



NOTICE/AGENDA

**STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
STATE PLAN COMMITTEE MEETING
POSTED AT: www.scdd.ca.gov**

This is a teleconference and zoom meeting only. There is no physical location being made available to the public per [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://us02web.zoom.us/j/83273686313>

MEETING ID: **832 7368 6313**

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

OR

JOIN BY TELECONFERENCE: (VOICE ONLY)

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

MEETING ID: **832 7368 6313**

DATE: November 16, 2023

TIME: 9:30 AM – 2:00 PM

COMMITTEE CHAIR: Kilolo Brodie

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM


Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

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

Item 5. APPROVAL OF JUNE 2023 MEETING MINUTES  Page 3

Item 6. 2023 PROGRAM PERFORMANCE DRAFT REPORT  Page 7
Rihana Ahmad, SCDD Manager

Item 7. PROGRAM DEVELOPMENT GRANTS  Page 9
Rihana Ahmad, SCDD Manager

- a. Cycle 44 - 46 Project Updates
- b. Cycle 47 Grant Process and Timeline

Item 8. 2027-2031 STATE PLAN DEVELOPMENT PROCESS Page 19
Rihana Ahmad, SCDD Manager

Item 9. 2024 MEETING DATES Page 23

Item 10. ADJOURNMENT

Accessibility:

Pursuant to Government Code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in this meeting should contact (916) 263-8193 or beth.hurn@scdd.ca.gov. Please provide at least 5 business days prior to the meeting to allow adequate time to respond to all requests.

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

NOVEMBER 16, 2023

AGENDA ITEM 5

ACTION ITEM

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

Approval of June 2023 Minutes

Members will review and approve the June 22, 2023 meeting minutes.

Action Recommended

Approve the June 22, 2023 minutes.

Attachment

June 22, 2023 Meeting Minutes

THIS PAGE IS INTENTIONALLY BLANK



DRAFT

**State Plan Committee Meeting Minutes
June 22, 2023**

Attending Members

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

Others Attending

Aaron Carruthers
Rihana Ahmad
Janet Fernandez
Beth Hurn
Charles Nguyen
Kristie Allensworth
Riana Hardin

1. CALL TO ORDER

Committee Chair Kilolo Brodie (FA) called the meeting to order at 10:03 A.M.

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME AND INTRODUCTIONS

Members and others introduced themselves as indicated.

4. PUBLIC COMMENTS

There were no public comments.

5. APPROVAL OF MARCH 2023 MEETING MINUTES

It was moved/seconded (Stahmer/Fujita [FA]) and carried to adopt the March 2, 2023 meeting minutes as presented. (Passed unanimously, see page one for a list of voting members.)

6. CYCLE 46 PROGRAM DEVELOPMENT GRANTS

Committee Chair Kilolo Brodie and State Plan and Self-Advocacy Manager Rihana Ahmad presented the scoring team’s funding recommendations for Cycle 46 Program Development Grants. SCDD received 17 grant proposals, 11 of which failed administrative review. Of the remaining proposals, the scoring team recommended funding for 3 proposals, 2 in the area of employment and one in self-advocacy, for a total amount of \$248,087.

State Plan and Self-Advocacy Manager Rihana Ahmad presented a list of questions that SCDD staff has developed to solicit feedback from those who used the Grantvantage grant application platform. Members provided feedback on the survey questions. SCDD staff will make the suggested edits and distribute the survey. Survey responses will be used to improve the platform for future grant cycles.

It was moved/seconded (Brodie [FA]/Stahmer) and carried to adopt the scoring team’s funding recommendations and send to the Council for approval at the July 18, 2023 meeting. (Motion passed Unanimously, see page 1 for a list of members present)

7. 2022-2026 STATE PLAN UPDATE

State Plan and Self-Advocacy Manager Rihana Ahmad provided members with an overview of updates that have been made to the objective-level language of SCDD’s 2022-2026 State Plan. Because SCDD has made significant progress toward its 4-year targeted outputs, staff updated and increased the State Plan output numbers, including the numbers of planned activities, regional/statewide projects and events, and people reached. Objective language has also been updated to include the following activities that were not previously projected within the plan: professional training, support for family advocacy groups, and participation in meetings to monitor systems that are tasked with supporting people with I/DD and/or their families.

