



# MEMBERSHIP COMMITTEE

## MEETING NOTICE/AGENDA

Posted at [www.scdd.ca.gov](http://www.scdd.ca.gov)

THE PUBLIC MAY CALL IN AND LISTEN AT  
1-800-839-9416  
Participant Code: 2982825

**DATE:** January 20, 2015

**TIME:** 1:00 p.m. to 3:00 p.m.

**MEETING LOCATION:** State Council on Developmental Disabilities  
1507 21<sup>st</sup> Street, Suite 210  
Sacramento, CA 95811  
(916) 322-8481

*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 the meeting, should contact Thomas Johnson at (916) 322-8481 or [thomas.johnson@scdd.ca.gov](mailto:thomas.johnson@scdd.ca.gov) by 5:00 pm, January 15, 2014.*

	<u>Page</u>
1. CALL TO ORDER	A. Lopez
2. ESTABLISH A QUORUM	A. Lopez
3. INTRODUCTIONS AND ANNOUNCEMENT S	A. Lopez
4. PUBLIC COMMENTS	
<i>This item is for members of the public only to provide comments and/or present information to the Committee on matters <b>not</b> on the agenda. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first. The Committee will provide a public comment period, not to exceed a total of seven minutes, for public comment prior to action on each agenda item.</i>	
5. APPROVAL OF DECEMBER 9, 2014 MINUTES	All 3

<b>6. APPOINTMENT AND VACANCIES MATRIX</b>	M. Clark	7
<b>7. APPOINTMENT TRACKING FORM</b>	M. Clark	<b>12</b>
<b>8. DEMOGRAPHIC MAP OF CURRENT COUNCILMEMBERS</b>	A. Carruthers	16
<b>9. BI-MONTHLY COUNCIL MEMBERSHIP REPORT</b>	A. Carruthers	17
<b>10. APPLICATION FORM</b>	B. Phillips / N. Bocanegra	
a) Governor's Application		
b) Legality of obtaining information		
c) Draft Outreach Application		19
<b>11. QUESTIONS FOR APPLICANTS</b>	A. Lopez	
<b>12. PROCESS FOR REGIONAL ADVISORY COMMITTEE APPOINTMENT</b>	M. Clark	
<b>13. RECRUITMENT FLYER</b>	B. Phillips	20
<b>14. NEXT MEETING DATES</b>	All	
<b>15. ADJOURNMENT</b>	A. Lopez	

*For additional information regarding this agenda, please contact Thomas Johnson, 1507 21<sup>st</sup> Street, Suite 210, Sacramento, CA 95811, (916) 322-8481*



**DRAFT**

**MEMBERSHIP COMMITTEE MEETING MINUTES  
December 9, 2014**

**Members Present**

April Lopez (Chair)  
Sandra Smith  
Linda Landry  
David Forderer

**Members Absent**

**Others Attending**

Mike Clark  
Aaron Carruthers  
Bob Phillips  
Thomas Johnson  
Wayne Glusker

**1. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

Chairperson April Lopez called the meeting to order at 1:05 p.m. A quorum was established.

**2. WELCOME AND INTRODUCTIONS**

Everyone present introduced themselves.

**3. PUBLIC COMMENT**

There was no public comment.

**4. APPROVAL OF OCTOBER 8, 2014 MINUTES**

It was moved/seconded (Smith/Landry) and carried to approve the October 8, 2014 Membership Committee minutes as presented. Councilmember Forderer abstained

**5. APPOINTMENT AND VACANCIES MATRIX**

Executive Director Mike Clark reviewed the appointment and vacancies matrix with Committee members. SCDD Manager Bob Phillips suggested that the matrix should include a single box for the agency name and then a box for the name of the person holding the position. Committee member Linda Landry also suggested that the matrix provide

a listing of counties served by each agency, regional office, and at-large members.

