

#### **NOTICE/AGENDA**

# STATE COUNCIL ON DEVELOPMENTAL DISABILITIES EXECUTIVE COMMITTEE MEETING

This meeting is being held via teleconference within the meaning of Government Code section <a href="https://doi.org/11123.2">11123.2</a>. 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 <a href="https://www.scdd.ca.gov">www.scdd.ca.gov</a>

#### **MEETING DETAILS:**

JOIN BY TELECONFERENCE:

**MEETING ID:** 838 4820 7773

(669)-444-9171

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

**TELECONFERENCE LOCATION:** 

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

JOIN BY ZOOM:

https://bit.ly/ExecCmteJune2025

**MEETING ID:** 838 4820 7773

**PASSCODE**: 233777

**DATE:** June 17, 2025

**TIME:** 10:30 AM - 1:00 PM

COMMITTEE CHAIR: Harold Ashe

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 to provide comments and/or present to this body on matters not listed on the agenda. There will be up to 20 min allocated to hear from the public with each person allotted up to 3 minutes comment.	utes
	Additionally, there will be up to 10 minutes allocated to hear from the publi agenda item, with each person allotted up to 1 minute to comment.	ic on each
Item 5.	APPROVAL OF APRIL 2025 MINUTES VMTE  All	Page 5
ltem 6.	STAFF SPOTLIGHT Rondale Holloway, Office Technician	Page 11
Item 7.	PROGRAM SPOTLIGHT Holly Bins, CRA/VAS Manager	Page 12
Item 8.	SPONSORSHIP REQUESTS VMTE Rihana Ahmad, Chief Deputy Director A. The Arc of California (Congreso Familiar) B. The University Center Excellence in Developmental Disability (CEDD) at the MIND Institute at the University of California, In	
Item 9.	CONFLICT RESOLUTION PLANS – REQUESTS FOR APPROVAL VMTE Michael Santiago, Legal Counsel A. Mariana Murillo, Board Member, Tri-Counties Regional Cent B. Ramon Hooper, Board Member, Tri-Counties Regional Cent C. Patrick Ruppe, Board Member, Harbor Regional Center (HR	er (TCRC)
Item 10	SCDD BUDGET UPDATE Rihana Ahmad, Chief Deputy Director	Page 25
Item 11.	EXECUTIVE DIRECTOR EVALUATION PROCESS UPDATE Harold Ashe, Council Vice Chair and Rihana Ahmad, Chief Deputy Director	Page 40
ltem 12	EXECUTIVE DIRECTOR REPORT	Page 43

Aaron Carruthers, Executive Director

#### Item 13. ADJOURNMENT AND NEXT MEETING DATE

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The next meeting of the Executive Committee will be on August 19, 2025.

#### **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 <a href="mailto:yaritza.sanchez@scdd.ca.gov">yaritza.sanchez@scdd.ca.gov</a>. Please provide at least 3 business days before 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.

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.

**AGENDA ITEM 5.** 

**ACTION ITEM** 

# EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

#### Approval of April 2025 Minutes

The draft minutes from the April 15, 2024, Executive Committee meeting have been included in the packet for review. Committee members will vote on whether to approve the minutes.

#### Attachment

April 2025 Executive Committee meeting minutes

#### Action Recommended

Approve the April 2025 meeting minutes.



#### DRAFT **Executive Committee Meeting Minutes** April 15, 2025

#### **Members Attending**

Nicole Adler (S.A.)

Harold Ashe, Chair (F.A.)

Lee Bycel (F.A.)

Harold Fujita (F.A.)

Julie Gaona (S.A.)

Julio Garnica (S.A.)

Nestor Nieves (S.A.) Kara Ponton (S.A.)

Eric Ybarra (S.A.)

#### **Members Absent**

Jessica Brown (F.A.)

#### Others Attending

Rihana Ahmad Chris Arrovo

**Aaron Carruthers** 

**Austin Murphy** 

Chris Arroyo

Ibrahim Muttaqi

#### Others Attending (cont.)

Yaritza Sanchez Michael Santiago Lynn Villoria-Uyeda

#### 1. CALL TO ORDER

Executive Committee Chair Ashe called the meeting to order at 10:37 A.M.

#### 2. ESTABLISH QUORUM

A quorum was established.

#### 3. WELCOME/INTRODUCTIONS

Committee Chair Ashe asked members to introduce themselves and share updates on their families. Members introduced themselves, disclosed if there were others in the room with them, and shared their responses.

#### 4. PUBLIC COMMENTS

No public comments.

#### 5. APPROVAL OF FEBRUARY 2025 MINUTES

#### Action 1

It was moved/seconded (Bycel [F.A.]/Fujita [F.A.]) and carried to approve the February 2025 meeting minutes with a correction to the 'Member Absent' section, which incorrectly listed Lee Bycel as Chair. (See last page of minutes for a voting record of members present.)

#### 6. STAFF SPOTLIGHT

This month's SCDD Staff Spotlight featured Deputy Director of Policy and Public Affairs Chris Arroyo. He shared details on his professional background, transition into his role, personal interests, and meaningful relationships with his wife, Sylvia, and dog Storm.

#### 7. CONFLICT OF INTEREST WAIVER REQUESTS

Legal Counsel Michael Santiago noted that the format of the staff analysis detail sheets for the plans had been updated to improve clarity and organization. Then he presented the four Conflict of Interest (COI) Resolution Plans for the Committee's consideration. The first COI Resolution Plan for North Los Angeles County Regional Center Board Member Jacquie Colton was an initial request. Harbor Regional Center Board Member Chris Patay submitted a COI Resolution Plan reflecting a change in status. COI Resolution Plans for Redwood Coast Regional Center Board Members William Lewis and Diane Larson were presented as renewals. Detailed conflict-of-interest mitigation plans were provided in the meeting packet.

#### Action 2

It was moved/seconded (Ponton [S.A.]/Ybarra [S.A.]) and carried to approve the conflict-of-interest resolution plans for Regional Center Board Members Jacquie Colton, Chris Patay, William Lewis, and Diane Larson. (See last page of minutes for a voting record of members present.)

