

**Community Advisory Committee
Solano County SELPA**

Subject: Agenda

Meeting Date: February 26, 2026

Agenda Item: 2.0. Approval of Agenda

Type: Action

Recommended Action: It is requested that the Community Advisory Committee approve the February 26, 2026, agenda as presented.

Introduction:	Notes:

Protocol:

- Public Comment
- Board Discussion
- Motion
- Second
- Vote



Solano County Special Education Local Plan Area

Participants:

Benicia Unified School District
Dixon Unified School District
Fairfield-Suisun Unified School District
Travis Unified School District
Vacaville Unified School District
Solano County Office of Education

Community Advisory Committee (CAC)

Thursday, February 26, 2026

12:00 – 1:30 p.m.

Waterman – SCOE

This meeting will be live-streamed and available at:

- Zoom link: <https://solanocoe.zoom.us/j/99960432333?pwd=albioHP3JyYpnGVvWUqkjWlaagqbaY.1>
Passcode: SELPA
Webinar ID: 999 6043 2333
- Please note that we are not able to accommodate virtual participation. The features to raise a hand, ask questions, or chat are not available for this meeting.

AGENDA

- 1. Call to Order**
- 2. Approval of Agenda** **ACTION**
- 3. Community Input**
Public groups, site groups, and members of the public may address the CAC at this time. Members of the public will also be allowed the opportunity to speak to specific agenda items prior to CAC action. Statements are generally limited to three (3) minutes.
- 4. Consent Calendar Items** **ACTION**
 - 4.1. Approval of Minutes – January 22, 2026**
- 5. Presentations: Attorney Alexis Lynch – Conservatorship and Supported Decision Making** **PRESENTATION**
- 6. SELPA Business** **INFORMATION**
 - 6.1 Local Plan Stakeholder Workgroup** **INFO/DISCUSSION**
Members of the public are welcome to provide input.
[Local Plan Narrative Draft](#)
- 7. Reports**
 - 7.1. Representative Reports** **INFORMATION**
Benicia USD:
Dixon USD:
Fairfield-Suisun USD:
Travis USD:
Vacaville USD:
Solano COE:
Independent Child Advocate:
 - 7.2. Assistant Superintendent Report** **INFORMATION**
- 8. CAC Business**
 - 8.1. CAC Recognition Ceremony** **INFORMATION**
 - 8.2. CAC Budget** **INFORMATION**

Adjournment

The next CAC meeting will be held on March 26, 2026

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access SELPA public meetings, to access written documents being discussed at the meetings, or to otherwise participate at SELPA public meetings, please contact the SELPA office at (707) 399-4460. Notification at least 72 hours prior to the meeting will enable the SELPA to make reasonable arrangements to ensure accessibility to the meeting and to provide any required accommodations, auxiliary aids, or services.

Any writings or documents that are public records and are provided to the SELPA Community Advisory Committee regarding an item on this agenda will be made available for public inspection in the Solano County SELPA office located at 5100 Business Center Dr., Fairfield, CA, during normal business hours.

In addition, such writings and documents may be posted on the SELPA's website at www.SolanoCountySELPA.net

**Community Advisory Committee
Solano County SELPA**

Subject: Community Input

Meeting Date: February 26, 2026

Agenda Item: 3.0. Community Input

Type: Public Comment

<p>Introduction:</p> <p>Public groups, site groups, and members of the public may address the CAC at this time. Members of the public will also be allowed the opportunity to speak to specific agenda items prior to CAC action. Statements are generally limited to three (3) minutes.</p>	<p>Notes:</p>
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Protocol:
Public Comment

**Community Advisory Committee
Solano County SELPA**

Subject: Consent Calendar Items

Meeting Date: February 26, 2026

Agenda Item: 4.0. Consent Calendar Items

Type: Action

Recommended Action: It is requested that the Community Advisory Committee approve all consent calendar items as presented.

<p>Introduction:</p> <p>January 22, 2026 meeting minutes</p>	<p>Notes:</p> <p>See attached</p>
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- Protocol:**
- Public Comment
 - Board Discussion
 - Motion
 - Second
 - Vote

**Community Advisory Committee Minutes
February 26, 2026**

Board Members Attending:

Benicia: Erin Biber, Christina Mills-Gelardin

Dixon USD: Absent

Fairfield-Suisun USD: Melissa Guevara, Shawn Hnatko, Nicole Smith

Solano COE: Pamela Brinkerhoff

Travis USD: Kristie Ballard, Cathy Dailey, Stacey Norman

Vacaville USD: Kerry Purcell

Independent Child Advocate: Dr. Amber Busay

Solano County SELPA: Shawna Becker, Kanani Cherry-Houston, Andrew Ownby

1. Call to Order - Nicole Smith called the meeting to order at 12:00 p.m.

2. Approval of the Agenda for February 26, 2026

Move to approve the agenda.

