



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: (877) 853-5257 or
(669)-444-9171
MEETING ID: 822 9192 8258

JOIN BY ZOOM:

<https://bit.ly/ExecCmteAug2025>

MEETING ID: 822 9192 8258

PASSCODE: 233777

DATE: August 19, 2025

TIME: 10:30 AM – 3:30 PM

COMMITTEE CHAIR:

Harold Ashe

Item 1. CALL TO ORDER

Item 2. ESTABLISH QUORUM

Item 3. WELCOME AND INTRODUCTIONS

Item 4. PUBLIC COMMENTS

Page 4

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

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

Item 5. APPROVAL OF JUNE 2025 MINUTES 
All

Page 5

Item 6. STAFF SPOTLIGHT
Michael Santiago, Legal Counsel

Page 13

Item 7. PROGRAM SPOTLIGHT
Hannah Dunham, Quality Assessment Project Manager

Page 14

Item 8. SPONSORSHIP REQUESTS 
Rihana Ahmad, Chief Deputy Director
A. Stanford Down Syndrome Research Center
B. The University Center for Excellence in Developmental Disabilities (CEDD) at the MIND Institute at the University of California, Davis

Page 15

Item 9. CONFLICT RESOLUTION PLANS – REQUESTS FOR APPROVAL 

Page 21

Michael Santiago, Legal Counsel
A. Mark Klaus, Executive Director, San Diego Regional Center
B. Shawna Hall, Board Member, Tri-Counties Regional Center
C. Gordon Cardona, Board Member, Harbor Regional Center
D. Ramon Gonzalez, Board Member, Harbor Regional Center
E. William Lewis, Board Member, Redwood Coast Regional Center
F. Mike Sawyer, Board Member, Redwood Coast Regional Center
G. Diane Larson, Board Member, Redwood Coast Regional Center
H. Valerie De La Rosa, Board Member, Central Valley Regional Center
I. Mark Wolfe, Board Member, Tri-Counties Regional Center

Item 10. SCDD BUDGET UPDATE
Rihana Ahmad, Chief Deputy Director

Page 44

Item 11. EXECUTIVE DIRECTOR REPORT
Aaron Carruthers, Executive Director

Page 52

Item 12. CLOSED SESSION: PERSONNEL

Page 53

Pursuant to Government Code Section 11126(a)(1), the Council will have a closed session to determine the evaluation of a public employee.

Item 13. RECONVENE OPEN SESSION

Page 54

Pursuant to Government Code Section 11126.3 (f), there will be an announcement of any publicly reportable actions taken during closed session.

Item 14. ADJOURNMENT AND NEXT MEETING DATE

Page 55

The next meeting of the Executive Committee will be on October 21, 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 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.

AUGUST 19, 2025

**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.

AUGUST 19, 2025

AGENDA ITEM 5.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Approval of June 2025 Minutes

The draft minutes from the June 17, 2025, Executive Committee meeting have been included in the packet for review. Committee members will vote on whether to approve the minutes.

Attachment

June 2025 Executive Committee meeting minutes

Action Recommended

Approve the June 2025 meeting minutes.



DRAFT
Executive Committee Meeting Minutes
June 17, 2025

Members Attending

Harold Ashe, Chair (F.A.)
Jessica Brown (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

Nicole Adler (S.A.)

Others Attending

Rihana Ahmad
Maria Arredondo
Holly Bins
Aaron Carruthers
Elsa Casper
Maureen Fitzgerald

Others Attending (cont.)

Julie Hillstead
Rondale Holloway
Robin Maitino-Erben
Austin Murphy
Ibrahim Muttaqi
Yaritza Sanchez
Michael Santiago
Lynn Villoria-Uyeda

1. CALL TO ORDER

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

2. ESTABLISH QUORUM

A quorum was established.

3. WELCOME/INTRODUCTIONS

Committee Chair Ashe invited members to introduce themselves. Members introduced themselves and disclosed if there were others in the room with them.

4. PUBLIC COMMENTS

No public comments.

5. APPROVAL OF APRIL 2025 MINUTES

Action 1

It was moved/seconded (Ybarra [S.A.]/Gaona [S.A.]) and carried to approve the April 2025 meeting minutes as presented. (See last page of minutes for a voting record of members present.)

6. **STAFF SPOTLIGHT**

SCDD's Staff Spotlight featured Office Technician Rondale Holloway. She spoke about her professional background, goals during her time at SCDD, and personal interests. She shared photos of her childhood home in Connecticut, and highlighted the close relationship she has with her daughter, while also sharing photos of her family members and dogs, Chase and Baby Girl.

7. **PROGRAM SPOTLIGHT**

June's program spotlight featured the Clients' Rights Advocate (CRA) and Volunteer Advocacy Services (VAS) program. June marked the 25th year of providing advocacy for individuals living in or transitioning from California's state-operated facilities. CRA/VAS Manager Holly Bins stated that CRA/VAS was established in 1997 and continues to provide advocacy services at Porterville Developmental Center and Canyon Springs Community Facility, California's last two state-operated facilities. Ms. Bins discussed the history of institutional closures across the state and highlighted the role of the Community Mental Health Act, Lanterman Act, the Coffelt decision, and the Olmstead ruling in expanding access to community living.

Ms. Bins and staff members Maria Arredondo, Julie Hillstead, Judi Muirhead, and Robbin Puccio presented key highlights of the semiannual report. The CRA program reported 386 advocacy interventions, and addressed 73 rights issues, including 11 rights denials and 62 complaints resolved early. While no formal grievances or abuse reports were filed, the report noted two incidents involving verbal and sexual abuse allegations at the Porterville Developmental Center. Staff also raised ongoing concerns about stressful transitions at Canyon Springs and Desert STAR.

The VAS program currently serves 87 residents, with advocates visiting an average of four times per month and coordinators averaging 15 visits per month. Additionally, the report highlighted that the VAS program supported 12 self-advocacy groups and trained 14 advocates with stipends. Ongoing challenges include staff shortages, provider gaps, and communication issues.

8. **SPONSORSHIP REQUESTS**

Executive Director Carruthers presented two sponsorship requests for the Committee's consideration.

The State Council on Developmental Disabilities allocates \$25,000 each year to support events that promote self-advocacy, leadership, and education, helping people with developmental disabilities and their families expand their knowledge

Legend:

SA = Self-Advocate
FA = Family Advocate

N/A = not available
DNP = Did Not Participate

Page 2

and skills. These are known as sponsorship requests. Last year, the Committee voted to increase the maximum sponsorship award from \$1,500 to \$2,500, which increased demand and resulted in all available funds being awarded by February. Since this was several months before the end of the fiscal year, new awards were paused. The requests being considered were for events scheduled to take place in the upcoming fiscal year, beginning on July 1, 2025.

