California Competitive Integrated Employment (CIE) Blueprint

San Diego North County Coastal Local Partnership Agreement – SDNCCLPA

(Drafted: May 2019)

# **I. Intent/Purpose**

The purpose of the San Diego North County Coastal Local Partnership Agreement (SDNCCLPA) is to enhance and strengthen partnerships to prepare and support all individuals with Intellectual Disabilities and Developmental Disabilities (ID/DD) for competitive, integrated employment (CIE). This may also include others whose disabilities create similar barriers to employment.

In California, according to the Department of Developmental Services (DDS), the employment rate for individuals with Intellectual and Developmental Disabilities (ID/DD) is about 13.1%, as compared to the general population rate at 74.7% (2014 data). In order to participate fully as members of their California communities, individuals with ID/DD will have a person-driven individualized plan, essential in mapping out a successful career pathway to CIE. This career pathway may include post-secondary education, participation in workforce training programs, specific skill development and work experience opportunities. CIE outcomes are now given the highest priority in terms of planning for individuals with ID/DD regardless of the severity of the disability.

# **II. Identification of Core Partners**

* California Department of Rehabilitation - San Marcos Branch
* San Diego Regional Center (SDRC)
* Local Educational Agencies:
	+ Bonsall Unified
	+ Carlsbad Unified
	+ Fallbrook Union High
	+ Oceanside Unified
	+ San Dieguito Union High
	+ San Marcos Unified
	+ Vista Unified
* North Coastal Consortium for Special Education (NCCSE) SELPA

See Exhibit A - Core partner Interagency System Overviews

# **III. Identification of Community Partners**

Community Partners are local entities whose services and supports can enhance the opportunities for Transition Age Youth with disabilities to achieve Competitive Integrated Employment.

Community Partners include:

* America’s Job Center of California (AJCC) – North County

Coastal and Inland Career Center

* Career Technical Education Centers/Programs
* Coastal North County Adult Education Consortium (CNCAEC)
* Community Rehabilitation Programs (CRPs)
* County Behavioral Health
* County Foster Youth Programs
* Deaf Community Services of San Diego, Inc. Employment

Services

* Disability Interest Group - San Diego County Bar Association
* Education to Career Network of North San Diego County
* Escondido Education COMPACT
* Exceptional Family Resource Centers – North Coastal
* Independent Living Center(s)
* Local Chambers of Commerce
* North County Transit District (LIFT Program)
* North County Lifeline – Housing and Transition
* Post-Secondary Education Institutions (Community Colleges,

Universities)

* San Diego Job Corps Center
* San Diego Workforce Partnership – North County Funded TAY

Programs

* SDRC Funded Programs
* State Council on Developmental Disabilities, San Diego Imperial Office
* Work Incentives Planning and Assistance

See Exhibit G - Overview of Community Partner Programs

# **IV. Roles and Responsibilities of Core Partners**

1. Individualized Person-Driven Planning

Each core partner uses or supports the use of an individualized, person-centered approach to develop a plan for services. The Department of Rehabilitation outlines its services for employment through an Individualized Plan of Employment or IPE or through a Student Services Agreement.

The San Diego Regional Center develops an Individualized Program Plan or IPP for each eligible person or client.

The LEA is responsible for the Individualized Education Plan (IEP) or a Section 504 Plan (based on the identified educational needs of the student). By age 16, the IEP has an Individualized Transition Plan or ITP component.

The NCCSE provides staff development opportunities and resources in support of best practices in transition planning.

2. Collaborative Efforts for Employment Services

The San Diego San Marcos Office of the Department of Rehabilitation, the San Diego Regional Center, the Local Educational Agencies, and the North Coastal Consortium for Special Education SELPA have been working in close collaboration to identify appropriate “pathways” to employment and other adult services for transition-aged youth. DOR Counselors and SDRC Service Coordinators are available to participate in Individualized Education Program (IEP) meetings and provide the student and his/her family members’ information regarding services, with CIE as a priority.

The collaborative efforts may also include pre-employment transition services and post-secondary education options that lead to employment (DOR, SDRC, and LEA) and paid internship programs (SDRC).

One of the most significant and prevailing barriers to engaging youth and adults with IDD is the fear of losing public benefits (SSI) and access to medical coverage (Medi-Cal funded managed care). The role of DOR’s Work Incentives Planning Program specialists will be essential in addressing the concerns of individuals and/or their family members regarding benefits and medical care access while earning competitive wages or salaries in jobs where the individual is working more than 20 hours per week.

CIE Pathway to Employment

A student exiting school services may apply directly to DOR for services, and once eligibility has been established, an Individualized Plan for Employment (IPE) is developed with a DOR Counselor. An individual, through the Regional Center’s Individual Program Plan (IPP) planning process, may choose to receive the support of a community rehabilitation program (CRP) in an application for DOR services. The CRP would contact the DOR liaison counselor to schedule an Initial Intake meeting. In either case, the most appropriate “pathway” for CIE will be determined based on individual choice, the Student Work Evaluation Form, the PCP form, and other information gathered during the Intake process.

