

State Program Standing Committee for Developmental Services

(Also known as the DS State Program Standing Committee, or SPSC)

The State Program Standing Committee for Developmental Services was created by Vermont Law which says ...

An advisory board [to the Department of Disabilities, Aging and Independent Living or DAIL] is created to advise the department on the status and needs of people with developmental disabilities and their families. The board shall also advise the Department regarding the development of the system of care plan . . . and recommend legislation, rules, policies and standards to implement the [system of care plan, 18 V.S.A. § 8725](#)

Other Things the Committee Does

The Committee (or Board) Members make recommendations to the Commissioner about whether an agency meets the requirements and should be considered a “designated agency.” The Committee Members are updated during the budget process and are kept informed of the possible impact to people with developmental disabilities.

Committee Members

The Committee (or Board) has 15 members appointed by the Governor.

Five (5) members of the board are individuals with a developmental disability or a family member, who are eligible for services from the Division.

Five (5) members of the Board are advocates that represent people with developmental disabilities.

Five (5) members are professionals and service providers with expertise in the area of developmental disabilities.



The Responsibilities of Members

Each person who is a member of the Committee has the responsibility to represent the people they are appointed to represent, attend meetings, ask questions, serve of work groups for the Committee, and follow the [Executive Code of Ethics](#), which includes information about when a person has a conflict of interest.

Committee Meetings



The Committee meetings are held on the 3rd Thursday of each month from 9:30 a.m. to 12:30 p.m. and are usually held at the Waterbury State Office Complex. A list of all the meeting dates is on the DDSD website at

https://ddsd.vermont.gov/sites/ddsd/files/documents/SPSC_MeetingSchedule.pdf or you may contact DDSD at 802-241-0304 and ask for a copy of the meeting dates to be mailed to you.

Sometimes it might be necessary to have meetings on a different day, or for a longer time, or a meeting may need to be cancelled. The Committee discusses any changes in the schedule before they happen.

Due to COVID, the meetings are being held on the computer using Microsoft Teams, still on the 3rd Thursday of the month but they usually last from 9:30 a.m. to 11:30 a.m. A computer, or smart phone, and an internet connection are needed to attend these meetings, or you can call into the meeting with by phone.



Application Process for the Committee

If you are interested in applying to be a member of the DS SPSC, you will need to fill out a Gubernatorial application form. All of the application forms will be reviewed by the State Program Standing Committee's Nominating Committee and the Department of Disabilities, Aging, and Independent Living (DAIL), and then will be submitted to the Governor who makes a decision about who they want to appoint to the Board.

To Apply for the Committee

If you are interested in applying for a position on the Standing Committee, please contact DDSD at 802-241-0304 or go to the DDSD website to get an application. <https://ddsd.vermont.gov/boards-committees/dds-program-standing-committee>



Once you have filled out the application form, return the form to:

DDSD, 280 State Drive, Waterbury VT 05671-2030

For more information about the State Program Standing Committee for Developmental Disabilities, see the Operating Procedures on the DDSD website at https://ddsd.vermont.gov/sites/ddsd/files/documents/SPSC_Operating_procedures.pdf