The first request for \$2,500 was from the Arc of California to support its Congreso Familiar conference. If approved, the funding would be used to cover the costs of printing and mailing Spanish-language materials, as well as supplies and stipends for self-advocates. The Arc of California was awarded sponsorships from SCDD in 2024 for its California Latino Disability Leadership Public Forum and Congreso Familiar conference. The second request for \$2,500 was from the University Center for Excellence in Developmental Disabilities (CEDD) at the MIND Institute at the University of California, Davis. If approved, the funding would be used to support honoraria for workshop presenters and panelists for their MIND Summer Institute on Neurodevelopmental Disabilities. They were awarded sponsorships from SCDD for the MIND Summer Institute in 2016, 2017, 2018, 2020, 2021, 2022, 2023, and 2024.

Action 2

It was moved/seconded (Fujita [F.A.]/Garnica [S.A.]) and carried to approve 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, sponsorship requests in the amounts requested. (See last page of minutes for a voting record of members present).

9. CONFLICT OF INTEREST WAIVER REQUESTS

Legal Counsel Michael Santiago presented three conflict-of-interest (COI) resolution plans for the Committee's consideration.

COI resolution plans for Tri-Counties Regional Center (TCRC) Board Members Mariana Murillo and Ramon Hooper were presented as renewals. Executive Director of Harbor Regional Center Patrick Ruppe submitted a COI resolution plan reflecting a change in status and renewal. Detailed conflict-of-interest mitigation plans were provided in the meeting packet.

Following Legal Counsel's presentation, Committee member Fujita requested a breakdown of COI resolution plans submitted by each regional center. Committee member Bycel then requested that the Committee consider the two

Legend:

SA = Self-Advocate
FA = Family Advocate

N/A = not available
DNP = Did Not Participate

Page 3

renewal requests in one motion and the new request for the Executive Director under a separate motion.

Action 3

It was moved/seconded (Bycel [F.A.]/Brown [F.A.]) and carried to approve the conflict-of-interest resolution plans for Tri-Counties Regional Center (TCRC) Board Members Mariana Murillo and Ramon Hooper. (See last page of minutes for a voting record of members present.)

Action 4

It was moved/seconded (Garnica [S.A.]/Brown [F.A.]) and carried to approve the conflict-of-interest resolution plan for Harbor Regional Center's Executive Director, Patrick Ruppe. (See last page of minutes for a voting record of members present.)

10. SCDD BUDGET UPDATE

Executive Director Aaron Carruthers provided the budget update on behalf of Chief Deputy Director Rihana Ahmad.

Executive Director Carruthers reviewed Council expenditures for the 2024–25 fiscal year through April 30, 2025. He reported that all programs were within budget and expected to close the year with modest savings. Federal funds were reported with 22.6% remaining for personnel services, 30% for operating expenses and equipment, and 95% for community development grants. He noted that grant payments would be issued once contractors finish the work and submit their final invoices. The Quality Assurance Project reported 24.6% remaining for personnel services and 32.7% for operating expenses and equipment. CRA/VAS reflected 24.5% remaining in personnel services and 23.6% in operating expenses and equipment. He also provided an overview of the Supported Decision-Making Technical Assistance Program's (SDM-TAP) budget that is funded through a two-year \$5 million allocation. SDMP-TAP has remaining balances across personnel, operations, and grants that will be carried over into the next fiscal year to support program activities.

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

11. EXECUTIVE DIRECTOR EVALUATION PROCESS UPDATE

Chief Deputy Director Ahmad and Executive Committee Chair Ashe provided an update on the Executive Director evaluation process.

Legend:

SA = Self-Advocate
FA = Family Advocate

N/A = not available
DNP = Did Not Participate

Page 4

Chief Deputy Director Ahmad began by reviewing the timeline included in the packet and outlined the key steps of the process. She also reported that the staff climate survey was completed and that the Executive Director will complete his self-evaluation by July 1. Councilmembers will then receive the evaluation survey from the third party, along with a copy of the Executive Director's self-evaluation. Members will have until the end of July to complete the survey. Executive Committee Chair Ashe reminded members to monitor their email and complete the evaluation in a timely manner to ensure the third party has enough time to process responses and prepare the summary report. The Executive Committee will review the evaluation report and finalize its recommendations during a closed session at its August 19th meeting. The full Council will consider these recommendations during a closed session at the September Council meeting. Within one week of that meeting, the Council Chair will provide the Executive Director with the approved evaluation report, including any recommendations and requested actions. Chief Deputy Director Ahmad concluded her report by assuring members that the same evaluation process as the previous year was being used.

12. **EXECUTIVE DIRECTOR REPORT**

Executive Director Carruthers presented a report covering updates on Medicaid, the Tell Your Story campaign, the upcoming State Plan survey, the state budget, Councilmember connection proposals, and administrative items.

Medicaid

Executive Director Carruthers reported that the U.S. Senate had released its version of proposed Medicaid cuts on June 16, which would establish stricter work requirements on parents of older children and make it more difficult for states to fund Medicaid through provider taxes. He noted that nothing had been finalized, as the Senate still needed enough votes to pass the proposal and the House would also need to agree.

Tell Your Story

More than 2,100 people submitted personal testimonies through the "Tell Your story" Campaign to advocate for the importance of Medicaid services. Those stories were shared with members of Congress.

State Plan Survey

SCDD will launch the State Plan survey in July to gather public input on priorities for the Council's 2027–2031 State Plan. The State Plan Committee will then analyze the results and draft goals and objectives for the Council's consideration.

Legend:

SA = Self-Advocate
FA = Family Advocate

N/A = not available
DNP = Did Not Participate

Page 5

State Budget Updates

The Legislature passed the 2025–26 State Budget, which included a \$3 billion increase for Regional Center services, rejection of several proposed cuts to In-Home Supportive Services, and reinstated a MediCal asset limit of \$130,000 for individuals.

Executive Director Carruthers went on to highlight major DDS budget proposals approved by the Legislature, including:

1. Preserving the Direct Service Professional Workforce Training and Development Program.
2. Requiring developmental services providers to meet specific mandates to qualify for quality incentive payments.
3. Advancing the provider hold harmless period by four months.
4. Revising the Governor’s Porterville Developmental Center proposal to align with actual spending levels.

The Legislature also approved two Council budget proposals:

1. Reappropriating about \$800,000 in unspent Supported Decision-Making funds, enabling continued use of the funds.
2. Increasing reimbursement authority for the Quality Assessment contract by about \$200,000.

Councilmember Connection

Executive Director Carruthers presented several proposals to strengthen connections among Councilmembers, including virtual Zoom sessions, a peer buddy system, lunch-hour breakout sessions, an informal digital community space, a rotating “social chair” role, and designating one of the three in-person meetings each year as a Council retreat.

Administrative Updates

President Trump’s proposed federal budget included \$80 million in funding for Developmental Disabilities Councils nationwide. In addition, the Council renewed contracts with DDS for the Quality Assurance and Self-Determination Program Orientation Training projects. Lastly, he acknowledged the departure of Deputy Director of Regional Office Operations, Tania Morawiec, and wished her well in all future endeavors.