#### 8. SCDD BUDGET UPDATE

Executive Director Aaron Carruthers provided a detailed update on the Council's budget. He relayed that although Congress had passed a continuing resolution on March 15, 2025, to maintain funding levels through September 30, 2025, the Council had not yet received its official notice of award from the Administration on Community Living (ACL). This delay followed a major restructuring at the federal level, including an announcement that ACL would be eliminated. Executive Director Carruthers shared that other Councils were experiencing similar delays and that a letter from ACL indicated notices of award would be sent by mid-May. Until then, the Council would continue operating based on level funding projections and existing cash reserves, which were enough to maintain full operations.

The Executive Director then provided an overview of the current year's expenditures. With four months remaining in the fiscal year, the Council had spent about 59% of its approved \$8.21 million BSG budget. This amounted to

\$4.8 million in expenditures through February, with about \$3.4 million still available. The Personal Services line reflected a 20% vacancy rate. He explained that some of these vacancies resulted from retirements or internal staff promotions, while others were intentionally held open to support a career ladder pathway for staff. Additionally, he highlighted that while the cost of travel had increased, overall travel remained low, which helped offset those increased costs. He mentioned that a recent shift toward more in-person meetings and trainings could lead to higher travel-related spending in the upcoming months. Nonetheless, Executive Director Carruthers emphasized that the Council's financial position remained stable and that all spending was within expected projections.

For additional information on the budget, please access the meeting packet found at <a href="https://scdd.ca.gov/executive\_committee/">https://scdd.ca.gov/executive\_committee/</a>.

Executive Director Aaron Carruthers presented items nine and ten together,

9. EXECUTIVE DIRECTOR REPORT/ STATE AND FEDERAL UPDATES

# combining his report with the state and federal updates. He invited Deputy Director of Policy and Public Affairs Chris Arroyo to begin with a state policy update. Deputy Director Arroyo reviewed legislative actions taken since the March Council meeting. He reported that one bill had been removed and that the Council had taken positions on three new bills. AB 617 (McKinnor) was initially supported by the Council for its goal of expanding access to respite care services through the Aging and Disability Resource Connection's No Wrong Door System. However, the bill was later amended to focus on licensing requirements for individuals providing personal care and in-home respite. Due to this change, the Council withdrew its support, and staff began reviewing the revised bill for potential reconsideration. AB 1220 (Arambula) aimed to improve transparency in service delivery by requiring the Department of Developmental

Services (DDS) and regional centers to report service denials and notices of action, and to include those denials in each Individual Program Plan (IPP). The

priorities. SB 84 (Niello) proposed a 120-day waiting period before individuals

employees. The Council opposed the bill as it would infringe on people's civil rights and access to the courts. Lastly, SB 373 (Grove) aimed to increase safeguards for students in nonpublic schools by requiring Local Educational Agencies (LEAs) to inform families of student rights, provide access to an ombudsman, and ensure private communication channels. The Council

Council supported the bill as it aligned with its core values and legislative

could file accessibility lawsuits against businesses with fewer than 50

Legend: SA = Self-Advocate FA = Family Advocate supported the bill, and Deputy Director Arroyo noted that Senator Grove's office had actively sought the Council's feedback on the bill.

Following the legislative update, Executive Director Carruthers provided an overview of the state budget. He explained that although the Governor had released a proposed budget in January, the real work begins in May when the state revises its proposal based on tax revenues received in April. This revised budget, known as the May Revision, signals the true start of the budget season in California, with final negotiations and adjustments typically occurring between May and June. He emphasized two major factors contributing to uncertainty in this year's process: delays in federal budget decisions and California's reliance on revenue from high-income earners. While the state has tried to prepare for these variables, the budget situation continues to evolve, and further changes are expected later in the year.

As part of his federal update, the Executive Director highlighted a newly released study from the Centers for Disease Control and Prevention (CDC) on autism prevalence among eight-year-olds. The study analyzed data from 16 different communities across the United States and found an increase in autism diagnoses from one in 36 children in 2022 to one in 31. San Diego reported the highest rate, with one in 19 children diagnosed. The CDC's report related these increases to improved screening and diagnostic efforts. Executive Director Carruthers noted that the findings reinforced the importance of early detection and access to coordinated services in California. He concluded his updates by reflecting on how the Council can remain effective during times of change and uncertainty. He reiterated the importance of helping people share their personal stories, especially around critical issues like Medicaid, to raise awareness, shape policy conversations, and drive systemic change.

Committee member Lee Bycel emphasized the importance of building community during widespread uncertainty and encouraged members to consider how they could better support one another. He suggested dedicating time before or after the May Council meeting in Sacramento to create space for connection and mutual support. Executive Director Aaron Carruthers thanked him for the suggestion and shared that he would work with the Chair and Vice Chair to explore ways to make it happen.

#### 10. STATE AND FEDERAL UPDATES

This item was presented with item 9.

#### 11. ADJOURNMENT AND NEXT MEETING DATE

The next Executive Committee meeting will be held on June 17, 2025. The meeting adjourned at 12:59 P.M.

Name	Action 1 Minutes	Action 2 COIs
Adler, Nicole	Aye	Aye
Ashe, Harold	Aye	Aye
Bycel, Lee	Aye	Aye
Fujita, Harold	Aye	Abstain
Gaona, Julie	Aye	Aye
Garnica, Julio	Aye	Aye
Nieves, Nestor	Aye	Aye
Ponton, Kara	Aye	Aye
Ybarra, Eric	Aye	Aye

AGENDA ITEM 6. INFORMATION ITEM

# EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Staff Spotlight: Rondale Holloway

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 SCDD's Office Technician, Rondale Holloway.

AGENDA ITEM 7. INFORMATION ITEM

# EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

**Program Spotlight: Holly Bins** 

The Executive Committee is spotlighting an SCDD program. This will provide Committee members with an opportunity to learn more about SCDD's programs, their role within the organization, and the work they accomplish. This month's spotlight will feature a short presentation from SCDD's CRA/VAS Manager, Holly Bins.