8. NEXT MEETINGS DATE

The next State Plan Committee meeting will be held on November 16, 2023.

9. ADJOURNMENT

Committee Chair Kilolo Brodie adjourned the meeting at 11:20 A.M.

NOVEMBER 16, 2023

AGENDA ITEM 6

ACTION ITEM

STATE PLAN COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

2023 Program Performance Draft Report

The Administration on Intellectual and Developmental Disabilities (AIDD) requires State Councils to prepare an annual Program Performance Report (PPR) that documents the outputs/outcomes/impacts accomplished in carrying out the activities of our 2022-2026 State Plan. These reports are due to the Office of Intellectual and Developmental Disabilities (OIDD) each year for activities performed October 1st through September 30th of every federal fiscal year (FFY).

Staff will present the draft of the 2023 PPR outputs/outcomes/impacts and activity and project highlights in a PowerPoint for Committee members to review and provide input and make recommendations to move the draft 2023 PPR forward to the full Council for approval.

Action Recommended

Recommend approval of the draft 2023 Program Performance Report (PPR) to the full Council at the November 28, 2023 Council meeting.

Attachment(s)

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

THIS PAGE IS INTENTIONALLY BLANK

NOVEMBER 16, 2023

AGENDA ITEM 7

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

Program Development Grants (PDG)

SCDD Manager Rihana Ahmad will provide Committee members with an update on Program Development Grants and the upcoming grant solicitation process. Members will review project information from PDG Cycles 44-46. Members will also review and adopt the proposed Grant Cycle 47 timeline and select project focus areas.

Action Recommended

Adopt the proposed timeline.

Attachment

PDG Cycles 44-46 Information

Cycle 47 Timeline

THIS PAGE IS INTENTIONALLY BLANK

Program Development Grants (PDG) for 2022 – 2026 State Plan

Cycle 44

| Cycle | Grantee | Focus Area | Funding Amount | Outcomes/Project Summary |
|-------|---|--------------------------------------|----------------|---|
| 44 | Chime Institute: Inclusive Model for Self-Determined Learning | Education | \$87,000 | <p>This project's mission was to promote self-determination, independence, productivity, and inclusion by:</p> <ol style="list-style-type: none"> 1) providing explicit instruction and opportunities for the practice of self-determination skills for students with extensive support needs in general education classrooms; and, 2) Presenting a free online toolbox of strategies to promote self-determination skill growth for students with extensive support needs in inclusive settings, including instructional strategies for early childhood through high school classes. Video of teachers providing embedded self-determination instruction and students engaging in goal setting and monitoring activities will be shared from the toolbox developed through this project. |
| 44 | PathPoint: Providing Upstream Mental Health Support for People with I/DD | Health and Safety (Mental Health) | \$41,902 | <p>PathPoint's project piloted two upstream mental health interventions: Dialectical Behavioral Therapy (DBT) Skills and Mental Health First Aid. The project provided an opportunity for the individuals we serve to learn new skills to support their mental wellness.</p> <p>Not only did the trainings provide them with practical tools and knowledge about how to support their own mental health, but they were also provided with training on how to support others who are dealing with mental health challenges. The multifaceted approach allowed these individuals to expand their understanding and prepare them to be in supportive situations with others.</p> |