Legend:

SA = Self-Advocate
FA = Family Advocate

N/A = not available
DNP = Did Not Participate

Page 6

13. **ADJOURNMENT AND NEXT MEETING DATE**

The next Executive Committee meeting was scheduled for August 19, 2025.
The meeting adjourned at 1:10 P.M.

Name	Action 1 Minutes	Action 2 Sponsorships	Action 3 COIs	Action 4 COI - ED
Ashe, Harold	Aye	Aye	Aye	Aye
Brown, Jessica	Abstain	Aye	Aye	Aye
Bycel, Lee	NP	Aye	Aye	Abstain
Fujita, Harold	Aye	Aye	Abstain	Abstain
Gaona, Julie	Aye	Aye	Abstain	Abstain
Garnica, Julio	Aye	Aye	Aye	Aye
Nieves, Nestor	Aye	Aye	Aye	Aye
Ponton, Kara	Aye	Aye	Abstain	Abstain
Ybarra, Eric	Aye	Aye	Aye	Aye

AUGUST 19, 2025

**AGENDA ITEM 6.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Staff Spotlight: Michael Santiago

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 Legal Counsel, Michael Santiago.

AUGUST 19, 2025

**AGENDA ITEM 7.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Program Spotlight: Quality Assessment (QA) Project

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 Quality Assessment Project Manager, Hannah Dunham.

Handout(s)

May be handouts the day of the meeting.

AUGUST 19, 2025

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 funding is commonly referred to as a sponsorship request.

To date, the Council has expended \$5,000 in funds, leaving \$20,000 available to award for the remaining fiscal year. Chief Deputy Director Rihana Ahmad will present two sponsorship requests for the Committee's consideration. The first sponsorship request is from the Stanford Down Syndrome Research Center, and the second 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 Stanford Down Syndrome Research Center (California Down Syndrome Conference) and the University Center Excellence in Developmental Disabilities (CEDD) at the MIND Institute at the University of California, Davis (Aprendiendo Juntos 2025).

Handout(s)

May be handouts the day of the meeting.

EXECUTIVE COMMITTEE AGENDA ITEM DETAIL SHEET

ISSUE: Stanford Down Syndrome Research Center (California Down Syndrome Conference) Request for Sponsorship Funding.

AMOUNT REQUESTED: \$2,500.00

BACKGROUND: The California State Council on Developmental Disabilities (Council) allocates \$25,000 each fiscal year to support events that promote self-advocacy, leadership and education so people with developmental disabilities and their family members can increase their knowledge and skills.

Organizations can request up to \$2,500 per event. Priority is given to events that are free or low-cost for consumers and families, or that feature them as speakers or panelists.

ANALYSIS/DISCUSSION: The Down Syndrome Research Center at Stanford University is requesting sponsorship for the 2025 California Down Syndrome Conference, scheduled for Friday, October 24, 2025, at Stanford University in Stanford, CA.

The goal of this annual conference is to empower individuals with Down syndrome and their families by providing current, evidence-based information and practical strategies that support informed decision-making. The event brings together consumers, families, educators, professionals, and service providers for a day of learning, community building, and advocacy. Sessions are developed in collaboration with advocacy groups and past attendees to ensure relevance, covering topics such as adult medical care, co-occurring diagnoses, mental health, education access, policy changes, and the anticipated impact of reduced federal Medicaid funding and staffing cuts at key agencies. By sharing best practices, the conference also strengthens

support systems by educating professionals across the Down syndrome community.

A special track will be created this year specifically for self-advocates, and 4 to 7 of the estimated 12 to 15 presenters will be consumers or family members sharing their lived experiences.

The event is anticipating approximately 140 participants, with 95% expected to be consumers or family members. Additional attendees will include speakers, volunteers, and professionals. After the conference, recorded sessions will be made available to broaden access, including for educators and healthcare providers seeking continuing medical education.

The 2025 conference is a collaboration with the UC Irvine Center for Aging Research in Down Syndrome, Silicon Valley Down Syndrome Network, The Matthew Foundation, and other community partners. The event has been expanded this year to become the *California* Down Syndrome Conference to better engage families across both Northern and Southern California.

The Council sponsorship would be used to offset audio-visual costs, including microphones, projectors, video recording, and editing services required for both live and post-conference viewing. The Council's support will directly enhance accessibility and reach, particularly for those unable to attend in person.

This request marks the first SCDD sponsorship for this event.

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: Since the beginning of FY 2025-26 the Council has awarded sponsorship funding to two events totally \$5,000. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2025.

PREPARED: Austin Murphy July 30, 2025.

EXECUTIVE COMMITTEE AGENDA ITEM DETAIL SHEET

ISSUE: The University Center for Excellence in Developmental Disabilities (UCEDD) at the MIND Institute at the University of California, Davis Request for Sponsorship Funding.

AMOUNT REQUESTED: \$2,500.00

BACKGROUND: The California State Council on Developmental Disabilities (Council) allocates \$25,000 each fiscal year to support events that promote self-advocacy, leadership and education so people with developmental disabilities and their family members can increase their knowledge and skills.

Organizations can request up to \$2,500 per event. Priority is given to events that are free or low-cost for consumers and families, or that feature them as speakers or panelists.

ANALYSIS/DISCUSSION: The UCEDD at the UC Davis MIND Institute is requesting a sponsorship for *Aprendiendo Juntos 2025*, a Spanish-language conference focused on developmental disabilities in the Hispanic community. This event is scheduled for Saturday, September 20, 2025, at the MIND Institute, 2825 50th Street, Sacramento, CA.

Now in its seventh year, this annual Spanish-language conference empowers families of individuals with intellectual and developmental disabilities through expert-led education on diagnoses, services, and disability rights. Sessions will be led by professionals from the UC Davis MIND Institute, service providers, and advocacy organizations, covering topics such as co-occurring medical conditions, educational rights, naturalistic interventions, IEP evaluations, post-diagnosis parent support, and the transition to adulthood.

The event will include a keynote presentation, six breakout sessions, a self-care workshop and a vendor fair. Attendees will hear personal stories and receive practical guidance, with live Q&A sessions designed to foster connection and deepen understanding.

Last year's conference attracted approximately 120 participants, and a greater turnout is expected based on continued interest and community demand. Post-event recordings will be shared via the UC Davis MIND Institute's YouTube channel to increase access to this critical information.

Sponsorship funds would be used to help offset the costs associated with keynote speakers and the filming and preparation of recorded sessions.

MIND Summer Institute has received sponsorships from SCDD in 2016, 2017, 2018, 2020, 2021, 2022, 2023, and 2024 to support various conferences and events, including their Spanish-language conferences in 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: Since the beginning of FY 2025-26 the Council has awarded \$5,000 in funds for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2025.

PREPARED: Austin Murphy July 30, 2025.