#### **AGENDA ITEM 8.**

#### **ACTION ITEM**

## EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

#### Sponsorship Requests

The State Council on Developmental Disabilities allocates \$25,000 a year to support events that promote self-advocacy, leadership, and education, thereby enabling people with developmental disabilities and their family members to expand their knowledge and skills. This is commonly referred to as Sponsorship requests.

The fiscal year 2025–26 begins on July 1, 2025, and since it has not yet commenced, the Council has expended no funds on sponsorships.

Chief Deputy Director Rihana Ahmad will present two sponsorship requests for the Committee's consideration. The first sponsorship request is from the Arc of California (Congreso Familiar), and the second sponsorship request is from the University Center for Excellence in Developmental Disabilities (CEDD) at the MIND Institute at the University of California, Davis.

To assist the Executive Committee in making funding decisions, members will be provided with a detailed sheet that summarizes the event, indicates any prior Council funding, identifies the relevant State Plan Goal(s), and includes any other pertinent information.

Upon completing their review, the Committee will determine which requests to fund. It should be noted that the prior year's budget was fully expended by February 2025.

#### Attachment(s)

Staff analysis detail sheets for the Arc of California (Congreso Familiar) and the University Center Excellence in Developmental Disabilities (CEDD) at the MIND Institute at the University of California, Davis.

#### Handout(s)

May be handouts the day of the meeting.

#### COUNCIL AGENDA ITEM DETAIL SHEET

**ISSUE:** The Arc of California (Congreso Familiar)

**AMOUNT: \$2,500.00** 

**BACKGROUND:** The California State Council on Developmental Disabilities (SCDD) supports events that provide training, networking, and educational opportunities to improve services for individuals with intellectual and developmental disabilities and their families.

**ANALYSIS/DISCUSSION:** The Arc of California is requesting sponsorship for its *Congreso Familiar* conference, scheduled for Saturday, August 2, 2025.

The conference aims to empower Spanish-speaking families of individuals with developmental disabilities by increasing their knowledge of their rights, available services, and community resources. It offers culturally and linguistically relevant workshops and professionally led sessions covering topics such as the Individualized Education Program (IEP), regional center services, and transition to adulthood, to promote self-advocacy and informed decision-making through practical tools and real-life strategies. By providing information in Spanish, along with childcare and other supports, the event ensures meaningful access and fosters community connection for underserved families.

The conference is expected to draw approximately 700 attendees, including 300 consumers and family members. Other participants will include service providers, presenters, volunteers, siblings, teachers and aides, and community partners, creating a diverse and collaborative environment. A total of 25 to 30 presenters will participate in the event, at least four of whom will be consumers or family members sharing their lived experiences, insights, and perspectives.

The SCDD sponsorship would help cover the costs of printing and mailing Spanish-language materials, as well as supplies and stipends for self-advocates.

Arc has received sponsorships from SCDD for the California Latino Disability Leadership Public Forum and Congreso Familiar conferences in 2024.

**COUNCIL STRATEGIC PLAN GOAL/OBJECTIVE:** Goal 3.2 – The Council will engage in 150 projects and events in the areas of employment, education, housing, health/safety, and/or emerging issues, reaching 45,000 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:** The Council will allocate \$25,000 toward sponsorships in FY 2025–26, beginning July 1, 2025. Since that fiscal year has not yet commenced, the Council has expended no funds on sponsorships.

**PREPARED:** Austin Murphy June 4th, 2025.

#### **COUNCIL AGENDA ITEM DETAIL SHEET**

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

**AMOUNT: \$2,500.00** 

**BACKGROUND:** The California State Council on Developmental Disabilities (SCDD) supports events that provide training, networking, and educational opportunities to improve services for individuals with intellectual and developmental disabilities and their families.

#### **ANALYSIS/DISCUSSION:**

The University CEDD at the MIND Institute at the University of California, Davis, requests a sponsorship for their MIND Summer Institute on Neurodevelopmental Disabilities. It is scheduled for Friday, July 25th, 2025, at the Scottish Rite Masonic Center (6151 H Street, Sacramento).

The conference theme is Bridging Science and Real Lives: Research, Practice, and Advocacy in Neurodevelopmental Disabilities. The Institute brings together researchers, clinicians, self-advocates, family members, and policymakers. It aims to translate scientific discoveries into real-world practices and policies that enhance outcomes for individuals with neurodevelopmental disabilities.

The 2025 MIND Summer Institute will focus on advances in fragile X syndrome, ADHD interventions, and environmental influences on neurodevelopment. A panel of autistic self-advocates and family members will share strategies for meaningful inclusion, policy engagement, and advocacy.

Six concurrent workshops will address topics such as language development in Down syndrome, evidence-based practices for autism, caregiver support strategies, inclusive life planning, fragile X treatments, and executive function techniques for ADHD; each session will include time for Q&A and interactive discussion.

They anticipate 200 in-person attendees. The MIND Institute's YouTube channel will record the event and make it available for others to view.

The SCDD sponsorship would support honoraria for workshop presenters and panelists.

Prior sponsorships supported the MIND Summer Institute in 2016, 2017, 2018, 2020, 2021, 2022, 2023, and 2024.

**COUNCIL STRATEGIC PLAN GOAL/OBJECTIVE:** Goal 3.2 – The Council will engage in 150 projects and events in the areas of employment, education, housing, health/safety, and/or emerging issues, reaching 45,000 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:** The Council will allocate \$25,000 toward sponsorships in FY 2025–26, beginning July 1, 2025. Since that fiscal year has not yet commenced, the Council has expended no funds on sponsorships.

PREPARED: Austin Murphy June 4th, 2025.

#### **AGENDA ITEM 9.**

#### **ACTION ITEM**

## EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

#### Conflict Resolution Plans – Requests for Approval

Legal Counsel Michael Santiago will present three conflict-of-interest resolution plans from the following members:

- A. Mariana Murillo, Board Member, Tri-Counties Regional Center (TCRC)
- B. Ramon Hooper, Board Member, Tri-Counties Regional Center (TCRC)
- C. Patrick Ruppe, Board Member, Harbor Regional Center (HRC)

Committee members will vote on whether to approve the requests.