Sub-Minimum Wage Pathways to Employment: Subject to WIOA Section 511, the Department of Rehabilitation no longer funds placements in employment outcomes that do not meet CIE criteria (competitive wage jobs in integrated settings). Based on the information in the SDNCCLPA Student Worksheet Evaluation Form, the IPP planning team may recommend one of the following outcomes that result in subminimum wage employment: (1) Supported Employment Group – working with 2-3 other adults as part of a group that performs work under a contract, and the wage is based on productivity time-studies; (2) Work Activity Program – working at a 1:10 or 1:12 ratio in a segregated setting with other similarly disabled co-workers, engaged in contracted work and paid at a piece rate; or (3) placed in an SDRC funded Community-Based Adult Day Program at a 1:3 ratio and employment occurs with a community-based employer at a sub-minimum wage based on productivity time studies. In these cases, the San Diego DOR and SDRC have, through prior collaborative efforts, developed modified DS-1968 Vocational Referral Forms that indicate the individual is seeking one of the three subminimum wage outcomes mentioned above, and that a DOR active case is not necessary. Funding for these employment outcomes will come directly through SDRC using Habilitation program funds.

It is important that DOR be included in the referral process for subminimum wage placements. In accordance with WIOA and Department of Labor (DOL) guidelines, workers earning subminimum wages must receive Career Counseling, Information & Referral training and information (CCI&R). This must be provided every six months during the first year of employment, and annually thereafter.

3. Documentation and Information Sharing

The partners will develop best practices as they relate to effectively serving individuals with ID/DD who are seeking CIE.

* The LEA will be responsible for monitoring individuals with disabilities through pathways of collaboration.
* The core partners will meet biannually. The core partners will communicate by email in between meetings to work on document and process development.
* Efforts will be made to ensure core partner administrators are informed regarding efforts and outcomes of the LPA.
* LPA Community Partners will communicate by way of face-to-face meetings, emails, and phone calls.
* Cross training among core partners shall take place on an annual basis, to educate regarding placement practices that lead to competitive integrated employment outcomes. Initially, the cross training will target newly hired staff and/or staff that primarily serve transition-aged youth. Potential topic areas for the cross training include customized employment and discovery, soft-skills training, person-centered planning, and Student Services.
* SDNCCLPA shall also develop a process to share information and documents via an Internet-based document storage system (Google-Docs, Drop-Box, etc.) if it is secure and individual confidentiality can be protected.

The Core Partners highest priority is to protect the confidential information of referred individuals. Therefore, the SDNCCLPA Core Partners and the Community Partners shall obtain consent as appropriate:

* DOR Information Consent Form DR260
* DDS Vocational Services Referral Form (DS-1968)
* SDRC Authorization for Use or Disclosure of Information Form
* LEA Consent for Release of Information

DOR – For individuals who are also clients of SDRC, a copy of their current Individualized Program Plan (IPP) and current Consumer Diagnostic Evaluation Report (CDER) will be sent to the DOR counselor by the individual’s SDRC Service Coordinator. If during the intake meeting process, the individual expresses interest in and has the potential to achieve CIE, a DOR case will be opened and an IPE will be developed. A copy of the IPE will be shared with SDRC. If, after completing a Trial Work Experience (TWE), the individual is determined not to be ready for a CIE outcome, the case will be closed (other than rehabilitated), and the client may choose to follow a pathway into subminimum wage or an alternative outcome. In this case, the process would follow the flow chart developed by DOR

SDRC – Prior to sharing any confidential information, an individual served by SDRC or their authorized representative must sign SDRC form 003 (Rev. 09/14), Authorization for Use or Disclosure of Information form. This Authorization expires one year from the date that it is signed. SDRC also uses DDS form DS-1968 Vocational Services Referral Form along with collateral documents (IPP, Medical Evaluation, Psychological Evaluation, CDER, etc.) as part of the referral process. When the referred individual signs the DS-1968, he/she acknowledges that the information will be shared with DOR and applicable agencies.

LEA – The ITP identifies postsecondary goals in the areas of education, employment and independent living. The ITP will be completed prior to the student exiting school. In support of transition, the LEA will, as applicable and with appropriate written consent for release, provide:

* IEP/504
* Psychological and other relevant assessment information
* Summary of Performance
* Training plan with vocational goals, student evaluations, work
* experience data, and staff/teacher observations

See Appendix – Forms/Resources

4. Resources

The SDNCCLPA will collaboratively seek out new resources local, state, and/or federal initiatives that support the career pathway of each individual. Existing program and services are:

* Career Counseling, Information and Referral Services (CC&IR)
* CIE Incentive Bonus Payments
* Customized Employment & Discovery
* Disabled Service Programs (colleges)
* DOR Business Specialists
* DOR Student Services - Work Experience (WE)
* DOR Windmills Training Program (for employers)
* DOR Work Incentive Planning (WIP)
* Paid Internship Program (PIP)
* Supported Employment services
* Tailored Day Service Option (TDSO) programs
* Transition Partnership Program (TPP)
* WINTAC
* WorkAbility I (WAI)

# **V. Communication**

1. Informational

Local: The SDNCCLPA will maintain ongoing communication among all stakeholders. Information will be shared through the following methods:

* Workshops
* LEA Websites
* NCCSE website/taskforce
* San Diego Regional Center website
* DOR Internet
* Social Media (Facebook, Twitter, etc.)

State Level:

* Communication is maintained with the CIE Leadership Team Members through California State Advisory Committees.
* Technical assistance is received as needed.