| | | | | |
|----|---|---|--------------------------------|---|
| 44 | <p align="center">Parents Helping Parents: Building Strong Families during Transition to Adulthood</p> | <p align="center">Health and Safety (Mental Health)</p> | <p align="center">\$57,808</p> | <p>This project addressed the mental health needs among people with I/DD (and their families) who are transitioning to adulthood by providing support and information to increase knowledge and skills and decrease anxiety. Parents shared that they increased their confidence to advocate for loved ones during the transition to adulthood. They learned about the rights of their loved ones and will be using all the information provided. They reported that they were better able to navigate the system during the transition to adulthood and felt more confident in talking with their loved ones and the professionals with whom they work.</p> |
| 44 | <p align="center">Down Syndrome Connection of the Bay Area: Mental Health & Wellness Alliance</p> | <p align="center">Education</p> | <p align="center">\$55,030</p> | <p>The DSCBA created customized and customizable communication boards for individuals with I/DD and therapists to use during therapy to help them express thoughts and feelings, as well as tools to help individuals cope with mental health issues. The grantee also adapted an outcome measurement tool (My Outcomes) to track program results. One hundred percent of the project's participants scored in the 'green' or Service Target Zone as of the last session. The Service Target is the ORS score predicted at the end of successful treatment and reflects reliable change greater than that expected as the result of chance, maturation, and/or measurement error.</p> <p>This project has been timely as the pandemic has had lasting impacts on people with I/DD and their families, including more people with I/DD experiencing depression and grief due to social isolation and loss of routine. This project has helped participants process these losses.</p> |

Cycle 45

| | | | | |
|----|---|-------------------|-----------|---|
| 45 | <p>Adaptive Parent Project: Furthering Education & Opportunities for People w/ IDD</p> | Health and Safety | \$28,125 | <p>The grantee and its collaborative partners will identify educational curriculum and resources written by providers with expertise in caring for patients with I/DD and will perform quality assurance assessments for best practices and inclusivity. They will also develop educational materials/products for patients with I/DD to build a better understanding of healthcare and build more collaborative care practices for patients and their providers.</p> |
| 45 | <p>Acorns to Oak Trees: Tribal Outreach/ Training Project on I/DD</p> | Education | \$78,298 | <p>Because Tribal families and individuals with intellectual/developmental disabilities (I/DD) are facing challenges in accessing education, training, and supports that meet their needs, the project goal is to design a program to build sustainable capacity in a tribal community and develop local resources to access culturally competent, disability-related, and community-based information, supports and services related to education.</p> |
| 45 | <p>The Kelsey: The Kelsey Plain Language Renter Materials</p> | Housing | \$50,000 | <p>This project will support people with I/DD who are seeking housing by increasing access to plain language housing resources. The goal is to create, revise and promote the use of free, open-source, plain language versions of materials that are commonly used in rental housing applications and annual recertification forms.</p> |
| 45 | <p>Jazz Hands for Autism: Musical Leadership & Employment for Adults with I/DD</p> | Employment | \$100,000 | <p>This project will provide a new and innovative vocational model to train individuals with I/DD for careers that align with their interests and serve the community of people with I/DD. The project will be to pilot a training program for adults with I/DD to teach music to students with IEPs from LA-area K-12 schools. The project will establish both a digital curriculum for music teacher training and a student-based teaching experience.</p> |