#### **Attachments**

Staff analysis detail sheets for Regional Center Board Members Mariana Murillo, Ramon Hooper, and Patrick Ruppe.

#### Action Recommended

Approve the conflict-of-interest resolution plans.

#### CONFLICT OF INTEREST RESOLUTION PLAN APPROVAL REQUEST

NAME: Mariana Murillo

REGIONAL CENTER: Tri-Counties Regional Center (TCRC)

**REGIONAL CENTER POSITION: Board Member** 

REPORTING STATUS: Renewal

#### **BACKGROUND:**

The Lanterman Act¹ requires Regional Centers to submit Conflict of Interest Reporting Statements and where applicable, a proposed Conflict Resolution Plan (Plan) to the Department of Developmental Services (DDS) and the State Council on Developmental Disabilities (Council).² In the event of an identified conflict of interest, an individual must either eliminate the conflict of interest or obtain an approved Plan.³ The Council is being presented with information reviewed under the existing criteria and process approved by the Council. This approach provides for staff analysis of regional center conflict of interest issues.

#### **CONFLICT OF INTEREST:**

According to section 54520 of DDS' regulations, a conflict exists when a Regional Center board member or a family member of a Regional Center board member holds any of the following positions for a provider:

- (1) a governing board member;
- (2) a board committee member;
- (3) a director;
- (4) an officer;
- (5) an owner;
- (6) a partner;
- (7) a shareholder;
- (8) a trustee;
- (9) an agent;
- (10) an employee;
- (11) a contractor;
- (12) a consultant;
- (13) a person who holds any position of management; or
- (14) a person who has decision or policy making authority.

ACTUAL CONFLICT: Murillo works as a navigator for the Family Empowerment Center program for Alpha Resource Center, which is a vendor of TCRC.

#### **CONFLICT RESOLUTION PLAN:**

- 1. Murillo will not involve herself in any actual or potential business dealings involving Alpha Resource Center.
- 2. Murillo will recuse herself from voting on any Board matters involving any decision specifically involving Alpha Resource Center including voting, contract reviews, etc. of their services.
- 3. Murillo will not allow any decisions she makes in the course of her duties as a Board member to be influenced by the fact that she is employed with a vendor of TCRC. If such an occasion did occur, she understands that she is to remove herself from any decision making involving this vendor.
- 4. Murillo will not participate either individually or as a part of a group, in the presentation, preparation, formulation, or approval of reports, plans, policies, analysis, or opinions regarding Alpha Resource Center.

<u>STAFF RECOMMENDATION</u>: Approve the Conflict Resolution Plan.

PREPARED BY: Michael R. Santiago, Legal Counsel – June, 2025.

<sup>2</sup> W&I Code § 4626, subd. (/).

<sup>&</sup>lt;sup>1</sup> Codified in Welfare and Institutions (W&I) Code sections 4500 et.seg.

<sup>&</sup>lt;sup>3</sup> California Code of Regulations, title 17, §54525. DDS' current regulations are published at California Code of Regulations, title 17, § 50201 et seq.

#### CONFLICT OF INTEREST RESOLUTION PLAN APPROVAL REQUEST

NAME: Ramon Hooper

REGIONAL CENTER: Tri-Counties Regional Center (TCRC)

**REGIONAL CENTER POSITION: Board Member** 

REPORTING STATUS: Renewal

#### **BACKGROUND:**

The Lanterman Act¹ requires Regional Centers to submit Conflict of Interest Reporting Statements and where applicable, a proposed Conflict Resolution Plan (Plan) to the Department of Developmental Services (DDS) and the State Council on Developmental Disabilities (Council).² In the event of an identified conflict of interest, an individual must either eliminate the conflict of interest or obtain an approved Plan.³ The Council is being presented with information reviewed under the existing criteria and process approved by the Council. This approach provides for staff analysis of regional center conflict of interest issues.

#### **CONFLICT OF INTEREST:**

According to section 54520 of DDS' regulations, a conflict exists when a Regional Center board member or a family member of a Regional Center board member holds any of the following positions for a provider:

- (1) a governing board member;
- (2) a board committee member;
- (3) a director;
- (4) an officer;
- (5) an owner;
- (6) a partner;
- (7) a shareholder;
- (8) a trustee;
- (9) an agent;
- (10) an employee;
- (11) a contractor;
- (12) a consultant;
- (13) a person who holds any position of management; or
- (14) a person who has decision or policy making authority.

ACTUAL CONFLICT: Hooper works as a day program support professional for Momentum Work Inc., which is a regional center vendor.

#### **CONFLICT RESOLUTION PLAN:**

- 1. Hooper will not involve himself in any actual or potential business dealings involving Momentum Work Inc.
- 2. Hooper will recuse himself from voting on any Board matters involving any decisions specifically involving Momentum Work Inc. including voting, contract reviews, etc. of their services.
- 3. Hooper will not allow any decisions he makes in the course of his duties as a Board member to be influenced by the fact that he is employed with a vendor of TCRC. If such an occasion did occur, he will remove himself from any decision making involving this vendor.
- 4. Hooper will not participate either individually or as a part of a group, in the presentation, preparation, formulation, or approval of reports, plans, policies, analysis, or opinions regarding Momentum Work Inc.
- 5. The TCADD Board President and the TCRC Executive Director will ensure that all confidential matters related to the status of Momentum Work Inc. will not be discussed with Hooper.
- 6. The TCADD Board President and the TCRC Executive Director will be responsible for ensuring the Plan and its safeguards are applied and monitored.

<u>STAFF RECOMMENDATION</u>: Approve the Conflict Resolution Plan.

PREPARED BY: Michael R. Santiago, Legal Counsel – June, 2025.

<sup>&</sup>lt;sup>1</sup> Codified in Welfare and Institutions (W&I) Code sections 4500 et.seg.

<sup>&</sup>lt;sup>2</sup> W&I Code § 4626, subd. (/).

