



NOTICE/AGENDA

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES EXECUTIVE COMMITTEE MEETING

This meeting is being held via teleconference within the meaning of Government Code section [11123.2](#). Members may be physically present at one or more teleconference locations. There may be members of the public body who are participating in today's meeting that were granted a reasonable accommodation per the Americans with Disabilities Act (ADA). Accessible formats of all agenda and materials can be found online at www.scdd.ca.gov

MEETING DETAILS:

TELECONFERENCE LOCATION:

SCDD HQ OFFICE
3831 North Freeway Blvd., #125
Sacramento, CA 95834

JOIN BY TELECONFERENCE:

CALL IN NUMBER: (888)-475-4499 or
(877) 853-5257
MEETING ID: 897 9299 4577

JOIN BY ZOOM:

<https://bit.ly/ExecCmteApr2024>

MEETING ID: 897 9299 4577

PASSCODE: 537254

DATE: April 16, 2024

TIME: 10:30 AM – 12:30 PM

COMMITTEE CHAIR:

Lee Bycel

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM

Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

Page 3

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

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

Item 5. APPROVAL OF FEBRUARY 2024 MINUTES 

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All

Item 6. STAFF SPOTLIGHT

Page 13

Robin Maitino-Erben

Item 7. SPONSORSHIP REQUESTS 

Page 14

Ken DaRosa, Chief Deputy Director

A. El Arc of California

B. San Diego State University Research Foundation

C. Exceptional Family Resource Center

Item 8. SCDD BUDGET UPDATE

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Ken DaRosa, Chief Deputy Director

Item 9. EXECUTIVE DIRECTOR REPORT

Page 50

Aaron Carruthers, Executive Director

Item 10. ADJOURNMENT AND NEXT MEETING DATE

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The next meeting of the Executive Committee will be on June 18, 2024.

Accessibility:

Pursuant to Government Code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in this meeting should contact Yaritza Sanchez at (916)-207-2856 or yaritza.sanchez@scdd.ca.gov. Please provide at least 3 business days prior to the meeting to allow adequate time to respond to all requests.

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

APRIL 16, 2024

**AGENDA ITEM 4.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Public Comments

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

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

APRIL 16, 2024

AGENDA ITEM 5.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Approval of February 2024 Minutes

The draft minutes from the February 20, 2024 Executive Committee meeting have been included in the packet for review. Committee members will vote on whether to approve the minutes.

Attachment

February 2024 Executive Committee meeting minutes

Action Recommended

Approve the February 2024 meeting minutes.



DRAFT
Executive Committee Meeting Minutes
February 20, 2024

Members Attending

Nicole Adler (SA)
Harold Ashe (FA)
Lee Bycel, Chair (FA)
Michael Ellis (FA)
Harold Fujita (FA)
Julie Gaona (SA)
Kara Ponton (SA)
Eric Ybarra (SA)
Wesley Witherspoon (SA)

Members Absent

Viviana Barnwell (FA)

Others Attending

Rihana Ahmad
Aaron Carruthers
Ken DaRosa
Julio Garnica
Riana Hardin
Rondale Holloway

Others Attending (cont.)

Beth Hurn
Robin Maitino-Erben
Ibrahim Muttaqi
Yaritza Sanchez
Brian Weisel

1. CALL TO ORDER

Executive Committee Chair Lee Bycel called the meeting to order at 10:34 A.M.

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Members and others in attendance introduced themselves.

4. PUBLIC COMMENTS

There were no public comments on this item.

5. APPROVAL OF OCTOBER 2023 MINUTES

Action 1

It was moved/seconded (Witherspoon [S.A.]/Adler [S.A.]) and carried to approve the October 2023 meeting minutes as presented. (See last page of minutes for a voting record of members present).

6. 2024 KICK OFF

Executive Committee Chair Bycel recognized San Mateo County as the first in the United States to declare loneliness as a public health emergency. He

expressed his concern over the growing epidemic and encouraged members to share a personal goal for 2024 beyond the Council's State Plan goals. He shared that his goal for the year is to increase his outreach and support to those feeling isolated. Councilmember Ellis mentioned that he'd introduce more family-focused activities and discipline to counteract loneliness. Councilmember Witherspoon emphasized the severity of loneliness, especially among single individuals and those with disabilities, advocating for accessible resources and support networks. Councilmember Fujita stressed the need to protect vulnerable members of the community from abuse, specifically focusing on the disproportionate disciplinary actions faced by students with disabilities. Councilmember Gaona discussed the significance of improving housing and transportation accessibility for people with disabilities to facilitate social interactions. Councilmember Ponton highlighted the challenges of loneliness, reporting that part of the problem is the school system's inability to effectively manage negative or manipulative behaviors among peers. Councilmember Adler identified loneliness as an epidemic fueled by social media and the decline of healthy relationships. She stressed the importance of human connections and the value of self-disclosure and vulnerability in relationships to combat loneliness.

7. SPONSORSHIP REQUESTS

Chief Deputy Director Ken DaRosa presented four sponsorship requests for the Committee's consideration. The first request for \$1,500 was from the Special Needs Resource Foundation of San Diego. If approved, the requested funding would be used to pay for the signage, advertising, marketing, and promotion of their All-Inclusive Day of Play: Starry Night Cinema & Resource Fair. They were awarded a sponsorship from SCDD in 2020, 2021, 2022 and 2023 for an annual All-Inclusive Day of Play & Resource Fair. The second request for \$1,500 was from the Developmental Disabilities Council of Contra Costa County. If approved, the requested funding would be used to offset the translation costs for their Joint County Transition Fair. The third request for \$1,500 was from Cal-TASH. If approved, the requested funding would be used to offset the audiovisual costs for their Self Determined Life Conference. They were awarded a sponsorship from SCDD in 2017 for this event. The last request for \$1,500 was from CHOICES Institute. If approved, the requested funding would be used to offset the costs for the speakers and performance by the Advocates at the Be the Light...Shine through YOUR CHOICES 2024 Conference. They were awarded a sponsorship from SCDD in 2015, 2018 and 2023 for this event.

Legend:

SA = Self-Advocate
FA = Family Advocate

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DNP = Did Not Participate

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Action 2

It was moved/seconded (Fujita [F.A.]/Ybarra [S.A.]) and carried to approve the Special Needs Resource Foundation of San Diego, Developmental Disabilities Council of Contra Costa County, Cal-TASH, and CHOICES Institute sponsorship requests in the amounts requested. (See last page of minutes for a voting record of members present).

8. CONFLICT OF INTEREST WAIVER REQUESTS

Legal Counsel Brian Weisel presented six conflict of interest waiver requests for the Committee's consideration. Three were renewal requests (Shawna Hall, Lilian Martinez, and Mariana Murillo) and three were new requests (Michael Costa, Ramon Gonzalez, and Joanne Giardello). Detailed conflict of interest mitigation plans for each request were provided in the meeting packet.

Action 3

It was moved/seconded (Ybarra [S.A.]/Ellis [F.A.]) and carried to approve the conflict-of-interest waiver requests for Shawna Hall (Tri-Counties Regional Center), Lilian Martinez (North LA County Regional Center), Mariana Murillo (Tri-Counties Regional Center), Michael Costa (North LA County Regional Center), Ramon Gonzalez (Harbor Regional Center), Joanne Giardello (North Bay Regional Center) (See last page of minutes for a voting record of members present).

9. DRAFT 2024 SCDD BUDGET

Chief Deputy Director DaRosa provided an overview of the Council's budget as of December 31, 2023. He reported that overall, the budget was stable, with about 65% of the total Basic State Grant (BSG) budget remaining halfway through the fiscal year. The Council spent \$2.3 million on personal services, leaving about 63% of its budget remaining. It was noted that recruitment efforts were ongoing to fill existing vacancies, and that it may impact future budget allocations in this category. He flagged some possible accounting errors with the operating expenses and equipment budget lines, which will be further reviewed. No significant spending has occurred yet under program development grants. This is the usual pattern for program development grants and expenditures will increase as projects are completed in September 2024. The Council carried over an anticipated \$345,000 in unexpended funds from the previous fiscal year. Additionally, he reported on the Supported Decision-Making Technical Assistance Program, funded by a \$5 million allocation from the 2022 Budget Act. He detailed the distribution of funds and the progress in implementing the program. While staffing costs were the priority, contracts and grants are underway, with expenditures expected to increase in the near future.