## 6. **DEMOGRAPHIC ANALYSIS**

Executive Director Clark and Chief Deputy Director Aaron Carruthers reviewed the demographic analysis chart of Council Members. There was then a brief discussion regarding data collection and validity. This document can be accessed on page 11 of the Membership Committee Packet:

<http://scdd.ca.gov/res/docs/pdf/Membership%20Committee/Membership%20Packet%2012%209%202014.pdf>

## 7. **BI-MONTHLY COUNCIL MEMBERSHIP REPORT**

Chief Deputy Carruthers informed the Committee that statute and agreements with AIDD give this Committee the information and tools it needs to make thoughtful decisions about who to recruit and who to forward to the Governor's office for consideration for appointment. For these purposes, the Membership Committee has to make reports to the Council in order to show them which vacancies need to be filled based upon the vacancies matrix and demographic map. As a result, council staff requests that Membership Committee members complete the "Bi-Monthly Council Membership Report."

Chief Deputy Carruthers then requested members review the proposed worksheet and advise him of any suggestions or changes. A suggestion was made to promote demographic and geographic diversity in recruitment efforts.

It was moved/seconded (Forderer/Smith) and carried to request that the Council direct regional advisory committees/regional offices to provide a pool of at least three interested individuals within *three months* of a known vacancy. This motion is related just to nominations from regional offices and that the committee expects to illicit recruitment through all means possible.

Discussion then moved into a brief conversation regarding the creation of a “recruitment flyer.” Members agreed that a recruitment flyer is something that they should develop. It was suggested that this flyer contain information regarding the substantive requirements and duties expected of a council member to ensure that interested applicants are aware of the workload and responsibilities. Members also agreed that this flyer should be distributed to all regional offices, headquarters, and other applicable agencies.

## 8. APPLICATION FORM

Members discussed the Governor’s office application process. Members were informed by Chief Deputy Carruthers that candidates must fill out a Governor’s application. In addition, the Council can alert the Governor’s office regarding potential candidates.

Members then asked about the possibility of retrieving application information from the Governor’s office in order to help the Council vet candidates. Chief Deputy Carruthers then asked members to consider whether they would want to know confidential information due to legal risks, especially about financial or personal history. Councilmember Smith suggested that the Committee develop a recruitment application that asks questions specifically targeting experience regarding Council membership duties and responsibilities.

The legality of obtaining applications from the Governor’s office was of interest to the Committee.

It was moved/seconded (Forderer/ Smith) and carried to request that legal counsel inform this Committee about the legality of obtaining information contained within the Governor’s application at the next meeting.

Members then briefly summarized the tasks that need to be completed.

It was moved/seconded (Forderer/Smith) and carried to request that staff complete all remaining tasks [e.g. revisions to matrices, tracking form, demographic form, Membership Committee report, recruitment flyer, and outreach application by the next meeting.

The vetting process will also be discussed at the next meeting.

9. **QUESTIONS FOR APPLICANTS**

Chair April Lopez is still working with the Governor's office on this matter

10. **NEXT MEETING DATES**

The next meeting will be held January 20, 2015, from 1:00 p.m. to 3:00 p.m.

11. **ADJOURNMENT**

The meeting was adjourned at 2:40 p.m.

DRAFT

## Vacancy Matrix

Category	Name	City	Regional Area	Racial/Ethnicity	Disability	Languages
At Large Institution	VACANT					
At Large 1	VACANT					
At Large Parent 2	April Lopez (parent advocate)	Yorba Linda	11	Latino	Intellectual Disability	
At Large 3	Jenny Ning Yang (self-advocate)	Ukiah	1	Asian	Cerebral Palsy	
At Large 4	Kecia Weller (self-advocate)	Santa Monica	10	White	Intellectual Disability	
At Large 5	Nancy Clyde (self-advocate)	Sacramento	3	White	Cerebral Palsy, Epilepsy	
At Large 6	Steven Kaap (self-advocate)	Culver City	10	White	Autism	
Regional Office 1	Robert M. Taylor (self-advocate)	Clear Lake	1	Latino	Autism	
Regional Office 2	Charles Horne-Nutt (self-advocacy)	Paradise	2	White		
Regional Office 3	Sandra Smith (parent advocate)	Sacramento	3	African American	Autism	
Regional Office 4	Kraig "Max Duley (parent advocate)	Fairfield	4	White	Autism	
Regional Office 5	Feda Almaliti (parent advocate)	Fremont	5	Asian	Autism	