<sup>&</sup>lt;sup>3</sup> California Code of Regulations, title 17, §54525. DDS' current regulations are published at California Code of Regulations, title 17, § 50201 et seq.

#### CONFLICT OF INTEREST RESOLUTION PLAN APPROVAL REQUEST

NAME: Patrick Ruppe

REGIONAL CENTER: Harbor Regional Center (HRC)

**REGIONAL CENTER POSITION: Executive Director** 

REPORTING STATUS: Change of Status/Renewal

#### **BACKGROUND:**

Codified in Welfare and Institutions (W&I) Code sections 4500 et. Seq., the Lanterman Act requires Regional Centers to submit Conflict of Interest Reporting Statements and where applicable, a proposed Conflict Resolution Plan (Plan) to the Department of Developmental Services (DDS) and the State Council on Developmental Disabilities (Council). In the event of an identified conflict of interest, an individual must either eliminate the conflict of interest or obtain an approved Plan. The Council is being presented with information reviewed under the existing criteria and process approved by the Council. This approach provides for staff analysis of regional center conflict of interest issues.

#### CONFLICT OF INTEREST:

According to section 54520 of DDS' regulations, a conflict exists when the board member or a family member of a Regional Center board member holds any of the following positions for a provider:

- (1) a governing board member;
- (2) a board committee member;
- (3) a director;
- (4) an officer;
- (5) an owner;
- (6) a partner;
- (7) a shareholder;
- (8) a trustee;
- (9) an agent;
- (10) an employee;
- (11) a contractor;
- (12) a consultant;
- (13) a person who holds any position of management; or
- (14) a person who has decision or policy making authority.

<u>ACTUAL CONFLICT</u>: Ruppe serves as a non-voting member of the Board of Directors of the Del Harbor Foundation (DHF), which is the owner/landlord of 3 of HRC's 4 buildings.

#### **CONFLICT RESOLUTION PLAN:**

- Ruppe is prohibited from participating in any discussions with the DHF Board of Directors, directly or indirectly relating to payments from HRC to DHF, or from DHF to HRC.
- Ruppe shall refrain from participating in any discussions with the HRC Board
  of Trustees, directly or indirectly relating to payment from HRC to DHF, or
  from DHF to HRC, except that he will be free to inform the HRC Board of
  Trustees of any funds awarded to HRC by DHF, this being a merely
  ministerial duty.
- 3. Ruppe is free to interact with DHF management as necessary to maintain the landlord/tenant relationship.
- 4. This Conflict Resolution Plan will be endorsed by the Board of Directors of DHF and the Board of Trustees of HRC. The Plan will be monitored by the President of the HRC Board of Trustees and by the President of the DHF Board of Directors. The individuals who serve in those roles will be informed of this obligation and agree to monitor this Plan for compliance with it to prevent any activity contrary to it at any Board meeting.

<u>STAFF RECOMMENDATION</u>: Approve the Conflict Resolution Plan.

PREPARED BY: Michael R. Santiago, Legal Counsel – June, 2025.

i i W&I Code § 4626, subd. (/).

ii California Code of Regulations, title 17, §54525. DDS' current regulations are published at California Code of Regulations, title 17, § 50201 et seq.

ACTION ITEM 10. INFORMATION ITEM

# EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

#### **SCDD Budget Update**

Chief Deputy Director Rihana Ahmad will update Committee members on the Council's budget.

#### **Attachments**

Budget PPT Budget Narrative Budget Projections FY 2024/25 Approved Budget

#### Handout(s)

May be handouts the day of the meeting.

# Executive Committee Meeting Budget Update June 17, 2025

Rihana Ahmad



# Overview

- Summary Points
- Basic State Grant Budget (BSG) Status and Projections
- Quality Assessment (QA) Program Budget Update
- Clients' Rights Advocacy/Volunteer Advocacy Budget Update
- Supported Decision-making Technical Assistance Program Update

# **Summary Points**

- The package reflects spending through April 30, 2024
  - 10 months of the fiscal year = 16% left in the year
- All programs are within budget, and each should end the year with modest savings
  - All budget items should have 16% or more
- Some one-time expenses will occur in the last two months of the year (e.g., replacement laptops)
- The overall spending plan anticipated these expenditures

# **BSG Status and Projections**

- All line items are well within projections.
- Personal Services: Remaining balance of 22.6% (\$1,444,630).
- Operating Expenses and Equipment: Remaining balance of 30% (\$369,707)
- Community Development Grants: Remaining balance of 95% (\$389,774)

# QA Project Budget Update

Personal Services: Remaining balance of 24.6% (\$577,537).

 Operating Expenses and Equipment: Remaining balance of 32.7% (\$547,433)

# CRA/VAS Program Budget Update

Personal Services: Remaining balance of 24.5% (\$324,293).

 Operating Expenses and Equipment: Remaining balance of 23.6% (\$87,671)

# SDM-TAP Budget Update (Two-year Budget)

- Personal Services: Remaining balance of 41% (\$154,364).
- Operating Expenses and Equipment: Remaining balance of 89.3% (\$969,998)
- Grants: Remaining balance of 2.5% (\$75,000)

# THANK YOU

# Questions or Discussion?





#### SFY 2024-25 Budget Update

#### **Key Takeaways:**

- Spending projections for all programs show that SCDD is well within budget and should end the year with modest savings.
- Generally, Basic State Grant expenses should remain steady and consistent with the spending rate currently reflected in this report, except for some one-time expenses that will be accounted for in last two months of the fiscal year.
- These expenses include replacement laptops for staff and increased travel.
- These one-time expenses were anticipated in our overall spending plan.

#### Discussion:

The package before the Committee includes a budget report for State Fiscal Year (SFY) 2024-25 expenditures through April 30, 2025, and a summary of program budget balances.

#### SFY 2024-25 Basic State Grant (BSG) Expenditures

The SFY 2024-25 BSG budget is \$8,210,000. Expenditures for the fiscal year, so far, total \$6,005,889. The budget balance is \$2,204,111, or 27 percent.

