



EASTERN LOS ANGELES REGIONAL CENTER

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ELARC Self Determination Program (SDP) Local Volunteer Advisory Committee (LVAC)

Duties and Responsibilities of the Chair

- At the LVAC Meeting:
 - Chairs the meeting including but not limited to:
 - Opening the meeting, facilitating discussion, managing community comment, taking votes, and adjourning the meeting
 - ELARC Liaison supports as needed
 - There are currently six meetings per year
- In preparation for the LVAC, the Chair:
 - Meets with the ELARC Liaison at least once approximately two weeks prior to the meeting to finalize the agenda and obtain status of any follow up items from previous meeting
- Serves as the ELARC LVAC representative at the Statewide Self Determination Advisory Committee (SSDAC) meetings
 - There are currently four meetings per year. Statute requires a minimum of two meetings annually.
 - Meetings are currently held virtually. Prior to pandemic, these meetings alternated between Sacramento and San Diego. Travel costs are reimbursed.
 - Meets/Phone call with ELARC Liaison to debrief after SSDAC meetings, review reporting, and integrate any action items from SSDAC into LVAC agenda planning. Local State Council on Developmental Disabilities (SCDD) Liaison may participate in these meetings/calls and/or meet separately at times with Chair.
- Ongoing SDP activities may include but are not limited to:
 - Receipt and review of SDP state and local updates from ELARC Liaison subsequent with notification to all LVAC members
 - Participation in meetings with contractors regarding implementation funding projects
 - Participation in ELARC SDP information, outreach, training, and/or orientation programs