
- [g] Make recommendations to the Council regarding Councilmember administrative matters and policies, as needed.

(3) Legislative and Public Policy Committee

The Legislative and Public Policy Committee shall be responsible for recommending and monitoring ~~implement~~ the public policy priorities of the State Plan ~~objectives~~ as assigned by the Council. The Committee shall:

- [a] Be composed of at least seven (7) members.
- [b] Review, comment, and recommend positions on significant proposed legislation and/or proposed regulations, policies, procedures, and/or practices.
- [c] Recommend legislation, regulations, policies, procedures, and/or practices consistent with the Council's responsibilities and

objectives.

- [d] Identify and recommend potential Council projects and/or coordinated action on issues consistent with Council responsibilities and objectives.
- [e] Provide testimony and recommendations to the Legislature ~~with regard to~~on matters pertaining to people with intellectual and/or developmental disabilities on positions taken by the Council.
- [f] Respond to other responsibilities as assigned by the Council ~~or Council Chairperson.~~
- ~~[g] Comply with state and federal rules regarding allowable state agency and Council activities.~~

(4) Self-Advocates Advisory Committee

The Self-Advocates Advisory Committee ~~shall advise the Council as a voice for all Californians with intellectual and/or developmental disabilities, by promoting~~shall serve as a voice for people with intellectual and/or developmental disabilities by advising the Council on matters that affect all self-advocates in California. The Committee shall promote State Council participation and peer advocacy ~~that advances to advance~~ independence and ~~inclusion~~inclusive practice. The Committee shall:

- [a] Be composed of ~~self-advocate~~ members of the Council who wish to participate on the committee~~.~~
- [b] Advise the Council ~~regarding self-advocate needs related to serving the Council including manners in which to ensure participation and inclusion in all meetings~~about the needs of self-advocates who are serving on the Council, including best practices that ensure participation and inclusion in all meetings.
- [c] Advise the Council regarding policies, programs and ~~any other area issues~~ affecting self-advocates in California. ~~and engage in other activities approved by the Council.~~
- [d] Review training materials, resources, and ~~other Council produced information documents~~ to evaluate and make recommendations regarding plain language approaches~~.~~
- [e] ~~N~~To nominate a standing representative to the Statewide Self-

Advocacy Network (SSAN).~~:-~~

[f] Engage in other activities as approved by the Council.

[g]~~f~~ Make recommendations to the Council regarding possible agenda items related to the above.

(5) Employment First Committee

The Employment First Committee is responsible for identifying and promoting strategies that increase the number of individuals with intellectual and/or developmental disabilities who engage in integrated, competitive employment. The Committee shall:

[a] Be composed of a representative from each of the following as well as up to five(5) additional subject matter experts to provide technical assistance towards accomplishing the Committee's goals:

- (1) The Department of Developmental Services;
- (2) The Department of Rehabilitation;
- (3) The California Department of Education;
- (4) Each one of the three University Centers of Excellence in California;
- (5) Disability Rights California; and
- (6) A member of the Council's Self-Advocates Advisory Committee.
- (7) Such advisory members as deemed ~~needed~~ necessary to implement the priorities and responsibilities of the Council. These members are non-voting members.

[b] Identify the respective roles and responsibilities of state and local agencies in enhancing integrated, competitive employment opportunities for people with intellectual and/or developmental disabilities.

[c] Identify strategies, best practices, and incentives for increasing integrated, competitive employment opportunities for people with intellectual and/or developmental disabilities, including, but not limited to, ways to improve the transition planning process for students fourteen (14) years of age or older, and to develop partnerships with, and increase participation by, public and private employers and job developers.

[d] Identify existing sources of employment data and recommend goals ~~for,~~ and approaches to measuring progress ~~in, increasing~~ to increase

integrated, competitive employment for persons with intellectual and/or developmental disabilities.

- [e] Identify existing sources of consumer data that can be used to provide demographic information for individuals, including, but not limited to, age, gender, ethnicity, types of disability, and geographic location of consumers, and that can be matched with employment data to identify outcomes and trends of the Employment First Policy.
- [f] Recommend goals for measuring employment participation and outcomes for various consumers within the developmental services system.
- [g] Recommend legislative, regulatory, and policy changes for increasing the number of individuals with intellectual and/or developmental disabilities in integrated employment, self-employment, and microenterprises and who earn wages at or above minimum wage, including, but not limited to, recommendations for improving transition planning and services for students with intellectual and/or developmental disabilities who are [fourteen](#) (14) years of age or older.
- [h] Provide an annual report to the Governor and Legislature each year that describes the work and recommendations of the Committee.
- [i] Meet and consult, as appropriate in carrying out the Committee's responsibilities, with other state and local agencies and organizations, including, but not limited to, the Employment Development Department, the Association of Regional Center Agencies, one or more supported employment provider organizations, an organized labor organization representing service coordination staff, and one or more consumer family member organizations.
- [j] Advise [the Council](#) on other issues related to integrated employment opportunities for persons with intellectual and/or developmental disabilities.

(6) Membership Committee

The Membership Committee shall recruit and vet potential candidates for appointment to the Council and advise the Governor on Council appointments and vacancies. The Membership Committee is responsible for coordinating Council and public input to the Governor regarding all recommendations on behalf of the Council. [The Membership Committee is](#)

also responsible for the recruitment, vetting, and appointment of the Council's Regional Advisory Committees and one-half of the Regional Centers' local Self-Determination Committees. ~~The Chairperson of the Committee is charged with submitting the Council's recommendations to the Governor~~The Executive Director, in consultation with the Committee Chairperson, is charged with submitting Councilmember~~member~~recommendations to the Governor. The Committee shall:

- [a] ~~Be comprised of at least three (3) members, a majority of which whom shall be Council members.~~
- [b] Be comprised of self-advocates and family advocates within the meaning of Welfare and Institutions Code section 4520.
- [c] Coordinate Council and public input regarding appointments to the Governor.
- [d] Solicit recommendations for candidates via social media, email/web alerts, from among self-advocacy groups, family support groups, non-agency Councilmembers, Federal Partners and service providers for the purpose of identifying multiple candidates recommended for appointment and ensuring that membership composition requirements of Section 125(b) of the DD Act and Section 4521 of the Welfare and Institutions Code are met including those pertaining to socioeconomic, geographic, disability, racial, ethnic, and language diversity and in an effort to solicit recommendations from organizations representing a broad range of individuals with intellectual and/or developmental disabilities and individuals interested in individuals with intellectual and/or developmental disabilities.
- [e] While maintaining confidentiality of names, make a report of submissions to the Governor's Office to the Council during the next regular meeting following any submissions.
- [f] In the interest of interagency collaboration and coordination, at least every sixty (60) calendar days, provide written notification to the Council or its Executive Committee, the Designated State Agency, and the Governor's Office of 1) the expiration date of each member's term, and 2) any vacancy existing on the Council that remains unfilled for more than sixty (60) days. Such notification may be made by electronic mail or as part of a Council agenda item, as appropriate.
- [g] Notify the Governor's Office in writing immediately when a vacancy

occurs prior to the expiration of a member's term.

- [h] Solicit support from the Designated State Agency for appointments when a vacancy occurs for more than four (4) months.
- ~~[i] Make recommendations to the Council on membership of Regional Advisory Committees and local self-determination advisory committees as directed by the Council.~~
- ~~[j] Recruit, vet, and appoint one-half to the Regional Centers' members to the local Self-Determination Advisory Committee, ensuring that each committee reflect the multicultural diversity and geographic profile of the catchment area, while considering Regional Manager recommendations during the appointment process.~~

(7) State Plan Committee

The State Plan Committee shall be responsible for ~~reviewing the current State Plan, monitoring its implementation and completion of goals and objectives, recommending areas of focus for grants and other activities for achieving its goals and objectives, and developing subsequent plans.~~ developing the Council's strategic 5-year State Plan and monitoring its implementation and progress. The Committee shall:

- [a] Be comprised of at least three (3) members.
- [b] Advise the Council on the collection and reporting of information on needs, including unmet needs, priorities and emerging issues.
- [c] Make recommendations to the Council regarding ~~policy~~ priorities, goals, and objectives for the State Plan.
- [d] ~~Advise~~ Inform the Council ~~in the planning of the implementation and reporting on~~ progress ~~towards~~ in-meeting the goals and objectives of the Council's State Plan.
- [e] Make recommendations to the Council ~~regarding the grant application on suggested priorities and criteria for grant cycles, proposals, and applications process, and suggested priorities/criteria for proposals.~~
- [f] ~~Develop methods to market and implement successful programs funded by these grants throughout the State.~~ Review grant proposals and make funding recommendations to the Council.

- [g] Carry out other responsibilities as assigned by the Council ~~or the Council Chairperson.~~

(8) **Statewide Self-Determination Advisory Committee**

The Statewide Self-Determination Advisory Committee is a volunteer advisory committee that is set up to advise and make recommendations on ways to increase the effectiveness of the Self-Determination Program related to regional center consumers to the Council. The Committee shall:

- [a] Be comprised of ~~the chairs~~ one chair from each of the 21 local advisory committees or their designees and one Councilmember appointed by the Council Chair. The Councilmember will serve as Co-Chair along with another member elected by the committee.
- [b] Meet at least twice each year but ~~can meet more frequently at the sole discretion of the Council~~ not more than four times a year.
- [c] ~~Advise on the identification of~~ Identify self-determination best practices, effective consumer and family training materials, implementation concerns, systemic issues, ways to enhance the Self-Determination Program, and recommendations regarding the most effective method for Self-Determination Program participants to learn of individuals who are available to provide services and supports.

~~SECTION 3. Nominating Committee:~~

~~The Nominating Committee shall provide advice to the Council relative to the bi-annual election of Council officers. The Committee shall:~~

- ~~(a) Be composed of at least three (3) and not more than five (5) Council members.~~
- ~~(b) Be elected by the Council at the September Council meeting from a slate of nominations presented by the Executive Committee.~~
- ~~(c) Serve for one year. Be elected at least forty-five (45) thirty (30) days prior to the annual election.~~

SECTION 34. Committees, Sub-Committees and Ad-Hoc Committees and Task Forces:

- (a) Committees, Sub-committees, Ad-Hoc committees and Task Forces may be established by the Council to carry out specified State Plan objectives and purposes of the Council.

(b) The term of office and, qualifications of these groups' chairpersons and members shall be established by the Council. The membership of Sub-Committees and Ad-Hoc committees shall be open to non-members of the Council and shall be appointed by the Chairperson of the Council. The expenses of non-Council members may be reimbursed in accordance with State of California reimbursement rules on the same basis as a Council member with the exception of the honorarium.

~~(b)~~(c) Any body created under this section shall report back to Council periodically as required by the Council.