- <u>Personal Services:</u> Total expenditures to date (\$4,933,370) result in a remaining balance of \$1,444,630 (22.6 percent). As of May 1, 2025, there were 8 vacancies. However, one position was filled at the start of June, and we have five active recruitments.
- <u>OE&E</u>: Expenses under this category total \$1,054,293, with a remaining balance of \$369,707. As noted, some one-time expenses such as a laptop refresh and increased travel during the spring months will apply to this budget category. Staff remain confident the OE&E budget will end with a positive balance.
- <u>Program Development Grants</u>: Year-to-date expenditures total nearly \$18,226, resulting in a remaining balance of approximately \$389,774 (95 percent). Grant invoices are beginning to arrive steadily. These payments will reduce this budget balance.
- <u>Unexpended Funds and Council Reserve</u>: As of the most recent financial report, approximately \$355,000 in unexpended funds remain from the current fiscal year. In May 2025, the Council voted to allocate these unexpended funds toward fully supporting the FY 2025–26 budget, ensuring continuity of core operations and initiatives.

In addition, the Council continues to maintain a reserve of approximately \$1.75 million,

providing a critical safeguard for future funding uncertainties and enabling the Council to respond to emerging priorities, potential delays, or unforeseen needs.

#### SFY 2024-25 Quality Assessment Project (QA) Reimbursements from DDS

Total QA funding available is \$4,017,000. Projected expenditures for the fiscal year to date total \$2,892,030. As of May 1, 2024, the budget balance is \$1,124,970 (28 percent).

- <u>Personal Services</u>: Year-to-date expenditures of \$1,769,132 give us a remaining balance of \$577,537 (24.6 percent). The vacancy rate is 16 percent (i.e., three vacancies).
- <u>OE&E</u>: Year-to-date expenditures (\$1,122,898) give us a remaining balance of \$547,433 (32.7 percent).

### SFY 2024-25 Client's Rights Advocates/Volunteer Advocacy Services (CRA/VAS) Reimbursements from DDS

Total CRA/VAS funding available is \$1,694,000. Year-to-date expenditures are \$1,282,036 with a remaining balance of \$411,964 (24.3 percent).

- <u>Personal Services</u>: Expenditures to-date total \$998,707 and reflect a remaining balance of \$324,293 (24.5 percent). The vacancy rate is 10 percent (i.e., one position).
- <u>OE&E</u>: Spending for this category totals \$283,329, with a projected remaining balance of \$87,671 (23.6 percent).

It's important to note that the QA and CRA/VAS programs are funded by reimbursement from DDS, and that SCDD is reimbursed for actual expenses. Any projected savings has no fiscal impact on other programs.

#### SFY 2024-25 Supported Decision-making Technical Assistance Program (SDM-TAP)

Total program funding for the SDM-TAP program is \$5 million. This supports a two-year program funded by a special appropriation to SCDD in 2022. The funding is designated for grants (\$3 million) and program operation (\$2 million).

- <u>Personal Services</u>: Expenditures to-date total \$221,636 and reflect a remaining balance of \$154,364 (41 percent). The funding balance will support staffing in the next fiscal year.
- <u>OE&E</u>: Spending for this category totals \$116,002, with a projected remaining balance of \$969,998 (approximately 89.3 percent).
- <u>Grants</u>: Out of the \$3 million designated for grant funding, there is a balance of \$75,000 that has not been awarded.



#### **State Council on Developmental Disabilities**

# Council Report for State Fiscal Year 2024 - 2025 As of May 1, 2025

**Expenditures through April 30, 2025** 

Federal Grant		Annual Budget		Monthly Expenditures		Year-To-Date Expenditures		Balance	Positions	#
Personal Services & Benefits	\$	6,378,000	\$	475,678	\$	4,933,370	\$	1,444,630	# Positions	50
Operating Expenses	\$	1,424,000	\$	116,134	\$	1,054,293	\$	369,707	# Vacancies	8
Grants / Special Items	\$	408,000	\$	18,226	\$	18,226	\$	389,774	-	-
Total	\$	8,210,000	\$	610,038	\$	6,005,889	\$	2,204,111	Vacancy %	16%

Quality Assessment		Annual Budget		Monthly Expenditures		Year-To-Date Expenditures		Balance	
Personal Services & Benefits	\$	2,346,669	\$	186,617	\$	1,769,132	\$	577,537	#
Operating Expenses	\$	1,670,331	\$	233,638	\$	1,122,898	\$	547,433	#
Total	\$	4,017,000	\$	420,255	\$	2,892,030	\$	1,124,970	

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

Clients' Rights Advocates/ Voluntary	Annual Budget		Monthly Expenditures		Year-To-Date Expenditures		Balance	
Personal Services & Benefits	\$	1,323,000	\$	100,946	\$	998,707	\$	324,293
Operating Expenses	\$	371,000	\$	21,206	\$	283,329	\$	87,671
Total	\$	1,694,000	\$	122,152	\$	1,282,036	\$	411,964

Positions	#
# Positions	10
# Vacancies	1
Vacancy %	10%

	Annual Budget		Monthly Expenditures		Year-To-Date Expenditures		Balance
							Dalatice
\$	376,000	\$	19,991	\$	221,636	\$	154,364
\$	1,086,000	\$	16,893	\$	116,002	\$	969,998
\$	75,000	\$	-	\$	-	\$	75,000
\$	1,537,000	\$	36,884	\$	337,638	\$	1,199,362
	\$ \$ \$	\$ 376,000 \$ 1,086,000 \$ 75,000	\$ 376,000 \$ \$ \$ 1,086,000 \$ \$ \$ 75,000 \$	Budget     Expenditures       \$ 376,000     \$ 19,991       \$ 1,086,000     \$ 16,893       \$ 75,000     \$ -	Budget         Expenditures         Ex           \$ 376,000         \$ 19,991         \$           \$ 1,086,000         \$ 16,893         \$           \$ 75,000         \$ - \$	Budget         Expenditures         Expenditures           \$ 376,000         \$ 19,991         \$ 221,636           \$ 1,086,000         \$ 16,893         \$ 116,002           \$ 75,000         \$ -         \$ -	Budget         Expenditures         Expenditures           \$ 376,000         \$ 19,991         \$ 221,636         \$           \$ 1,086,000         \$ 16,893         \$ 116,002         \$           \$ 75,000         \$ - \$         - \$