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Executive Director Carruthers then explained the budget process, beginning with the Governor’s proposed budget release in January, followed by internal preparations by Chief Deputy Director DaRosa and Budget Officer Villoria, and subsequent reviews by the Administration Committee, then the Executive Committee, before being presented to the full Council in March for review, and then a final vote in May. He also provided a brief overview of budget terms and timelines, clarifying the three fiscal calendars: the calendar year (January 1st to December 31st), state fiscal year (July 1st to June 30th), and federal fiscal year (October 1st to September 30th). The Council’s four main funding sources were identified as the Basic State Grant (Federal Funds), Quality Assessment (State Contract), Clients’ Rights Advocates/Volunteer Advocacy Services (State Contract) and Supported Decision-making Technical Assistance (Limited-term Funding).

Furthermore, he presented a detailed review of SCDD’s 2024-2025 draft budget, focusing on the Basic State Grant. The proposed budget included an increase in personal services by \$131,000, for a total of \$6,378,000, to reflect labor agreement outcomes, merit increases, and the impact of vacant positions. To offset this increase, a \$91,000 reduction in Operating Expenses and Equipment (OE&E) was suggested, with specific cuts in areas such as general expenses, printing, communications, postage, and travel, among others. Facilities Operations, Utilities, Interdepartmental Services, and External Contract Services were recommended to maintain their current funding levels, while Information Technology saw a proposed reduction. The Statewide Cost Allocation Plan (SWCAP) fee remained fixed at \$25,000, and they proposed a \$5,000 allocation for miscellaneous expenses. The Executive Director reported that the draft budget was designed to be balanced, with noted increases in staff salaries and benefits being offset by targeted reductions in other budget areas. It carefully considered adjustments to ensure essential services and operations would be fully unfunded.

Last fiscal year 2023-24, the Community Program Development Grants received a one-time \$40,000 increase from \$260,000 to \$300,000. The Administrative Committee requested that the Executive Committee approve the same \$40,000 increase for the 2024-25 fiscal year to maintain a grant total of \$300,000. Councilmember Fujita added that the approach reflects the State Plan Committee’s commitment to safeguarding the public’s trust, rigorous evaluation process, and commitment to funding impactful projects. The Executive Director also mentioned the Council’s prudent reserve, set at \$1,750,000 to safeguard against federal budget uncertainties. The proposed budget for the Basic State Grant was initially set at \$8,062,000, but adjustments

reflect the grant increase. A revised total of \$8,102,000 will be displayed at the March Council meeting. Financial plans for other programs, including the Quality Assessment State Contract, CRA/VAS State Contract, and the Supported Decision-making Technical Assistance Program, were also discussed, leading to an overall Council budget of \$13,997,000.

For additional information on the budget, please access the meeting packet found at <https://scdd.ca.gov/councilmeetings/>.

Action 4

It was moved/seconded (Ybarra [S.A.]/ Fujita [F.A.]) and carried to increase the community grants by \$40,000 from one-time unexpended dollars and to recommend the revised FY 2024-25 proposed SCDD budget to the full Council for consideration. (Passed unanimously, see page one for list of members present.)

10. EXECUTIVE DIRECTOR REPORT

The Executive Director provided an update on advocacy efforts, highlighting the Council's engagement with the US Census Bureau regarding proposed changes to how disability is measured. The Council submitted letters to the US Census Bureau and expressed concerns that the changes would result in an undercount. The Census Bureau acknowledged the concerns and decided not to implement the changes, instead requesting guidance from various disability entities, including the Council's National Association, on better approaches to disability measurement. Additionally, the Council submitted the Subminimum Wage Phase-Out Report to the legislature. The Executive Director reported that the state had significantly reduced the number of individuals earning below the minimum wage, moving from 4,000 to 2,000, with expectations to reach zero by January 2025. The Council plans to focus future efforts on gathering data to understand where individuals are finding employment and how their quality of life is affected post-transition. Furthermore, Executive Director Carruthers noted that the legislature was in the second year of its two-year legislative cycle, a period traditionally marked by fewer bill introductions. As fewer bills were introduced in the second year, the policy team led by Deputy Director Bridget Kolakosky, and the Legislative and Public Policy Committee (LPPC) led by Chair Harold Ashe, have transitioned into reviewing the bills. Their analysis and insights will guide the Council in taking positions on new legislation during the March Council meeting.

Moreover, he discussed Governor Newsom's announcement of a Master Plan on Developmental Disabilities as part of his January 2024 budget proposal. The

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plan aims to enhance accessibility, quality, and equity across various critical systems including education, housing, employment, transportation, and safety. Secretary Mark Ghaly announced the Stakeholder Committee, with Councilmember McNair representing the Council. The Stakeholder Committee was tasked with completing the Master Plan by March 2025, with monthly meetings scheduled to address specific questions. The Council's mission and charge closely aligns with the objectives of the Master Plan on Developmental Disabilities, prompting a recommendation for ongoing dialogue and feedback regarding the Stakeholder Committee's progress and discussion points during Council meetings.

Executive Director Carruthers invited Committee members and the public to the online Cycle 45 Grant Showcase scheduled for March 11th, 2024, from 10:30am to 12:30pm. The showcase will highlight the successful outcomes of four grants funded by the Council in Cycle 45. Next, he introduced the idea of developing targeted training programs for Councilmembers throughout 2024. He prompted the Executive Committee to consider whether the trainings would be beneficial and to identify potential topics of interest. Three key areas were suggested for training: fundamentals, advocacy, and supports. Fundamentals could include the Council's role, Councilmember roles and responsibilities, Bagley-Keene, and State Plan. Advocacy topics could include the legislative process and effective advocacy strategies, while support sessions could include conflict management, micro-stressors, and strengths-based leadership.

Executive Committee Chair Bycel expressed interest in conflict management and dealing with difficult individuals, especially during polarized times. Councilmember Ellis highlighted the importance of understanding the fundamentals of the Council to enhance its impact across California. Council Chair Witherspoon raised interest in a training on dealing with difficult people and strategies to navigate interactions with diverse personalities. Councilmember Adler suggested training in plain language to improve comprehension and accessibility, along with exploring diverse methods to engage the public more effectively. Councilmember Ybarra raised the need for more assistance in understanding the meeting packets and advocated for medical professionals to receive training on working with individuals with disabilities. Councilmember Fujita stressed the value of a toolkit for conflict resolution and change management. Councilmember Ponton discussed the importance of training medical professionals to communicate directly with patients with disabilities. In conclusion, Executive Committee members expressed a collective interest in training sessions. They requested that the

Executive Director use their feedback to create a list of the training topics being considered and poll all Councilmembers.

The Executive Director concluded his report by announcing Councilmember Brodie-Crumsey's official resignation, noting that her term had already expired in December. The Membership Chair and Executive Director were in the process of finalizing candidate interviews for the North Valley Hills and Orange County Regions. Furthermore, Personnel Officer Andrea Lynch accepted a new position with the County of Sacramento. Lastly, the Council evaluated the designated state agency, the Department of Social Services, finding it meeting or exceeding expectations on all measures. The Administrative Committee reviewed and approved the evaluation for submission to the Department of Social Services.

11. **POLICY CHANGES**

The Executive Director discussed three voting items, all recommended for approval by the Administrative Committee to the Executive Committee. The first item involved sponsorship requests. The Administrative Committee recommended that the Executive Committee approve a \$1,000 increase to the sponsorship request limit amount. It would change the maximum funding for a single event from \$1,500 to \$2,500. The second item would revise the pay rates for facilitators and attendants that assist self-advocate Councilmembers in their roles. While regional centers or IHSS may cover these needs, the Council can step in if needed to fund those services. The proposed changes would increase the facilitator rate from \$18.71 to \$21.67 per hour, and the attendant rate from \$18.56 to \$20.72 per hour. The last item would approve the January 2024 revisions to the "Unprofessional Conduct Policy" to include appointees serving on local self-determination advisory committees.

Action 5

It was moved/seconded (Ybarra [S.A.]/Witherspoon [S.A.]) and carried to increase the sponsorship funding amount to \$2,500. (See last page of minutes for a voting record of members present).

Action 6

It was moved/seconded (Ellis [F.A.]/Fujita [F.A.]) and carried to approve the updated policies to increase SCDD's facilitation and attendant rates. (See last page of minutes for a voting record of members present).