## Vacancy Matrix

Regional Office 6	Kerstin Williams (self-advocate)	Stockton	6	African American	Intellectual Disability
Regional Office 7	David Forderer (self-advocate)	San Jose	7	White	Cerebral Palsy
Regional Office 8	Rebecca Donabed (self-advocate)	Tulare	8	White	Cerebral Palsy
Regional Office 9	VACANT				
Regional Office 10	VACANT				
Regional Office 11	VACANT				
Regional Office 12	Carmela Garnica (parent advocate)	Blythe	12	Latino	Other Disability
Regional Office 13	VACANT				
Dept. of Rehabilitation	Joe Xavier, Director	Sacramento	Represent State	Latino	Blind
Dept. of Rehabilitation	Bill Moore, Designee	Sacramento	Represent State	African American	None
Dept. of Education	Tom Torlakson, Director	Sacramento	Represent State	White	None
Dept. of Education	Daniel Boomer, Designee	Sacramento	Represent State	White	Cerebral Palsy

## Vacancy Matrix

Dept. of Aging	Lora Connolly, Director	Sacramento	Represent State	White	None
Dept. of Aging	Chisorom Okwuosa, Designee	Sacramento	Represent State	African American?	None
CA Health & Human Services Agency	Diana Dooley, Secretary	Sacramento	Represent State	White	None
CA Health & Human Services Agency	Kris Kent, Designee	Sacramento	Represent State	White	None
Dept. of Developmental Services	Santi Rogers, Director	Sacramento	Represent State	White	None
Dept. of Developmental Services	Eric Gelber, Designee	Sacramento	Represent State	White	None
Dept. of Health Care Services	Toby Douglas, Director	Sacramento	Represent State	White	None
Dept. of Health Care Services	Jonathan Clarkson, Designee	Sacramento	Represent State	White	None
Disability Rights CA	Catherine Blakemore, Director	Sacramento	Represent State	White	None
University Center for Excellence UCLA	Olivia Raynor, Director	Los Angeles	10	White	None
University Center for Excellence USC	Robert Jacobs, Director	Los Angeles	10	White	None
University Center for Excellence UCD	Robin Hansen, Director	Davis	3	White	None

**Vacancy Matrix**

Non-Governmental Agency/Group Concerned with Services to Persons with DD	Janelle Lewis	Granite Bay	3	White	Autism
--	---------------	-------------	---	-------	--------

Regional Offices		
Location	Counties Served	
Ukiah	Del Norte, Humboldt, Lake, Mendocino	
Chico	Butte, Glenn, Lassen, Plumas, Modoc, Shasta, Siskiyou, Tehama, Trinity	
Sacramento	Alpine, Colusa, El Dorado, Nevada, Placer, Sacramento, Sutter, Yolo, Yuba, Sierra	
Vallejo	Napa, Solano, Sonoma	
Oakland	Alameda, Contra Costa, Marin, San Francisco, San Mateo	
Stockton	Amador, Calaveras, San Joaquin, Stanislaus, Tuolumne	
San Jose	Monterey, San Benito, Santa Clara, Santa Cruz	
Fresno	Fresno, Kern, Kings, Madera, Mariposa, Merced, Tulare,	
Ventura	San Luis Obispo, Santa Barbara, Ventura	
Los Angeles	Los Angeles	
Santa Ana	Orange	
San Bernardino	Inyo, Mono, Riverside, San Bernardino	
San Diego	Imperial, San Diego	

## Appointment Tracking Form

Category	Name	*1st Term Appointment	*2nd Term Appointment	Expiration Date	Expired >60	Expired >120	Sent to G.O.
At Large Institution	VACANT (Sept 2011)						
At Large 1	VACANT						
At Large 2	April Lopez (parent advocate)	2/2/2012	6/5/2013	2/1/2018			
At Large 3	Jenny Ning Yang (self-advocate)	8/19/2013		8/18/2019			
At Large 4	Kecia Weller (self-advocate)	7/11/2012	6/5/2013	7/10/2018			
At Large 5	Nancy Clyde (self-advocate)	10/23/2013		10/22/2019			
At Large 6	Steven Kaap (self-advocate)	5/1/2014		4/30/2020			
Regional Office 1	Robert M. Taylor (self-advocate)	7/21/2014		7/20/2020			
Regional Office 2	Charles Horne-Nutt (self-advocacy)	11/26/2014		11/25/2020			
Regional Office 3	Sandra Smith (parent advocate)	2/6/2014		2/5/2020			

\*Each 3-year term starts on the date of appointment.