ARTICLE X. COUNCIL ORGANIZATION

SECTION 1. Regional Operations of the Council:

- a) The Council is responsible for engaging in advocacy, capacity, and systemic change activities statewide that implement mandates of the DD Act so that individuals with intellectual and/or developmental disabilities have access to all available services and supports. In order to carry out its federal mandates in a manner consistent with the access, use, and community based principles of Section 101(c) of the DD Act, the Council exercises its authority to establish Regional Offices and Regional Advisory Committees to perform Council work. Pursuant to Welfare and Institutions Code Section 4544(d), such offices and committees shall be constituted and operated according to policies and procedures of the Council. (See Appendix 1, "Policy Questions About the Regional Advisory Committees (RAC).")
- b) Regional Offices and Regional Advisory Committees, being part of the Council, are subject to the Bagley-Keene Act, the Public Records Act, and any other laws applicable to a state governmental entity.
- c) Public notice shall be provided at least 120 days before any changes in the number or boundaries of Regional Offices.
- d) The bylaws, membership composition, terms of members, and membership eligibility in addition to other rules of the Regional Advisory Committees shall be determined by the Council except as provided by Welfare and Institutions Code Section 4546.
- e) At the request of the Council, and according to the policy and procedures of the Council, Regional Advisory Committees will advise, provide input, be a source of data, and perform other activities as described in Welfare and Institutions Code Section 4548.

ARTICLE XI. COUNCIL GENERAL PROVISIONS

SECTION 1. Certification and Inspection:

The original or a copy of the bylaws, as amended or otherwise altered to date, certified by the Council shall be recorded and ~~kept in a book that~~ shall be kept in a location in the principal office of the Council, and ~~such book shall be~~ shall be open to public inspection at all times during office hours. A copy of the current bylaws should also be posted on the Council's website.

SECTION 2. Records, Reports and Inspection:

- (a) The Council shall maintain adequate and correct accounts, books and records of all its business and properties.
- (b) Such records shall be kept at its principal place of business. All books and records shall be open to inspection by the Council and the general public, ~~except those records or data regarding an employee, if such disclosure would constitute an unwarranted invasion of personal privacy, or records of the Council relating to its participation in a judicial proceeding.~~ pursuant to the provisions of the Public Records Act and the Information Act.
- (c) ~~The Council shall prepare, approve, and implement a budget to fund programs, projects, activities, staff, and operations.~~
- (~~c~~) An annual financial report and budgets shall be available for inspection at the Council's principal place of business.

ARTICLE XII. AMENDMENTS OF BY-LAWS

Subject to the limitations of federal and state law, these bylaws shall be reviewed at least ~~biannually~~ every two years. The Executive Committee shall be responsible for the ~~bie~~ annual review of the bylaws, submitting recommendations for adoption of new bylaws and amendments or repeal of existing bylaws to the Council. These bylaws may be amended, repealed or adopted by a ~~two-thirds~~ majority of the Council during any regular or special meeting of the Council so long as a draft of the proposed action was submitted in writing to the Council at least ten (10) days prior to the meeting.



STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Bylaws in Plain Language

What are Bylaws?



- Bylaws are the rules the Council follows.
- Our bylaws explain:
 - ✓ Who we are
 - ✓ What we do
 - ✓ How we do it
- Our bylaws help the Council run good meetings and make good decisions.

Information about the Council



- We are called “the State Council” or “the Council.”
- A federal law called the Developmental Disabilities Act created us. Most people call it the “DD Act.”
- We get our funding (money) from the federal government. We use our funding to run the Council and pay for grants and other activities.
- The DD Act lists some rules we have to follow. We have to follow those rules or we will not get our funding. If we do not get our funding, we cannot do our work.

Independence



The Council is a part of state government, but no one in state government tells us what to do. We are independent. We must follow some state laws, but in the end make decisions for ourselves.

This includes decisions about:

- What we do
- How we spend our money
- Who we hire as our staff

What the Council Wants for People with Developmental Disabilities



The Council works to make life better for people with developmental disabilities and their families.

We want people with developmental disabilities to have good lives. This means they have more chances to:

- Live where they want
- Go to school with their friends and neighbors who do not have disabilities
- Get a job
- Have the support they need

What the Council Does

This is how the Council decides what issues to work on:



- Every 5 years we must create a plan for the upcoming term. This is called our “State Plan.” The State Plan lists the goals and activities we will work on over 5 years. Goals describe what the Council wants to see happen.
- Every year we develop a work plan. The work plans have more information than the state plan. They help us decide how to use our budget and staff time.
- We are always checking to see if we are making progress on our goals.
- We send a report about this to the federal government every year so they know what we are doing with the money they give us.

These are the kinds of things Council members and staff work on together:



We make sure laws and policies in California help people with developmental disabilities.

- Laws and policies are rules we have to follow.
- For example, they tell us what services people can get to help them at home, in school, and in the community.



We help make services better. When services are better:

- More families get good support for their children with developmental disabilities.
- More adults with developmental disabilities get to live where they want, get a job, and do what they want in their community.



We train people with developmental disabilities and their families to be advocates.

- This means they speak up for what they want. They get people and organizations to do things that are good for people with disabilities.



We give people with developmental disabilities and their families information. The information helps them:

- Advocate for themselves
- Find the services and supports they need
- Have a good life

Council Membership

The Council has the following kinds of members:

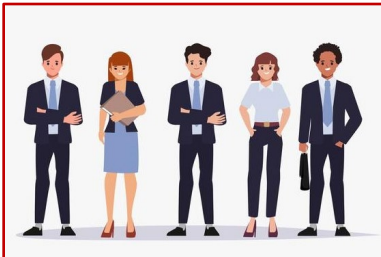


- 1) People with developmental disabilities.
- 2) Family members of people with developmental disabilities.
Family members are husbands, wives, parents, grandparents, aunts, uncles, brothers, and sisters.

Most Council members are people with developmental disabilities and family members.



- 3) At least one Council member must be:
A person with a developmental disability or a family member of a person with a developmental disability who:
 - Lives in an institution, or
 - Used to live in an institution.



- 4) The Council also has members from each of these agencies:
 - Department of Health and Human Services
 - Department of Developmental Services
 - Department of Rehabilitation
 - The Superintendent of Public Instruction
 - Disability Rights California
 - Three people from California university centers working on issues for people with disabilities
 - Department of Aging
 - Department of Health Care Services

Council members:

- Have different kinds of developmental disabilities
- Are men and women
- Are from different races and backgrounds
- Live in all different parts of California

How people become Council members:



The Council looks for people that:

- Want to make life better for people with developmental disabilities and their families, and
- Can help us work on our goals.



People are “appointed” to the Council by the governor. This means they become a member.

Members stay on the Council for 3 years at first. After 3 years, members can stay another 3 years. This can happen if they are interested in staying and they have been good Council members – if so, the Governor appoints them again.

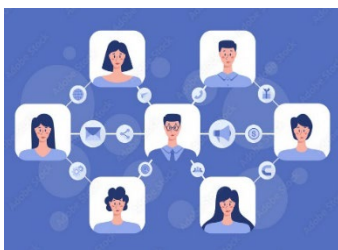
Rules about coming to Council meetings:



- There are 6 Council meetings each year.
- Members must come to as many meetings as they can
- If they miss too many meetings, their Council membership will end. This means they will stop being a Council member.

Conflict of Interest

Council Members



Sometimes a Council member or one of their family members has a connection to an organization that wants money from the Council. The organization wants money to support a project or activity. That means the Council member has a “conflict of interest.”



When we say “family member” we mean:

- Husband or wife
- Girlfriend, boyfriend, or partner
- Parent
- Siblings
- Children



Very Important:

Council members **cannot:**

- Be a part of any discussion about a request for money from an organization or group they are connected to.
- Be a part of any discussion about a request for money from an organization or group their family member is connected to.

- Vote on a request for money from an organization or group they are connected to.
- Be a part of any other Council activity related to a request for money from an organization or group they are connected to.



Council members must tell the Council staff when they are connected to an organization that has asked for Council money.



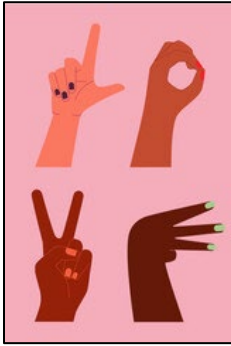
The Council puts information in meeting minutes when a member has a conflict of interest.

Council Meetings

- The Council meets 6 times a year.
- The Council can have more meetings if the Council decides more are needed.



- People that are not Council members can also come to meetings.
- Only Council members can vote at meetings. People that are not members can still come to meetings and make comments to the Council. The comments may have time limits so that everyone has a chance to speak.



- All meetings are at places everyone can get to and get around in, or by video online.
- The Council has a sign language interpreter at meetings if a member or guest needs one.
- The Council can change meeting materials to help members and guests read them. Examples are braille or large print.

Voting



The Council can only take votes at meetings when at least half of the members are there. This is called a “quorum.”



Each Council member gets 1 vote.

Council Leaders



- The Council has a chairperson and vice-chairperson. They are the leaders of the Council.
- Council members pick who will be the chairperson and vice-chairperson every two years. This is called their “term.”



- The Council tries to pick people with developmental disabilities and family members to be the chairperson and vice-chairperson.

LEADERSHIP



LEADERSHIP

The Chairperson:

- Attends Executive Committee meetings and Council meetings.
- Helps Council members participate in meetings and make good decisions.
- Picks Council members to be on the Executive Committee.
- Picks Council members to be on other committees.
- Helps the Executive Director and staff when they work with the governor, legislature, and other organizations.
- Supports the Executive Director.

The Vice-Chairperson:

- Takes over the responsibilities listed above when the chairperson cannot do them.
- Makes sure that meetings follow rules like taking comments, acting on motions, and ending the meeting properly.
- Does other things for the Council when the chairperson or Executive Director asks them to do so.

Committees and Work Teams



- The Council has committees that help run the Council: Executive Committee, Administrative Committee, Membership Committee, Legislative and Public Policy Committee, Self-advocates Advisory Committee, Employment first Committee, State Plan Committee.
- Each Council member is on at least 1 committee or work team.
- The Council can create other committees if needed.
- Committees give reports at Council meetings about what they are working on.

Council Staff



- The Council hires the Executive Director of the Council.
- The executive director hires and supervises the Council staff.

The executive director and staff only do what the Council wants. No one outside of the Council can tell them what to do.

Council Funding (Money)

Council Budget



The Council's budget is a list of everything the Council spends money on.

- The Council makes a new budget every year.
- The budget includes money to pay for:
 - Council staff
 - Council member support
 - Projects and activities
 - Other things that help the Council do its work

Making Changes to these Bylaws



The Council can make changes to the bylaws. Changes are called "amendments." Changes only happen if the Council agrees,

How changes are made:

- The Executive Committee decides what changes it wants.
- The recommended changes are sent to the Council.
- The Council talks about them at a meeting and asks members to vote "yes" or "no."