Cycle 46

| | | | | |
|-----------|---|------------|--------------|--|
| 46 | The Arc San Francisco | Employment | \$ 80,962.50 | <p>The grantee will focus on replicable, innovative and/or best practices and develop a blueprint to remove barriers to full participation in employment for people with intellectual/developmental disabilities (PwI/DD) from marginalized and diverse populations, including the African-American, Hispanic, Asian, cross-disability, elder and LGBTQIA2S+ (e.g. lesbian, gay, bisexual, transgender, queer and/or questioning, intersex, asexual, two-Spirit, and the other affirmative ways in which people choose to self-identify) communities.</p> <p>The project will build capacity and use an established portal of resources to highlight inclusion, providing accommodations for access needs across multiple business sectors and job types, in partnership with a network of state agency and community-based stakeholders that are committed to inclusive hiring and will assist in producing video/resource material and hold hybrid events in the San Francisco/Bay Area.</p> |
| 46 | Build Rehabilitation Industries dba BuildAbility | Employment | \$ 95,499 | <p>The grantee will develop and use print materials, a series of both media-based and in-person presentations, and social media outreach to educate self-advocates, family members and employers in the Los Angeles region about the benefits of employment and hiring people with intellectual and/or developmental disabilities (PwI/DD). The project's aim is to: a) build more employment-related collaboration between PwI/DD, service providers, and regional centers; b) inform and engage employers about supported employment benefits and reduce concerns about hiring PwI/DD; c) decrease the amount of time that job-seekers with I/DD spend during initial job searches; and, d) relieve individual and family concerns about public and employment rights and benefits.</p> |

| | | | | |
|----|---|---------------|----------|---|
| 46 | <p align="center">Parents, Educators/Teachers & Students in Action</p> | Self-Advocacy | \$71,625 | <p>The project will recruit youth and young adult participants from underserved communities within the Los Angeles area. It will offer paid mentorships and in-person and online training (with live webinars, videos, self-paced learning, and downloadable materials), with interactive workshops, guest speakers, and hands-on assistive technology sessions to educate people with intellectual/developmental disabilities (PwI/DD). The agency's self-advocacy training curriculum is designed with three different levels: basic, advanced, and adapted, and integrates self-determination skills, person-centered principles, and tailored learning for participants impacted differently by their disabilities. Additional hands-on activities will include peer discussions, role-playing, one-on-one sessions, group projects and community-based activities, with consideration for the anticipated varying abilities of project participants.</p> |
|----|---|---------------|----------|---|

THIS PAGE IS INTENTIONALLY BLANK

Grant Process/Timeline for Cycle 47

| Task/Process | Date(s): |
|--|---|
| SPC Meeting State Plan Committee reviews the State Plan goals and objectives to identify the areas that they would like to address the grant. | November 2023 |
| SPC Meeting State Plan Committee reviews and selects project descriptions; SPC reviews/approves the final draft of the RFP (in concept) and makes a recommendation to Council. | January – March 2024 (This process may require 2 meetings, to be determined by SPC) |
| Council Meeting Council meets and considers the Committee’s recommendation to adopt the RFP. | March 2024 |
| Announcement Request for Proposal (RFP) Announcement disseminated in all formats: mail, post to website, email and enter into FI\$CAL (state procurement website) | March 2024 |
| Allow approximately 7 weeks to advertise for the RFP. | March – May 17, 2024 |
| Submission Deadline: Request for Proposals | May 17, 2024 |
| Technical and Committee Review <ul style="list-style-type: none"> ○ May 23 – 26 Staff performs administrative review of proposals ○ May 30 – June 9, 2023 – Scoring of proposals to select grantees ○ June 2023 – State Plan Committee reviews recommendations and takes action on the scoring team’s recommendations. | June 2024 |

| Task/Process | Date(s): |
|--|------------------------------|
| <p>Council Meeting Council meets and considers the Committee’s recommendations for funding.</p> | July 2024 |
| <p>Council Provides Public Notice at Meeting</p> <ul style="list-style-type: none"> ○ Posting of selected grantees will be posted on the State Council’s website. ○ A hard copy of selected grantees will be posted at each SCDD office. | July 2024 |
| <p>Protest Period A 10-day protest period is allowed. No action will be taken during this time unless a protest is received.</p> | July – August 2024 |
| <p style="text-align: center;">Notification Letters Sent</p> | August 2024 |
| <p>Encumbrance Process</p> <ul style="list-style-type: none"> ○ Staff works with grantee to receive all required documents (August 2023) ○ Grants received by SCDD HQ (September 2023) ○ Staff sends grantee reporting and invoicing templates (September 2023) ○ Staff enters contracts in FI\$CAL ○ Grant starts (October 1, 2023) | August – October 2024 |
| <p>Grant in Process Designated staff will keep in contact with grantee to ensure work is being completed on schedule throughout the duration of the contract and help resolve any issues if necessary.</p> | Ongoing |
| <p>Billing Procedures Grantee must send original invoice, year-to-date financial report and bi-monthly progress report to HQ (all originals must be signed in blue ink)</p> | Ongoing TBD |
| <p>End of Contract Exiting Evaluation Grantee must submit final report and billing</p> | TBD |