## Appointment Tracking Form

Category	Name	*1st Term Appointment	*2nd Term Appointment	Expiration Date	Expired >60	Expired >120	Sent to G.O.
Regional Office 4	Kraig "Max Duley (parent advocate)	2/19/2010		2/18/2016			
Regional Office 5	Feda Almaliti (parent advocate)	1/7/2013		1/6/2019			
Regional Office 6	Kerstin Williams (self-advocate)	7/6/2010		7/5/2016			
Regional Office 7	David Forderer (self-advocate)	7/11/2012		7/10/2018			
Regional Office 8	Rebecca Donabed (self-advocate)	1/7/2013		1/6/2019			
Regional Office 9	VACANT (2012)						
Regional Office 10	VACANT (Sept 2011)				Yes	Yes	1st Aug-11 2nd Nov-12
Regional Office 11	VACANT						2 requests sent Nov-14
Regional Office 12	Carmela Garnica (parent advocate)	1/7/2013		1/6/2019			
Regional Office 13	VACANT (December 19, 2014)						

\* Each 3-year term starts on the date of appointment.

## Appointment Tracking Form

Category	Name	*1st Term Appointment	*2nd Term Appointment	Expiration Date	Expired >60	Expired >120	Sent to G.O.
Dept. of Rehabilitation	Joe Xavier, Director Bill Moore, Designee	Ongoing	Ongoing				
Dept. of Education	Tom Torlakson, Director Daniel Boomer, Designee	Ongoing	Ongoing				
Dept. of Aging	Lora Connolly, Director Chisorom Okwuosa, Designee	Ongoing	Ongoing				
CA Health & Human Services Agency	Diana Dooley, Secretary Kris Kent, Designee	Ongoing	Ongoing				
Dept. of Developmental Services	Santi Rogers, Director Eric Gelber, Designee	Ongoing	Ongoing				
Dept. of Health Care Services	Toby Douglas, Director Jonathan Clarkson, Designee	Ongoing	Ongoing				
Disability Rights CA	Catherine Blakemore, Director	Ongoing	Ongoing				
University Center for Excellence UCLA	Olivia Raynor, Director	Ongoing	Ongoing				
University Center for Excellence USC	Robert Jacobs, Director	Ongoing	Ongoing				
University Center for Excellence UCD	Robin Hansen, Director	Ongoing	Ongoing				

\*Each 3-year term starts on the date of appointment.

