PRESENT
Diane Cullinane
Anila Guruji
Josephine Ko
Howard McBroom
Ann Seisa
Melinda Sullivan
Michiko Wilkins
Lupe Trevizo-Reinoso

NOT PRESENT
Marjorie Heller

CALL TO ORDER
The meeting was called to order at 10:19 A.M. Lupe Trevizo-Reinoso, representing Easter Seals, was introduced as a new committee member.

APPROVAL OF MINUTES
The minutes of October 19, 2011 were reviewed and approved by consensus.

SUPPORTED LIVING SERVICES STANDARD
Ms. Sullivan stated that the Supported Living Services standard draft on the table has changes that were incorporated from the trailer bill language.

Action: The committee discussed the document and agreed to have Ms. Sullivan revise and re-write the bottom of the first page because the wording is unclear. This service standard will come to the January 2012 meeting.
GENERAL PURCHASE OF SERVICES POLICY STATEMENT

Ms. Sullivan reported that there is one change to this document regarding the language addressing when the Center is prohibited from purchasing certain services for clients between the ages of 18 and 22.

Action: Dr. Cullinane made a motion to accept the changes as noted and take to the Board for approval. Dr. Guruji seconded it, and it was approved by consensus.

UPDATE ON 18-22 YEAR OLD CLIENTS IN SCHOOL

Ms. Sullivan reported that a letter was mailed out to 250 families in November in English and Spanish. (Please see attached). This letter explained the changes related to school services for clients ages 18-22. This letter and a separate letter were also mailed to Special Education Directors explaining to them the change in the law.

OTHER:

Regarding the Annual Family Fee, Ms. Sullivan said that a letter and the registration fee were mailed out to about 800 families written in English and Spanish and explaining what the program is and what their rights are. (Please see attached).

Discussion followed.

NEXT MEETING

The next meeting will take place on January 18, 2012.

ADJOURNMENT

The meeting was adjourned at 11:15 A.M.

/gs