Action 7

It was moved/seconded (Ybarra [S.A.]/Fujita [F.A.]) and carried to approve the

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updated Unprofessional Conduct Policy to include appointees serving on local self-determination advisory committees. (See last page of minutes for a voting record of members present).

12. ADJOURNMENT AND NEXT MEETING DATE

The next Executive Committee meeting will be held on February 20, 2024. Meeting adjourned at 2:06 P.M.

Name	Action 1 Minutes	Action 2 Sponsorships	Action 3 COIs	Action 4 SCDD Budget
Adler, Nicole	Aye	Aye	Aye	Aye
Ashe, Harold	NP	Aye	Aye	NP
Bycel, Lee	Aye	Aye	Aye	Aye
Ellis, Michael	Abstain	Aye	Aye	Aye
Fujita, Harold	Aye	Aye	Abstain	Aye
Gaona, Julie	Aye	Aye	Aye	Aye
Ponton, Kara	Aye	Aye	Aye	Aye
Ybarra, Eric	Abstain	Aye	Aye	Aye
Witherspoon, Wesley	Aye	Aye	NP	Aye

Name	Action 5 Sponsorship Increase	Action 6 Facilitation & Attendant Pay	Action 7 Unprofessional Conduct
Adler, Nicole	Aye	Aye	Aye
Ashe, Harold	NP	NP	NP
Bycel, Lee	Aye	Aye	Aye
Ellis, Michael	Aye	Aye	Aye
Fujita, Harold	Aye	Aye	Aye
Gaona, Julie	Aye	Aye	Aye
Ponton, Kara	Aye	Aye	Aye
Ybarra, Eric	Aye	Aye	Aye
Witherspoon, Wesley	Aye	Aye	Aye

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APRIL 16, 2024

**AGENDA ITEM 6.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

SCDD Staff Spotlight: Robin Maitino-Erben

The Executive Committee is recognizing an SCDD staff member. This will provide Committee members with an opportunity to learn more about SCDD's staff, their roles throughout the organization and some of their personal interests or aspirations. This month's Spotlight will feature a short presentation from HQ Operations and Committee Support Manager Robin Maitino-Erben.

APRIL 16, 2024

AGENDA ITEM 7.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Sponsorship Requests

Chief Deputy Director Ken DaRosa will present three sponsorship requests for the Committee's consideration. The sponsorship requests are El Arc of California, the San Diego State University Research Foundation, and the Exceptional Family Resource Center.

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

Attachments

El Arc of California Application Package

San Diego State University Research Foundation Application Package

Exceptional Family Resource Center Application Package

Action Recommended

Approve the sponsorship requests from El Arc of California, the San Diego State University Research Foundation, and the Exceptional Family Resource Center.

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: El Arc of California

AMOUNT: \$2,500.00

BACKGROUND: The California State Council on Developmental Disabilities (SCDD) supports events that promote self-advocacy, leadership, and education, thereby enabling people with developmental disabilities and their family members to expand their knowledge and skills.

ANALYSIS/DISCUSSION: El Arc of California requests a sponsorship for the California Latino Disability Leadership Public Forum. The forum aims to bring together self-advocates, family advocates, community members, and experts in the field to address the unique challenges faced by the Latino disability community, especially the mono-lingual Spanish-speaking families, in accessing regional center services. The event is scheduled for May 18, 2024.

The forum will bring together experts, professionals, and organizations that specialize in disability services and supports. Attendees will have the opportunity to learn about a wide range of resources, programs, and initiatives available to them. This increased awareness will empower individuals with disabilities and their families to make informed decisions and access the services they need.

The forum will empower individuals with disabilities to become self-advocates. Through workshops and sessions focused on self-advocacy skills, participants will learn how to effectively communicate their needs, rights, and aspirations. This empowerment will enable individuals to navigate the system, assert their rights, and access the services and supports they require.

By addressing the unique challenges faced by the Latino community in accessing services, the forum will create an environment that promotes equal access to services and supports. It will empower individuals, encourage collaboration, and drive positive change in policies and practices.

SCDD's funds would offset costs of professional interpretation services, including sign language interpreters and language interpreters, to ensure accessibility for diverse attendees.

This is El ARC's first SCDD sponsorship request.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2023-24 the Council has awarded \$12,000 in funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2023.

STAFF RECOMMENDATION: Approve El Arc of California's request for sponsorship.

ATTACHMENTS(S): El Arc of California request for sponsorship.

PREPARED: Kristie Allensworth March 28, 2024

State Council on Development Disabilities

Sponsorship Request 3-18-2024

Section 1. El Arc of California fully understands that we do not meet the sponsorship submission deadline of at least 90 days prior to the event. Please consider our sponsorship request not being submitted at least 90 days prior to the event due to the grass-roots community organizing of the Forum by self-advocates and family advocates that evolved through the three Latino Community Summits held in different regions of the state. The Latino Disability Community Summit brought together, for the first time, over fifty Latino Spanish-speaking self-advocate and family-advocate leaders and community organizations. SCDD has been an invaluable statewide partner in the organization of the Latino Community Summits through the leadership of the regional offices in LA County, San Bernardino/Riverside Counties, and Bay Area/ San Jose, where the last summit was held.

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

The California Latino Disability Leadership Public Forum will be held on **May 18, 2024, from 2 to 4 p.m. at the Westchester Venue located at 2801 F St. Bakersfield, CA 93301.**

This forum aims to bring together self-advocates, family advocates, community members, and experts in the field to address the unique challenges faced by the Latino disability community, especially the mono-lingual Spanish-speaking families, in accessing regional center services.

- Contact Name: Joe Perales, Director of El Arc de California.
joe@thearcca.org 323- 909-9635, cell 916-552-6619
- Amount of Funding Requested: \$2,500
- Approximate Total Cost of Project/Event: \$26,000

b. How this event/conference will increase the ability of consumers and family members to exercise control, choice, and flexibility in the services and supports they receive, including a description of the specific way SCDD's funding would be utilized:

The Latino Disability Public Forum will have an impact on increasing the ability of individuals with disabilities to access services and supports. Here are a few ways in which the event will contribute to this goal:

1. Information and Resources: The forum will bring together experts, professionals, and organizations that specialize in disability services and supports. Attendees will have the opportunity to learn about a wide range of resources, programs, and initiatives available to them.

This increased awareness will empower individuals with disabilities and their families to make informed decisions and access the services they need.

2. Networking and Collaboration: The forum will provide a platform for networking and collaboration among individuals and organizations involved in disability services. This will facilitate the sharing of best practices, knowledge, and experiences, fostering greater collaboration and coordination in delivering services and supports. By connecting individuals and organizations, the forum will strengthen the overall service delivery system for the Latino community with disabilities.

3. Advocacy and Policy Change: The forum will also serve as a platform for advocating for policy changes that improve services and support for individuals with developmental disabilities. Through panel discussions, workshops, and presentations, participants will have the opportunity to discuss key issues and challenges faced by the Latino community. This collective voice will help shape policy decisions, leading to improved services, greater accessibility, and increased support for individuals with disabilities.

4. Empowerment and Self-Advocacy: The forum will empower individuals with disabilities to become self-advocates. Through workshops and sessions focused on self-advocacy skills, participants will learn how to effectively communicate their needs, rights, and aspirations. This empowerment will enable individuals to navigate the system, assert their rights, and access the services and supports they require.

5. Knowledge Exchange and Capacity Building: The forum will foster knowledge exchange and capacity building among service providers, professionals, and organizations. Through workshops, presentations, and interactive sessions, participants will gain insights into emerging trends, innovative approaches, and evidence-based practices in the field of disability services. This knowledge exchange will enhance the quality and effectiveness of services and supports provided to individuals with disabilities.