AUGUST 19, 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 nine conflict-of-interest resolution plans from the following members:

- A. Mark Klaus, Executive Director, San Diego Regional Center
- B. Shawna Hall, Board Member, Tri-Counties Regional Center
- C. Gordon Cardona, Board Member, Harbor Regional Center
- D. Ramon Gonzalez, Board Member, Harbor Regional Center
- E. William Lewis, Board Member, Redwood Coast Regional Center
- F. Mike Sawyer, Board Member, Redwood Coast Regional Center
- G. Diane Larson, Board Member, Redwood Coast Regional Center
- H. Valerie De La Rosa, Board Member, Central Valley Regional Center
- I. Mark Wolfe, Board Member, Tri-Counties Regional Center

Committee members will vote on whether to approve the requests.

Attachments

Staff analysis detail sheets for Regional Center Executive Director Mark Klaus and Regional Center Board Members Shawna Hall, Gordon Cardona, Ramon Gonzalez, William Lewis, Mike Sawyer, Diane Larson, Valerie De La Rosa, and Mark Wolfe.

Conflict-of-interest Resolution Plan Submissions Chart

Action Recommended

Approve the conflict-of-interest resolution plans.

CONFLICT OF INTEREST RESOLUTION PLAN APPROVAL REQUEST

NAME: Mark Klaus

REGIONAL CENTER: San Diego Regional Center

REGIONAL CENTER POSITION: Executive Director

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: Klaus has a daughter who is employed by Home of Guiding Hands, which is a vendor of the San Diego Regional Center. His daughter is a Program Manager for the Adult Family Home Agency and participates in selecting eligible adult developmental homes (ADH). His daughter does not negotiate any contracts with San Diego Regional Center.

CONFLICT RESOLUTION PLAN:

1. Klaus will not have any role or involvement in any matter that might impact Home of Guiding Hands, including but not limited to:
 - a. Negotiations, vendor appeals, hearings, or medication discussions
 - b. Participation, either individually or as part of a group, in the preparation, presentation, formulation, or approval of reports, plans, policies, analyses, opinions, or recommendations pertaining to Home of Guiding Hands
 - c. Participation in any discussions, recommendations, or decisions about referrals to, or purchase of service (POS) authorizations for Home of Guiding Hands
 - d. Review or participation in the preparation, consideration, or any follow-up related to special incident reports, corrective action plans, or complaints from or about Home of Guiding Hands
2. Klaus will refrain from promoting Home of Guiding Hands to members of the Board of Directors and San Diego Regional Center staff.
3. Klaus will not participate in the development, vendorization, or request for proposal process where Home of Guiding Hands is an applicant.
4. Klaus will recuse himself from participating in discussions regarding Home of Guiding Hands at staff meetings, board committee meetings, and meetings of the board.
5. Klaus will not provide his daughter with any privileged information regarding the clients and services of San Diego Regional Center.
6. Klaus shall not access vendor files that pertain to Home of Guiding Hands.
7. Klaus will not participate in the referral of any client needing services to Home of Guiding Hands.
8. San Diego Regional Center's Board of Directors and management will be informed about Klaus' Conflict Resolution Plan and its safeguards and the need to ensure that Klaus is not directly involved in any action or business related to Home of Guiding Hands.
9. The San Diego Regional Center Board Chair and Director of Human Resources will be responsible for ensuring the plan and its safeguards are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et seq.

² W&I Code § 4626, subd. (f).

³ 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: Shawna Hall

REGIONAL CENTER: TCRC (Tri-Counties Regional Center)

REGIONAL CENTER POSITION: Board Member

REPORTING STATUS: Renewal/Change of Status

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: Hall works for Helen Sanderson Associates (HSA) as a facilitation assistant. HSA is a TCRC vendor that provides person-centered training to staff and stakeholders.

CONFLICT RESOLUTION PLAN:

1. Hall will not be involved in any business dealings with HSA.
2. Hall will not be involved in any potential business dealings involving HSA.
3. Hall will recuse herself from voting on any board matters involving any decisions specifically involving HSA including voting, contract reviews, etc. of their services.
4. Hall will not be involved in the individual selection of vendors who work with TCRC.
5. Hall will not allow any decisions made in the course of her duties as the Board President to be influenced by the fact that she is employed with a vendor of TCRC. If such an occasion did occur, Hall understands that she will remove herself from any decision making involving the vendor.
6. Hall will not participate either individually or as part of a group, in the presentation, preparation, formulation or approval of reports, plans, policies, analysis, or opinions regarding HSA.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et.seq.

² W&I Code § 4626, subd. (f).

³ 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: Gordon Cardona

REGIONAL CENTER: HRC (Harbor Regional Center)

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: Cardona works for David's Place, which is a vendor for HRC, as an Assistant Activities Coordinator. David's Place is a community integration training program designed to support individuals with co-occurring developmental diagnoses and mental health diagnoses.

CONFLICT RESOLUTION PLAN:

1. Cardona will take no action as a Board member (or as a member of any committee on which he may serve in the future) on any matter that would impact David's Place or any competitor service provider, and specifically, he will recuse himself from any vote or decision on any matter that would impact David's Place or any competitor service provider, unless the action, vote, or decision would apply to all HRC service providers equally.
2. Cardona will not participate in the vote to approve any report, plan, opinion, recommendation, or action regarding David's Place or any competitor service provider or any actions creating policy or approaches that would impact David's Place or any competitor service provider, unless the actions would apply to all HRC service providers equally.
3. Cardona will not participate in referrals or placement for David's Place or any competitor service provider. For any client served by David's Place or any competitor service provider, he will not participate in any review or discussions of any client's service issues brought to the attention of the Board; rather, such tasks will be addressed by other Board Members or HRC employees.
4. Cardona will not participate in any decisions about Purchase of Service (POS) authorizations for David's Place or any competitor service providers.
5. Cardona will not participate in the preparation, consideration, or any follow-up related to Special Incident Reports from or about David's Place or any competitor service providers.
6. Cardona will not create or review any corrective action plan for David's Place or any competitor service providers.
7. Cardona will not participate in any action or resolution of any complaint pertaining to David's Place or any competitor service providers.
8. Cardona will take no part in discussions regarding negotiations, vendor appeals, hearings, or mediations involving David's Place or any competitor service providers.
9. Cardona will not access vendor files, either in electronic or hard copy form, which the regional center maintains about David's Place or any competitor service provider.
10. Cardona shall not participate in any discussions, recommendations or decisions regarding the development/approval of purchase of service (POS) policies or any other policies that may apply to David's Place or any competitor service providers, unless the discussions, recommendations, or decisions would apply to all HRC service providers equally. Instead, these tasks will be the responsibility of other board members.