COUNCIL BYLAWS

PROPOSED UPDATES FOR 2023

Staff Suggested Updates to Bylaws
Brian Weisel – Legal Counsel

Bylaws Update 2023

Reasons for Updates

- Pandemic-related changes
- Evolution of committee responsibilities
- Accessibility/Inclusivity updates
- Update to reflect current practices
- Additional “Plain Language” summary
- Last reviewed in 2018

Major Changes

Removal – page 7

SECTION 5. Removal

- (a) A member of the Council shall not be removed, except for specific, compelling reasons.
- (b) The Executive Committee of the Council may recommend removal of a member of the Council during a regular or special meeting. The written charge shall be provided to the member in question no later than 10 days before any action is taken.
- (c) Action to remove a member of the Council shall be conducted in accordance with Government Code Section 11120, et. seq.
- (d) Should the Executive Committee find cause to remove the member, the recommendation shall be taken to the Council during a regular or special meeting for discussion and, if necessary, action by the full Council.
- (e) A majority vote, during a regular or special Council meeting, shall be required to remove a member.
- (f) Within 15 days of the Executive Committee's finding that a member should be removed, the Executive Director shall notify the Governor.

Major Changes

Updated Meeting Procedure – pg. 9

- (d) All Council meetings will provide an opportunity for members of the public to address the Council before or during the Council's discussion for each item on the meeting agenda. ~~Individuals who wish to provide public comments may do so in person or virtually, depending on how the meeting is held, or in writing. The Chair may limit comment to three minutes Up to three minutes will be allotted for each individual who wishes to engage in public comment, or for more or less time as determined and announced by the Chair prior to the beginning of public comment, or contained in the meeting agenda. The time allotted for public comment may be shortened by the Council due to time constraints. Public comment will not be made available if the agenda item is one that will be considered in closed session.~~
- (e) The Council recognizes the value of meetings held in person, and also recognizes that virtual meetings allow for greater engagement for members in some instances. The Council reaffirms that whether a meeting is held in person or virtually, the meeting should be held entirely in person, or virtually. Hybrid meetings with some members in person and others attending virtually diminish full engagement and therefore should be discouraged.

Major Changes

Chair and VC – pg. 10

SECTION 2. Election of Member Officers:

Election of officers shall occur once every two (2) years. The election shall be held during the last meeting of the appropriate calendar year. Only self and family advocate members shall be eligible to hold office pursuant to Welfare and Institutions Code Section 4521(b)(1). The roles of Chair and Vice Chair shall be held by one a self-advocates and/or a one family advocates, in either combination with each a family advocate and self advocate in either officer role, but not both, as as elected by the Council. At least one of Chair or Vice Chair must be held by a self-advocate. An Officer shall not be elected if there is less than one year remaining in their second term and/or they still sit on the Council pursuant to Welfare and Institutions Code Section 4521(e).

Major Changes

Chair and VC – pg. 10-11

SECTION 3. Voting Procedure:

Council officers shall be elected by a simple majority vote. At the second to last meeting of the second year of the two-year Chairperson cycle, the Council will take nominations from all members for Officers for the next chairperson cycle. ~~Recommendations for officers shall be in the form of nominations from the Nominating Committee. Nominations may also be received from the floor prior to the election, but subsequent to the report of the Nominating Committee. If no nominee is elected by a majority vote,~~

At the last meeting of the two year-Chairperson cycle, the Council will vote for Council Officers from among the members nominated at the prior meeting. The Vote for Chairperson will be first, followed by the vote for Vice-chairperson. The Council will hold a run-off election between the

nominees who received the two (2) highest number of votes. The Council may waive this run-off requirement with a majority vote to waive.

Major Changes

Chair and VC – pg. 12

SECTION 6. Duties of the Officers:

- (a) Chairperson - The responsibilities of the Chairperson are:- to preside at all meetings of the Council; set the agenda for Council meetings, to appoint chairpersons and members to all Council committees, as specified in these bylaws, ~~except the Nominating Committee~~, to appoint Council representatives in relation to other agencies and consumer groups; and to represent the Council as needed. The Chairperson shall have full voting rights on all Council actions. The Chairperson- shall not serve as the chair of any of the Committees established by the Council as described in Article IX. Under extenuating circumstances, if in the opinion of the Chair it is in the best interest of the Council, the Chair may temporarily appoint either the Chair or Vice-Chair to chair no more than one committee as necessary until the conclusion of the extenuating circumstance.
- (b) Vice-Chairperson - The responsibilities of the Vice-Chairperson are to perform all the duties of the Chairperson if the Chairperson is absent or ~~if the~~ upon request of the Chairperson ~~requests the Vice-Chairperson to do so~~. When acting in the capacity of the Chairperson, the Vice-Chairperson has the same authority as the Chairperson. The Vice-Chairperson also serves as Chair of the Executive Committee and as Parliamentarian. The Vice-Chairperson may serve as the Chair of the Executive Committee, but shall not serve as the chair of any of the other Committees established by the Council as described in Article IX, except for as described in section 6, subdivision (a), above.

Major Changes

Executive Director – pg. 13-14

SECTION 2. Responsibilities and Duties:

- (a) The Executive Director shall be the chief administrative officer of the Council and shall have all the authority and responsibility assigned to the director of a state agency including budget, personnel, and contractual transactions. The Executive Director represents Council positions and interests to other agencies, stakeholders, and the public on all Council matters. These duties and responsibilities include authority for entering into and execution of agreements on behalf of the Council in order to implement the policies of the Council. The Executive Director shall hire, supervise, and annually evaluate the staff of the Council.
- (d) The Executive Director shall serve as clerk to the Council. The clerk shall aid the Council in conducting orderly and productive Council meetings.
- (c) A majority vote, during a regular or special Council meeting, shall be required to remove the Executive Director from ~~their~~his or her exempt appointment. ~~The Executive Director shall not be removed except for good cause. The reasons for the removal shall be stated in writing and include the good cause basis for the removal.~~

Major Changes

Executive Committee– pg. 17-18

Removed duties covered by other committees or not reflective of current practice:

Community Grants, State Plan, Council Awards

New duty, may: Consider the conduct of Council Members such that the conduct interferes with the Council's duties.

Bylaws Update 2023

Technical changes

- Bylaws reflect 2022 State Plan
- Committee Descriptions updated to Mission (pg. 14-24)
- Clarified Records Disclosure Policies (pg. 25-26)
- Updated citations, formatting, pronouns, accessibility



COUNCIL BYLAWS PROPOSED UPDATES 2023

Staff Recommendation:

Approve Updated Bylaws with Proposed Changes

MARCH 21, 2023

AGENDA ITEM 9.

ACTION ITEM

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Cycle 46 Program Development Grants

State Plan Chair Kilolo Brodie and State Plan Manager Rihana Ahmad will present Cycle 46 RFP project descriptions, which were suggested by Disability Expert Advisory Panels (DEAP's) and incorporated feedback/edits from State Plan Committee members. The State Plan Committee met on March 2, 2023 to review these descriptions and recommend that the Council approve them. These descriptions identify issues, gaps or systemic problems that may be addressed through the proposed grant proposals and include details about intended outputs, outcomes and impact.

In addition, the timeline will be presented as well as other updates to the grant process.

Attachments

Cycle 46 Project Descriptions

Action Recommended

Approve the Cycle 46 RFP project descriptions.

Education

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all youths and young adults with intellectual and/or developmental disabilities (I/DD) have access to high quality transition programs to give them the tools and knowledge to transition into competitive, integrated employment (CIE).

SCDD is seeking a grantee to work with school-based entities (e.g. schools, districts, Offices of Education, SELPA, etc.) to provide support and assistance to become Employment Networks through Social Security's Ticket to Work (TTW) program.

The Council acknowledges that local education agencies (LEA) and Special Education Local Planning Areas (SELPA) may engage in the process of transition planning (within IEP/ITP meetings) for children, youth and young adults, which can begin at different ages. SCDD is interested in a grant project that will also identify promising practices and/or research-based best practices and recommendations in determining the age at which transition planning should begin.

SCDD is interested in funding a project that will:

1. Develop and implement a marketing strategy to increase the number of school-based entities pursuing Employment Networks status under the TTW program
2. Provide technical assistance and training to school-based entities pursuing Employment Network status, which may include but is not limited to:
 - a. Application for and acceptance as an Employment Network
 - b. Application of best practices in implementing/sustaining CIE
 - c. Other areas of expertise and assistance that may be needed by school-based entities to successfully become and maintain status as an Employment Network
3. Develop a toolkit to assist future educational entities to understand, navigate, apply for, and implement Employment Networks to support transition-aged youths and young adults with I/DD

The project grantee will:

1. Have demonstrated cultural competence in the field of intellectual/developmental disabilities within culturally/economically/ethnically/geographically/linguistically diverse, underserved/unserved populations

2. Have demonstrated subject matter expertise and experience in special education and working with educational entities, including but not limited to local education agencies (LEA), Special Education Local Plan Areas (SELPA), etc.
3. Have demonstrated subject matter expertise in Competitive Integrated Employment (CIE) and Customized Employment (CE)

Priority will be given to projects that focus on culturally, ethnically, geographically, economically and linguistically diverse, underserved/unserved populations (e.g., Black/African American, Asian, Hispanic/Latino, etc., in addition to low-income, bilingual or non-English-speaking, inner city and/or deeply rural populations, homeless or in licensed/foster care settings, and/or those from Native/Tribal communities) in urban and/or rural settings throughout the state.

Employment

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California job seekers with intellectual and/or developmental disabilities (I/DD) have positive incentive and an opportunity to access quality, individualized employment discovery, preparation, placement and support.

SCDD is seeking a grantee to engage with employers, employees with disabilities and other entities to increase awareness about the benefits of competitive, integrated employment (CIE) and employing people with I/DD.

SCDD is interested in funding a project that will:

1. Create a public outreach and social media campaign that includes marketing and video content targeting family and self-advocates, businesses, employers, the public service sector and others with messages about the benefits of competitive, integrated employment (CIE) and hiring people with I/DD
 - a. Identify employees with disabilities and family members who have lived experience with CIE to share their stories and recommendations about obtaining competitive, integrated employment through recorded audio-visual marketing segments
 - b. Identify businesses that have successfully employed people with I/DD to create a network for employers (e.g., corporations, small business owners, non-profit agencies, public entities, etc.) to share success stories through recorded audio-visual marketing segments
2. Produce a report that clearly documents populations reached, hiring and employment retention results, findings (including promising and/or best practices), recommendations, and a blueprint for continuing a CIE recruitment, hiring and public outreach/marketing program and expanding its reach
3. Establish a relationship with business networks, the Department of Rehabilitation (DOR) and regional centers (RC) to collect and share information about incentive programs, resources, and technical assistance (TA) to increase the recruitment of people with I/DD in job openings, training opportunities, and employment retention

The overall project will serve as a replicable model by developing and identifying innovative, promising and/or best practices in successful collaboration, marketing and outreach efforts to promote the practice of the competitive, integrated employment of people with intellectual, developmental and other disabilities.

The project grantee will:

- 1.** Have demonstrated cultural competence in the field of intellectual/developmental disabilities within culturally/economically/ethnically/geographically/linguistically diverse, underserved populations
- 2.** Have demonstrated experience in collaborating with public and private agencies in the field of people with disabilities and/or competitive, integrated employment
- 3.** Have demonstrated subject matter expertise (SME) in Competitive Integrated Employment (CIE) and Customized Employment (CE)

Priority will be given to projects that focus on culturally, ethnically, geographically, economically and linguistically diverse, underserved populations (e.g., Black/African American, Asian, Hispanic/Latino, etc., in addition to low-income, bilingual or non-English-speaking, inner city and/or deeply rural populations, homeless or in licensed/foster care settings, and/or those from Native/Tribal communities) in urban and/or rural settings throughout the state.