By addressing the unique challenges faced by the Latino community in accessing services, the forum will create an environment that promotes equal access to services and supports. It will empower individuals, encourage collaboration, and drive positive change in policies and practices.

c. How many presenters and panelists:

The Forum will have the following presenters:

- **Dolores Huerta**- Labor leader, civil rights activist, and co-founder of the National Farm Workers with Cesar Chavez.
- **Grace Huerta** -Family-Advocate of two adult children and son-in-law and with developmental disabilities. She is the co-founder of Exceptional Family Resource Center in Kern County. She is the Vice President of The Arc California.
- **Azucena García-Ferro** - Self-Advocate and a client of San Diego Regional Center.
- **Irene Martinez**, Founder of Fiesta Educativa

- **Ana Alonso** - Parent Advocate and her adult child, David Alonso, who has a disability and is part of the Kern Regional Center.
- **Data presentation by Disability Rights California on the status of Regional Services Disparities in the Latino Community. Presenter to be confirmed.**

d. Number of expected attendees

Statewide we will have a minimum of 300 Latino self-advocates, family-advocates, and community organizations.

e. How will we conduct outreach:

A comprehensive outreach strategy will be implemented to increase consumer and family involvement in the Latino Disability Public Forum. The goal is to raise awareness about the event, engage with the target audience, and encourage their active participation. Here are some key approaches that will be taken:

1. **Collaboration with Community Organizations:** The organizing committee will collaborate with local community organizations that serve individuals with disabilities and their families. This may include disability advocacy groups, support organizations, parent-teacher associations, and community centers. By partnering with these organizations, the forum can tap into their existing networks and reach a broader audience of consumers and families.
2. **Targeted Marketing and Promotion:** A targeted marketing campaign will be developed to specifically reach and engage consumers and families. This may involve creating promotional materials, such as flyers, brochures, and posters, that highlight the relevance and benefits of attending the forum for individuals with disabilities and their families. These materials will be distributed in locations frequented by the target audience, such as community centers, schools, and social service agencies.
3. **Culturally Relevant Outreach:** Recognizing the diverse backgrounds within the Latino community, efforts will be made to ensure that the outreach materials and messages are culturally relevant and resonate with the target audience. This may involve translating promotional materials into different languages, incorporating culturally specific imagery and messaging, and engaging community leaders and influencers who can help spread the word about the forum.
4. **Online Presence and social media:** A strong online presence will be established to reach active consumers and families on digital platforms. This will include creating a dedicated webpage for the forum, where individuals can find information about the event.

f. Budget for the Latino Disability Public Forum, including a \$2,500 allocation:

1. Marketing and Promotion: \$3,000

- This covers the expenses related to marketing materials, such as flyers, brochures, posters, and online advertisements, to promote the forum and reach the target audience.

2. Speaker Fees and Travel: \$8,000
 - This includes the fees and travel expenses for invited speakers, presenters, and panelists who will share their expertise and knowledge at the forum.
3. Audiovisual Equipment and Technical Support: \$4,000
 - This covers the cost of audiovisual equipment, including projectors, screens, sound systems, and technical support to ensure smooth presentations and sessions.
4. Interpretation Services: \$3,500
 - SCDD funds will be used to offset the cost of professional interpretation services, including sign language interpreters and language interpreters, to ensure accessibility for diverse attendees.
5. Printing and Materials: \$2,000
 - This includes the cost of printing programs, handouts, name tags, and other materials needed for the forum.
6. Volunteer Support: \$1,500
 - This covers expenses related to recruiting, training, and coordinating volunteers who will assist with various tasks during the forum.
7. Miscellaneous Expenses: \$1,500
 - This includes unforeseen expenses, contingency funds, and other miscellaneous costs that may arise during the planning and execution of the forum.
8. Consumer and Family Involvement: \$2,500
 - This allocation will be specifically used to implement targeted outreach strategies to increase consumer and family involvement in the forum.

Total Budget: \$26,000

Please note that the budget breakdown is an estimation and may vary depending on specific factors, such as the location, duration, and scale of the forum. It is important to regularly review and adjust the budget as needed throughout the planning process. Here is a detailed description of budget line items:

1. **Venue and Logistics:** A portion of the funding will be allocated towards securing an accessible venue that can accommodate the needs of individuals with disabilities. This includes considerations such as wheelchair accessibility, assistive technology, and appropriate seating arrangements. Additionally, funds will be used to cover logistical expenses such as event permits, audio-visual equipment, and signage.
2. **Outreach and Promotion:** To ensure a diverse and inclusive attendance, funds will be allocated towards outreach efforts targeted at the Latino community with disabilities. This may involve the creation and distribution of promotional materials, advertisements in community spaces, and partnerships with local disability organizations. The goal is to raise awareness about the forum and encourage participation from individuals who can benefit from the event.

3. Speaker and Panelist Expenses: The forum will feature a lineup of expert speakers and panelists who will share their knowledge and experiences. The funding will cover expenses related to their participation, including travel arrangements, accommodations, and honorariums. By investing in high-quality speakers, the forum can offer valuable insights and expertise to attendees.

4. Accessibility Services: Ensuring the accessibility of the forum is a top priority. The funding will be used to provide necessary accessibility services such as sign language interpreters, captioning services, and assistive listening devices. These services will enable individuals with hearing impairments or communication barriers to fully participate in the forum's sessions and discussions.

5. Participant Support: The funding will be used to provide support to forum participants, particularly those with financial limitations. This may include offering transportation assistance, providing meals and refreshments during the event, and offering scholarships or reduced registration fees for individuals who otherwise may not be able to attend. These measures aim to remove financial barriers and ensure equal access for all.

6. Documentation and Reporting: Proper documentation of the forum's proceedings is crucial for sharing knowledge and outcomes. The funding will be used for professional recording and documentation services, including video recording of sessions, transcription services, and report writing. This will ensure that the forum's impact and key insights can be disseminated and utilized beyond the event itself.

7. Evaluation and Follow-Up: To assess the effectiveness of the forum and gather feedback from participants, funds will be allocated for evaluation activities. This may involve conducting surveys, gathering testimonials, and analyzing data to measure the forum's impact. The feedback received will inform future improvements and help guide the planning of similar events in the future.

Transparency and accountability in fund utilization will be maintained through regular financial reporting and documentation. The organizing committee will ensure that the funds are allocated.

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

El Arc de California has not received grants or sponsorship from SCDD.

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

See attached letter from Self-Advocate.

2. El Arc will provide acknowledgment at the event and event printed material that consumer and family participation in the event is made possible, in part, with funding from the California State Council on Developmental Disabilities.

Thank you so much for this opportunity, and I look forward to a positive response.
Please feel free to reach out with any questions.

Respectfully,

Joe Perales, MBA (Pronouns: He/Him)

Director of El Arc de California

323- 909-9635 cell | 916-552-6619 office

The Arc of California

joe@thearcca.org | TheArcCA.org | [Facebook](#) | [Twitter](#) | [Instagram](#)

Azucena I. Garcia
Self Advocate
1550 Goldfield St. #21
San Diego, CA 92110
azucenaferro@gmail.com
(619) 721-9614

Reg: SCDD Sponsorship

I wholeheartedly recommend the **Latino Disability Community Public Forum**, a public forum meant to address the growing disparities and challenges for the Latino/Hispanic community when accessing services from the regional centers in California, for funding support from your organization. As someone with Cerebral Palsy and a client of the San Diego Regional Center for the last 34 years of my life, I have experienced firsthand the devastating effects of the growing disparities in my community. In the previous year, for example, I had four different regional center coordinators, so I could not establish any continuity or relationship with my coordinator or promptly access the services I needed.

The Latino Disability Community Forum is poised to become a significant milestone in our collective efforts to publicly address, understand, and support the growing challenges we face in the Latino/Hispanic community when accessing services from regional centers across California.

The forum, organized by **El Arc de California**, aims to bring together a broad audience of self-advocates, family advocates, community members, activists, policymakers, and experts to discuss the unique challenges and ongoing disparities faced by the Latino/Hispanic disability community, especially monolingual Spanish speaking community when trying to access regional center services. More importantly, it seeks to amplify the voices of individuals with disabilities and families of those impacted by the growing disparities in the services offered and received, providing a platform for sharing firsthand experiences and challenges. Such an event not only educates and enlightens policymakers and the public but also plays a crucial role in transforming and changing how regional centers in California serve the Latino/Hispanic disability community from this point forward.

El Arc de California has a proven track record of commitment to people with disabilities in California and organizing events that engage and inspire action within the Latino/Hispanic community. Their dedication, meticulous planning, and organizational skills ensure the success of the initiatives they undertake. Undoubtedly, the **Latino Disability Community Forum** will be executed with the same level of excellence and passion.

In conclusion, funding the **Latino Disability Community Forum** is not just an investment in a single event but a significant contribution to our community's ongoing journey toward transforming how the regional center system serves the Latino/Hispanic disability community.

I strongly urge your organization to support this forum, which promises to create lasting change for our community. Thank you for considering this request. I am more than willing to provide further details or discuss how this forum aligns with your organization's mission and values.