2. Functional: see # 3 Documentation and Info Sharing Section

3. System Measures

* Please refer to DOR SD District strategic goals for increasing levels of competitive integrated employment opportunities for individuals with ID/DD.
* DOR will utilize databases to track ID/DD outcomes.
* LEA will complete data tracking of youth population with ID/DD who are nearing exit and those who graduated within the past year.
* SDRC Transition Units will complete monitoring of caseload levels related to individuals approaching exit from public school services and share that information with SDNCCLPA.

Refer to Exhibit E for the SDNCCLPA Core Partners contact information.

# **VI. Exhibits/Appendix**

[Exhibit A](#Exhibit_A) – Interagency System Overview (Excerpt from the CIE Blueprint)

[Exhibit B](#Exhibit_B) – Terminology, Abbreviations, and Acronyms

[Exhibit C](#Exhibit_C) – SDNCCLPA Action Plan (Goals)

[Exhibit D](#Exhibit_D) - CIE Blueprint Goals 2 and 3

[Exhibit E](#Exhibit_E) – SDNCCLPA Core Partners Contact List

Appendix – Forms

NCCSE Student Information Exchange Form (1 page)

North Coastal Consortium for Special Education Release of Information (1 page)

San Diego Regional Center Authorization for Use or Disclosure of Information-SDRC #003 (2 pages)

Department of Rehabilitation Consent to Release and Obtain Information-DR260 (2pages)

Youth Seeking Subminimum Wage Flow Chart Description (3 pages)

Youth Seeking Subminimum Wage Flow Chart (1page)

**Exhibit A – Interagency System Overview**

**(Excerpt from the CIE Blueprint)**

This exhibit provides a brief overview of each department.

**California Department of Rehabilitation (DOR)**

The DOR is authorized under the Rehabilitation Act of 1973, as amended by the 2014 WIOA (29 U.S.C. § 701 et seq.), to provide vocational rehabilitation (VR) services to individuals with disabilities, including “youth with disabilities,” ages 14 through 24, and high school “students with disabilities,” ages 16 through 21. The VR program is intended to maximize opportunities for CIE and economic self-sufficiency for individuals with disabilities, including individuals with the most significant disabilities consistent with the individual’s unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and with informed choice. An employment outcome may include entering or retaining full-time or part-time CIE including but not limited to supported employment or customized employment.

The DOR collaborates with public agencies, including LEAs, colleges, Community Rehabilitation Programs (CRPs), regional centers, and other stakeholders to provide well-sequenced services to mutual consumers. In an effort to serve as many consumers as possible, the DOR is required to make maximum effort to secure comparable services and benefits. When there are insufficient funds to serve all individuals who are eligible, the DOR operates under an Order of Selection and must determine an individual’s priority for VR services. Currently, the DOR is under an Order of Selection but is able to serve individuals with the most significant and significant disabilities. Typically, individuals with ID/DD are considered individuals with the most significant disabilities. A waiting list is maintained for those for whom the DOR does not have sufficient funds to serve and do not meet the priority of services under the Order of Selection.

There are 104 Vocational Rehabilitation Services Delivery (VRSD) teams at the DOR, which provide VR services to eligible Californians with disabilities. Each VRSD team includes qualified rehabilitation counselors, service coordinators, business specialist, work incentive planner, office technicians (general), student services staff, and a team manager.

What are the DOR Eligibility Criteria?

To be eligible for services from the DOR, an individual must:

* Have a physical or mental impairment that creates a substantial impediment to employment.
* Require VR services to prepare for, secure, retain, advance in, or regain employment that is consistent with the individual’s unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.
* Be able to benefit from the DOR services in terms of an employment outcome in an integrated setting.

The DOR presumes that individuals with the most significant disabilities can benefit from an employment outcome and is responsible to provide each individual with an assessment to determine the individual’s eligibility and priority for services and VR needs. Prior to determining that an applicant is unable to benefit due to the significance of the individual’s vocational barriers related to their disability, the DOR must explore the individual’s abilities, capabilities, and capacity to perform in work situations through the use of trial work experiences with appropriate supports provided by the DOR.

What is an IPE?

In collaboration with each individual, the DOR qualified rehabilitation counselor performs key functions throughout the VR process, including determination of eligibility priority for services; development of the Individualized Plan for Employment (IPE); approval of any necessary IPE amendments; IPE review at least annually; and determination of the achievement of an employment outcome and/or case closure.

An employment goal and appropriate VR services, as documented through the IPE, are consistent with the individual’s unique strengths, priorities, concerns, abilities, capabilities, interests, and informed choice. The purpose of the IPE is to help an individual with ID/DD prepare for and engage in CIE. Services are provided as appropriate to each individual’s unique circumstances and needs, may include but are not limited to vocational counseling and guidance, assessment, assistive technology, benefits advisement, transition services, including pre-employment transition services for students with disabilities, post-secondary training or education, on the job training (OJT), job-related services and supports, such as job coaching, pre-employment transition services, customized employment, and post-employment services.