Health and Safety

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all Californians with I/DD and their families/caregivers are provided with appropriate guidance and resources for making end-of-life and succession care decisions.

SCDD is seeking a grantee to develop and/or identify promising and/or research-based best practices in end-of-life and succession care planning for people with I/DD and their parent/guardians for integration into regional center (RC) case management and the IFSP/ISP/IPP planning, development and implementation process.

SCDD is interested in funding a project that will:

1. Engage in collaboration with one or more Probate and/or Certified Elder Law Attorneys (CELA), with expertise in end-of-life and succession care planning for people with intellectual/developmental disabilities (PwI/DD) to develop succession care and end-of-life options
2. Include the intersection of those underserved populations of PwI/DD dealing with economic, geographic, racial and/or cultural/language disparities
3. Develop and/or identify and enhance existing curriculum, and provide training for PwI/DD, family members, caregivers, RC, Department of Aging Ombudsmen and Adult Protective Services personnel, healthcare providers and/or first responders about end-of-life and succession care planning for PwI/DD, including RC client plans, person-centered thinking and planning (PCT/PCP) opportunities, and residential/care options
4. Create a guidebook that identifies promising and/or research-based best practices that will serve as the basis for developing and implementing T4T curricula
5. Produce a final report outlining the steps taken, professionals consulted and/or trained, promising/best practices established and implemented, recommendations for ongoing statewide implementation, and projected/achieved outcomes and/or impact of project

The project grantee will:

1. Have demonstrated cultural competence in the field of intellectual/developmental disabilities within culturally/economically/ethnically/geographically/linguistically diverse, underserved populations

2. Have demonstrated subject matter expertise in planning for and implementation of those supports (including information and/or technical assistance) necessary to meet impending, immediate and future social, legal and service needs of PwI/DD and their families

Priority will be given to projects that focus on culturally, ethnically, geographically, economically and linguistically diverse, underserved populations (e.g., Black/African American, Asian, Hispanic/Latino, etc., in addition to low-income, bilingual or non-

English-speaking, inner city and/or deeply rural populations, homeless or in licensed/foster care settings, and/or those from Native/Tribal communities) in urban and/or rural settings throughout the state.

Self-Advocacy

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all Californian youth and young adults with intellectual and/or developmental disabilities (I/DD) have access to opportunities to build and practice leadership and self-advocacy skills that will allow them to be self-determined and confident in gaining access to the civil and service rights, supports and resources that they need to live as they choose. SCDD is seeking a grantee to create a replicable Youth Leadership outreach, training and support forum/model.

SCDD is interested in funding a project that will:

1. Create, adapt or enhance basic and advanced self-advocacy curricula and provide training on disability awareness, safety tips, disclosure, appropriate/available accommodations, modifications and/or supports, civil and/or service rights, and self-governance
2. Partner with existing self-advocacy organizations and provide reasonable compensation to self-advocate leaders/trainers that provide peer assistance to youth in applying for and engaging in public service opportunities through work on a cross-disability or community-based coalition, committee, and/or board
3. Conduct outreach to youth and young adults with I/DD from unserved and underserved communities and identify/develop and/or provide inclusive leadership opportunities
4. Provide individual technical assistance (TA) or group TA clinics to facilitate/assist/educate youth and young adults with disabilities in acquiring assistive technology (AT), internet service/access, and/or other equipment vital to peer and community engagement, and provide information/resources that address risk identification, prevention, and response techniques to address cyberbullying by or against youth and young adults with I/DD in AT/social media environments
5. Produce a comprehensive report that a) identifies the information, training, knowledge, and resources necessary to recognize and advocate for one's own and/or peer-based civil and service rights; 2) documents the project, including real/potential barriers, promising and best practices used, underserved geographic/cultural/linguistic populations reached, expected and resulting outcomes and impacts for youth with disabilities; and, 3) provides recommendations for model implementation and project continuation within other regions and/or populations

The project grantee will have:

1. Demonstrated cultural competence in the field of intellectual/developmental disabilities within culturally/economically/ethnically/geographically/linguistically diverse, underserved populations
2. Demonstrated subject matter expertise (SME) in outreach to and provision of services, supports, training and/or advocacy for the social/service rights of youth and young adults with I/DD
3. Demonstrated outreach to, knowledge of and collaborative experience with governance entities (e.g. cross-disability, community-based coalitions, committees, and/or boards, etc.)
4. Demonstrated SME in assistive technology (AT), internet service/access, and/or other equipment and devices used in social media and public communication environments
5. Demonstrated knowledge of safety issues (e.g. cyber-bullying, safe disclosures, abuse reporting, etc.) and appropriate protective responses within public and social media environments for youth and young adults with I/DD

Priority will be given to projects that focus on culturally, ethnically, geographically, economically and linguistically diverse, underserved populations (e.g., Black/African American, Asian, Hispanic/Latino, etc., in addition to low-income, bilingual or non-English-speaking, inner city and/or deeply rural populations, homeless or in licensed/foster care settings, and/or those from Native/Tribal communities) in urban and/or rural settings throughout the state.

MARCH 21, 2023

**AGENDA ITEM 10.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Chair Report and Committee Reports

Council Chair Wesley Witherspoon will provide Councilmembers with an oral report about his recent activities and current priorities for the Council.

SCDD Committee reports have been provided for informational purposes.

Attachment(s)

Employment First Committee (EFC) meeting summary for 02/02/23

Statewide Self-Determination Advisory Committee (SSDAC) meeting summary for 02/09/23

Administrative Committee meeting summary for 02/17/23

State Plan Committee (SPC) meeting summary for 03/02/23

Executive Committee meeting summary for 03/21/23

Membership Committee meeting summary for 03/23/23

Handout(s)

The Legislative and Public Policy Committee (LPPC) will meet on 03/16/23.

The meeting summary will be provided as a handout.

The Self-Advocates Advisory Committee (SAAC) will meet on 03/20/23. The meeting summary will be provided as a handout.

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

Date of Meeting

February 2, 2023

Meeting's Focus

The Employment First Committee (EFC) met on February 2nd. The meeting began by welcoming new Committee Chair, Julie Gaona. Members were then provided updates from Deputy Director's Tania Morawiec and Bridget Kolakosky. Deputy Director Morawiec provided updates on Competitive Integrated Employment (CIE) implementation activities, including the NEON grant. Deputy Director Kolakosky presented State Legislative updates that included the status of the Council's 2022 Bill Idea Contest and planned legislative priorities for 2023.

The focus of meeting included adopting SMART Goals and finalizing 2022 EFC Report outline and identifying section responsibility.

Members concluded their meeting with updates on standing agenda items such as the implementation status of data sharing legislation, the CIE Blueprint, Workgroup activities and more.

Items Acted Upon

- EFC approved the October 2022 meeting minutes.
- EFC adopted SMART Goals to expand the Committee.

Future Meeting Dates

May 4th, July 13th and October 12th.

AGENDA ITEM 10B.**STATEWIDE SELF-DETERMINATION ADVISORY COMMITTEE (SSDAC)
SUMMARY**

Date of Meeting

February 9, 2023

Meeting's Focus

The Statewide Self-Determination Advisory Committee (SSDAC) met on February 9th. The meeting began with the introduction of the new SCDD-appointed Co-Chair, Viviana Barnwell. Members then heard from Co-Chair Rick Wood who reported on several self-determination program (SDP) related items, including the status of the Committee's current priorities and the work of the SSDAC Workgroup since the last meeting.

Staff from DDS then provided members with an update on SDP-related activities, including relevant updates on directives, the FMS crisis and more.

Executive Director Aaron Carruthers provided members with an update on the SDP-related activities the Council is engaging in, including the Statewide Orientation.

Following lunch, SSDAC members heard from members of the Self-Determination Advocate Leadership Committee (SDALC) on the Committee's purpose, a barrier they have identified and a proposed solution to that barrier.

During the second half of the meeting, the Committee focused on reviewing and providing feedback on the SDP Best Practices Platform, which is currently under development.

Item's Acted Upon

Approval of the December meeting minutes.

Future Meeting Dates

The Next meeting will take place in late April or early May.

AGENDA ITEM 10C.**ADMINISTRATIVE COMMITTEE SUMMARY**

Date of Meeting

February 17, 2023

Meeting's Focus

The Administrative Committee met on February 17th to receive an update on current year budget expenditures and review the 2023-24 Proposed SCDD Budget.

Members requested a one-time increase of \$40,000 to Program Development Grant funding and recommended that the Executive Committee approve the 2023-24 SCDD Budget. The Executive Committee will consider these recommendations on February 21st.

Members concluded the meeting after receiving an updated copy of California's out-of-state Travel Prohibition list.

Item's Acted Upon

- Approval of the February 2022 meeting minutes.
- The Administrative Committee reviewed and recommended that the Executive Committee approve the SCDD 2023-24 proposed budget.
- The Administrative Committee recommended that the Executive Committee provide a one-time increase of \$40,000 for PDG, provided it is allowable.

Future Meeting Dates

To be determined.

AGENDA ITEM 10D.

STATE PLAN COMMITTEE SUMMARY

Date of Meeting

February 7, 2023

March 3, 2023

Meeting's Focus

Program Development Grants

Members met on February 7, 2023, to review Cycle 46 RFP project descriptions suggested by SCDD Disability Expert Advisory Panels (DEAP's). The Committee choose grant projects to move forward and requested some changes to the descriptions.

Members met again on March 3rd to review the revised project descriptions and made final edits. Following their review, members acted to recommend that the Council approve the Cycle 46 RFP project descriptions.

Cycle 46 Grant Submission Platform

Committee members also previewed the Grantvantage Grant Submission Platform that is under development for Cycle 46 Program Development Grants.

Items Acted Upon

- The Committee approved the November 2022 Meeting Minutes
- The Committee approved the February 2023 Meeting Minutes
- The Committee recommended approval of the Cycle 46 RFP project descriptions to the full Council at the March 21, 2023 Council meeting.

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

Date of Meeting

February 21, 2023

Meeting's Focus

The Executive Committee met on February 21, 2023. The meeting's focus centered on one sponsorship request, seven conflict of interest waiver requests, SCDD budget update, update to Council bylaws, changes to SSAN Memorandum of Understanding (MOU), and an out-of-state travel (OST) restriction update.

Executive Director Carruthers provided Committee members with a report sharing updates on activities that SCDD is doing for Black History month, strategic grants and partnerships, and to announce the new grant application portal.

Items Acted Upon

- Approval of the October 2022 meeting minutes.
- Sponsorship request from the CHOICES Institute.
- Conflict of interest waiver requests from Regional Center Board Members Diane Larson, William Lewis, Laura Oakes, Rocio Sigala, Susan Xiong, Valerie De La Rosa and Treasurer Ana Quiles.
- Approval of the FY 2023-24 proposed SCDD budget to send to the full Council for consideration.
- Approval of the suggested amendments to the Council's Bylaws and Plain Language Guide to send to the full Council for their review and approval.
- The Committee adopted the suggested changes to the SSAN MOU.