Please feel free to contact me at azucenaferrero@gmail.com OR (619) 721-9614

Sincerely,
Azucena I. Garcia

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: San Diego State University Research Foundation

AMOUNT: \$2,500.00

BACKGROUND: The California State Council on Developmental Disabilities (SCDD) supports events that promote self-advocacy, leadership and education, thereby enabling people with developmental disabilities and their family members to expand their knowledge and skills.

ANALYSIS/DISCUSSION: San Diego State University Research Foundation is requesting a sponsorship for the 2024 San Diego People First Conference. The 2024 San Diego People First Conference is a two-day conference held in San Diego, run by and for self-advocates with developmental disabilities aged 18 and over, with support from community partners. The Conference is composed of workshops presented by self-advocates on topics such as person-driven planning, community safety, pursuing postsecondary education opportunities, self-advocacy, relationships, and increasing meaningful community participation designed to build knowledge, skills, and enthusiasm in attendees. Each educational workshop is an opportunity for self-advocates to develop individual leadership, mentoring and public speaking skills while presenting to their peers, as well as stakeholders such as service providers. The event is scheduled for June 7th and 8th 2024.

Event/Program Objectives:

- Build specific knowledge and skills in self-advocates on topics of interest/importance to them;
- Encourage networking and support amongst self-advocates to promote success on their individual paths, goals, and lives;
- Increase enthusiasm and spark interest in self-advocacy and apply this to their own life and community;
- Meet the future challenges of societal, service, and program funding changes, provide the skills necessary to become better self-determined individuals.

The Foundation expects 75 percent of panelists will be individuals with disabilities.

SCDD's sponsorship offsets the costs of speaker fees and registration materials.

The Foundation received SCDD sponsorships for this conference in 2022, 2018, and 2017.

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2023-24 the Council has awarded \$12,000 in funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2023.

STAFF RECOMMENDATION: Approve San Diego State University Research Foundation's request for sponsorship.

ATTACHMENTS(S): San Diego State University Research Foundation's request for sponsorship.

PREPARED: Kristie Allensworth March 28, 2024

Name of your Company/Organization

San Diego State University Research Foundation
Creative Support Alternatives

Name of Project/Event/Program

2024 People First Conference San Diego

Project/Event Date

June 7th and 8th 2024

Contact Name

Joshua Bellfy

Contact Email, Address and Phone Number

jbelfy@sdsu.edu

(619) 788-9665

Amount of Funding Requested

\$2,500.00

Approximate Total Cost of Project/Event

\$89,593.32

How this event/conference will increase the ability of consumers and family members to exercise control, choice and flexibility in the services and supports they receive, including a description of the specific way SCDD’s funding would be utilized?

The 2024 San Diego People First Conference is a two-day conference held in San Diego, run by and for self-advocates with developmental disabilities aged 18+. The conference is composed of workshops presented by self-advocates on topics such as person driven planning, safety in the community, pursuing postsecondary education, self-advocacy, relationships, and community participation. Each educational workshop is an opportunity for self-advocates to develop leadership, professional, and presenting skills while presenting to their peers and service providers. SCDD funds will be used to offset the costs of speaker fees and registration materials.

Event/Program Objectives

- To build specific knowledge and skills in self-advocates on topics of interest/importance to them.
- To encourage networking and support amongst self-advocates to promote success on their individual paths, goals, and lives.
- To increase enthusiasm and spark interest in self-advocacy and apply this to their own life and community.
- To meet the future challenges of societal, service, and program funding changes, provide the skills necessary to become better self-determined individuals.

Target Audience: The number and type of expected attendees (i.e. teachers, providers, administrators, etc.), including how many of those attendees are expected to be consumers and family members?

- Conference attendees/self-advocates: est. 250
- Support/Personal Assistants: est. at 125
- Others: est. at 100

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

We expect 75% of the panelists will be individuals with disabilities.

A list of other sponsors/major contributors:

Creative Support Alternatives/Interwork Institute/SDSU is significant supporting organization, functioning as the fiscal lead and serving on all Conference sub-committees. SDRC supports the Conference through IP driven funding for conference Registration for self-advocates, where requested. SCDD supports the SDPF Board by providing ongoing support.

The answer to this question: How you will conduct outreach to increase consumer and family involvement in the conference?

Flyers and promotional notices are shared via local self-advocacy groups, SDRC vendors/service providers (e.g. to be distributed via their networks using agency newsletters, Facebook pages, e-lists, etc.), and adult education programs. Additionally, City of San Diego Therapeutic Recreation program has included the Conference information through its promo materials.

Have you included a complete and total budget, including the amount you are requesting (\$1,500 limit), details on the amount and sources of other funds solicited or obtained?

Please see Excel Budget

Have you included a list of other SCDD sponsorships and grants you have previously requested and/or received?

SCDD has provided sponsorship funding for this exact purpose in 2022, 2018, and 2017 to our organization.

Have you included a letter of recommendation from a consumer and/or family organization that supports your efforts to improve consumer and family self-advocacy?

Please see letter of rec document submitted separately.

To whom it may concern,

My name is Viri Salgado. I am an officer of the San Diego People First self-advocacy group, where I represent self-advocates from our local communities.

I strongly recommend the San Diego People First Conference, a unique opportunity that inspires, educates, and empowers local attendees to become self-advocates. This year, we are excited to celebrate the 30th Annual Self-Advocacy Conference with the theme, "Self-Advocates Take Charge and Be the Change." It's a chance to connect and learn with advocates, professionals, people with intellectual and developmental disabilities, and their families. This self-advocacy conference, organized by self-advocates for self-advocates, is a platform to learn strategies for a full and productive life. Whether it's about making new friends, understanding individual service rights and responsibilities, or expressing self-determination with service providers, our conference is about sharing how we all can be valued members of the community.

I strongly support the creation of spaces for disability advocates to come together and share information, a purpose that this self-advocacy conference serves well. We hope each attendee will walk away with a deeper understanding of the current disability system outlook and a renewed sense of empowerment to design a future together where everyone can live their best life. The role of self-advocates, as vital protectors of the rights of people with disabilities and advocates for their needs, is a crucial focus of our conference.

Thank you for taking the time to consider this recommendation. We appreciate your support in spreading the word about the San Diego People First Conference.

Viri Salgado
Client Information Specialist
San Diego Regional Center

2024 San Diego People First
 Projected Budget Detail Sheet
 August 1st, 2023-June 8th, 2024

	Account code	Amount
Projected Revenue		
Registration for 200 attendees @\$200	5310	\$40,000
Hotel Room for 80 attendees @ \$214	5310	\$17,120
Conference Sponsors/Donations	5095	\$2,500
Gifts-other non-profits	5098	\$15,000
Total Revenue		<u>\$74,620</u>
Projected Expense		
Salaries & Wages		
1. PI Admin-0%		
2. CSA Staffing	6029	\$12,800
Fringe Benefits - 24%	6500	\$3,072.00
General Expenses		
Consultants/Contractors		
1. Keynote Speaking Fee	7710	\$1,000
2. Airfare for keynote speaker & support person	7120	\$1,200
3. Ground transportation for Keynote Speaker	7120	\$250
4. Hotel for keynote speaker	7120	\$200
Total Consultant expense		<u>\$2,650</u>
Conference Materials		
1. Registration Paperwork	7259	\$1,500
2. Tote Bags	7259	\$3,000
3. Conference Posters	7259	\$1,000
4. Postage	7259	\$500
total printing		<u>\$6,000</u>
Conference Venue		
1. Food & Beverage	7380	\$40,000
2. Hotel expenses	7380	\$20,000
total conference venue		<u>\$60,000</u>
Total General Expenses		<u>\$68,650</u>
Total Direct Expenses		<u>\$84,522.00</u>
F&A Fee		\$5,071.32
Total Expenses		<u>\$89,593.32</u>
Surplus/(Deficit)		<u><u>(\$14,973.32)</u></u>

COUNCIL AGENDA ITEM DETAIL SHEET

ISSUE: Exceptional Family Resource Center

AMOUNT: \$2,500.00

BACKGROUND: The California State Council on Developmental Disabilities (SCDD) supports events that promote self-advocacy, leadership and education, thereby enabling people with developmental disabilities and their family members to expand their knowledge and skills.