For specific information on the provision of VR services and the IPE process see the Consumer Information Handbook.

http://www.dor.ca.gov/Public/Publications-n-Forms.html

**California Department of Developmental Services – San Diego Regional Center (SDRC)**

The Lanterman Act (Division 4.5 of the Welfare and Institutions Code) establishes, unique to the state of California, a commitment to provide services and supports to individuals with developmental disabilities throughout their lifetime. Services and supports are provided through a combination of federal, state, county, and local government services, private businesses, support groups and volunteers. In 2013, Governor Brown signed into law Assembly Bill 1041 (Chesbro) establishing the Employment First Policy in the Lanterman Act. Specifically, the law provides that: “It is the policy of the state that opportunities for integrated, competitive employment shall be given the highest priority for working age individuals with developmental disabilities, regardless of the severity of their disabilities.” (Welfare and Institutions Code, section 4869(a)(1).)

The DDS is the agency through which the state provides services and supports to individuals with ID/DD. These disabilities include intellectual disability, cerebral palsy, epilepsy, autism and related conditions. Services are provided through three state-operated developmental centers (in the process of being closed) and one community facility and through contracts with 21 nonprofit organizations called regional centers. The regional centers serve as a local resource to provide diagnosis and assessment of eligibility and help plan, access, coordinate, and monitor the services and supports that are needed because of a developmental disability. In addition, regional centers help find and access the services and supports available to individuals with ID/DD and their families.

These services include both pre-employment and employment support services. The most common type of pre-employment services funded by regional centers are day program services. Employment supports available through regional centers include referral to the DOR for vocational rehabilitation services, long-term services once placed in an integrated job through the supported employment program, and pre-vocational services.

Today several regional centers are beginning efforts to work with work activity program service providers to change the service delivery to be integrated and focus on achieving CIE opportunities. Additional employment preparation services are available through a new sub code of individualized supports within these services known as Tailored Day Services. In State Fiscal Year 2016-17, through the enactment of Chapter 3, Statutes of 2016 (Assembly Bill (AB)x2-1), the legislature has authorized the development of two new programs to increase CIE opportunities. One program will provide paid internship opportunities leading to CIE. The second is an incentive payment program to service providers who assist consumers to achieve CIE and maintain their jobs.

What are the DDS Eligibility Criteria?

To be eligible for regional center services, an individual must have a disability that begins before their 18th birthday, is expected to continue indefinitely, and presents a substantial disability. As defined by the Director of Developmental Services, in consultation with the Superintendent of Public Instruction, eligible individuals shall include persons with an intellectual disability, cerebral palsy, epilepsy, and/or autism. This term shall also include conditions resulting in a disability found to be closely related to intellectual disability or to require treatment similar to that required for individuals with an intellectual disability but shall not include other handicapping conditions that are solely physical in nature. Eligibility is established through diagnosis and assessment performed by regional centers.

What is an IPP?

Person-centered individual program planning assists persons with developmental disabilities and their families to build their capacities and capabilities. This planning effort is not a single event or meeting, but a series of discussions or interactions among a team of people including the person with a developmental disability, their family (when appropriate), regional center representative(s) and others. The document known as the Individual Program Plan (IPP) is a record of the decisions made by the planning team.

As part of the planning process, this team assists the individual in developing a description that includes: a preferred place to live, favorite people with whom to socialize, and preferred types of daily activities, including preferred jobs. This description is called a preferred future, and is based on the individual's strengths, capabilities, preferences, lifestyle and cultural background.

The planning team decides what needs to be done, by whom, when, and how, if the individual is to begin (or continue) working toward the preferred future. For specific information on the IPP process see the Individual Program Plan Resource Manual. http://www.dds.ca.gov/RC/IPPManual.cfm

**California Department of Education – Local Education Agency (LEA)**

The CDE and the State Superintendent of Public Instruction are responsible for enforcing education law and regulations; and for continuing to reform and improve public elementary school programs, secondary school programs, adult education, some preschool programs, and childcare programs. The CDE works cooperatively with other state agencies to provide a wide variety of educational supports, from family-centered services for infants and preschool children with disabilities, to planned steps for transition from high school to further education, employment and quality adult life. The CDE responds to consumer complaints and administers the federal IDEA, the No Child Left Behind Act (NCLB), and in 2017 Every Student Succeeds Act (ESSA), which will replace NCLB, for students with disabilities in California.

For more information on special education see the CDE Special Education web site CDE Special Education Division - <http://www.cde.ca.gov/sp/se/>

The CDE provides state leadership and policy direction for school district special education programs and services for students who have disabilities, which the CDE defines as newborn through 21 years of age. Special education is defined as specially designed instruction and services, at no cost to parents, to meet the unique needs of children with disabilities.

What are the Special Education Eligibility Criteria?

A child shall qualify as an individual with exceptional needs if the results of the assessment as required by Education Code section 56320 demonstrate that the degree of the child's impairment requires special education in one or more of the program options authorized by Education Code section 56361. The decision as to whether or not the assessment results demonstrate that the degree of the child's impairment requires special education shall be made by the Individualized Education Program (IEP) team. “The IEP team shall take into account all the relevant material which is available on the child. No single score or product of scores shall be used as the sole criterion for the decision of the IEP team as to the child's eligibility for special education.”

What is an IEP?

The CDE provides general supervision, as required by title 34 Code of Federal Regulations section 300.600, to LEAs that develop and implement IEPs for students with disabilities. Annually, the student’s IEP team reviews and revises the IEP. Triennially, the student is reassessed, unless there is agreement that assessment is not necessary.