Positions	#
# Positions	3
# Vacancies	1
-	-
Vacancy %	33%

Total	#
# Positions	81
# Vacancies	13
Vacancy %	16%



#### State Council on Developmental Disabilities Council Report for State Fiscal Year 2024 - 2025

#### As of May 1, 2025

#### **Expenditures through April 30, 2025**

Federal Grant		<b>Current Month</b>	YTD	Remaining	Remaining
	<b>Budgeted Base</b>	Expenditure	Expenditure	Balance	Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	6,378,000	475,678	4,933,370	1,444,630	22.7%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Office Equip)	38,000	8,017	93,257	(55,257)	-145.4%
Printing	20,000	658	6,964	13,036	65.2%
Communications	45,000	16,503	50,301	(5,301)	-11.8%
Postage	7,000	-	4,755	2,245	32.1%
Travel-in-State	150,000	11,014	92,998	57,002	38.0%
Out-of-State Travel	7,000	772	6,158	842	12.0%
Training (Tuition and Registration)	29,000	-	10,988	18,012	62.1%
Facilities Operations (Rent)	550,000	54,687	492,454	57,546	10.5%
Facilities Plng/Maint. & Utilities	8,000	1,098	5,161	2,839	35.5%
Interdepartmental Services	250,000	150	88,001	161,999	64.8%
External Contract Services	100,000	1,113	61,696	38,304	38.3%
Information Technology (Computer, Software)	190,000	22,121	116,561	73,439	38.7%
Statewide Cost Allocation Plan (SWCAP)	25,000	-	25,000	-	0.0%
Other Items of Expense	5,000	-	-	5,000	100.0%
Subtotal OE&E	1,424,000	116,134	1,054,293	369,707	26.0%
SPECIAL ITEM (PROGRAM 20)	408,000	18,226	18,226	389,774	95.5%
TOTAL	8,210,000	610,038	6,005,889	2,204,111	26.8%

Quality Assessment	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	2,346,669	186,617	1,769,132	577,537	24.6%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	5,700	11,787	20,301	(14,601)	-256.2%
Printing	26,519	314	9,493	17,026	64.2%
Communications	71,052	2,484	9,340	61,712	86.9%
Postage	20,560	12,103	16,184	4,376	21.3%
Travel-in-State	60,000	2,370	8,319	51,681	86.1%
Training (Tuition and Registration)	10,000	-	1,000	9,000	90.0%
Facilities Operations (Rent)	225,000	20,725	186,145	38,855	17.3%
Facilities Plng/Maint. & Utilities	2,000	-	-	2,000	100.0%
Interdepartmental Services	204,000	-	136,500	67,500	33.1%
External Contract Services	110,000	196	9,102	100,898	91.7%
Data Processing (Software, Supplies & Misc.)	75,000	8,956	43,363	31,637	42.2%
Other Items/ Client Services	860,500	174,705	683,152	177,348	20.6%
Subtotal OE&E	1,670,331	233,638	1,122,898	547,433	32.8%
TOTAL	4,017,000	420,255	2,892,030	1,124,970	28.0%



### **State Council on Developmental Disabilities**

#### **Council Report for State Fiscal Year 2024 - 2025**

#### As of May 1, 2025

#### Expenditures through April 30, 2025

Clients' Rights Advocates/Volunteer		<b>Current Month</b>	YTD	Remaining	Remaining
Advocacy Services	Budgeted Base	Expenditure	Expenditure	Balance	Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	1,323,000	100,946	998,707	324,293	24.5%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	5,000	-	1,903	3,097	61.9%
Printing	9,000	-	612	8,388	93.2%
Communications	10,000	1,010	3,556	6,444	64.4%
Postage	1,000	-	-	1,000	100.0%
Travel-in-State	32,000	2,296	21,375	10,625	33.2%
Training (Tuition and Registration)	15,000	-	35	14,965	99.8%
Facilities Operations (Rent)	24,000	1,993	19,892	4,108	17.1%
Interdepartmental Services	134,000	-	132,600	1,400	1.0%
External Contract Services	3,000	-	-	3,000	100.0%
Data Processing (Software, Supplies & Misc.)	45,000	7,327	31,776	13,224	29.4%
Other Items/ Client Services	93,000	8,580	71,580	21,420	23.0%
Subtotal OE&E	371,000	21,206	283,329	87,671	23.6%
TOTAL	1,694,000	122,152	1,282,036	411,964	24.3%

Supported Decision-Making Technical		<b>Current Month</b>	YTD	Remaining	Remaining
Assistance Program	<b>Budgeted Base</b>	Expenditure	Expenditure	Balance	Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	376,000	19,991	221,636	154,364	41.1%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	6,000	-	786	5,214	86.9%
Printing	3,000	-	-	3,000	100.0%
Communications	6,000	-	305	5,695	94.9%
Postage	3,000	-	-	3,000	100.0%
Travel-in-State	8,000	-	-	8,000	100.0%
Training (Tuition and Registration)	5,000	-	-	5,000	100.0%
Facilities Operations (Rent)	-	-	-	-	0.0%
Facilities Plng/Maint. & Utilities	-	-	-	-	0.0%
Interdepartmental Services	3,000	-	15,600	(12,600)	-420.0%
External Contract Services	615,000	15,265	74,678	540,322	87.9%
Data Processing (Software, Supplies & Misc.)	6,000	1,628	6,894	(894)	-14.9%
Other Items/ Client Services	431,000	-	17,738	413,262	0.0%
Subtotal OE&E	1,086,000	16,893	116,002	969,998	89.3%
Grant Awards	75,000	-	-	75,000	100.0%
TOTAL	1,537,000	36,884	337,638	1,199,362	78.0%