ANALYSIS/DISCUSSION: Exceptional Family Resource Center is requesting a sponsorship for the 40th Annual Involved Exceptional Parents Day. This is a one-day conference and expo showcase for parents and caregivers of children and adults with disabilities, educators, and service providers. Approximately 350 parents and professionals come together each year to learn, network, and access support and resources. The event is scheduled for April 27, 2024.

The event objectives are to empower parents of children with disabilities by increasing their knowledge of, and access to, information and resources that promote greater educational equity and community inclusion.

Focusing on education and support for families, the conference strives to inform parents about valuable resources, provide learning opportunities, and offer hope and a vision to support a meaningful future for their child. Workshops address early childhood and school-age supports, social and emotional wellness, and adult transition programs and services.

The SCDD sponsorship will offset costs associated with the event including audio-visual equipment, registration materials, and translation services.

This is Exceptional Family Resource Center's first SCDD sponsorship application..

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

PRIOR COUNCIL ACTIVITY: Since the beginning of FY 2023-24 the Council has awarded \$12,000 in funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2023.

STAFF RECOMMENDATION: Approve Exceptional Family Resource Center’s request for sponsorship.

ATTACHMENTS(S): Exceptional Family Resource Center’s request for sponsorship.

PREPARED: Kristie Allensworth March 28, 2024

**State Council on Developmental Disabilities
3831 N. Freeway Boulevard, Suite 125
Sacramento, California 95834**

**Attention: Kristie Allensworth
via email to: kristie.allensworth@scdd.ca.gov**

Application for Sponsorship

Name of Company / Organization:	Exceptional Family Resource Center (San Diego State University Research Foundation)
Name of Event:	Involved Exceptional Parents Day Conference
Event Date:	April 27, 2024
Contact Name:	Joyce Clark, Co-Director
Email:	joyce.clark@sdsu.edu
Telephone:	(619) 594-7408
Address:	6367 Alvarado Court, Suite 300 San Diego, CA 92120
Amount of Funding Requested:	\$2,500
Total Cost of Project:	\$62,400

About the Involved Exceptional Parents (IEP) Day Conference

The 40^h Annual Involved Exceptional Parents Day is a unique one-day conference and expo showcase for parents and caregivers of children and adults with disabilities, educators, and service providers. Nearly 350+ parents and professionals come together each year to learn, network, and access support and resources. This is the one and only conference in San

Involved Exceptional Parents Day Conference
April 27, 2024
Application for SCDD Sponsorship

Diego primarily dedicated to families and opportunities for parents to learn, rejuvenate and connect as a community.

The Involved Exceptional Parents Day Conference plays a vital role in the San Diego community. Focusing on education and support for families, the conference strives to inform parents about valuable resources, provide learning opportunities, and offer hope and a vision to support a meaningful future for their child. Workshops address early childhood and school-age supports, social and emotional wellness and adult transition programs and services.

Sponsorship from the State Council on Developmental Disabilities in the amount of \$2,500 will be used to offset costs associated with the event including audio-visual equipment, registration materials, event signage and translation / interpreter services.

Event Objectives

Objective: Empower parents of children with disabilities by increasing their knowledge of and access to information and resources that promote greater educational equity and community inclusion.

Target Audience: 300 attendees, 80% of attendees are parents of children with disabilities, 10% are professionals including teachers, administrators, social workers, advocates, and service providers. The conference is offered in both English and Spanish. Other language access needs are accommodated with one-week prior notice.

Presenters & Panelists: 25 presenters and panelists, including a panel of 5 adult consumers.

Other Sponsors / Contributors (to date):

- Exceptional Family Resource Center: Presenting Sponsor
- San Diego Regional Center: Platinum Sponsor
- Down Syndrome Association: Gold Sponsor
- A.R.C.C. Center: Gold Sponsor
- The Law Offices of Matthew Storey: Parent Lounge Sponsor

Outreach

The conference committee is comprised of parents, educators, advocates, self-advocates, advocacy agencies, and local service providers. Each member of our committee has a large network of parents and families ensuring we reach all the diverse communities across San Diego County. We are also able to reach parents and families through our partner agencies, our website, and our social media channels.

We disseminate information conference electronically and through print materials, specifically targeting stakeholders that can increase our reach.

Budget

Please see the attached budget.

Previous Sponsorships

The conference as sponsored by the Exceptional Family Resource Center (fiscally sponsored by the San Diego State University Research Foundation) has not yet received sponsorship.

Letter of Recommendation

Please see attached letter of recommendation from the Down Syndrome Association.

Involved Exceptional Parents Day Conference
April 27, 2024
Application for SCDD Sponsorship

Thank you for your consideration of our request.

Yours truly,

A handwritten signature in cursive script that reads "J. Clark".

Joyce Clark, Co-Director
Exceptional Family Resource Center
Chair, IEP Day Conference Committee

Attach.

JC/dd

IEP DAY Budget 2024	
REVENUE	
REGISTRATIONS	
SD Unified school District	\$7,500.00
EFRC Scholarships	\$6,000.00
SDRC Scholarship	\$21,000.00
Eventbrite Attendee Registration	\$5,500.00
TOTAL REGISTRATION	\$40,000.00
SPONSORSHIPS	
EFRC, SDRC, DSA, ARCC, HGH, ETC.	\$15,500.00
State Council on Developmental Disabilities Sponsorship	\$2,500.00
TOTAL SPONSORSHIPS	\$18,000.00
RESOURCE FAIR / EXPO	
Exhibitors - Non-profit	\$1,400.00
Exhibitors - For Profit	\$3,000.00
TOTAL RESOURCE FAIR / EXPO	\$4,400.00
TOTAL REVENUE	\$62,400.00
EXPENSES	
Supplies	\$600.00
Printing and copying	\$375.00
Promotion (Post Cards)	\$950.00
Interpreters	\$2,500.00
Parking	\$2,000.00
AV Equipment & Software	\$12,000.00
Hotel Cost (venue set-up fees, equipment, food)	\$36,500.00
Hotel Extra Catering/food 25 box lunches	\$3,500.00
Event Insurance Policy	\$300.00
Speakers (keynote) Honorarium	\$1,000.00
Volunteer/ Workshop Speaker Gifts (20 X \$50 Amazon Gift Card)	\$1,000.00
Give Aways / Prizes	\$1,000.00
Website - Hosting, Domain, Security	\$425.00
Other Expenses	\$250.00
TOTAL EXPENSES	\$62,400.00
NET PROFIT (LOSS)	\$0.00

Date: March 01, 2024

To: State Council on Developmental Disabilities

(SCDD) From: Shelley Herron, President

RE: 2024 Involved Exceptional Parents Day Conference: April 27, 2024

The Down Syndrome Association of San Diego (DSA) is pleased to provide a letter of support on behalf of the Involved Exceptional Parents Day Conference Committee's request for funding to assist with costs associated with this year's conference.

DSA is a community partner and has supported this event for decades. We share a common vision to inform, inspire and empower families by providing essential information and resources that will help them to better understand the needs of their child and improve access and utilization of needed services.

DSA has served families of children and adults in San Diego since 1978 by providing access to accurate information, specialized training, and peer-to-peer support. The Involved Exceptional Parents Day Conference offers workshops and resources which enhance knowledge and skills so that families/caregivers can partner more effectively with schools, service agencies and community programs. DSA fully supports the conference and values the partnership. We encourage the SCDD to consider funding this unique event and opportunity for families. Thank you for your consideration.

Please contact us if you have any questions or require additional information. Sincerely,

A handwritten signature in cursive script that reads "Shelley Herron". The signature is written in black ink and is positioned above the typed name of the sender.

Shelley Herron, President

6367 Alvarado Court,
Suite 350 San Diego,
CA 92120
(619) 594-7389
DSAsdonline.org

SPONSORSHIPS AWARDED FOR 2023-2024

Agency Name:	Event Date:	Amount Requested:	Amount Awarded:	Amount Invoiced:	Remaining Funds:
Special Needs Resource Foundation of San Diego	7/13/2023	\$1,500	\$1,500	\$1,500	\$23,500
Exceptional Family Center	9/16/2023	\$1,500	\$1,500	\$0	\$22,000
University Center for Excellence in Developmental Disabilities (UCEDD) at the MIND Institute at the University of California, Davis	7/28/2023	\$1,500	\$1,500	\$1,500	\$20,500
Disability Voices United	11/1/2023	\$1,500	\$1,500	\$1,500	\$19,000
Special Needs Resource Foundation of San Diego	4/13/2024	\$1,500	\$1,500	\$0	\$17,500
Developmental Disabilities Council of Contra Costa County	3/23/2024	\$1,500	\$1,500	\$0	\$16,000
Cal-TASH	3/2/2024	\$1,500	\$1,500	\$0	\$14,500
CHOICES Institute	4/2/2024	\$1,500	\$1,500	\$0	\$13,000

APRIL 16, 2024

AGENDA ITEM 8.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

SCDD Budget Update

Chief Deputy Director Ken DaRosa will provide Committee members with an update on the Council's budget.