Motion by Christina Mills-Gelardin, seconded by Melissa Guevara

Final Resolution: Motion Carries

Yes: Kristie Ballard, Erin Biber, Pamela Brinkerhoff, Amber Busay, Cathy Dailey, Melissa Guevara, Shawn Hnatko, Christina Mills-Gelardin, Stacey Norman, Kerry Purcell, and Nicole Smith

3. Community Input: No Comments

4. Approval of Minutes from January 22, 2026

Move to approve minutes as presented.

Motion by Kristie Ballard, seconded by Pamela Brinkerhoff

Final Resolution: Motion Carries

Yes: Kristie Ballard, Erin Biber, Pamela Brinkerhoff, Amber Busay, Cathy Dailey, Melissa Guevara, Shawn Hnatko, Christina Mills-Gelardin, Stacey Norman, Kerry Purcell, and Nicole Smith

5. Presentation - Alexis Lynch - Conservatorship

6. SELPA Business

6.1 Local Plan Stakeholder Workgroup - A link was provided to all stakeholders to access the updated Draft Local Plan Narrative before the meeting, with tracked changes and a clean copy. The Council of Superintendents voted for changes in the Local Plan Narrative at their January 22, 2026, meeting.

7. Reports

7.1. Representative Reports

Benicia USD - Benicia USD is continuing with its Supporting Inclusive Practices (SIP) work.

They will be conducting site walk visits with administrators this month. They will be able to see their full continuum of services and how they can be more inclusive in the classrooms.

Fairfield-Suisun USD - Fairfield-Suisun USD is opening a new Functional Academics (FA) program at Anna Kyle Elementary School. This class will be for kindergarten only. They are hoping to have the class up and running by mid-year.

Travis USD - Travis USD is starting work on its master schedules and projections for the 2026-27 school year. Travis is making sure everything is in place for their Special Olympics event in April.

Solano COE - Solano COE celebrated with 13 graduates in December. They are also working on their projections for 2026-27, but continue to get referrals, which changes the numbers.

Independent Child Advocate - Dr. Amber Busay reported that as of January 1st, she started a new intake process. It is working very well. She had eighty-two clients in December. She will be presenting at both the Alternative Dispute Resolution (ADR) conference and the Developmental Disability & Neurodiversity Conference.

7.2 Assistant Superintendent's Report - Andrew Ownby provided an update on recent developments within the Solano County SELPA. He presented an update to the California Department of Education's monitoring process. He also presented the technical assistance and professional learning opportunities SELPA continues to offer its member districts.

8. CAC Business

8.1 CAC Recognition Ceremony -The 20th Annual CAC Recognition Ceremony will be held on Monday, May 4, 2026. Nominations are open, with a submission deadline of Wednesday, March 11, 2026. We have reserved the venue at Oakbrook Academy of the Arts.

8.2. CAC Budget - No changes to the current budget.

The meeting was adjourned at 12:53 p.m.

Meeting minutes were prepared by Shawna Becker and reviewed by Andrew Ownby.

**Community Advisory Committee
Solano County SELPA**

Subject: Presentation

Meeting Date: February 26, 2026

Agenda Item: 5.0 Presentation

Type: Presentation

Introduction:

Attorney Alexis Lynch – Conservatorship and Supported Decision Making

Join attorney Alexis Lynch for an informative workshop on conservatorship and its alternative, Supported Decision Making. Discover the key differences between these options, along with the processes involved in implementing each one for your child.

Conservatorships and Supported Decision Making



LAW OFFICE OF
ALEXIS LYNCH



1

What is a Conservatorship?

A court case where a judge appoints a responsible person (a “conservator”) to care for another adult (a “conservatee”) who cannot care for her/himself.

General Conservatorship

Applies to an incapacitated person who does not have a developmental disability (for example, an elderly person with dementia).

Limited Conservatorship

Applies to an incapacitated person with a developmental disability. The powers granted to the conservator are limited to specific powers allowed by law and chosen by the court.

2

Conservatorship of the Person

Grants the conservator the power to make non-financial decisions related to the conservatee, such as place of residence, medical treatment, and education.

Conservatorship of the Estate

Grants the conservator the power to manage the conservatee's assets other than wages and public benefits.

If your child is receiving public benefits, you have the option to be the representative payee to manage those funds. For more information, visit <http://www.ssa.gov/payee>.