The IEP is developed by a team that includes: the student, the parents; the general education teachers; the special education teachers; an LEA representative, who is qualified to provide or supervise the provision of specially designed instruction to meet the unique needs of the student and is knowledgeable about the general education curriculum and availability of LEA resources; an individual who can interpret the instructional implications of the assessment results; at the discretion of the parent or adult student (18 years or older), other individuals who have knowledge or special expertise regarding the student.

To the extent appropriate, with the consent of the parents or an adult student, the LEA must invite a representative of any participating agency that is likely to be responsible for providing or paying for transition services.

Beginning not later than the first IEP to be in effect when the student is 16, or younger if determined appropriate by the IEP team, and updated annually thereafter, the IEP must include:

* Appropriate measurable post-secondary goals based upon age-appropriate assessments related to training, education, employment, and where appropriate, independent living skills.
* The transition services, including the course of study, needed to help the student in reaching those goals.
* Beginning not later than one year before the student reaches the age of 18, a statement that the student has been informed that the rights afforded to parents relating to special education will transfer to the student at age 18, unless the student “has been determined to be incompetent under state law.”

Transition services for a student with a disability in a secondary education setting, are a coordinated set of activities that:

* Are designed to be within a results-oriented process that is focused on improving the academic and functional achievement of the student with a disability to facilitate the student’s movement from school to post-school activities, including post-secondary education, vocational education, integrated employment (including supported employment), continuing and adult education, adult services, independent living, or community participation.
* Are based on the individual student’s needs, taking into account the student’s strengths, preferences, and interests.
* Include instruction, related services, community experiences, the development of employment and other post-school adult living objectives, and, if appropriate, acquisition of daily living skills and a functional vocational evaluation.

**North Coastal Consortium for Special Education (NCCSE) SELPA**

The NCCSE provides staff development opportunities and resources in support of best practices in transition planning.

The North Coastal Consortium for Special Education (NCCSE) is made up of fourteen school districts in the north coastal area of San Diego County. The districts include: Bonsall Union, Cardiff, Carlsbad Unified, Del Mar Union, Encinitas Union, Fallbrook Union Elementary, Fallbrook Union High, Oceanside Unified, Rancho Santa Fe, San Dieguito Union High, San Marcos Unified, Solana Beach, Vallecitos and Vista Unified.

According to the Local Plan, this Special Education Local Planning Area's (SELPA's) governance structure includes a Cabinet Committee which is comprised of District Special Education Directors, the Board of Governors, which is comprised of the district Superintendents and a Trustee Review Committee, which is comprised of one board member representative from each School Board of Education. The NCCSE coordinates special education programs and special education student placements for over 12,000 students from birth through age 21. It is responsible for monitoring compliance with state and federal mandates, developing policy, procedures and guidelines and provides staff development activities.

A Community Advisory Committee (CAC) is an integral part of the SELPA. It is comprised of parents of individuals with disabilities enrolled in public or private schools, other parents, individuals with disabilities enrolled in special education programs, teachers, representatives of other agencies and others concerned with the needs of individuals with exceptional needs.

**Exhibit B – Terminology, Abbreviations, and Acronyms**

**America’s Job Center (AJCC)/Career Center:** a center that provides job search and career development resources to all job seekers 18 and over regardless of income or background at no cost

**California Achieving a Better Life Experience (CalAble) Account:** an investment and savings account available to eligible individuals with disabilities. allowing the individuals with disabilities to save and invest money without losing eligibility for certain means-tested public benefits programs, like Medicaid and Social Security Income

**Career Counseling, Information & Referral (CCI&R):** specific Section 511 services required for all individuals working in a job that pays subminimum wages; individuals are provided information and referral (CC&IR) about federal and state employment and support programs that can help the individual discover, experience, find, and keep CIE

**Consumer Diagnostic Evaluation Report (CDER):** diagnostic and evaluation information for persons who have active status in the Department of Developmental Services system

**Community Rehabilitation Program (CRP**): any agency or unit of an agency, organization, or institution, that facilitates the provision of VR services under the core service categories of Assessment, Training, Job Related or Support, as one of its major functions. A CRP may be a private non-profit agency, for-profit agency, hospital, medical rehabilitation center

**Competitive Integrated Employment (CIE):** employment in a setting typically found in the community in which individuals interact with individuals without disabilities other than those who are providing services to those individuals, to the same extent that individuals without disabilities in comparable positions interact with other persons

**Customized Employment (CE):** a flexible process designed to personalize the employment relationship between a job candidate or employee and an employer in a way that meets the needs of both. It is based on identifying the strengths, conditions, and interests of a job candidate or employee through a process of discovery

**Department of Developmental Services (DDS):** the agency through which the State of California provides services and supports to individuals with developmental disabilities, including intellectual disability, cerebral palsy, epilepsy, autism and related conditions. Services are provided through state-operated developmental centers and community facilities, and contracts with 21 non-profit regional centers

**Department of Rehabilitation (DOR):** provides services and advocacy, including consultation, counseling, vocational rehabilitation, and collaboration with community partners, to assist people with disabilities to live independently, become employed and have equality in the communities in which they live and work