NOVEMBER 16, 2023

AGENDA ITEM 8

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

2027-2031 State Plan Development Process

SCDD Manager Rihana Ahmad will present the timeline and process for development of the 2027-2031 State Plan

Action Recommended

Adopt the proposed timeline and process.

Attachment

2027–2031 State Plan Development Timeline

THIS PAGE IS INTENTIONALLY BLANK

2027 – 2031 State Plan Development Timeline

| | |
|---------------------------------------|---|
| November 2023 | State Plan Committee meeting (11/16) <ul style="list-style-type: none"> Review current goals/objectives; review initial timeline for 2027 – 2031 State Plan Development |
| January/February 2024 | State Plan Team (SPT) <ul style="list-style-type: none"> Conduct research into best practices in survey development and implementation |
| February 2024 | State Plan Committee (2/8) <ul style="list-style-type: none"> Review and discuss statewide SP survey structure/questions |
| March 2024 | State Plan Committee (3/7) <ul style="list-style-type: none"> Review/revise statewide SP survey draft |
| April 2024 | State Plan Committee (potential) <ul style="list-style-type: none"> SPT to submit survey to SAAC & SSAN for plain language review |
| June 2024 | State Plan Committee meeting (6/20) <ul style="list-style-type: none"> Final review and approval of statewide SP survey |
| July 2024 | Council meeting <ul style="list-style-type: none"> Final review and approval of SPC's recommendation to approve the statewide SP survey |
| July – September 2024 | SPT <ul style="list-style-type: none"> Submit survey for translations |
| September – December 2024 | SPT <ul style="list-style-type: none"> Statewide SP Survey Cycle |
| November 2024 | State Plan Committee meeting (11/14) <ul style="list-style-type: none"> Review current (2022 – 2026) State Plan progress |
| January – March 2025 | SPT <ul style="list-style-type: none"> Statewide SP survey data input, collection, and analysis |
| April 2025 | State Plan Committee meeting <ul style="list-style-type: none"> Review raw data and analysis of feedback from Statewide survey |
| May 2025 | State Plan Committee meeting |
| June 2025 | State Plan Committee meeting |
| July 2025 | State Plan Committee meeting (potential) |
| August 2025 | State Plan Committee meeting <ul style="list-style-type: none"> Review and approve 2027 – 2031 State Plan Goals & Objectives and submit to Council |
| September 2025 | Council meeting <ul style="list-style-type: none"> Review and approve 2027 – 2031 State Plan Goals & Objectives and post for public comment |
| September 2025 – November 2025 | SPT <ul style="list-style-type: none"> Public Comment Period |
| November 2025 | State Plan Committee meeting <ul style="list-style-type: none"> Review Public Comment |

| | |
|----------------------------|---|
| February/March 2026 | State Plan Committee meeting <ul style="list-style-type: none">• Review status of SP development |
| June 2026 | State Plan Committee meeting <ul style="list-style-type: none">• Final review of SP materials |
| August 2026 | SPT <ul style="list-style-type: none">• Submission deadline for new 5-year State Plan |

NOVEMBER 16, 2023

**AGENDA ITEM 9
INFORMATION ITEM**

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

2024 Meeting Dates

Tentative SPC meeting dates for 2024:

- February 15, 2024
- March 12, 2024
- June 27, 2024
- November 14, 2024