11. Cardona will not be involved in the approval by HRC of any course of action involving David's Place or any competitor service provider.
12. Cardona will refrain from promoting David's Place to other board members or HRC staff.
13. Cardona will not discuss HRC board issues or share HRC board discussions with management or staff at David's Place.
14. The HRC Board of Trustees has been informed about this plan of action and has been informed of the need to ensure that Cardona has no involvement in any action involving or affecting David's Place or any competitor service provider.
15. HRC has received approval from its Board of Trustees regarding this waiver.
16. These restrictions only apply to David's Place and policies impacting David's Place and any competitor service providers. The bulk of Cardona's Board duties will remain unchanged, unless the Board work would impact David's Place or any competitor service provider, unless the work would apply to all HRC service providers equally. This amounts to a reassignment of a small portion of Cardona's duties and will not reduce the value and productivity that Cardona is expected to provide to the HRC Board.
17. HRC will ensure that David's Place is informed of this Plan to ensure that there is no expectation that Cardona, in his role as Board members, can take part in action that impacts David's Place or any competitor service provider unless the action would apply equally to all HRC service providers.
18. Cardona will be trained on all aspects of Board governance and on his role as a board member.
19. HRC's Executive Director, Patrick Ruppe, and HRC's Board President, Chris Patay, will be responsible for ensuring this Plan and its safeguards are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et seq.

² W&I Code § 4626, subd. (I).

³ 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 Gonzalez

REGIONAL CENTER: HRC (Harbor Regional Center)

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: Gonzalez works for CLU Transitions Inc. (dba Brainstorm), which is a vendor for HRC, as a computer animator. CLU Transitions is an employment based community integration training program that provides employment training specializing in the soft skills required for employment. This training program has a paid component providing animation services for books, television, and movie productions.

CONFLICT RESOLUTION PLAN:

1. Gonzalez will take no action as a Board member (or as a member of any committee on which he may serve in the future) on any matter that would impact CLU Transitions or any competitor service provider, and specifically, he will recuse himself from any vote or decision on any matter that would impact CLU Transitions or any competitor service provider, unless the action, vote, or decision would apply to all HRC service providers equally.
2. Gonzalez will not participate in the vote to approve any report, plan, opinion, recommendation, or action regarding CLU Transitions or any competitor service provider or any actions creating policy or approaches that would impact CLU Transitions or any competitor service provider, unless the actions would apply to all HRC service providers equally.
3. Gonzalez will not participate in referrals or placement for CLU Transitions or any competitor service provider. For any client served by CLU Transitions or any competitor service provider, he will not participate in any review or discussions of any client's service issues brought to the attention of the Board; rather, such tasks will be addressed by other Board Members or HRC employees.
4. Gonzalez will not participate in any decisions about Purchase of Service (POS) authorizations for CLU Transitions or any competitor service providers.
5. Gonzalez will not participate in the preparation, consideration, or any follow-up related to Special Incident Reports from or about CLU Transitions or any competitor service providers.
6. Gonzalez will not create or review any corrective action plan for CLU Transitions or any competitor service providers.
7. Gonzalez will not participate in any action or resolution of any complaint pertaining to CLU Transitions or any competitor service providers.
8. Gonzalez will take no part in discussions regarding negotiations, vendor appeals, hearings, or mediations involving CLU Transitions or any competitor service providers.
9. Gonzalez will not access vendor files, either in electronic or hard copy form, which the regional center maintains about CLU Transitions or any competitor service provider.
10. Gonzalez shall not participate in any discussions, recommendations or decisions regarding the development/approval of purchase of service (POS) policies or any other policies that may apply to CLU Transitions or any competitor service providers, unless the discussions, recommendations, or decisions would apply to

all HRC service providers equally. Instead, these tasks will be the responsibility of other board members.

11. Gonzalez will not be involved in the approval by HRC of any course of action involving CLU Transitions or any competitor service provider.
12. Gonzalez will refrain from promoting CLU Transitions to other board members or HRC staff.
13. Gonzalez will not discuss HRC board issues or share HRC board discussions with management or staff at CLU Transitions.
14. The HRC Board of Trustees has been informed about this plan of action and has been informed of the need to ensure that Gonzalez has no involvement in any action involving or affecting CLU Transitions or any competitor service provider.
15. HRC has received approval from its Board of Trustees regarding this waiver.
16. These restrictions only apply to CLU Transitions and policies impacting CLU Transitions and any competitor service providers. The bulk of Gonzalez' Board duties will remain unchanged, unless the Board work would impact CLU Transitions or any competitor service provider, unless the work would apply to all HRC service providers equally. This amounts to a reassignment of a small portion of Gonzalez's duties and will not reduce the value and productivity that Cardona is expected to provide to the HRC Board.
17. HRC will ensure that CLU Transitions is informed of this Plan to ensure that there is no expectation that Gonzalez, in his role as Board members, can take part in action that impacts CLU Transitions or any competitor service provider unless the action would apply equally to all HRC service providers.
18. HRC's Executive Director, Patrick Ruppe, and HRC's Board President, Chris Patay, will be responsible for ensuring this Plan and its safeguards are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et seq.

² W&I Code § 4626, subd. (I).

³ 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: William Lewis

REGIONAL CENTER: Redwood Coast Regional Center (RCRC)

REGIONAL CENTER POSITION: Board Member

REPORTING 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).ⁱ In the event of an identified conflict of interest, an individual must either eliminate the conflict of interest or obtain an approved Plan.ⁱⁱ 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.

ACTUAL CONFLICT: Sister Veronica Lewis is employed by RCRC as a Service Coordinator and she is based at RCRC's Eureka office serving children and transition-aged adults in Humboldt County.

CONFLICT RESOLUTION PLAN:

1. Lewis shall have no role or involvement with any matter that might affect sister Veronica Lewis, including but not limited to: participation in any discussions, recommendations, or decisions about employee salaries, promotions, or benefits that could impact Veronica Lewis.
2. Lewis will fully disclose the existence and nature of the conflict to the RCRC Board and have it noted in the official Board records.
3. Lewis will abstain from voting on any matter pertaining to RCRC employee salaries, promotions, or benefits which could impact Veronica Lewis.
4. Lewis will not use his position as an RCRC Board member to exert influence on decision-making regarding RCRCs' employee salaries, positions, or benefits that could impact Veronica Lewis.
5. Should matters related to RCRC employee salaries, positions, or benefits arise during any RCRC Board of Trustees meetings that could impact Veronica Lewis (e.g. board or committee meetings), Lewis will refrain from participating in the discussion.
6. Given the specific set of circumstances, RCRC Board President and other Board members are responsible for ensuring Lewis complies with W&I Code section 4622(K)(2).
7. RCRC's Board President and Board members are responsible for ensuring that the Plan and its safeguards are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

^{i i} W&I Code § 4626, subd. (I).

^{ii ii} 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: Mike Sawyer

REGIONAL CENTER: Redwood Coast Regional Center (RCRC)

REGIONAL CENTER POSITION: Board Member

REPORTING 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).ⁱ In the event of an identified conflict of interest, an individual must either eliminate the conflict of interest or obtain an approved Plan.ⁱⁱ 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.

ACTUAL CONFLICT: Sawyer's son Zachary Sawyer works for an RCRC provider, Chance 4 Change.