3

Do I need a conservatorship?

What are the alternatives?



4

Alternatives to Conservatorship

- Advanced Health Care Directive and HIPAA Release Form
 - Power of Attorney
 - Release of Information
 - Supported Decision Making

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Supported Decision Making

The individual retains the right to make their own decisions.

They sign a written agreement that designates specific individuals to be part of their decision-making support team and outlines the types of decisions for which they seek assistance.

6

How does it work?

The Agreement can state that the designated individuals can be present in meetings (IEP, Reg Center, medical appointments, etc.)

Option to attach documents allowing access to confidential records (such as HIPAA for medical records, Authorization to Disclose Educational Info, or general Release of Info for specific agencies)

- Individual can request help with decisions related to just about anything:
- Place of residence + roommates
- Personal care (hygiene, diet, clothing, etc.)
- Programming and/or work
- Medical/dental treatments

7

SDM Resources

- ACLU
- The Arc California
- supporteddecisionmaking.org

8

Medi-Cal Authorized Representative

—
Representative may act for an individual on all duties related to eligibility and enrollment

Representative authorized to complete and sign application or redetermination forms, report changes, choose a health plan, help with appeals

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What powers can I request under a limited conservatorship of the person?

—
Fix the residence or specific dwelling

—
Have access to confidential records and papers

—
Contract on her/his behalf and set aside contracts

—
Consent to medical treatment

—
Control education

—
Control social and sexual contacts and relationships

—
Consent or withhold consent to marriage, or entrance into a registered domestic partnership

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Standard of Proof

Probate Code §1801(a)

A conservator of the person may be appointed for a person who is unable to provide properly for his or her personal needs for physical health, food, clothing, or shelter.

Probate Code §1801(b)

A conservator of the estate may be appointed for a person who is substantially unable to manage his or her own financial resources or resist fraud or undue influence.

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Who acts as conservator?

Family or Friend

You can appoint co-conservators such as parents or siblings

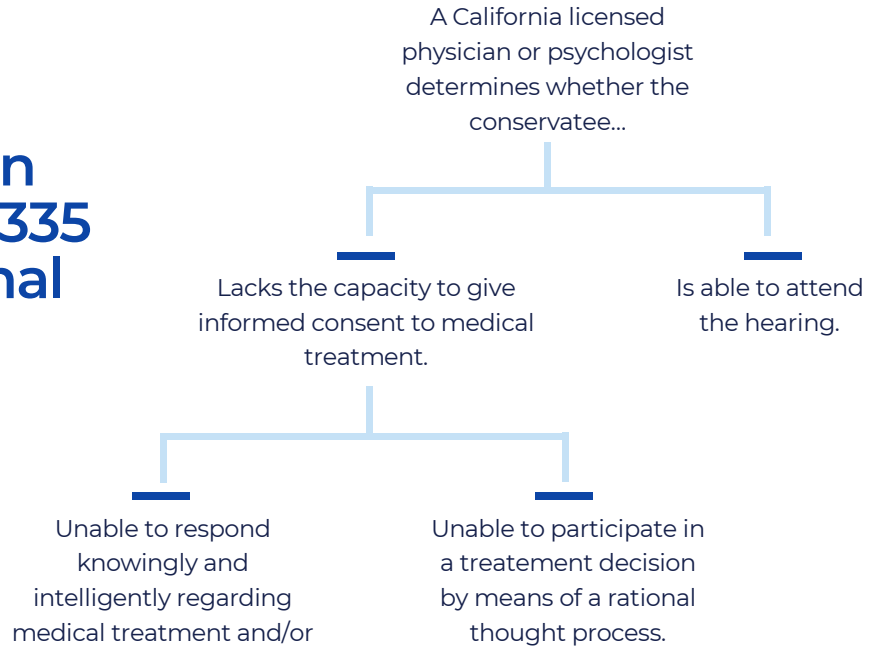
Professional

There are professional conservators if a family member is not an option



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Step One: Capacity Declaration (Form GC-335 and optional GC-335A)



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Step Two: Filing a Petition

Where?

At the probate filing office of the county court where the proposed conservatee lives

When?

A conservatorship cannot go into effect until the 18th birthday

Cost?