**Department of Social Services (DSS):** provides aid, services, and protection to needy and vulnerable children and adults in ways that strengthen and preserve families, encourage personal responsibility, and foster independence. DSS oversees the county welfare departments and administers various community organizations

**Disability Support Program (DSP):** the program on a school campus responsible for determining and providing required academic accommodations (e.g. test proctoring, sign language interpreting, priority registration, disability management counseling) for students with verified disabilities

**Every Student Succeeds Act (ESSA):** legislation that succeeds the No Child Left Behind Act, sets standards for college and career readiness, assessments, performance and school ratings, and accountability, and leaves room for innovation in education

**Intellectual Disabilities and Developmental Disabilities** **(ID/DD):** a disability characterized by significant limitations in general intellectual functioning, existing concurrently with deficits in adaptive behavior and manifested during the developmental period, that adversely affects an individual’s educational performance

**Individualized Education Program (IEP):**  a written document required by IDEA for each public school student who is eligible for [special education](https://www.greatschools.org/gk/articles/special-education-evaluation-an-overview) created through a multi-disciplinary team effort and reviewed at least once a year; outlines the necessary supports and services that are agreed upon and defines the individualized objectives of a student who has been determined to have a disability or requires specialized accommodation

**Individualized Plan for Employment (IPE):** a contract between the client and DOR that contains important information on a client’s employment goal and what services and supports DOR has agreed to provide to assist the client in meeting that goal

**Individual Program Plan (IPP):** outlines special services, goals and objectives for a person who needs individualized help because of a developmental disability developed between SDRC and the client

**Individual Transition Plan (ITP):** the template for mapping out long-term adult outcomes from which annual goals and objectives are defined based on the student’s needs, preferences and interests and reflect the student’s own goals

**Local Education Agency (LEA):**  a public board of education or other public authority legally constituted within a State for either administrative control or direction of, or to perform a service function for, public [elementary schools](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=7043a6e511fbe91fd7ac0cb2d42e9782&term_occur=1&term_src=Title:34:Subtitle:B:Chapter:III:Part:303:Subpart:A:Subjgrp:102:303.23) or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties as are recognized in a State as an administrative agency for its public [elementary schools](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=7043a6e511fbe91fd7ac0cb2d42e9782&term_occur=2&term_src=Title:34:Subtitle:B:Chapter:III:Part:303:Subpart:A:Subjgrp:102:303.23) or secondary schools

**North Coastal Consortium for Special Education (NCCSE)**: a Special Education Local Planning Area (SELPA) that is composed of 14 school districts in North San Diego County and provides staff development opportunities and resources in support of best practices in transition planning

**Person Centered Planning (PCP):** an ongoing process used to help people with disabilities plan for their future. In Person Centered Planning, groups of people focus on an individual and that person's vision of what they would like to do in the future

**Paid Internship Program (PIP):** a program for job seekers served by regional centers who want to work full or part-time, become self-employed, start a small business or develop skills as an apprentice; funds up to $10,400 per internship for wages and employer with the intent to increase opportunities for CIE

**San Diego Local Partnership Agreement (SDLPA):** an agreement to enhance and strengthen partnership to prepare and support all individuals with Intellectual Disabilities and Developmental Disabilities (ID/DD) for competitive, integrated employment (CIE); may also include others whose disabilities create similar barriers to employment

**San Diego Regional Centers (SDRC):** a private non-profit corporation that contracts with the Department of Developmental Services to provide or coordinate services and supports outlined in the Lanternman Developmental Disabilities Services Act for individuals with developmental disabilities (intellectual disabilities, cerebral palsy, epilepsy, autism, or other disabling conditions similar to intellectual disabilities) living in San Diego and Imperial counties

**San Diego Workforce Partnership (SDWP):** local Workforce Development Board, designated by the City and County of San Diego to fund job training programs that empower job seekers to meet the current and future workforce needs of employers in San Diego County

**Special Education Local Planning Area (SELPA):** a group of school districts who together provide special education and related services to students with disabilities carrying out the spirit and mandate of the California Master Plan for Special Education, the statewide plan to equalize educational opportunities for the disabled students of California.

**Social Security Administration (SSA):** an independent agency of the U.S. federal government that administers Social Security, a social insurance program consisting of retirement, disability, and survivors' benefits

**Supported Employment (SE):** activities and services that support and maintain an individual with a most significant disability, including youth with most significant disabilities in an integrated employment setting

**Tailored Day Service Option (TDSO):**  part-time services designed to maximize a SDRC client’s individualized choices and needs, with customization of day services through individualized services; provides opportunities for increased integration and inclusion, as well as further opportunities for developing or maintaining employment/ volunteer activities, and pursuing postsecondary education

**Transitional Partnership Program (TPP):** a statewide vocational education and work placement program of DOR that provides secondary and post-secondary students with disabilities, the tools and support necessary to effectively transition from school to competitive employment

**Triple “E”:** practices refers to exemplary, effective, and emerging practices that support increased opportunities for individuals with ID/DD to prepare for and engage in CIE. “Triple E” practices illustrate successful programs and local collaboration through success stories, as applicable, from the individual, business, and service perspectives.