CONFLICT RESOLUTION PLAN:

1. Sawyer shall have no role or involvement with any matter that might Chance 4 Change, including but not limited to: participation in the preparation, recommendations, or decisions about contracts, service agreements, or any fiduciary related items that may apply to Chance 4 Change.
2. Sawyer will fully disclose the existence and nature of the conflict to the RCRC Board and have it noted in the official Board records.
3. Sawyer will abstain from voting on any matter pertaining to Chance 4 Change or any matter which could impact Chance 4 Change or any competitor in the same service categories.
4. Sawyer will not use his position as an RCRC Board member to exert influence on decision-making regarding Chance 4 Change and supports or any competitor in the same service categories.
5. Should matters related to Chance 4 Change arise during any RCRC Board of Trustee meetings (e.g. board or committee meetings), Mike Sawyer will refrain from participating in the decision.
6. Given the specific set of circumstances, RCRC Board President and other Board members are responsible for ensuring Sawyer complies with W&I Code section 4622(K)(2).
7. RCRC's Board President and Board members are responsible for ensuring that the Plan and its safeguards are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

^{i i} W&I Code § 4626, subd. (f).

^{ii ii} 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: Diane Larson

REGIONAL CENTER: Redwood Coast Regional Center (RCRC)

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: Husband Matthew Larson works as a personal assistant for Chance 4 Change, which is a service provider vendor for RCRC.

CONFLICT RESOLUTION PLAN:

1. Larson shall have no role or involvement with any matter that might affect Chance 4 Change, including but not limited to: participate in the preparation, recommendations, or decisions about contracts, service agreements, or any fiduciary related items that may apply to Chance 4 Change.
2. Larson shall fully disclose the existence and nature of the conflict of interest to the full board and have it noted in the official board records.
3. Larson shall abstain from voting on any matter pertaining to Chance 4 Change or any matter which could impact Chance 4 Change or any competitor in the same services categories.
4. Larson shall not use her position as an RCRC board member to exert influence on decision-making regarding Chance 4 Change and supports, or any competitor in the same service categories.
5. Should matters related to Chance 4 Change arise during any RCSC Board of Trustee's meetings (e.g. board or committee meetings), Larson will refrain from participating in the decision.
6. Given the specific set of circumstances, RCSC Board President and other board members are responsible for ensuring Larson complies with W&I Code section 4622(k)(2).
7. RCSC's Board President and board members are responsible for ensuring that this Plan and its safeguards are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et.seq.

² W&I Code § 4626, subd. (f).

³ 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: Valerie De La Rosa

REGIONAL CENTER: CVRC (Central Valley Regional Center)

REGIONAL CENTER POSITION: Board Member

REPORTING STATUS: Initial

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: De La Rosa is the Director of Case Management for Vocation Plus Connections Inc., which is a day program funded by CVRC.

CONFLICT RESOLUTION PLAN:

1. De La Rosa will not participate and recuse herself from any discussion or vote on any matter involving any type of service provider day program, including VOC Plus.
2. CVRC governing board will be informed of this Plan of Action and will be informed of the need to ensure that De La Rosa does not participate in any discussion or vote on any issue relating to service provider day programs, including VOC Plus.
3. The Executive Committee of the CVRC Board has been informed of and has approved the submission of this Proposed Plan of Action.
4. CVRC Board of Directors itself will be responsible for ensuring that this plan and its limitations are applied and monitored.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et seq.

² W&I Code § 4626, subd. (f).

³ 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: Mark Wolfe

REGIONAL CENTER: TCRC (Tri-Counties Regional Center)

REGIONAL CENTER POSITION: Board Member

REPORTING STATUS: Initial

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: Wolfe is an employee and co-owner of Air Castle Entertainment, which is a subcontractor of a vendor (Public Pixels Media) for TCRC. Wolfe provides producing and writing services for Air Castle Entertainment which is contracted by Public Pixels Media to provide those services on the animated video series produced for TCRC on behalf of the Department of Developmental Services.

CONFLICT RESOLUTION PLAN:

1. Wolfe will not be involved in any contract negotiations or discussions with PPM.
2. Wolfe will not be involved in the selection of vendors who are contracted with TCRC as it relates to work similarly performed by PPM.
3. Wolfe will not have the ability to eliminate PPM from any lists of vendors for TCRC.
4. Wolfe will not make any decisions internally regarding PPM and understands that if the occasion occurs, that he is to remove himself from any decision making or communications involving this vendor during interactions with his colleagues.
5. Wolfe will not participate in the referral of any people served to the employ of PPM.
6. Wolfe will refrain from promoting PPM and not discuss the services of this vendor with any TCRC employee.
7. Wolfe will not participate in any negotiations, hearings, or mediation discussions involving PPM.
8. Wolfe will not participate individually or as part of a group in the preparation, presentation, formulation, or approval of reports, plans, policies, analysis, opinions, or recommendations regarding PPM.
9. Any issues involving PPM that Wolfe becomes aware of will be referred to the TCADD Board President and the TCRC Executive Director.

STAFF RECOMMENDATION: Approve the Conflict Resolution Plan.

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

¹ Codified in Welfare and Institutions (W&I) Code sections 4500 et.seq.

² W&I Code § 4626, subd. (f).

³ California Code of Regulations, title 17, §54525. DDS' current regulations are published at California Code of Regulations, title 17, § 50201 et seq.

Board Members and Executive Directors Conflict Resolution Plan (CRP) submissions from January 1, 2024 to June 23, 2025. Breakdown by RC, approvals and denials from DDS .

Regional Center	RC Position		Approval Status		
	Number of Board Member COIs Received	Number of Executive Director COIs Received	Pending	Number of COIs Approved	Number of COIs Denied
ACRC	1		1		
CVRC					
ELARC					
FDLRC	1			1	
FNRC	2			2	
GGRC					
HRC	1		1		
IRC					
KRC					
NBRC	3		3		
NLACRC	1		1		
RCEB	1		1		
RCOC					
RCRC	2		2		
SARC					
SCLARC		1	1		
SDRC	1	1	1	1	
SGPRC					
TCRC	5		4	1	
VMRC					
WRC					
	18	2	15	5	0

AUGUST 19, 2025

**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 Narrative
FY 2024-25 Approved Budget
Budget Projections
Line-Item Summary
FY 2025-26 Proposed Budget

Handout(s)

May be handouts the day of the meeting.



SFY 2024-25 Budget Update

Key Takeaways:

- All expenditures and projected balances are as of June 30, 2025.
- Final fiscal year budget and accounting reconciliation will be completed in late August. Therefore, the amounts discussed below may change.
- While totals may change, we remain confident in our projections that all program budgets will end the year under budget.
- BSG expenditures for both personal services and operating expenses and equipment should remain under budget for the fiscal year.
- Program Development Grants maintain a significant balance (approximately \$360,519) but grant payments will continue to occur over the course of the next several months, reducing that balance.

Discussion:

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

As a reminder, on May 20, 2025, the Council approved the SFY 2025-26 BSG budget.

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 \$7,190,179. The budget balance is \$1,019,821, or 12 percent.

