

**CA DDC Corrective Action Plan Summary – May 2014**

Finding	Progress Assessment (Adequate/Not Adequate)	Key Documentation	Notes, Comment, or Question
1 STAFF	Adequate	Lanternman Act Amendment	Note: Passed House appropriations Next process- assembly floor
2 MEMBERSHIP POLICIES	Adequate	By-Laws	Comment: Staff/membership assigned should reflect Mark Polit Interim Director, Membership Committee, MTARS Committee as oversight  Note: Membership Committee will meet by 6/30
3 MEMBERSHIP POLICIES	Adequate	Lanternman Act Amendment	Comment: Staff/membership assigned should reflect Mark Polit Interim Executive Director, Membership Committee, MTARS Committee as oversight
4 MEMBERSHIP POLICIES	Adequate	Lanternman Act Amendment	Comment: Staff/membership assigned should reflect Mark Polit Interim Executive Director, Membership Committee, and MTARS Committee as oversight
5 MEMBERSHIP POLICIES	Adequate	Lanternman Act Amendment	

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<p>6 MEMBERSHIP</p>	<p>Adequate</p>	<p>By- Laws Revisions to reflect new process</p>	<p>Comment: Staff/membership assigned should reflect Mark Polit, Membership Committee, and MTARS Committee as oversight</p>
<p>7 MEMBERSHIP</p>	<p>Adequate</p>	<p>Membership Roster updates</p>	<p>Comment: Staff/membership assigned should reflect Mark Polit, Membership Committee, and MTARS Committee as oversight</p>
<p>8 5 YEAR STATE PLAN</p> <p><b>TECHNICAL ASSISTANCE AREA</b></p>	<p>Adequate</p>	<p>By Laws</p> <p>FY14 State Plan Amendment</p> <p>Local Area Office Quarterly Activity Reports</p> <p>Statewide Self-Advocacy Network documents &amp; products</p> <p>Employment First Report &amp; products</p> <p>Self Determination documents &amp; products</p> <p>FY13 Program Performance Report</p>	<p>Note: State Plan Committee will meet by 6/30</p>

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<p>9 STATE PLAN ASSURANCES</p> <p><i>This finding is a blend of Lanterman Amendments and P3</i></p> <p><b>TECHNICAL ASSISTANCE AREA</b></p>	<p>B and C – No action planned. Documentation under review by AIDD and OGM</p> <p>D- Adequate Related to Lanterman Revisions</p> <p>K- no action planned addressed under finding 8 State Plan Implementation</p>	<p>CDSS Interagency Agreement</p> <p>Lanterman Act Amendment</p>	<p>Comment: Staff/membership assigned should reflect Mark Polit Interim Executive Director (B&amp;C), Administrative Committee, and MTARS Committee as oversight</p> <p>Note: Staff Counsel now vacant</p>
<p>10 STATE PLAN IMPLEMENTATION</p> <p><b>TECHNICAL ASSISTANCE AREA</b></p>	<p>Adequate</p>	<p>FY14 State Plan Amendment</p> <p>Local Area Office Quarterly Activity Reports</p> <p>Statewide Self-Advocacy Network documents &amp; products</p> <p>Employment First Report &amp; products</p> <p>Self Determination documents &amp; products</p> <p>FY13 Program Performance Report</p>	<p>Note: State Plan Committee will meet by 6/30</p>
<p>11- EVALUATION AND REPORTS- PROGRAM PERFORMANCE REPORT</p>	<p>Action Pending</p>	<p>FY14 State Plan Amendment</p> <p>Local Area Office Plans</p> <p>Local Area Office quarterly reports</p> <p>Program Performance Reports</p>	<p>Note: Planning Specialist position employment start date TBD</p>

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<p>12 – FISCAL – FISCAL REQUIREMENTS</p> <p><b>TECHNICAL ASSISTANCE AREA</b></p>	<p>Adequate</p>	<p>Lanternman Act Amendment</p> <p>FY14 &amp; 15 budget</p> <p>Quarterly Expenditure Reports</p> <p>Policies and Procedures Manual in development</p>	<p>Comment: Staff/membership assigned should reflect Mark Polit Interim Executive Director, Administrative Committee, and MTARS Committee as oversight</p>
<p>13- FISCAL – FISCAL POLICIES</p>	<p>Adequate</p>	<p>Contract and Purchasing Manual</p> <p>Administrative Work Plans</p>	<p>Comment: Staff/membership assigned should reflect Mark Polit Interim Executive Director, Administrative Committee, and MTARS Committee as oversight</p> <p>Note: SCDD advertising for Chief Deputy for Administration and Deputy for Area Board Operations</p> <p><i>Question: Should the Deputy for Area Board Operations position title be Deputy for Local Operations?</i></p>
<p>14 DESIGNATED STATE AGENCY – RESPONSIBILITIES OF THE DSA</p>	<p>Adequate</p>	<p>DSA Review</p> <p>Memorandum of Understanding in development</p>	<p>Staff/membership assigned should reflect Mark Polit Interim Executive Director, Administrative Committee, and MTARS Committee as oversight</p>