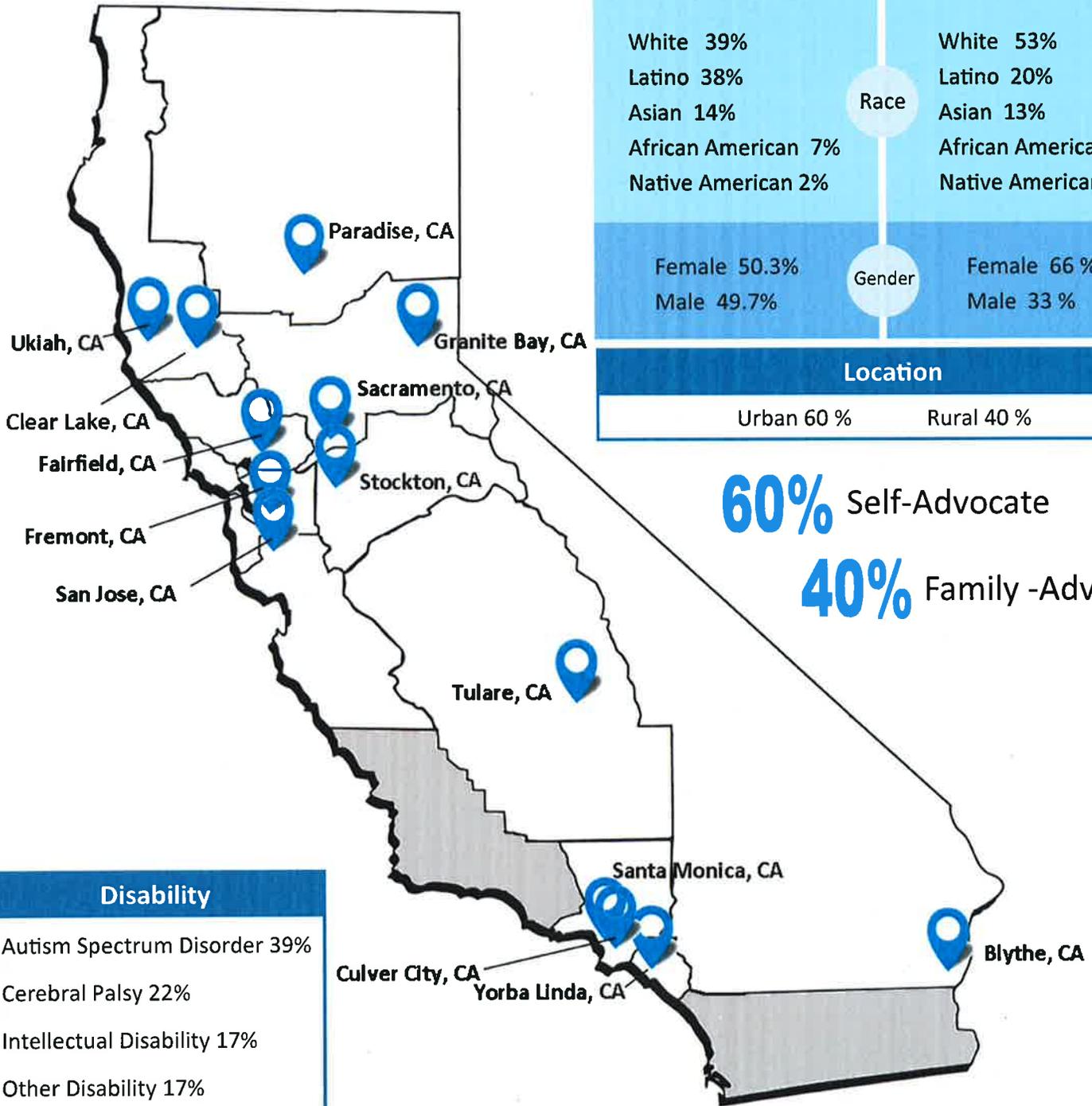
## Appointment Tracking Form

Category	Name	*1st Term Appointment	*2nd Term Appointment	Expiration Date	Expired >60	Expired >120	Sent to G.O.
Non-Governmental Agency/Group Concerned with Services to Persons with DD	Janelle Lewis	7/11/2012		7/10/2018			
<p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>1) 3- Year Term</li> <li>2) Appointee can serve two successive terms.</li> <li>3) Continues to serve until appointment of replacement is done.</li> <li>4) Of the 20 non-agency members, at least 7 are people with DD and at least 7 are parent, family member, guardian or conservator of someone with DD residing in CA. All 20 must fall into one category or the other.</li> </ul>							

\*Each 3-year term starts on the date of appointment.

# Who Are Our Council Members

Non-Agency  
January 2015



California	SCDD
<b>Race</b>	
White 39%	White 53%
Latino 38%	Latino 20%
Asian 14%	Asian 13%
African American 7%	African American 13%
Native American 2%	Native American 0%
<b>Gender</b>	
Female 50.3%	Female 66%
Male 49.7%	Male 33%
<b>Location</b>	
Urban 60%	Rural 40%

**60%** Self-Advocate  
**40%** Family -Advocate

Disability
Autism Spectrum Disorder 39%
Cerebral Palsy 22%
Intellectual Disability 17%
Other Disability 17%
Epilepsy 5%