Attachments

Budget Narrative

April Budget Projections

FY 2023/24 Budget Display



SFY 2023-24 Budget Update

The package before the Committee includes a budget expenditure report and statement of activities for State Fiscal Year (SFY) 2023-24 expenditures through February 29, 2024, and a description of the budget line items. As a reminder, the Council approved the SFY 2023-24 BSG budget on May 23, 2023, and updated October 24, 2023, to reflect the salary adjustments the State negotiated with the labor unions.

Methodology

Personal Services

The Department of Finance requires all state departments to fully fund their authorized staff positions in the State Budget. Therefore, the Personal Services line items reflect all BSG authorized positions, but assumes modest salary savings resulting from vacancies in each year.

Operating Expense and Equipment (OE&E)

The OE&E line items are based on the actual expenditures from prior SFYs, taking into considerations trends upward or downward.

Calculation of Total BSG Award

Because the Council approves the BSG budget on the SFY (July-June) and federal BSG funds are awarded on the Federal Fiscal Year (FFY) (October-September), the SFY 2023-24 budget reflects 3 months of FFY 2023 funding (July-September) and 9 months of FFY 2024 funding (October-June).

Difference Between Council Budget & BSG Award

This represents the combined budgeted amounts for Personal Services, OE&E, and Community Grants subtracted by the Total BSG Award. The approved SFY 2023-24 budget is \$8,062,000 and the BSG Award is \$8,064,000 for a projected difference between award and expenditures of \$2,000.

Prior Year Unexpected Funds: 2023-24

Prior year unexpended funds primarily result from Personal Services savings resulting from vacant positions and OE&E, and Community Grantee expenditures that are not paid before June 30, as well as grant award timing and its "overlap" of the federal fiscal year and the state fiscal year. Staff identified, and presented to the Council on May 23, 2023, projected unexpended funds of approximately \$345,000 available for the current year.



2023-24 First and Second Quarter Expenditure Reports Statement of Activities and Projections

This is a narrative description of the year-to-date expenditure reports, which are attached. It is important to understand that these projections are based on an analysis of expenditure data at a specific point in time (i.e., February 29, 2024) and are subject to change.

SFY 2023-24 BSG Expenditures

The budget assumes BSG expenditures of \$8,062,000. With four months remaining in the state fiscal year, total year-to-date expenditures of \$4,787,991 result in a projected remaining balance of \$3,274,009 (i.e., 41 percent).

- Personal Services: Total expenditures to date \$3,908,256 result in a remaining balance of \$2,338,744 (37 percent). The current vacancy rate is 18 percent – a total of 9 vacancies.
- OE&E: Total expenditures to date \$867,888 result in a remaining balance of \$647,112 (43 percent). Staff predict the In-State Travel line item will be underspent this year because of continued hybrid meeting opportunities. The cost savings offset the rising cost of travel. Beginning January 2024, statewide travel reimbursement rates increased for lodging, meals, personal mileage, and car rentals. We project net savings of approximately \$70,000.
- General Expense: The table includes a \$36,000 expenditure for September and October 2023. Staff's analysis suggests this reflects meeting room and equipment rental of \$25,000 for Statewide Self-Advocacy Network in-person meeting on September 12, 2023. Another \$11,000 is for software amortization that should be charged to the Information Technology line item. We are working with our DSS colleagues for the correction.
- Program Development Grants: Year-to-date expenditures total nearly \$12,000, resulting in a remaining balance of \$288,152 (96 percent unspent). Staff anticipates expenditure will increase over the remaining four months.
- Unexpended Funds Available for the Council to Spend: After deducting the traditional \$1.75 million reserve, and projecting an anticipated amount of carryover, staff projects \$345,000 could be available for the Council to consider on additional one-time initiatives later in the fiscal year.

SFY 2023-24 Quality Assurance (QA) Reimbursements from DDS

Total QA funding available is \$3,672,000. With four months remaining in the fiscal year, the program shows a remaining balance of approximately \$1,639,885 (44 percent).

- Personal Services: Year-to-date expenditures of \$1,288,810 give us a remaining balance of \$990,190 (approximately 43 percent). The vacancy rate is 17 percent (i.e., three vacancies).
- OE&E: Year-to-date expenditures \$743,306 reflect a remaining balance of \$649,694 (47 percent). Staff predict the Postage line item will increase by \$100,000 to resend 60,000 returned National Core Indicator Surveys.
- Printing: Staff expects a \$250,000 increase for printing the surveys.

SFY 2023-24 Client's Rights Advocates/Volunteer Advocacy Services (CRA/VAS) Reimbursements from DDS

Total CRA/VAS funding available is \$1,661,000. With four months remaining in the state fiscal year, reimbursements from DDS for the CRA/VAS Program reflect a remaining balance of \$723,430 (nearly 43 percent).

- Personal Services: Expenditures to-date total \$723,114 and reflect a remaining balance of \$566,886 (approximately 44 percent). The vacancy rate is 11 percent (i.e., one position).
- OE&E: Currently, program expenditures total \$214,456 with a remaining balance of \$156,544 (42 percent). It's important to note this program is funded by reimbursement from DDS, and that SCDD is reimbursed for actual expenses. Any projected savings have no fiscal impact on other programs.



State Council on Developmental Disabilities

Council Report for State Fiscal Year 2023 - 2024

As of March 1, 2024

Expenditures through February 29, 2024

Federal Grant	Annual Budget	Monthly Expenditures	Year-To Date Expenditures	Balance
Personal Services & Benefits	\$ 6,247,000	\$ 392,919	\$ 3,908,256	\$ 2,338,744
Operating Expenses	\$ 1,515,000	\$ 45,706	\$ 867,888	\$ 647,112
Grants / Special Items	\$ 300,000	\$ 11,848	\$ 11,848	\$ 288,152
Total	\$ 8,062,000	\$ 450,473	\$ 4,787,991	\$ 3,274,009

Positions	#
# Positions	50
# Vacancies	9
-	-
Vacancy %	18%

Quality Assessment	Annual Budget	Monthly Expenditures	Year-To Date Expenditures	Balance
Personal Services & Benefits	\$ 2,279,000	\$ 243,149	\$ 1,288,810	\$ 990,190
Operating Expenses	\$ 1,393,000	\$ 86,033	\$ 743,306	\$ 649,694
Total	\$ 3,672,000	\$ 329,182	\$ 2,032,115	\$ 1,639,885

Positions	#
# Positions	18
# Vacancies	3
Vacancy %	17%

Clients' Rights Advocates/ Voluntary	Annual Budget	Monthly Expenditures	Year-To Date Expenditures	Balance
Personal Services & Benefits	\$ 1,290,000	\$ 121,257	\$ 723,114	\$ 566,886
Operating Expenses	\$ 371,000	\$ 75,339	\$ 214,456	\$ 156,544
Total	\$ 1,661,000	\$ 196,595	\$ 937,570	\$ 723,430

Positions	#
# Positions	9
# Vacancies	1
Vacancy %	11%

Supported Decision Making Technical Assistance Program	Annual Budget	Monthly Expenditures	Year-To Date Expenditures	Balance
Personal Services & Benefits	\$ 755,000	\$ 19,496	\$ 179,030	\$ 575,970
Operating Expenses	\$ 1,245,000	\$ 1,000	\$ 25,596	\$ 1,219,405
Grant Awards	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
Total	\$ 5,000,000	\$ 20,496	\$ 204,626	\$ 4,795,374