Future Meeting Date

April 18, 2023

AGENDA ITEM 10F.

MEMBERSHIP COMMITTEE SUMMARY

Date of Meeting

February 23, 2023

Meeting Focus

The Membership Committee met on February 23rd. The meeting focused on Council, Regional Advisory Committee (RAC) and Local Self-Determination Advisory Committee (SDAC) vacancies, reappointments, and removals. The Committee also reviewed a revised Unprofessional Conduct policy and acted to adopt this policy for the SCDD-appointed Local SDACs and RACs.

Items Acted Upon

- The Committee approved the May 2022 meeting minutes as presented.
- The Committee acted to move applicants 718 (San Diego Imperial), 162 (North Bay), 536 (San Diego Imperial), 727 (At-Large), 732 (At-Large) and 526 (San Diego Imperial) forward to the interview phase of the appointment process for Council vacancies.
- The Committee acted to move applicants 679, 685, 711, 524 and 527 to the interview process for future Council vacancies.
- The Committee acted to adopt all the regional office manager's recommendations to appoint and/or remove identified RAC applicants/members to the regional office advisory committees.
- The Committee acted to adopt all the regional office manager's recommendations to appoint and/or remove local SDAC applicants/members to identified regional centers.
- The Committee acted to revise and adopt the Council's Unprofessional Conduct policy for RAC and SCDD-Appointed Local SDAC members.

Future Meeting Dates

November 2, 2023

MARCH 21, 2023

**AGENDA ITEM 11.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Executive Director Report and Staff Reports

SCDD Executive Director Aaron Carruthers will provide Councilmembers with an oral report regarding recent Council activities. Additionally, SCDD Staff reports have been included in the packet for informational purposes.

Attachments

Chief Deputy Director Report
Deputy Director of Policy and Public Affairs Report
Deputy Director of Regional Office Operations Report
C.R.A./V.A.S. Update Report
QA Project Update Report

Handout

Executive Director Report

Chief Deputy Director's Report: March 2023

The Chief Deputy Director (CDD) continues overseeing operational matters, in concert with staff, and identifying organizational tools to assist the team. Time also has been spent meeting with staff, management, and external partners on various programs, program policy, and implementation, including the Supported Decision-Making Technical Assistance Program (SDM TAP). Other projects include collaborative conversations with DDS partners regarding the CRA/VAS and QA programs, and other opportunities/project ideas regarding employment and quality assessment surveys. Conversations address funding and contracting matters as well as program efficiencies such as digital surveying strategies.

The Chief Deputy Director continues to facilitate and oversee SCDD's administrative functions such as budget management, contracts, and day-to-day operations.

Program

- Participated in bi-weekly meetings with the full regional management team.
- Continuing to work with the Department of Social Services regarding technical budget operations in response to the departure of SCDD's budget manager.
- SCDD secured a Unique Entity Identifier for SCDD for purposes of federal grant applications and is completing the necessary registration with other grant portals such as Grants.gov. This provides SCDD expanded opportunities for additional grants to support our work.
- Met with AB 1663 co-sponsors and the coalition to discuss and plan SMD TAP implementation and worked with the Department of Finance to secure allocation of the program's funding (i.e., \$5 million).

- SCDD began its recruitment for three positions to support the SDM-TAP grant program. We will hire one grants manager and two grants management analysts

Administrative

- Reviewed several program and administrative contracts for approval.
- Reviewed and approved numerous invoices for program, administrative, and operational services.
- Resolved several state data system access and utilization problems on behalf of staff and management and worked closely with state-level information security personnel to manage against increasing cybersecurity threats.

Personnel

- Conducted another round of interviews to backfill our budget manager position. We met with several strong candidates. We're optimistic that we will be successful in this round.
- Finalizing the recruitment to back-fill the Vaccine Project Manager position.

REPORT FROM DEPUTY DIRECTOR, POLICY AND PUBLIC AFFAIRS

2022 SCDD BILL IDEAS CONTEST UPDATE

We finalized the 2022 bill ideas report last month. The report includes all of the contest submissions. We are now circulating the report with relevant state departments, the Governor's office and in the legislature. We will be gathering feedback from individual legislative offices on their interest in championing and idea.

The "bill ideas" link on our website remains active, we welcome ongoing submissions.

SB 639 REPORT – TRANSITION PLAN TO PHASE OUT SUBMINIMUM WAGES

The report that lays out how to transition approximately 6,000 individuals out of subminimum wages (also known as sheltered workshops) was released this month. The 45 page report contains all of the elements required in SB 639, including recommendations, benchmarks and timelines.

The report has over 70 recommendations; some require a statutory fix, some would be implemented by way of regulation and some are a matter of business practice and communications efforts. There are recommendations that apply to all engaged departments including DDS, DOR and CDE.

Ultimately, the report is about transitioning the 6,000 individuals in the 14(c) program to competitive integrated employment, but it is also a broad exploration of people with disabilities in the workforce; it discusses supports and services and their shortfalls, challenges, best practices and identifies statutorily mandated information including the recommendations, DOR and DDS data, timelines and benchmarks. SCDD embraced the task of developing a plan and recommendations, we all should rally to help guide the departments in implementation of the transition.

To contain the size of the report we did not attached the appendices, those are available on SCDD's SB 639 website and include an immense amount of supplemental materials as cited in the report.

Policy staff will work with LPPC in prioritizing one of the recommendations.

SUPPORTED DECISION MAKING TECHNICAL ASSISTANCE PROGRAM UPDATE (SDM-TAP)

SCDD has begun the work of developing SDM-TAP. We are meeting with the named partners (DRC and UC Davis MIND Institute) to inform the grant development process.

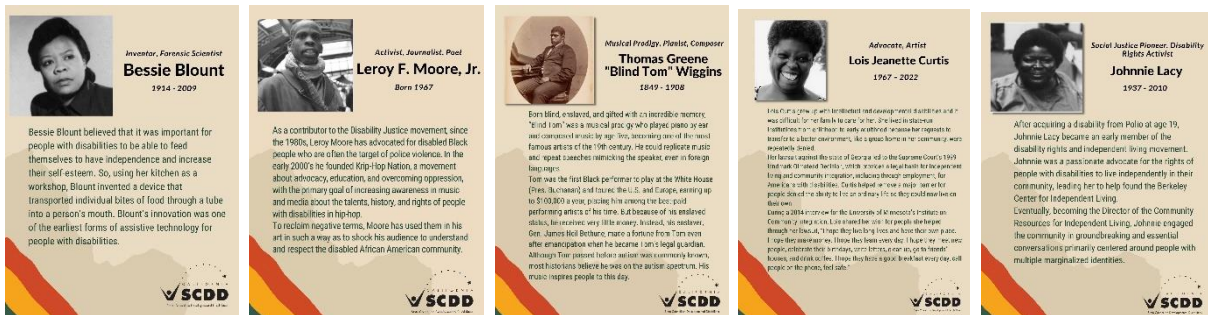
Meetings will continue through the spring and summer and will expand to include AB 1663 coalition members, relevant state agency and departments, and we will be hosting community conversations statewide to gather the important feedback and recommendations from self-advocates, family advocates and professionals in the field.

COMMUNICATIONS UPDATE

OUTREACH

- ✓ January News & Events email messaging with the first public announcement about the release of ***The Report: Transition Plan to Phase out Subminimum Wages: SB 639 (2021, Durazo)*** disseminated to nearly 17,000 unique email addresses, including the CA Legislature.
- ✓ January emergency winter storm shelter information and shelter update. Messaging included information from CalOES and the American Red Cross with a list of open shelters, including a real-time map of shelters in the flood risk counties.
- ✓ Statement from the Council about the Monterey Park mass shooting which included a re-issue of the Council's *Plain Language Active Shoot Guide for People with Disabilities* and a list of safety and emergency resources from state partners. Disseminated to over 11,000 unique email addresses, including the CA Legislature.

- ✓ February Events email messaging that included a special message about the origins of Black History Month and this year's theme of "Black Resistance" disseminated to over 11,000 unique email addresses, including the CA Legislature
- ✓ The Council commemorated Black History Month with a social media campaign that aligned with the theme of "Black Resistance." Corresponding creative was developed that featured the contributions of five Black Americans, past and present, who have significantly contributed to the disability advocacy and disability rights movement through resistance featured on Instagram, Facebook, and Twitter.



Intro Post:

<https://twitter.com/CalSCDD/status/1620862329771667456>

Bessie Blount:

<https://twitter.com/CalSCDD/status/1621662065583886341/photo/1>

Leroy Moore, Jr.

<https://twitter.com/CalSCDD/status/1623037458807148544>

Blind Tom Wiggins

<https://twitter.com/CalSCDD/status/1624133017596985345>

Lois Curtis

<https://twitter.com/CalSCDD/status/1625658883284025348>

Johnnie Lacy

<https://twitter.com/CalSCDD/status/1627830812665315333>

- ✓ Participated in legislative outreach planning meetings and assisted regional offices and partners with disseminating information about upcoming initiatives (including webinars and live in-person events) via statewide email or social media.

BRANDING

- ✓ Completed: SSDAC – An easy-to-understand flow-chart for the Self-Determination Program (flow-chart for prospective participants) to provide a brief overview of the program.
- ✓ In Progress: Suite of eight SCDD branded design elements for staff wide use

REPORT FROM: TANIA MORAWIEC

DEPUTY DIRECTOR, PLANNING & REGIONAL OFFICE OPERATIONS

REPORT RANGE 1/13/23-3/7/23

SCDD's Commitment to Reaching Underserved Communities:

SCDD applied to and was accepted into an Association of Community Living, Disability Employment Technical Assistance Center Peer e-Learning Community: *Engaging Diverse Communities: Implications for Competitive, Integrated Employment*

This opportunity will help SCDD support the implementation of SB 639 by providing equity and diversity training specific to employment service implementation. The concepts learned will be shared across the agency and enhance the way we do work across all our state plan goal areas.

This two-part series is designed to: (1) examine historical trauma and its impact on persons with disabilities, their families, and the communities in which they live; and (2) highlight the role of cultural brokering to engage members of minoritized communities.

Over 4 sessions, staff will learn the following concepts and how to apply them in a way that creates strong community connections:

Session 1: Objectives Part 1 – Taking a Deeper Dive: Applying Principles and Practices of Cultural Competence

Session 2: Objectives Part 2 – Taking a Deeper Dive: Applying Principles and Practices of Linguistic Competence

Session 3: Objectives Part 1 – Engaging Communities with Deep Historical Wounds

Participants will:

1. Define historical trauma.
2. Describe historical and present trauma experienced by members of diverse racial, ethnic, disability, religious, and LGBTQI+ communities.

3. Cite six key approaches to engage communities that have experienced historical trauma and their implications for Competitive Integrated Employment and Community Living.