- Personal Services: Total expenditures to date (\$5,908,203) result in a remaining balance of \$469,797 (22.6 percent). As of July 1, 2025, there were 7 vacancies, we have several active recruitments.
- OE&E: Expenses under this category total \$1,234,494, with a remaining balance of \$185,506. Some additional expenses will materialize as part of fiscal year-end reconciliation such as travel claims or final contract invoices. Staff remain confident the OE&E budget will end with a positive balance.
- Program Development Grants: Year-to-date expenditures total nearly \$47,481, resulting in a remaining balance of approximately \$360,519 (88 percent). Grant invoices continue to arrive as grantees conduct their work. These payments will reduce this budget balance.

- Unexpended Funds and Council Reserve: 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 \$4,168,327. Projected expenditures for the fiscal year to date total \$3,707,336. As of May 1, 2024, the budget balance is \$460,991 (11 percent).

- Personal Services: Year-to-date expenditures of \$2,144,792 give us a remaining balance of \$51,183 (2 percent). The vacancy rate is 22 percent (i.e., four vacancies).
- OE&E: Year-to-date expenditures (\$1,562,544) give us a remaining balance of \$409,808 (21 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 \$1,566,623 with a remaining balance of \$127,377 (8 percent).

- Personal Services: Expenditures to-date total \$1,241,638 and reflect a remaining balance of \$81,362 (6 percent). The vacancy rate is 10 percent (i.e., one position).
- OE&E: Spending for this category totals \$324,986, with a projected remaining balance of \$46,014 (12.4 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).

- Personal Services: Expenditures to-date total \$267,999 and reflect a remaining balance of \$108,001 (28.7 percent). The funding balance will support staffing in the next fiscal year.
- OE&E: Spending for this category totals \$374,881, with a projected remaining balance of \$771,119 (approximately 71 percent).
- Grants: 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

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	Limited 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)				\$ (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	\$ 5,700	\$ 5,000	\$ 6,000	\$ 54,700
Printing	\$ 20,000	\$ 26,000	\$ 9,000	\$ 3,000	\$ 58,000
Communications	\$ 45,000	\$ 71,000	\$ 10,000	\$ 6,000	\$ 132,000
Postage	\$ 7,000	\$ 21,000	\$ 1,000	\$ 3,000	\$ 32,000
Travel-in-State :	\$ 150,000	\$ 60,000	\$ 32,000	\$ 8,000	\$ 250,000
Out-of-State Travel	\$ 7,000	\$ -	\$ -	\$ -	\$ 7,000
Training (Tuition and Registration)	\$ 29,000	\$ 10,000	\$ 15,000	\$ 5,000	\$ 59,000
Facilities Operations (Rent)	\$ 550,000	\$ 225,000	\$ 24,000	\$ -	\$ 799,000
Utilities	\$ 8,000	\$ 2,000	\$ -	\$ -	\$ 10,000
Interdepartmental Services	\$ 250,000	\$ 204,000	\$ 134,000	\$ 3,000	\$ 591,000
External Contract Services	\$ 100,000	\$ 110,000	\$ 3,000	\$ 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	\$ -	\$ -	\$ -	\$ 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				
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				



State Council on Developmental Disabilities

Council Report for State Fiscal Year 2024 - 2025

As of July 1, 2025

Expenditures through June 30, 2025

Federal Grant	Annual Budget	Monthly Expenditures	Year-To-Date Expenditures	Balance	Positions
Personal Services & Benefits	\$ 6,378,000	\$ 485,847	\$ 5,908,203	\$ 469,797	# Positions 50
Operating Expenses	\$ 1,424,000	\$ 77,579	\$ 1,234,494	\$ 189,506	# Vacancies 7
Grants / Special Items	\$ 408,000	\$ 29,255	\$ 47,481	\$ 360,519	
Total	\$ 8,210,000	\$ 592,680	\$ 7,190,179	\$ 1,019,821	Vacancy % 14%

Quality Assessment	Annual Budget	Monthly Expenditures	Year-To-Date Expenditures	Balance	Positions
Personal Services & Benefits	\$ 2,195,975	\$ 175,020	\$ 2,144,792	\$ 51,183	# Positions 18
Operating Expenses	\$ 1,972,352	\$ 235,745	\$ 1,562,544	\$ 409,808	# Vacancies 4
Total	\$ 4,168,327	\$ 410,766	\$ 3,707,336	\$ 460,991	Vacancy % 22%

Clients' Rights Advocates/ Voluntary	Annual Budget	Monthly Expenditures	Year-To-Date Expenditures	Balance	Positions
Personal Services & Benefits	\$ 1,323,000	\$ 139,835	\$ 1,241,638	\$ 81,362	# Positions 10
Operating Expenses	\$ 371,000	\$ 21,849	\$ 324,986	\$ 46,014	# Vacancies 1
Total	\$ 1,694,000	\$ 161,684	\$ 1,566,623	\$ 127,377	Vacancy % 10%

Supported Decision-Making Technical Assistance Program	Annual Budget	Monthly Expenditures	Year-To-Date Expenditures	Balance	Positions
Personal Services & Benefits	\$ 376,000	\$ 25,295	\$ 267,999	\$ 108,001	# Positions 2
Operating Expenses	\$ 1,086,000	\$ 77,627	\$ 374,881	\$ 711,119	# Vacancies 1
Grant Awards	\$ 75,000			\$ 75,000	
Total	\$ 1,537,000	\$ 102,922	\$ 642,879	\$ 894,121	Vacancy % 50%

Total	
# Positions	80
# Vacancies	13
Vacancy %	16%



State Council on Developmental Disabilities

Council Report for State Fiscal Year 2024 - 2025

As of July 1, 2025

Expenditures through June 30, 2025

Federal Grant	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	6,378,000	485,847	5,908,203	469,797	7.4%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Office Equip)	38,000	12,565	108,774	(70,774)	-186.2%
Printing	20,000	15	7,115	12,885	64.4%
Communications	45,000	10,097	69,473	(24,473)	-54.4%
Postage	7,000	(159)	4,772	2,228	31.8%
Travel-in-State	150,000	13,520	112,799	37,201	24.8%
Out-of-State Travel	7,000	-	6,158	842	12.0%
Training (Tuition and Registration)	29,000	1,794	14,782	14,218	49.0%
Facilities Operations (Rent)	550,000	31,074	572,795	(22,795)	-4.1%
Facilities Png/Maint. & Utilities	8,000	310	6,152	1,848	23.1%
Interdepartmental Services	250,000	270	92,851	157,149	62.9%
External Contract Services	100,000	8,780	76,998	23,002	23.0%
Information Technology (Computer, Software)	190,000	(686)	136,826	53,174	28.0%
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	77,579	1,234,494	189,506	13.3%
SPECIAL ITEM (PROGRAM 20)	408,000	29,255	47,481	360,519	88.4%
TOTAL	8,210,000	592,680	7,190,179	1,019,821	12.4%