Positions	#
# Positions	3
# Vacancies	0
-	-
Vacancy %	0%

Total	#
# Positions	80
# Vacancies	13
Vacancy %	16%



State Council on Developmental Disabilities

Council Report for State Fiscal Year 2023 - 2024

As of March 1, 2024

Expenditures through February 29, 2024

Federal Grant	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	6,247,000	392,919	3,908,256	2,338,744	37.4%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Office Equip)	50,000	4,313	86,497	(36,497)	-73.0%
Printing	30,000	129	7,409	22,591	75.3%
Communications	55,000	9,430	35,156	19,844	36.1%
Postage	9,000	281	5,808	3,192	35.5%
Travel-in-State	175,000	3,354	40,907	134,093	76.6%
Out-of-State Travel	8,000	-	4,800	3,200	40.0%
Training (Tuition and Registration)	35,000	(364)	7,242	27,758	79.3%
Facilities Operations (Rent)	550,000	39,159	321,320	228,680	41.6%
Facilities Png/Maint. & Utilities	8,000	707	3,380	4,621	57.8%
Interdepartmental Services	250,000	32,285	218,070	31,930	12.8%
External Contract Services	100,000	3,416	31,235	68,765	68.8%
Information Technology (Computer, Software)	215,000	6,049	82,331	132,669	61.7%
Statewide Cost Allocation Plan (SWCAP)	25,000	-	25,000	-	0.0%
Other Items of Expense	5,000	(53,053)	(1,267)	6,267	125.3%
Subtotal OE&E	1,515,000	45,706	867,888	647,112	42.7%
SPECIAL ITEM (PROGRAM 20)	300,000	11,848	11,848	288,152	96.1%
TOTAL	8,062,000	450,473	4,787,991	3,274,009	40.6%

Quality Assessment	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	2,279,000	243,149	1,288,810	990,190	43.4%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	18,395	100	80,755	(62,360)	-339.0%
Printing	562,000	-	7,913	554,087	98.6%
Communications	40,000	2,900	10,549	29,452	73.6%
Postage	211,605	1,562	380,763	(169,158)	-79.9%
Travel-in-State	5,000	673	7,128	(2,128)	-42.6%
Training (Tuition and Registration)	3,000	-	1,080	1,920	64.0%
Facilities Operations (Rent)	282,000	20,159	144,085	137,915	48.9%
Facilities Png/Maint. & Utilities	2,000	-	-	2,000	100.0%
Interdepartmental Services	164,000	53,014	78,490	85,510	52.1%
External Contract Services	30,000	-	3,896	26,104	87.0%
Data Processing (Software, Supplies & Misc.)	50,000	7,625	28,591	21,409	42.8%
Other Items/ Client Services	25,000	-	55	24,945	99.8%
Subtotal OE&E	1,393,000	86,033	743,306	649,694	46.6%
TOTAL	3,672,000	329,182	2,032,115	1,639,885	44.7%



State Council on Developmental Disabilities

Council Report for State Fiscal Year 2023 - 2024

As of March 1, 2024

Expenditures through February 29, 2024

Clients' Rights Advocates/ Volunteer Advocacy Services	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	1,290,000	121,257	723,114	566,886	43.9%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	5,000	-	8,108	(3,108)	-62.2%
Printing	9,000	38	1,222	7,778	86.4%
Communications	10,000	1,129	3,556	6,444	64.4%
Postage	1,000	308	993	7	0.7%
Travel-in-State	32,000	2,197	16,558	15,442	48.3%
Training (Tuition and Registration)	15,000	-	431	14,569	97.1%
Facilities Operations (Rent)	24,000	8,593	69,072	(45,072)	-187.8%
Interdepartmental Services	134,000	48,544	41,209	92,791	69.2%
External Contract Services	3,000	-	899	2,101	70.0%
Data Processing (Software, Supplies & Misc.)	45,000	5,950	15,277	29,723	66.1%
Other Items/ Client Services	93,000	8,580	57,131	35,869	38.6%
Subtotal OE&E	371,000	75,339	214,456	156,544	42.2%
TOTAL	1,661,000	196,595	937,570	723,430	43.6%

Supported Decision-Making Technical Assistance Program	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	755,000	19,496	179,030	575,970	76.3%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	12,000	-	-	12,000	100.0%
Printing	6,000	-	-	6,000	100.0%
Communications	12,000	-	-	12,000	100.0%
Postage	6,000	-	-	6,000	100.0%
Travel-in-State	16,000	-	-	16,000	100.0%
Training (Tuition and Registration)	10,000	1,000	1,500	8,500	85.0%
Facilities Operations (Rent)	-	-	-	-	0.0%
Facilities Plng/Maint. & Utilities	-	-	-	-	0.0%
Interdepartmental Services	6,000	-	13,222	(7,222)	-120.4%
External Contract Services	1,165,000	-	6,188	1,158,813	99.5%
Data Processing (Software, Supplies & Misc.)	12,000	-	4,686	7,314	61.0%
Subtotal OE&E	1,245,000	1,000	25,596	1,219,405	97.9%
Grant Awards	3,000,000	-	-	3,000,000	100.0%
TOTAL	5,000,000	20,496	204,626	4,795,374	95.9%



State Council on Developmental Disabilities

Fiscal Year 2023-24 Budget
Revised October 2023

Categories	Council Budget	SCDD Budget - Other Sources				TOTAL
	*Basic State Grant	Quality Assessment	Clients' Rights Advocates/ Volunteer Advocacy	Supported Decisionmaking Technical Assistance Program		
	Federal Grant	State Contract	State Contract	Budget Act of 2022 2-Year Budget		
1. Personal Services:						
Net Salaries & Wages	\$ 4,393,000	\$ 1,543,000	\$ 859,000	\$ 488,000	\$ 7,283,000	
Temporary Help / Honorarium	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000	
Worker's Compensation	\$ 55,000	\$ 3,000	\$ 5,000	\$ 2,000	\$ 65,000	
Staff Benefits	\$ 2,090,000	\$ 733,000	\$ 426,000	\$ 265,000	\$ 3,514,000	
Less 8% Salary Savings From Vacancies	\$ (351,000)				\$ (351,000)	
Total Personal Services	\$ 6,247,000	\$ 2,279,000	\$ 1,290,000	\$ 755,000	\$ 10,571,000	
2. Operating Expense and Equipment:						
General Expense	\$ 50,000	\$ 18,000	\$ 5,000	\$ 12,000	\$ 85,000	
Printing	\$ 30,000	\$ 562,000	\$ 9,000	\$ 6,000	\$ 607,000	
Communications	\$ 55,000	\$ 40,000	\$ 10,000	\$ 12,000	\$ 117,000	
Postage	\$ 9,000	\$ 211,605	\$ 1,000	\$ 6,000	\$ 227,605	
Travel-in-State :	\$ 175,000	\$ 5,000	\$ 32,000	\$ 16,000	\$ 228,000	
Out-of-State Travel	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,000	
Training (Tuition and Registration)	\$ 35,000	\$ 3,000	\$ 15,000	\$ 10,000	\$ 63,000	
Facilities Operations (Rent)	\$ 550,000	\$ 282,000	\$ 24,000	\$ -	\$ 856,000	
Utilities	\$ 8,000	\$ 2,000	\$ -	\$ -	\$ 10,000	
Interdepartmental Services	\$ 250,000	\$ 164,000	\$ 134,000	\$ 6,000	\$ 554,000	
External Contract Services	\$ 100,000	\$ 30,000	\$ 3,000	\$ 1,165,000	\$ 1,298,000	
Information Technology	\$ 215,000	\$ 50,000	\$ 45,000	\$ 12,000	\$ 322,000	
Statewide Cost Allocation Plan (SWCAP)	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	
Other Items of Expense	\$ 5,000	\$ 25,000	\$ 93,000	\$ 3,000,000	\$ 3,123,000	
Total Operating Expense and Equipment	\$ 1,515,000	\$ 1,392,605	\$ 371,000	\$ 4,245,000	\$ 7,524,000	
3. Community Grants / Other Projects	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	
4. Total SCDD Budget by Source	\$ 8,062,000	\$ 3,672,000	\$ 1,661,000	\$ 5,000,000	\$ 18,395,000	
5. Total Basic State Grant Award	\$ 8,064,000					
6. Difference between Total Council Budget and Basic State Grant Award	\$ 2,000					
*Footnotes						
Cash Reserve	\$ 1,750,000					
Estimated Unexpended Funds Available	\$ 345,000					

APRIL 16, 2024

**AGENDA ITEM 9.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Executive Director Report

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

Handout

Executive Director Report

APRIL 16, 2024

**AGENDA ITEM 10.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Adjournment and Next Meeting Date

The next meeting of the Executive Committee is scheduled for June 18, 2024.