Session 4: Objectives Part 2 – Engaging Minoritized Communities: The Essential Role of Cultural Brokering

Participants will:

1. Define the concept of cultural brokering.
2. List the attributes, knowledge, and skills of a cultural broker.
3. Cite guiding principles of cultural brokering.
4. Review six key strategies for engaging diverse communities and their implications for Competitive Integrated Employment and Community Living.

Additional Staff Upskilling and Training

Many staff members in the Education DEAP have been enrolled in a Wrightslaw Training. Wrightslaw special education law and advocacy training programs are designed to meet the needs of parents, advocates, attorneys, educators, health care providers, and others who represent the interests of children with disabilities and their families.

A staff member is enrolled in the April Elevatus Train the Trainer Cohort. This is a 3-Day Certificate Training for anyone who works with people with developmental disabilities and wants to lead sexuality education classes and staff/parent trainings. This training will give SCDD staff the curriculum, tools, and skills you need to teach sexuality education classes and lead staff/parent trainings.

Activity Examples:

Offices across the state work diligently to identify and meet community need for advocacy, education and targeted resources. The following examples illustrate the diversity of issues and variety of stakeholder groups requesting assistance from regional offices.

Technical Assistance	Training and Events										
Technical Assistance, or providing guidance when people experience challenges with disability services or supports, is an important part of the work each regional office does. SCDD logs contacts in three categories: self-advocate, family advocate and “other” which is often comprised of professionals like educators and service providers. <table border="1"> <thead> <tr> <th colspan="2">TA (reported in AR) ▾</th> </tr> </thead> <tbody> <tr> <td>TA - SA</td><td>463</td></tr> <tr> <td>TA - FA</td><td>1,169</td></tr> <tr> <td>TA - Others</td><td>498</td></tr> <tr> <td>Sum</td><td>2,130</td></tr> </tbody> </table>	TA (reported in AR) ▾		TA - SA	463	TA - FA	1,169	TA - Others	498	Sum	2,130	153 trainings were given by SCDD staff during this reporting period. 42 events were held. An example of leadership training provided in this reporting period is: Self Advocacy, How to be a Board Member Training An LA training explored using regional center, transportation agencies, and nonprofits to demonstrate concepts and to make attendees aware of places they could apply to be a board member or advisory committee member.
TA (reported in AR) ▾											
TA - SA	463										
TA - FA	1,169										
TA - Others	498										
Sum	2,130										

Activity Samples from this reporting period:

- **Co-Occurring Disability Mental Health, Self-Advocacy**

SCDD OCRO staff facilitated and participated in the Peer Voices of Orange County "Community Voices" meeting on 10/27/2022 via Zoom to share information about some of the collaboratives we partner on, the importance of community connection, and recent regional office highlights. There were 8 peers (self-advocates) in attendance. SCDD OCRO is joining Peer Voices of Orange County in a peer-led movement focused on advocating and communicating the needs and opinions of peers (people who live with behavioral/mental health conditions) and

behavioral health care providers. These community voices meetings are a way to share resources with those with disabilities and partner with collaborative agencies to improve services accordingly. SCDD OCRO staff has been stepping back in facilitation to allow for self-advocates to take the spotlight. Today's meeting also included a presentation from Laura's House, an emergency shelter to women and children fleeing domestic violence situations. They also offer counseling and some legal services as well to DV survivors.

- **Employment**

In San Jose as a guest of the Self Advocate Aktion Klub of the Simi Valley Kiwanas, staff lead a discussion on employment and the concepts of Vocational Discovery and Customized Employment. Staff gave out email addresses so participants can reach out for technical assistance with vocational planning.

CRA/VAS

SCDD AT WORK INSIDE CALIFORNIA DDS STATE-OPERATED FACILITIES

CENSUS as of March 1, 2023: 225

(Porterville DC, Canyon Springs CF, and Desert STAR)

SCDD and DDS renewed the interagency agreement providing CRA/VAS services to individuals residing in and transitioning from the DDS state operated facilities and on-site STAR units for another five year cycle. VAS services were extended from twelve to twenty-four months post placement. SCDD and DDS originally collaborated to provide CRA/VAS services for individuals in five developmental centers and two community facilities beginning in 1998.



Program Activity for January and February 2023

Canyon Springs Community Facility and Desert STAR Unit

COVID restrictions have relaxed due to low incidences. Testing continues for new admits. COVID testing is voluntary for staff. No units have been quarantined during this reporting period. VAS services are reaching incarcerated individuals. CRA attended 24 client meetings, conducted rights training for staff and 3 self-advocacy trainings via client council, reviewed 5 denial of rights, filed one writs of habeas corpus this period. VAS is serving 42 clients both at CS and in the community this period. VAS participated in 27 client meetings and conducted 2 self-advocacy trainings. VAS working with Regional Centers to connect with recently transitioned individuals.



Census
Canyon Springs: 35

Desert STAR: 8

Porterville Developmental Center

SCDD welcomes Maria Arredondo to our CRA/VAS team as the PDC Clients' Rights Advocate. Maria spent 18 years at Tulare County Child Welfare Services where she was involved in all aspects of child abuse investigations and court representation. The CRA was on-boarded and provided new employee orientation for SCDD and DDS. VAS advocated with the CS VAS for successful transition of individuals into PDC territory. VAS attended over 40 individual client and committee meetings and conducted one self-advocacy event this period.



Census
Porterville: 182



Quality Assessment Project (QAP) Report

March 2023

Cycle: In-Person Survey (IPS)

After four months of administering the NCI, **4,826** individuals and/or their proxies statewide have been surveyed during this IPS cycle by approximately 230 independent contractors. The target for all 21 regional centers remains at 400 each, for a statewide goal of 8400 surveys. Sixteen (16) of the twenty-one (21) regional centers have already met or exceeded the mid-cycle goal of 200 surveys completed. **See Figure 1 and Table 1** for Regional Center progress breakdown.

Surveys continue to be conducted with individuals with intellectual/developmental disabilities (I/DD) and/or proxies who have been identified as knowing the individual well. Proxies can include family members, friends, and service providers. Those eligible to participate in the survey are adults who receive at least one regional center funded service in addition to case management. Participation in these surveys remain voluntary.

During this cycle, SCDD is offering the choice to have the surveys completed by video conference or face to face at the location preferred by the respondent. To date, statewide 55% of respondents preferred to have surveys completed by videoconference, while 45% chose the option of face to face. To view survey mode breakdown by regional center, see **Figure 5 and Table 2**.

Progress by Race/Ethnicity:

For the 2022-2023 cycle, DDS has chosen to enhance data collection with a focus on obtaining a sample from each regional center that has proportionate representation from five ethnoracial groups (i.e., African American/Black, Asian, Hispanic, White, and Other).

To ensure balanced representation of individuals who are receiving services from all 21 regional centers is obtained, the regional center sample of 400 was divided among the five ethnoracial categories based on the percentage of the regional center population that is identified as a member of that group. See **Figures 2, 3 and 4** for regional center progress by Race/Ethnicity.

Figure 1: Completed Surveys by Regional Center

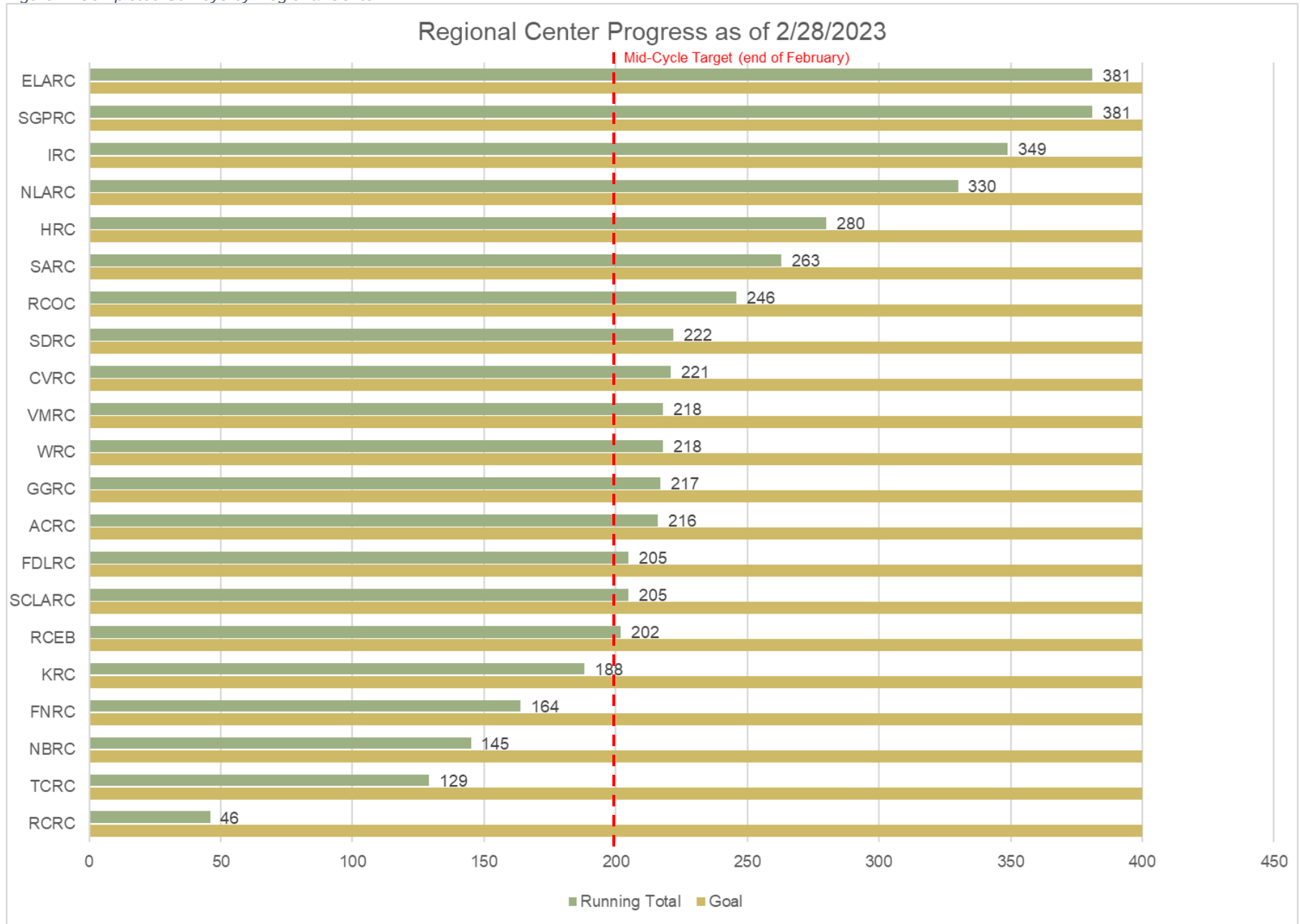


Table 1: Progress by Regional Center (as of 2/28/2023)