\$435-\$465 filing fee unless you file a Request to Waive Court Fees and it is granted

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Fee Waiver

Form FW-001-GC – Request to Waive Court Fees

Form FW-003-GC – Order on Court Fee Waiver

If the proposed conservatee receives SSI, Medi-Cal, IHSS, SNAP fees will be waived

If the proposed conservatee does not receive public benefits but qualifies as low income, the fees will be waived

Fees may not be waived if the proposed conservatee is the beneficiary of a *currently funded* special needs trust

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Petition and Accompanying Documents

1. Petition for Appointment of Probate Conservator (GC-310)

2. Confidential Supplemental Information(GC-312)

3. Confidential Conservator Screening Form (GC-314)

4. Duties of Conservator and Acknowledgment of Receipt of Handbook for Conservators (GC-348)
<http://www.courts.ca.gov/documents/handbook.pdf>

5. Citation for Conservatorship (GC-320)

6. Notice of Hearing (GC-020) and attachment (GC-020-MA)

7. Capacity Declaration (GC-335)

8. Order Appointing Probate Conservator (GC-340)

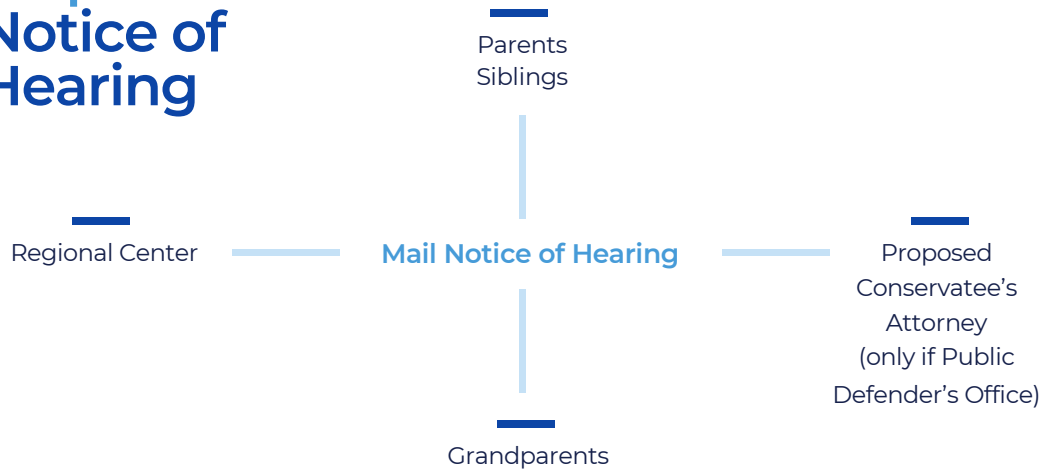
9. Letters of Conservatorship (GC-350)

All documents are called Judicial Council Forms and can be found at: <http://www.courts.ca.gov/forms>

Check with your local court to make sure they do not have any required local forms in addition to the judicial council forms

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Step Three: Notice of Hearing



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Step Four: Serving the Citation

The proposed conservatee must be personally served with the Citation and a copy of the petition no later than 15 days prior to the hearing

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Step Five: The Proposed Conservatee's Attorney

In a limited conservatorship, all proposed conservatees are appointed an attorney by the court. The attorney is either from the Public Defender's Office or is a private counsel depending on the county.

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Step Six: Regional Center

The Regional Center is required to submit a report to the court prior to the hearing

The report will state the Regional Center's recommendation concerning each of the powers requested by the proposed conservator

Probate Code §1827.5

The findings and recommendations of the regional center are not binding upon the court.

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Step Seven: Court Investigator

Interviews the proposed conservatee and conservator

May interview other people involved with the proposed conservatee's daily life (family members, day program or school staff, residential staff, etc.)

May interview the Regional Center case worker

Runs a background check on the proposed conservators

Files a report with the court detailing her/his findings

Court Investigator fees are around \$850 but will be waived if you have filed a Request to Waive Court Fees and it was granted.

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Step Eight: The Hearing

The proposed conservatee, the proposed conservator, and the attorneys all appear

The judge may ask some questions and check in with the proposed conservatee

Assuming all is in order, the judge will sign the order

The court will file the Order Appointing Conservator and then issue Letters of Conservatorship

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Conservatorship Maintenance



A limited conservatorship lasts for the lifetime of the conservator
in a limited conservatorship

You should designate a successor conservator in a written notarized document

Court reviews – After the first year and every 2 years thereafter

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Questions?