#### **State Council on Developmental Disabilities**

#### Fiscal Year 2024-25 Budget Revised August 2024

	Council Budget		SCDD Budget - Other Sources						
Categories	*Basic State Grant		Quality Assessment		Clients' Rights Advocates/ Volunteer Advocacy		Supported Decisionmaking Technical Assistance Program		TOTAL
	Federal Grant		State Contract		State Contract	Lir	nited Term Program		
1. Personal Services:				_					
Net Salaries & Wages	\$ 4,397,500	\$	1,523,000	\$	842,540	\$	238,000	\$	7,001,040
Temporary Help / Honorarium	\$ 30,000	\$	-	\$	-	\$	-	\$	30,000
Worker's Compensation	\$ 45,000	\$	3,000	\$	5,000	\$	2,000	\$	55,000
Staff Benefits	\$ 2,259,795	\$	819,858	\$	475,248	\$	136,000	\$	3,690,901
Less 8% Salary Savings From Vacancies	\$ (354,000)		010,000	Ψ	470,240	Ψ	100,000	\$	(354,000)
Total Personal Services	\$ 6,378,000	\$	2,346,000	\$	1,322,788	\$	376,000	\$	10,423,000
2. Operating Expense and Equipment:				_					
General Expense	\$ 38,000		· · ·				6,000	\$	54,700
Printing	\$ 20,000			\$			3,000	\$	58,000
Communications	\$ 45,000						6,000		132,000
Postage	\$ 7,000						3,000	\$	32,000
Travel-in-State :	\$ 150,000			\$			8,000		250,000
Out-of-State Travel	\$ 7,000			\$		\$	-	\$	7,000
Training (Tuition and Registration)	\$ 29,000						5,000	\$	59,000
Facilities Operations (Rent)	\$ 550,000	\$		\$	24,000	\$	-	\$	799,000
Utilities	\$ 8,000		,			\$	-	\$	10,000
Interdepartmental Services	\$ 250,000		. ,	\$			3,000	\$	591,000
External Contract Services	\$ 100,000			\$		\$	615,000	\$	828,000
Information Technology	\$ 190,000	\$	75,000	\$	45,000	\$	6,000	\$	316,000
Statewide Cost Allocation Plan (SWCAP)	\$ 25,000	\$	-	\$	-	\$	-	\$	25,000
Other Items of Expense	\$ 5,000	\$	861,000	\$	93,000	\$	431,000	\$	1,390,000
Total Operating Expense and Equipment	\$ 1,424,000	\$	1,670,700	\$	371,000	\$	1,086,000	\$	4,552,000
3. Community Grants / Other Projects	\$ 408,000	\$	<del>-</del>	\$	-	\$	-	\$	300,000
4. Total SCDD Budget by Source	\$ 8,210,000	\$	4,017,000	\$	1,694,000	\$	1,462,000	\$	15,275,000
5. Total Basic State Grant Award	\$ 8,212,000	_							
3. Total Basic State Grant Award	- 0,212,000	_							
6. Difference between Total Council Budget and Basic State Grant Award	\$ 2,000								
*Footnotes									
Cash Reserve	\$ 1,750,000								
Estimated Unexpended Funds Available	\$ 247,000								

# ACTION ITEM 11. INFORMATION ITEM

## EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

#### **Executive Director Evaluation Process Update**

The Executive Committee streamlined and standardized the Executive Director Evaluation process at its June 21, 2022, meeting.

The process includes the following key steps:

- Self-Evaluation Report: The Executive Director must submit a comprehensive self-evaluation by July 1.
- Councilmember Survey: Councilmembers provide their feedback by completing a survey based on the Executive Director's Duty Statement.
- Results Collection and Tabulation: An external third-party will collect and tabulate survey results.

Chief Deputy Director Ahmad and Council Vice Chair Ashe will provide an informational overview of the Executive Director Evaluation process and remind members of this year's timeline.

#### Attachment

2025 Executive Director Evaluation Process and Schedule

#### Handout(s)

May be handouts the day of the meeting.

#### 2025 EXECUTIVE DIRECTOR EVALUATION PROCESS AND SCHEDULE

Timeframe	Actions
June	<ul> <li>Executive Director (ED) begins self-evaluation report to be completed by <u>July 1, 2025</u>.</li> <li>ED self-evaluation report is submitted to the third party in advance of the forthcoming Council Meeting to include with the evaluation survey.</li> </ul>
July	<ul> <li>Annual Executive Director evaluation survey is provided to Council members, via the third-party, approximately 10 days before the July Council meeting and includes the ED self-evaluation report. (c. July 7, 2025)</li> <li>Third-party distributes the ED evaluation report and survey tool electronically and, if requested, via U.S. mail to Council Members providing approximately three weeks for council members to complete the evaluation.</li> <li>Council Chair notes the survey process is underway during the chair report at the July 22, 2025, Council Meeting, reminding members of the impending due date (July 28, 2025).</li> </ul>
August	<ul> <li>The third-party collects and tabulates the completed survey results, aggregates written comments to prepare a report based on responses, and provides a report to the Council Chair approximately one week after receiving completed surveys from Council members (August 5, 2025).</li> <li>Council Chair and/or third-party presents the evaluation report to the Executive Committee for consideration during a closed session (August 19, 2025).</li> <li>Executive Committee finalizes the evaluation report, adopts content of the final evaluation report, recommendation(s), and requested actions for presentation to the full Council (September 5, 2025).</li> </ul>

Timeframe	Actions
September	<ul> <li>Executive Committee presents final evaluation report recommendation(s) and requested actions to the full Council during a closed session at the September Council meeting (September 23, 2025).</li> <li>Council considers Executive Committee recommendation and approves the final ED evaluation report, recommendation(s), and requested actions.</li> <li>Within one week of the Council meeting, the Council Chair provides the Executive Director with the approved evaluation report, recommendation(s), and requested actions September 30, 2025).</li> </ul>

AGENDA ITEM 12. INFORMATION ITEM

# EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

#### **Executive Director Report**

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

#### Handout

**Executive Director Report** 

AGENDA ITEM 13. INFORMATION ITEM

# EXECUTIVE COMMITTEE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Adjournment and Next Meeting Date

The next meeting of the Executive Committee will be on August 19, 2025.