Regional Center	Goal	NOV	DEC	JAN	FEB	YTD Complete	% Toward Goal
ACRC	400	33	60	57	66	216	54%
CVRC	400	64	36	67	54	221	55%
ELARC	400	69	75	153	84	381	95%
FDLRC	400	32	50	71	52	205	51%
FNRC	400	13	37	43	71	164	41%
GGRC	400	33	67	63	54	217	54%
HRC	400	12	100	81	87	280	70%
IRC	400	45	55	143	106	349	87%
KRC	400	31	25	59	73	188	47%
NBRC	400	3	16	34	92	145	36%
NLACRC	400	51	50	68	161	330	83%
RCEB	400	51	50	53	48	202	51%
RCOC	400	38	73	59	76	246	62%
RCRC	400	4	9	10	23	46	12%
SARC	400	38	77	54	94	263	66%
SCLARC	400	32	45	69	59	205	51%
SDRC	400	27	55	80	60	222	56%
SGPRC	400	40	108	132	101	381	95%
TCRC	400	11	11	45	62	129	32%
VMRC	400	30	59	68	61	218	55%
WRC	400	32	31	65	90	218	55%
Statewide	8400	689	1089	1474	1574	4826	57%

For Statewide and Regional Center Reports regarding past completed survey cycles, please go to: <https://www.dds.ca.gov/rc/nci/>

Figure 2: Progress by RC and Race Ethnicity as of 2/28/2023

	Goal	Complete	% Goal
Alta California	399	216	
Asian	29	20	69%
Black	48	30	63%
Hispanic	54	28	52%
Other	38	24	63%
White	230	114	50%
Central Valley	400	221	
Asian	24	9	38%
Black	30	25	83%
Hispanic	186	112	60%
Other	20	11	55%
White	140	64	46%
East Bay	399	202	
Asian	62	32	52%
Black	84	28	33%
Hispanic	65	36	55%
Other	40	25	63%
White	148	81	55%
Eastern LA	399	381	
Asian	51	25	49%
Black	7	6	86%
Hispanic	274	277	101%
Other	14	17	121%
White	53	56	106%
Far Northern	399	164	
Asian	9	2	22%
Black	10	1	10%
Hispanic	32	24	75%
Other	26	20	77%
White	322	117	36%
Frank D. Lanterman	401	205	
Asian	53	25	47%
Black	37	22	59%
Hispanic	161	60	37%
Other	12	13	108%
White	138	85	62%
Golden Gate	401	217	
Asian	96	43	45%
Black	41	46	112%
Hispanic	66	30	45%
Other	36	32	89%
White	162	66	41%

Continued on next page

Figure 3: Progress by RC and Race/Ethnicity as of 2/28/2023

Harbor	399	280	
Asian	53	39	74%
Black	53	45	85%
Hispanic	143	66	46%
Other	34	25	74%
White	116	105	91%
Inland	400	345	
Asian	17	17	100%
Black	53	33	62%
Hispanic	175	163	93%
Other	18	7	39%
White	137	125	91%
Kern	400	188	
Asian	10	3	30%
Black	43	20	47%
Hispanic	155	115	74%
Other	25	6	24%
White	167	44	26%
North Bay	400	145	
Asian	25	4	16%
Black	43	11	26%
Hispanic	72	10	14%
Other	38	15	39%
White	222	105	47%
North LA County	401	330	
Asian	26	24	92%
Black	46	37	80%
Hispanic	153	151	99%
Other	17	17	100%
White	159	101	64%
Orange County	400	246	
Asian	60	50	83%
Black	9	12	133%
Hispanic	111	55	50%
Other	38	20	53%
White	182	109	60%
Redwood Coast	401	46	
Asian	5	2	40%
Black	8	0	0%
Hispanic	37	3	8%
Other	32	6	19%
White	319	35	11%

Continued on next page

Figure 4: Progress by RC and Race/Ethnicity as of 2/28/2023

San Andreas	401	263	
Asian	77	52	68%
Black	13	8	62%
Hispanic	123	107	87%
Other	33	15	45%
White	155	81	52%
San Diego	399	222	
Asian	29	31	107%
Black	31	20	65%
Hispanic	137	80	58%
Other	36	23	64%
White	166	68	41%
San Gabriel/Pomona	400	381	
Asian	47	33	70%
Black	31	33	106%
Hispanic	203	196	97%
Other	23	23	100%
White	96	96	100%
South Central LA	401	205	
Asian	5	7	140%
Black	128	68	53%
Hispanic	240	102	43%
Other	10	10	100%
White	18	18	100%
Tri-Counties	400	128	
Asian	14	4	29%
Black	11	4	36%
Hispanic	134	59	44%
Other	28	9	32%
White	213	52	24%
Valley Mountain	401	218	
Asian	30	18	60%
Black	40	29	73%
Hispanic	116	65	56%
Other	30	21	70%
White	185	85	46%
Westside	400	218	
Asian	19	9	47%
Black	112	36	32%
Hispanic	121	86	71%
Other	37	16	43%
White	111	71	64%
	Goal	Complete	% Goal
Report Totals	8399	4821	57%
Asian	741	449	61%
Black	877	514	59%
Hispanic	2759	1825	66%
Other	585	355	61%
White	3437	1678	49%

Figure 5: Survey Mode by Regional Center (Face to Face vs Videoconference)- n=4799

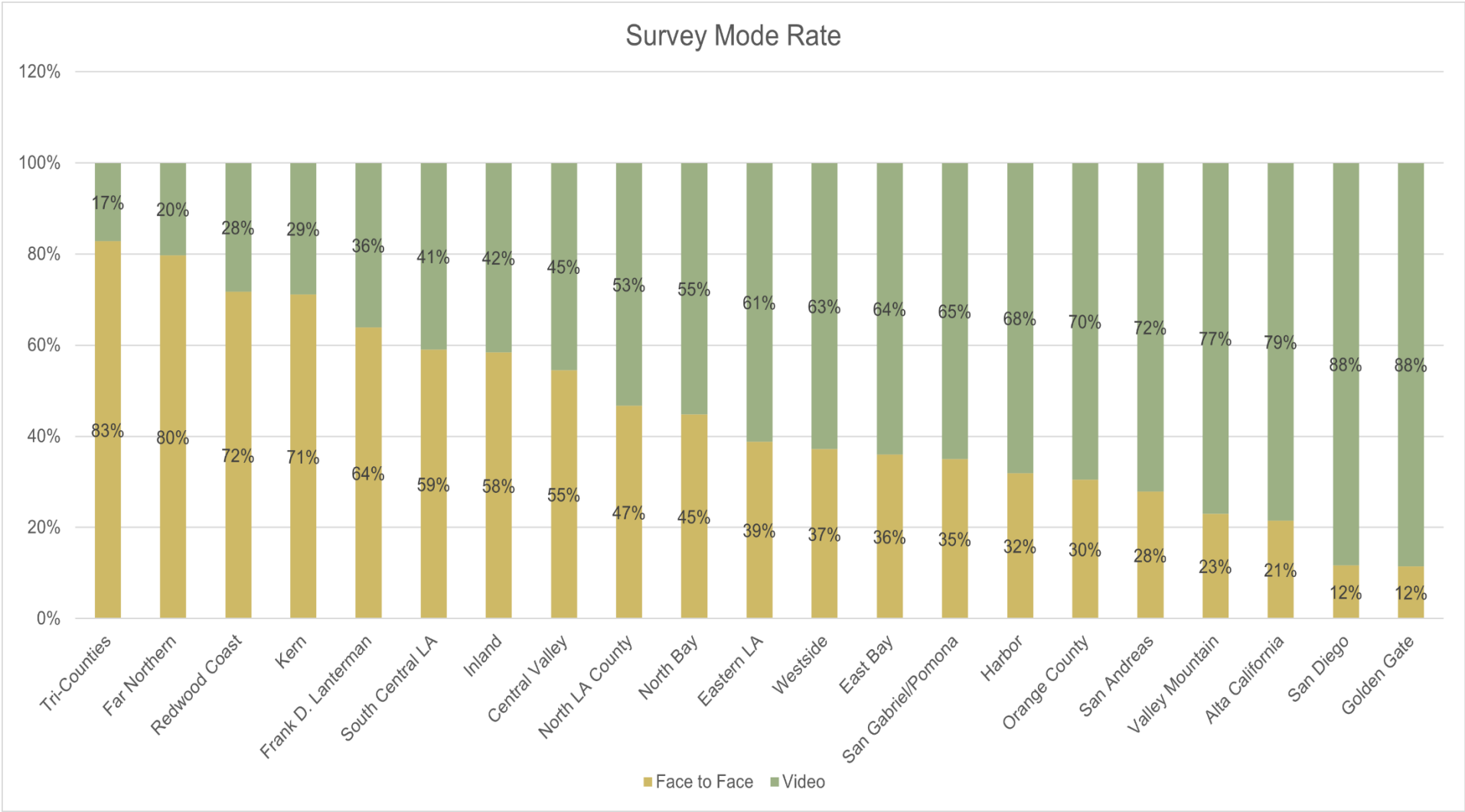


Table 2: Survey Mode by Regional Center (Face to Face vs Video) n=4799

Regional Center	Face to Face	Videoconference
Alta California	21%	79%
Central Valley	55%	45%
East Bay	36%	64%
Eastern LA	39%	61%
Far Northern	80%	20%
Frank D. Lanterman	64%	36%
Golden Gate	12%	88%
Harbor	32%	68%
Inland	58%	42%
Kern	71%	29%
North Bay	45%	55%
North LA County	47%	53%
Orange County	30%	70%
Redwood Coast	72%	28%
San Andreas	28%	72%
San Diego	12%	88%
San Gabriel/Pomona	35%	65%
South Central LA	59%	41%
Tri-Counties	83%	17%
Valley Mountain	23%	77%
Westside	37%	63%
Statewide Avg	45%	55%

About National Core Indicators

National Core Indicators™ (NCI) strives to provide states with valid and reliable tools to help improve system performance and better serve people with intellectual and developmental disabilities and their families.

Through a contract with Department of Developmental Services (DDS), State Council on Developmental Disabilities (SCDD), using the NCI Survey tools, collects quantitative data on consumer satisfaction, provision of services, and personal outcomes. Data collection is completed through face to face interviews with consumers as well as mail-in surveys from families.

This data collection effort will enable DDS to evaluate the quality and performance of California's developmental disability service delivery system and among all the 21 regional centers over time.

For results of past surveys go to:

<https://www.dds.ca.gov/rc/nci/reports/>

For more information about the NCI go to:

<https://www.nationalcoreindicators.org/>

Scan QR code below to go to QA Project Webpage
scdd.ca.gov/qap



QAC Regional Center Assignments

QAC: Vacant

Support Staff: Sarah Wirrig

Far Northern

North Bay

Redwood Coast

Ron Usac

Support Staff: Valerie Buell

East Bay

San Andreas

George Lewis

Support Staff: Marigene Tacan-Regan

Alta California

Central Valley

Valley Mountain

Lia Cervantes-Lerma ▪ Brianna

Reynoso ▪ Jenny Villanueva

Support Staff: Austin Murphy and

Marina Bchtkian

East Los Angeles

Frank D. Lanterman

Harbor

North Los Angeles

San Gabriel Pomona

South Central Los Angeles

Westside

Angel Wiley

Jennifer Melendez, SSA

Staff Support: Vacant

Golden Gate

Orange County

San Diego

Matoya Terrell

Support Staff: Valarie Macias

Inland

Kern

Tri-Counties

MARCH 21, 2023

**AGENDA ITEM 12.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Statewide Self-Advocacy Network (SSAN) Report

The Statewide Self-Advocacy Network (SSAN), which is a project of the Council, will provide a summary of their recent activities. SCDD SSAN Representatives Alex Reyes and Maria Marquez will provide Councilmembers with this report.