Exemplary means a method proven by evidence based practice(s);

Effective means a method that is anecdotally reported to work well;

Emerging means a new method currently being developed

**Workforce Innovation and Opportunity Act (WIOA):** legislation is designed to strengthen and improve our nation’s public workforce system and help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers

**Exhibit C – SDNCCLPA Action Plan**

The SDNCCLPA is committed to furthering the goals of the California Competitive Integrated Employment Blueprint:

Goal 1: The SDNCCLPA will promote preparation for and achievement of competitive integrated employment (CIE) for all individuals with ID/DD by developing Local Partnership Agreement for the CIE Blueprint per region.

Objective #1: By June 30, 2019, establish and post the San Diego Local Partnership Agreement (SDNCCLPA)

Objective #2: By December 30, 2019, send outreach letters and information about the SDNCCLPA to identified Community Partners

Objective #3: By June 30, 2020, conduct/complete an initial meeting between SDNCCLPA Core Partners and identified Community Partners (establishing linkages to the workforce development system and other key stakeholders and partners)

As the San Diego North County Coastal Local Partnership Agreement Core Partners and Community Partners establish interagency agreements and increase collaborative efforts to increase CIE opportunities for individuals with intellectual and developmental disabilities, additional goals from the California CIE Blueprint and specific objectives to further those goals will be added to this action plan. (See Exhibit D - Goals 2 and 3 of CIE Blueprint).

**Exhibit D - CIE Blueprint Goals 2 and 3**

Goal 2 – Increase opportunities for individuals with ID/DD who choose CIE to prepare for and participate in the California workforce development system and achieve CIE within existing resources.

Objectives:

* Increase CIE through participation in work experience, employment preparation services, soft skills training, PSE and training, customized employment, and supported employment individual placements.
* Increase participation of individuals with ID/DD in the California workforce development system, including America’s Job Center of California (one-stop).
* Improve business partner engagement and “job-driven” training with regard to hiring individuals with ID/DD in both the public and private sectors.

Targeted Outcomes:

* By the end of State Fiscal Year (SFY) 2017/2018, and as a result of the efforts of the three departments, increase the number of students with ID/DD who participate in paid work experience and/or unpaid community-based vocational education, with supports as needed, by 10% over current WorkAbility I data contingent upon the allocation of additional or redirected funding.[[1]](#footnote-2)
* By the end of SFY 2017/2018, provide information and technical assistance for CIE placements to 100% of SE group providers to help increase individual placements.[[2]](#footnote-3)
* By the end of SFY 2017/2018, increase the number of individuals statewide participating in “Earn and Learn” or On-the-Job Training (OJT) with business partners by at least 25 annually.[[3]](#footnote-4)
* By the end of SFY 2019/2020, 50% of the DOR students with disabilities, ages 16 through 21, who have exited secondary education by the prior year will have either entered CIE or post-secondary training or education, or received vocational rehabilitation services in preparation for CIE.[[4]](#footnote-5)

Strategies:

1. Jointly identify and improve “[Triple E](#Triple)” practices.
2. Determine and encourage local SE provider capacity to support CIE.
3. Support transition from school to employment preparation services and CIE.[[5]](#footnote-6)
4. Develop business partner initiatives.
5. Develop tools and resources.
6. Additional strategies tailored to the local communities served will be develop and recorded as Core Partners and Community Partners work together.

Goal 3 - Support the ability of individuals with ID/DD to make informed choices, adequately prepare for, transition to, and engage in CIE.

Objective: Offer individuals, their support network, and business partners, information and technical assistance related to CIE.

Targeted Outcomes:

* By July 22, 2016, the DOR and DDS will not place any individual age 24 or younger in a job earning subminimum wage or lower, unless: 1) the individual is, as of July 22, 2016, already employed at subminimum wage by a certified employer; or 2) the individual has received pre-employment transition services, career counseling, and information and referrals designed to enable the individual to obtain CIE and the individual either I) applied for VR services and was found ineligible or II) the individual was determined eligible, has an individualized plan for employment, is working toward an employment outcome, received appropriate supports and services including SE services for a reasonable period of time, without success, resulting in case closure, the individual has been provided career counseling and information and referrals to federal and state programs to help the individual discover, experience, and attain CIE, and the counseling and information was not for employment at subminimum wage. CDE will continue to direct LEAs not to use WorkAbility I funds for supporting work in subminimum wage settings.
* By March 17, 2019, the DOR and DDS will not place any individual in an employment setting that does not meet the Medicaid [HCBS regulations](#Home) found at 42 Code of Federal Regulations (CFR) 430 et seq.
* By March 17, 2019, the DDS will transition individuals out of settings that do not meet the Medicaid [HCBS regulations](#Home) found at 42 CFR 430 et seq. For individuals transferring out of Work Activity Programs or other day programs that do not meet the HCBS regulations, the DDS, using person-centered planning, will work to transition individuals into CIE, or fundamental career development pathways to CIE, as identified in this Blueprint and consistent with the individual’s goals expressed during person-centered planning.
* Of the individuals with ID/DD who say they want a job, work to increase the numbers who have a goal of CIE in their IPP by 10% annually beginning SFY 2017/2018.[[6]](#footnote-7)
* Increase consumer awareness, through the IPP process, of employment preparation services available to support CIE by 10% annually beginning SFY 2017/2018.[[7]](#footnote-8)
* By the end of SFY 2017/2018, the DOR and DDS will provide counseling, information, and referral services regarding CIE opportunities to 400 employed individuals currently working at subminimum wage.[[8]](#footnote-9)

Strategies

Strategies for Goal 3 include:

1. Increase individual awareness of tools and resources available to support the achievement of their career goals toward CIE.
2. Support the development of system knowledge, skill, and ability to deliver CIE.
3. Increase participation in activities that support informed choice leading to CIE.