*Note: Map displays SCDD regions  
Shaded areas display unrepresented regions*



**-DRAFT-**

**Membership Committee**  
**Bi-Monthly Council Membership Report**  
*(To be submitted every other month)*

Date of Report:	
Year: 2015	Quarter: 1st

**Sec. 1 EXISTING VACANCIES**

Seat	Date Seat Became Vacant	Days Vacant Asterick (*) indicates vacancy of more than 4 months
At Large Institution	September 2011	1237*
At Large 1	2012	
Regional Office 9	September 2011	1237*
Regional Office 10		
Regional Office 11		
Regional Office 13	December 19, 2014	33

**Sec. 2 UPCOMING VACANCIES**

Seat	Date Seat Will Become Vacant
Regional Office 4	February 18, 2016
Regional Office 6	July 5, 2016

**Sec. 3 RECOMMENDATIONS SOLICITED**

**A. Recommendations for Council Appointment Solicited & Vacancy Announcements Made This Quarter**

Completed	Media/Network	Date of Distribution
	Social Media	

*"The Council advocates, promotes & implements policies and practices that achieve self-determination, independence, productivity & inclusion in all aspects of community life for Californians with developmental disabilities and their families."*

	Email/Web alerts	
	Self-Advocacy Groups	
	Family Support Groups	
	Non-agency Councilmembers	
	Federal Partners	
	Service Providers	

**B. Multiple Recommendations for Council Appointment**

Has a solicitation for multiple recommendations for Council appointment been submitted?

Yes                       No

Agencies solicited	Date (If solicitation made <u>this quarter</u> , list distribution date)

**Sec. 4 COUNCIL TERMS**

Council Roster Listing Each Members Term Attached?

Yes                       No



## Outreach Application for the State Council on Developmental Disabilities

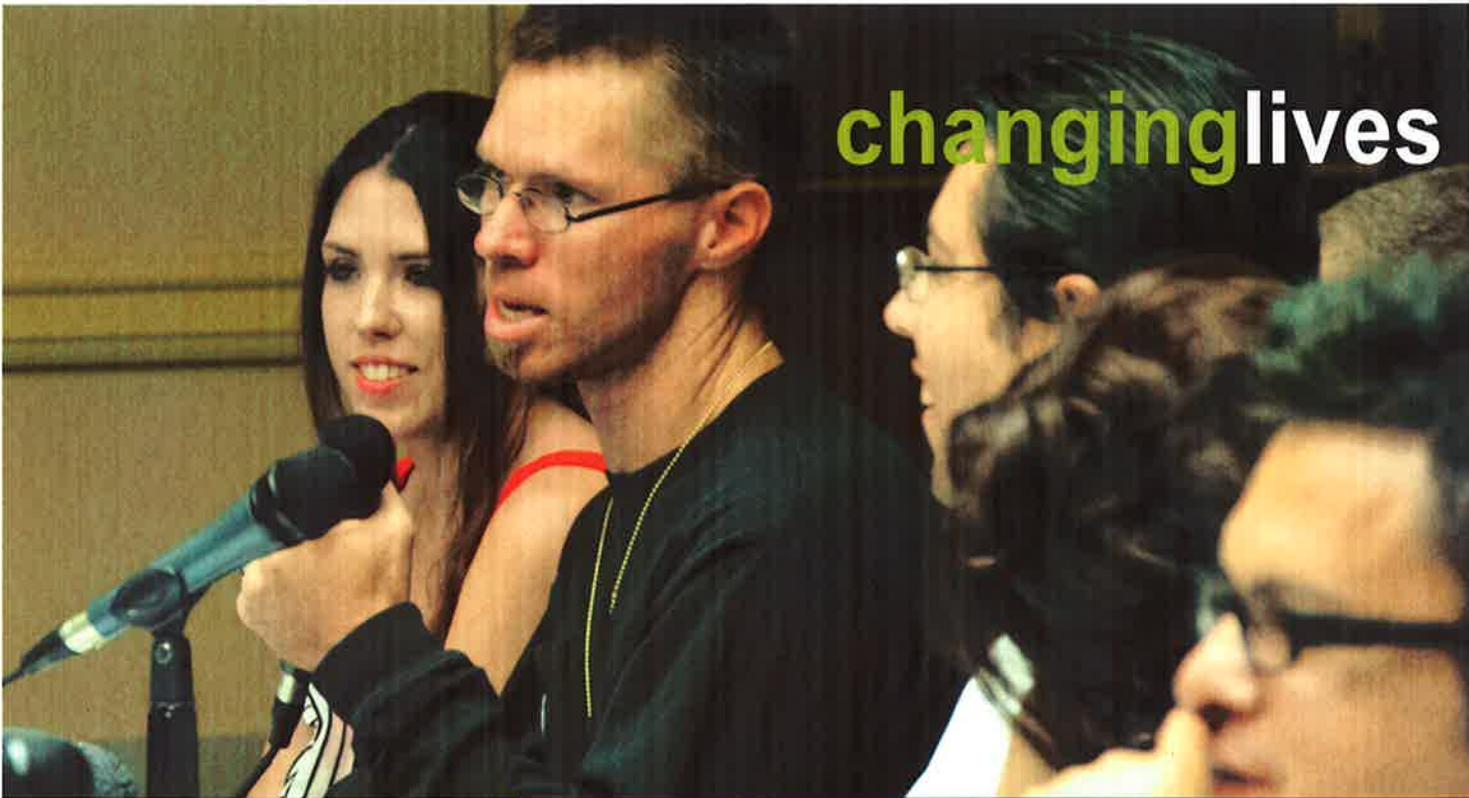
This “outreach application” is intended to identify individuals interested in serving on the **State Council on Developmental Disabilities**, or on the Council’s **regional advisory committees**. If considered a candidate for the Council, an on-line application, a resume and reference letters are required later in the application process. Appointments to the Council are made by the Governor. We will contact you with information on the next steps