Attachment

March 2023 SSAN Update Report

March 21, 2023

**AGENDA ITEM 12.
INFORMATION ITEM**



STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Summary of March 2023 Statewide Self-Advocacy Network Meeting

Recent Activity: The Statewide Self-Advocacy Network (SSAN) met on March 8th and 9th, 2023 over Zoom.

Focus of Meeting:

The 2-day March 2023 SSAN meeting was held on Zoom. The meeting began with members holding a moment of silence to honor Judith Heumann, a disability rights icon who passed away recently.

SCDD State Plan and Self-Advocacy Manager Rihana Ahmad provided SSAN members with an update on SCDD activities since the December 2022 SSAN meeting. This included an update on SCDD's efforts toward the implementation of SB 639 and an update on Self-Determination Program activities. SCDD has submitted a report with recommendations on the implementation of SB 639. SCDD has held a total of 105 Statewide Self-Determination Orientation trainings, reaching 1,528 participants. SCDD will hold a Grant Projects Showcase on March 15, 2023. Grantees will present projects from the 2022 grant cycle and 2024 grant opportunities will be announced. SCDD is currently recruiting for positions with the SDM-TAP Program and the QA project. Applications for these positions can be found on the Council's website.

SSAN Workgroup chairs updated members on their activities since the December SSAN meeting and encouraged members to join in the upcoming workgroup meetings.

SCDD North Valley Hills Regional Office Manager presented the SCDD Facilitation Guide and collected feedback from SSAN Members to ensure that the guide is accurate and complete. Feedback from members included the need to include tips on how to manage relationships with facilitators who you have personal relationships with, clarify the difference between personal care and facilitation, and consider changing the design on the cover page.

Day one ended with a discussion about how SSAN can make more of an impact throughout the state. Members discussed engaging in more issue-focused work, holding trainings and townhalls throughout the state, increasing youth participation in SSAN and its activities, and conducting outreach and expanding membership to make SSAN more inclusive. Members also discussed the possibility of entering a group submission to SCDD's "There Should Be a Law" contest and the need to shift the workgroup structure. The operations workgroup will meet to review feedback from members and talk about different options.

March 21, 2023

**AGENDA ITEM 12.
INFORMATION ITEM**



STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Summary of March 2023 Statewide Self-Advocacy Network Meeting

On Day 2 of the meeting, members reviewed and approved the final changes to the SSAN and SCDD Memorandum of Understanding (MOU), the document that explains the working relationship between the two groups.

Representatives from the Department of Developmental Services (DDS) provided members with an update on California's implementation of the Home and Community Based Services (HCBS) Final Rule. DDS gathered input from SSAN members about training and implementation activities. SSAN members provided recommendations on resources that can be used to help regional center consumers understand their rights.

SCDD Deputy Director of Policy and Public Affairs Bridget Kolakosky provided an update on SCDD's legislative activities, including SCDD's policy priorities, current legislative efforts, the current economic impact on the California Legislature and SCDD's efforts toward the implementation of SB 639.

Representatives from the Youth Leadership Forum Planning team provided a presentation on the 2023 program and discussed how SSAN can help to encourage youth with disabilities to apply for the program.

Members ended by discussing takeaways from the March meeting and sharing ideas about potential topics for the June 2023 SSAN meeting.

2022 – 2024 SSAN Leadership:

Chair: Charles Nutt, North State Regional Representative

Vice-Chair: Nicole Patterson, DDS Representative

Secretary: Rebecca Donabed, Sequoia Regional Representative

Actions Taken:

- Approved the Minutes from the December 2022 SSAN Meeting
- Approved updates to the SSAN Memorandum of Understanding (MOU)
- Approved the March 2023 Edition of the SSAN Newsletter

The next SSAN Meeting is scheduled for June 7-8, 2023 over Zoom. Please visit the [SSAN Page](#) on the SCDD website for more information.

MARCH 21, 2023

**AGENDA ITEM 13.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

SCDD 2023-24 Draft Budget

The Executive Director Aaron Carruthers and Chief Deputy Director Ken DaRosa will present the 2023-2024 SCDD draft budget. SCDD budget documents are included in the packet for review and consideration.

Attachments

Draft 2023-24 Proposed Budget
Budget Narrative with Line Item Definitions

Handouts

Basic Support Grant (BSG) Draft Budget Presentation
Budget Process Timeline



State Council on Developmental Disabilities

Fiscal Year 2023-24 Proposed Budget

Categories	Basic State Grant (BSG)	Quality Assessment	Clients' Rights Advocates/ Volunteer Advocacy	TOTAL
	Federal Grant	State Contract	State Contract	ND
1. Personal Services:				
Net Salaries & Wages	\$ 4,237,440	\$ 1,532,000	\$ 832,820	\$ 6,602,260
Temporary Help / Honorarium	\$ 60,000	\$ -	\$ -	\$ 60,000
Worker's Compensation	\$ 55,000	\$ 3,000	\$ 5,000	\$ 63,000
Staff Benefits	\$ 2,012,784	\$ 731,000	\$ 412,662	\$ 3,156,446
Less 5% Salary Savings From Vacancies	\$ (211,872)			\$ (211,872)
Total Personal Services	\$ 6,153,000	\$ 2,266,000	\$ 1,250,482	\$ 9,670,000
2. Operating Expense and Equipment:				
General Expense	\$ 60,000	\$ 21,000	\$ 5,000	\$ 86,000
Printing	\$ 40,000	\$ 53,000	\$ 9,000	\$ 102,000
Communications	\$ 70,000	\$ 40,000	\$ 10,000	\$ 120,000
Postage	\$ 12,000	\$ 29,000	\$ 1,000	\$ 42,000
Travel-in-State :	\$ 150,000	\$ 95,000	\$ 32,000	\$ 277,000
Out-of-State Travel	\$ 8,000	\$ -	\$ -	\$ 8,000
Training (Tuition and Registration)	\$ 35,000	\$ 3,000	\$ 15,000	\$ 53,000
Facilities Operations (Rent)	\$ 550,000	\$ 269,000	\$ 24,000	\$ 843,000
Utilities	\$ 8,000	\$ 2,000	\$ -	\$ 10,000
Interdepartmental Services	\$ 250,000	\$ 164,000	\$ 134,000	\$ 548,000
External Contract Services	\$ 100,000	\$ 10,000	\$ 3,000	\$ 113,000
Information Technology	\$ 230,000	\$ 50,000	\$ 45,000	\$ 325,000
Statewide Cost Allocation Plan (SWCAP)	\$ 25,000	\$ -	\$ -	\$ 25,000
Other Items of Expense	\$ 5,000	\$ 924,000	\$ 132,000	\$ 1,061,000
Total Operating Expense and Equipment	\$ 1,543,000	\$ 1,660,000	\$ 410,000	\$ 3,613,000
3. Community Grants / Other Projects	\$ 260,000	\$ -	\$ -	\$ 260,000
4. Total Council Budget (1 + 2 + 3)	\$ 7,956,000	\$ 3,926,000	\$ 1,660,000	\$ 13,543,000
5. Total Basic State Grant Award (Estimate)	\$ 7,957,000			
6. Difference between Total Council Budget and Basic State Grant Award	\$ 1,000			
7. Cash Reserve	\$ 1,750,000			
8. Estimated Unexpended Funds Available for the Council to Spend	\$ 345,000			



Proposed Fiscal Year 2023-24 BSG Budget Description of Line-item Changes

The preliminary State Fiscal Year (SFY) overall 2023-24 BSG budget is not proposed to increase at this time. However, the proposed budget recommends adjusting various line items to support SCDD in 2023-24 based on spending patterns to date.

As a reminder, these are preliminary projections and subject to change as the fiscal year continues and federal funding information is received.

Net Salaries and Wages

The baseline item is proposed to increase from \$4,183,060 to \$4,237,440. This change includes projected salary adjustments associated with merit salary increases.

Temporary Help/Honorarium

This line item, which includes the honorarium budget, remains unchanged.

General Expense and Operating Expenses and Equipment

Generally, we anticipate reduced spending (approximately \$80,000) from prior budgeted amounts to reflect the past two years' spending patterns as well as recognizing, for example, the expanded use of digital documents and forms, and remote meetings.

Communications

This line item is projected to decrease by \$30,000 based on spending during the current fiscal year.

Postage

This line item is reduced by \$6,000 from the current year and includes:

- Postage meter rental, repair, and supplies
- Postage permits, stamps, etc.

Travel In-State

This line item is budgeted at \$150,000, a reduction from current year to reflect travel practice and patterns over the last three years. While conditions are easing, and spending projections may change, some ongoing use of remote meetings and interaction will continue.

Travel includes:

- Commercial airfare
- Train fare
- Overnight lodging
- Meals
- Private car mileage and rental car charges
- Public transit, Lyft, shuttles, etc.

Travel Out-of-State

This line item reflects a modest decrease of \$2,000 and includes approved out-of-state trips for required meetings with the Administration on Community Living, NACDD and other DD Act partners as required as part of our Basic Support Grant.

Training

This line item is proposed to remain unchanged from the previous year and includes:

- Tuition and registration for all required and job-related skills development and leadership development training to rank and file and managerial staff
- Contract with CalHR and external trainers for staff training and development

Facilities Operations

This line item is unchanged from the current year, and includes:

- Rents/leases for SCDD offices
- DGS planning and lease management services
- Janitorial services
- Security/alarm services

Utilities

This line item is unchanged from the current year. It funds electricity, gas, water, sewer, and garbage disposal for SCDD offices where utilities are not included in the rent/lease.

Interdepartmental Services

This line item is unchanged from the current year and supports various interagency agreements with state partners for support and technical services:

- \$175,000 annual contract with the Department of Social Services for administrative support services
- Contracts with other state agencies for their services (State Treasurer, State Controller, Attorney General, CalHR, etc.)
- Audit charges for SCDD audits by control agencies (State Auditor, State Personnel Board, Department of General Services, Department of Finance, etc.)

External Contract Services

This line item, projected at \$100,000 supports interpreting, translation, and captioning services.

Information Technology

This line item is budgeted for \$230,000 and supports:

- CDT website hosting and data line charges for all SCDD offices
- Software purchases and licenses

SWCAP

This line item represents SCDD's share of state administrative overhead and is statutorily capped at \$25,000.

Other Items of Expense

This line item is projected to remain unchanged from the previous year and represents expenses that do not fall under any of the above categories.

Community Program Development Grants

This line item is projected at \$260,000 for statewide grants.

MARCH 21, 2023

**AGENDA ITEM 14.
INFORMATION ITEM**

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Next Meeting Date and Adjournment

The Council's next meeting date is scheduled for May 23, 2023.