Find me at alexis@alexislynchlaw.com



Alexis Lynch
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Founder, DIY Limited Conservatorship

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**Community Advisory Committee
Solano County SELPA**

Subject: New Business

Meeting Date: February 26, 2026

Agenda Item: 6.0 New Business

Type: Information/Discussion

Introduction:	Notes:
<p>6.1. Local Plan Stakeholder Workgroup Local Plan Narrative Draft</p>	

**Community Advisory Committee
Solano County SELPA**

Subject: SELPA Business

Meeting Date: February 26, 2026

Agenda Item: 6.1. Local Plan Workgroup

Type: Information/Discussion

<p>Introduction:</p> <p>6.1 Local Plan Stakeholder Workgroup</p> <p>Members of the public are welcome to provide input</p> <p><u>Local Plan Narrative Draft with detailed markup - reflects all proposed revisions</u></p>	<p>Notes:</p>
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**Community Advisory Committee
Solano County SELPA**

Subject: Reports

Meeting Date: February 26, 2026

Agenda Item: 7.0 Reports

Type: Information

Introduction:	Notes:
<p>7.1 Representative Reports</p> <ul style="list-style-type: none">● Member districts and Agency representatives will provide an update on their latest developments and activities. <p>7.2 Assistant Superintendent Report</p>	

**Community Advisory Committee
Solano County SELPA**

Subject: Reports

Meeting Date: February 26, 2026

Agenda Item: 7.1. Representative Reports

Type: Information

Introduction:	Notes:
<ul style="list-style-type: none">● Member districts and Agency representatives will provide an update on their latest developments and activities. ● Benicia USD ● Fairfield-Suisun USD ● Travis USD ● Vacaville USD ● Solano COE ● Independent Child Advocate	

**Community Advisory Committee
Solano County SELPA**

Subject: Assistant Superintendent's Report

Meeting Date: February 26, 2026

Agenda Item: 7.2. Assistant Superintendent's Report

Type: Information

<p>Introduction:</p> <ul style="list-style-type: none">• The Assistant Superintendent will provide a brief update on the Solano County SELPA's activities.	<p>Notes:</p>
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**Community Advisory Committee
Solano County SELPA**

Subject: CAC Business

Meeting Date: February 26, 2026

Agenda Item: 8.0. CAC Business

Type: Information

Introduction:	Notes:
8.1 CAC Recognition Ceremony – May 4 th , 2026 8.2 CAC Budget	<i>See attached</i>

**Community Advisory Committee
Solano County SELPA**

Subject: CAC Business

Meeting Date: February 26, 2026

Agenda Item: 8.1. CAC Recognition Ceremony

Type: Information

Introduction:

- The Recognition Ceremony will be held on May 4, 2026.
- The deadline for submissions is Wednesday, March 11th.
- The Oakbrook Performing Arts Theater has been reserved.
- We currently have **33** nominees (as of 2/13/26).

Students - 2

BUSD - 5

Community – 5

FSUSD – 15

SCOE – 4

VUSD – 2

[2025-26 CAC Award Nomination Form](#)

**Community Advisory Committee
Solano County SELPA**

Subject: CAC Business

Meeting Date: February 26.2026

Agenda Item: 8.2. Annual CAC 2025-2026 Budget

Type: Information

<p>Introduction:</p> <p>See attached budget</p>	<p>Notes:</p>
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2025-26 CAC Recognition Budget (Approximation)

	Qty. Needed	Cost	Total
Venue Costs:			
Rental		\$	-
Decorations		\$	-
Sub-Total Venue		\$	-

Starting Balance	7/1/2025	Carry Over	\$914.68
	11/20/2025	Nations Fundraiser	\$1,068.70

Current Balance **\$1,983.38**

Awards - Dinn Bros			
Star Plaque			\$0.00
Extra Lettering (\$.25 each)			\$0.00
		Shipping	
Certificates - Amazon			
(Supplies left from 2024-25)	0	0.00	\$0.00
Sub-Total Awards			\$0.00

Estimated Ending Balance **\$1,983.38**

Program Duplication		\$	-
Sub-Total Duplication		\$	-

Refreshments-Drinks (waters)	\$0.00	Donated by SELPA
Refreshments-Cookies		Catered by SCOE ATP
Sub-Total Refreshments	\$0.00	

Total **\$0.00**

2025-2026 Community Advisory Committee (CAC) Meeting Schedule

Date:	Presentation:
August 21, 2025	Ryan Hetrick - AFA Hub
September 18, 2025	Laina Tekelidis - Solano Mobility
October 16, 2025	Elizabeth Lewis - Down Syndrome Connection
November 20, 2025	Matt Baker - California Youth Leadership Forum
December 18, 2025	CAC Holiday Potluck
January 22, 2026	Megan Quevedo - Trinity Forged Fitness
February 26, 2026	Alexis Lynch - Conservatorship
March 26, 2026	Disability Culture Center
April 23, 2026	Dental Desensitization - NBRC & Dr. Busay
* Monday , May 4, 2026	Recognition Ceremony
May 21, 2026	Club Chaos
June 25, 2026 (If needed)	No Presentation