Please complete the application and send to:

Membership Committee  
State Council on Developmental Disabilities  
1507 21st Street, Suite 210  
Sacramento, CA 95811

1. Your Name: \_\_\_\_\_
2. Your Home Address: \_\_\_\_\_  
\_\_\_\_\_
3. Your E-Mail: \_\_\_\_\_
4. Your Phone: \_\_\_\_\_
5. Please state your Ethnicity: \_\_\_\_\_
6. Check if you want to serve on the State Council: \_\_\_\_\_
7. Check if you want to serve on a regional advisory committee: \_\_\_\_\_
8. Please explain why you wish to serve on the State Council on Developmental Disabilities, or on one of its regional advisory committees. (Please attach a note, or use the other side of this form.)  
\_\_\_\_\_

*The State Council on Developmental Disabilities (SCDD) is established by state and federal law as an independent state agency to ensure that people with developmental disabilities and their families receive the services and supports they need.*



changinglives

## WHY JOIN THE COUNCIL?

- BECAUSE YOU BELIEVE THAT EVERYONE SHOULD HAVE EQUAL ACCESS TO THE BEST EDUCATION POSSIBLE
- BECAUSE YOU BELIEVE THAT EVERYONE SHOULD HAVE THE POWER TO DETERMINE THEIR OWN LIVES
- BECAUSE YOU BELIEVE IN THE EQUALITY AND INCLUSION OF PEOPLE WITH DEVELOPMENTAL DISABILITIES
- BECAUSE YOU WANT TO BE A PART OF THE CHANGE TO IMPROVE THE LIVES OF PEOPLE WITH DEVELOPMENTAL DISABILITIES AND THEIR FAMILIES

## BECOME A VOLUNTEER COUNCIL MEMBER WITH THE CALIFORNIA STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

The Council is established by the Lanterman Act and the federal Developmental Disabilities Act to advocate for the rights of people with developmental disabilities and promote their inclusion in all aspects of community life.

We are an independent state agency governed by a 31 member council appointed by the Governor. We promote systems change in areas such as employment, education, housing, and self-determination so people can have more independent and productive lives.

The Council has 13 regional offices throughout California, so we can listen to our diverse communities and support them through advocacy, training, and systems change.

If YOU are a person with a developmental disability or family member ready to change lives by improving the disabilities service system, please contact us for more information or apply to become a volunteer Council member. You can contact us at 866-802-0514 or [council@scdd.ca.gov](mailto:council@scdd.ca.gov)