Quality Assessment	Budgeted Base	Current Month Expenditure	YTD Expenditure	Remaining Balance	Remaining Percentage
PERSONAL SERVICES (PS & PB)					
Salaries & Wages w/ Benefits	2,195,975	175,020	2,144,792	51,183	2.3%
OPERATING EXPENSE (OE&E)					
General Expense (Meeting/Conf/ Equipment)	15,700	2,135	14,166	1,534	9.8%
Printing	18,000	7	9,519	8,481	47.1%
Communications	71,052	2,964	13,988	57,064	80.3%
Postage	20,560	317	19,514	1,046	5.1%
Travel-in-State	30,000	2,099	14,001	15,999	53.3%
Training (Tuition and Registration)	10,000	-	1,000	9,000	90.0%
Facilities Operations (Rent)	246,000	38,353	242,151	3,849	1.6%
Facilities Png/Maint. & Utilities	-	-	-	-	0.0%
Interdepartmental Services	140,000	4,752	157,317	(17,317)	-12.4%
External Contract Services	163,000	14,508	25,371	137,629	84.4%
Data Processing (Software, Supplies & Misc.)	253,000	31,238	100,138	152,862	60.4%
Other Items/ Client Services	1,005,040	139,374	965,380	39,660	3.9%
Subtotal OE&E	1,972,352	235,745	1,562,544	409,808	20.8%
TOTAL	4,168,327	410,766	3,707,336	460,991	11.1%



State Council on Developmental Disabilities

Council Report for State Fiscal Year 2024 - 2025

As of July 1, 2025

Expenditures through June 30, 2025

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	1,323,000	139,835	1,241,638	81,362	6.1%
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	1,318	5,522	4,478	44.8%
Postage	1,000	(159)	-	1,000	100.0%
Travel-in-State	32,000	2,186	25,896	6,104	19.1%
Training (Tuition and Registration)	15,000	259	294	14,706	98.0%
Facilities Operations (Rent)	24,000	1,993	23,879	121	0.5%
Interdepartmental Services	134,000	-	133,500	500	0.4%
External Contract Services	3,000	-	-	3,000	100.0%
Data Processing (Software, Supplies & Misc.)	45,000	7,431	44,759	241	0.5%
Other Items/ Client Services	93,000	8,820	88,620	4,380	4.7%
Subtotal OE&E	371,000	21,849	324,986	46,014	12.4%
TOTAL	1,694,000	161,684	1,566,623	127,377	7.5%

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	376,000	25,295	267,999	108,001	28.7%
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	316	702	5,298	88.3%
Postage	3,000	-	-	3,000	100.0%
Travel-in-State	8,000	-	-	8,000	100.0%
Training (Tuition and Registration)	5,000	13	13	4,987	99.7%
Facilities Operations (Rent)	-	-	-	-	0.0%
Facilities Plng/Maint. & Utilities	-	-	-	-	0.0%
Interdepartmental Services	3,000	-	15,975	(12,975)	-432.5%
External Contract Services	615,000	75,646	345,783	269,217	43.8%
Data Processing (Software, Supplies & Misc.)	6,000	1,651	10,918	(4,918)	-82.0%
Other Items/ Client Services	431,000	-	703	430,297	0.0%
Subtotal OE&E	1,086,000	77,627	374,881	711,119	65.5%
Grant Awards	75,000			75,000	100.0%
TOTAL	1,537,000	102,922	642,879	894,121	58.2%



State Council on Developmental Disabilities

Fiscal Year 2025-26 Proposed Budget May 2025

	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	Limited Term Program	
1. Personal Services:					
Net Salaries & Wages	\$ 4,647,000	\$ 1,597,000	\$ 833,000	\$ 179,000	\$ 7,256,000
Temporary Help / Honorarium	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Worker's Compensation	\$ 45,000	\$ 3,000	\$ 5,000	\$ 2,000	\$ 55,000
Staff Benefits	\$ 2,511,000	\$ 860,000	\$ 412,000	\$ 91,000	\$ 3,874,000
Less 12% Salary Savings From Vacancies	\$ (561,000)				\$ (561,000)
Total Personal Services	\$ 6,672,000	\$ 2,460,000	\$ 1,250,000	\$ 272,000	\$ 10,654,000
2. Operating Expense and Equipment:					
General Expense	\$ 38,000	\$ 18,000	\$ 5,000	\$ 125,000	\$ 186,000
Printing	\$ 20,000	\$ 420,000	\$ 9,000	\$ -	\$ 449,000
Communications	\$ 45,000	\$ 27,000	\$ 10,000	\$ 2,000	\$ 84,000
Postage	\$ 7,000	\$ 708,000	\$ 1,000	\$ -	\$ 716,000
Travel-in-State :	\$ 150,000	\$ 20,000	\$ 32,000	\$ -	\$ 202,000
Out-of-State Travel	\$ 7,000	\$ -	\$ -	\$ -	\$ 7,000
Training (Tuition and Registration)	\$ 29,000	\$ 10,000	\$ 15,000	\$ 2,000	\$ 56,000
Facilities Operations (Rent)	\$ 585,000	\$ 230,000	\$ 24,000	\$ -	\$ 839,000
Utilities	\$ 8,000	\$ 2,000	\$ -	\$ -	\$ 10,000
Interdepartmental Services	\$ 250,000	\$ 204,000	\$ 134,000	\$ 28,000	\$ 616,000
External Contract Services	\$ 360,000	\$ 10,000	\$ 3,000	\$ 326,000	\$ 699,000
Information Technology	\$ 190,000	\$ 85,000	\$ 45,000	\$ 17,000	\$ 337,000
Statewide Cost Allocation Plan (SWCAP)	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
Other Items of Expense	\$ 5,000	\$ 20,000	\$ 132,000	\$ 75,000	\$ 232,000
Total Operating Expense and Equipment	\$ 1,719,000	\$ 1,754,000	\$ 410,000	\$ 575,000	\$ 4,458,000
3. Community Grants / Other Projects	\$ -	\$ -	\$ -	\$ -	\$ -
4. Total SCDD Budget by Source	\$ 8,391,000	\$ 4,214,000	\$ 1,660,000	\$ 847,000	\$ 15,112,000
5. Total Basic State Grant Award	\$ 8,036,000				
6. Transfer from Estimated Unexpended Funds Available	\$ 355,000				
7. Total SCDD Budget minus Basic State Grant Award and Transfer from Estimated Unexpended Funds	\$ -				
*Footnotes					
Cash Reserve	\$ 1,750,000				
Estimated Unexpended Funds Available	\$ -				

AUGUST 19, 2025

**AGENDA ITEM 11.
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

AUGUST 19, 2025

AGENDA ITEM 12.

ACTION ITEM

EXECUTIVE COMMITTEE

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Closed Session: Personnel

Pursuant to Government Code Section 11126(a)(1), the Council will have a closed session to determine the evaluation of a public employee.

AUGUST 19, 2025

**AGENDA ITEM 13.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Reconvene Open Session

Pursuant to Government Code Section 11126.3 (f), there will be an announcement of any publicly reportable actions taken during closed session.

AUGUST 19, 2025

**AGENDA ITEM 14.
INFORMATION ITEM**

**EXECUTIVE COMMITTEE
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES**

Adjournment and Next Meeting Date

The next meeting of the Executive Committee will be on October 21, 2025.