Additional strategies tailored to the local communities served will be develop and recorded as Core Partners and Community Partners work together.

**Exhibit E - SDNCCLPA Core Partner Contact List**

**Department of Rehabilitation: San Marcos Branch**

Carmencita Trapse

District Administrator

7575 Metropolitan Drive, Suite 107

San Diego, CA 92108

619-767-2135

Carmencita.Trapse@dor.ca.gov

Valerie M Dignadice

SSMI – Team Manager

570 Rancheros Drive, Ste 170

San Marcos, CA 92069

760-510-4717

Valerie.Dignadice@dor.ca.gov

Scott Jaeger

SSMI – Team Manager

570 Rancheros Drive, Ste 170

San Marcos, CA 92069

760-510-4716

Scott.Jaeger@dor.ca.gov

**San Diego Regional Center**

Carlos Flores

Executive Director

4355 Ruffin Road

San Diego, CA 92123

858-576-2933

Carlos.Flores@sdrc.org

John Filley

Employment Services Coordinator

4355 Ruffin Road, Suite 104

San Diego, CA 92123

858-576-2949

John.filley@sdrc.org

**Local Educational Agencies**

Julie Hong

Director of Student Services/Special Education

Bonsall Unified School District

31505 Old River Rd.

Bonsall, CA 92003

(760) 631-5219 Ext. 1012

Fax: (760) 631-5219

julie.hong@bonsallusd.com

Melba Novoa

WorkAbility I Coordinator

Carlsbad USD (072-05) \*

6225 El Camino Real

Carlsbad, CA 92009

(760) 331-5716

Fax: (760) 331-6951

melba.novoa@carlsbadusd.net

Joyce Meeks

WorkAbility Coordinator

Fallbrook UHSD (079-05) \*

2234 S. Stage Coach Ln.

Fallbrook, CA 92028

(760) 723-6300 x.2416

Fax: (760) 723-8263

jmeeks@fuhsd.net

Mary Grace Ridgeway

Coordinator, Special Education

Oceanside USD (019-05) \*

707 Carey Road

Oceanside, CA 92058

(760) 901-7170

Fax: (760) 757-1636

marygrace.ridgeway@oside.us

Nathan Molina (Advisory Region 5)

Transition Services Coordinator

San Dieguito UHSD (051-05) \*

710 Encinitas Blvd.

Encinitas, CA 92024

(760) 753-6491 x.5124

Fax: (760) 634-0676

nathan.molina@sduhsd.net

Karen Thompson

Coordinator: Special Education/WorkAbility I Program

San Marcos USD (157-05) \*

1615 San Marcos Blvd.

San Marcos, CA 92078

(760) 290-2242

Fax: (760) 736-8275

karen.thompson@smusd.org

Chris Altona

WA1 Project Coordinator/ SpEd Supervisor

Vista USD (060-05) \*

325 East Bobier St

Vista, CA 92084

(760) 758-3400

Fax: (760) 945-4399

chrisaltona@vistausd.org

**North Coastal Consortium for Special Education (NCCSE) - SELPA**

Theresa Kurtz

Executive Director

255 Pico Avenue #101/Room 220

San Marcos, CA 92069

760-761-5113

Teresa.Kurtz@sdcoe.net

Shauna Schmoke

Program Specialist

255 Pico Avenue #101/Room 220

San Marcos, CA 92069

760-761-5112

Shauna.Schmoke@sdcoe.net

1. This equates to a net increase of 610 students based on the SFY 2014/2015 WorkAbility I data of 6,100 students with ID/DD. [↑](#footnote-ref-2)
2. Based on current DDS data, there are 188 SE providers providing individual placements, of which 167 are providing group placements. [↑](#footnote-ref-3)
3. Currently there are no known participants with ID/DD in “Earn and Learn” or “On-the-Job Training” as SE has been the primary route to employment. [↑](#footnote-ref-4)
4. Based on SFY 2013/2014 CDE data, there were 4,468 students exiting high school. DDS data reflects that on June 30, 2014 1,680 twenty-two year olds exiting high school transitioned to Day Programs. [↑](#footnote-ref-5)
5. Based on the 2011/2013 National Core Indicators (NCI) survey data, 39% of individuals state they are unemployed and want a job. Of that 39%, 27% have employment as a goal in their IPP. [↑](#footnote-ref-6)
6. Based on the 2011/2013 National Core Indicators (NCI) survey data, 39% of individuals state they are unemployed and want a job. Of that 39%, 27% have employment as a goal in their IPP. [↑](#footnote-ref-7)
7. Based on current DDS data, there are 70,000 working age adults (ages 18 and above) in Work Activity Programs and Day Program services. [↑](#footnote-ref-8)
8. Prior to the WIOA requirements regarding subminimum wage, and based on DOR SFY 2013/2014 data, the DOR annually closed the record of services for an average of 700 individuals at subminimum wage. [↑](#footnote-ref-9)