

Vermont Developmental Disabilities Council
Draft Quarterly Meeting Minutes ~ September 29, 2016
Compass Music and Arts Center, Brandon

Present: Fred Breunig, Stacey Emerson, Catherine Hybels, Dion LaShay, Clare McFadden, Miriam Stoll, Ed Paquin, Lisa Rudiakov, Susan Ryan, Cinn Smith, Adrian Vaut

Absent: Gary De Carolis, Terry Holden, Carol Hassler, MD, Marcy Ryan, John Spinney, Kay Stambler, Jennifer Stratton

Support Staff: None

Guests: Senator Peg Flory, Representative Butch Shaw

VTDDC Staff: Kirsten Murphy, Chelsea Hayward

1. Welcome and Minutes:

Fred began the meeting and noted that a quorum was present. Council members introduced themselves. Roles were assigned. Lisa read “What helps at meetings”. Members discussed the July 28, 2016 Meeting Minutes.

Motion: Ed made the motion to accept the minutes with one correction (remove “unfortunately”). Cathy seconded. **Motion passed:** 9-0-0.

2. Executive Director Reports:

Kirsten read a letter that was written by United States President, Barak Obama, in reply to Council Member, Adrian Vaut. The letter from President Obama was written in July.

- *ABLE:* Vermont is too small to sustain its own ABLE savings program. Three States announced ABLE programs that are nationally available – Nebraska, Ohio, and Tennessee. Nicole LeBlanc, Kirsten Murphy, and the treasures office interviewed representatives of those programs. A formal agreement will be made once stakeholders are able to review the different plans and make a choice. In Kirsten’s opinion, Ohio was best.
- *Five Year State Plan:* The plan was submitted on time. The Agency on Intellectual and Developmental Disabilities had not said whether or not it was approved, but Kirsten was confident that Vermont will receive “provisional” approval with suggestions for revisions. Kirsten also had to submit a two year work plan – the plans are not binding and are simply working documents to guide decisions. After reading and grading the state plans of five other states, Kirsten felt VTDDC’s state plan is a sound basis for proceeding with program development.

- *Hiring:* There were a number of strong applicants for the position of Senior Planner and Policy Analyst; four people were interviewed by Kirsten. The top candidate will have phone conversations with members of the Executive Committee. Kirsten planned to make an offer within 10 days after the meeting. She said the Council would be well-served by any of the four individuals that she interviewed.
- *SEEDS:* Chelsea presented a new grant program titled “SEEDS”. SEEDS will replace “Advocacy in Action” and the Executive Committee Fund. Council members were asked to approve funding for the SEEDS program when they voted on the FFY ’17 budget. The focus of SEEDS grants will be “capacity building,” meaning that they will target focused, one-year projects that have the potential to “jump start” a larger effort. Training, coalition building, and strategic planning are all examples of capacity building activities.

3. Budget:

The Council reviewed the proposed budget for Federal Fiscal Year 2017 (attached). The amount available in the proposed budget for major grants is \$141,000. The amount for SEEDS grants is \$30,000.

Kirsten noted that the budget is built solely on revenue that is allocated for FFY’17; it does not reflect any funds carried over from previous years. Kirsten is working with the AHS Business Office to determine the amount in unexpended funds from previous years. She anticipated that the Executive Committee would recommend that some of the unexpended funds be added to FFY’17 revenues. The rollover will increase the amount that the Council can make available for major grants to organizations working on goal-related activities.

Motion: Ed made the motion to accept the budget with SEEDS. Cinn seconded.

Motion passed: 10-0-0.

Members said that they found the budget format easy to understand, and they asked staff to provide an update at all quarterly meetings.

4. Council Presidents Report:

- *Meeting dates for FFY ’17:* Full Council meetings typically fall on the fourth Thursday of the month. For the coming Federal Fiscal Year meetings will be:
 - December 1, 2016 (Burlington)
 - March 23, 2017 (Montpelier)
 - June 22, 2017
 - September 28, 2017

Ed asked Council Members to mark March 2, 2017 for Disability Awareness Day. Also, VCDR will have a Board of Governors Meeting on December 9, 2016.

- *Sub-Committees:* The Executive Committee meets monthly, but there is additional work to be done. Fred announced that he will appoint Council members for two additional sub-committees:
 - *Advocacy Committee:* Will meet during the legislative season to follow bills as they are developed, and build position statements to represent the full Council. Most meetings will be by phone, with a few in person.
 - *Program Committee:* Will build Requests-for-Proposals (RFPs), evaluate grantee performance, and assess progress toward the Council's Five-Year State Plan goals and objectives.

The Membership Committee will meet soon to recommend new Council Members. There are three applications pending.

5. Process for New Grants and Recommendation (Round 1):

The Executive Committee temporarily acted as the Program Committee to build the first Request-for-Proposal (RFP) for FFY'17.

The Vermont Self-Advocacy Project grant is designed to meet requirements in the DD Act, as well as support two of VTDDC's objectives in the Five-Year State Plan. The RFP outlines nine activities that include peer-to-peer support, peer-led training, and outreach to youth and adults to increase the number of Vermonters with I/DD participating in self-advocacy. The RFP makes \$45,000 available for the nine months from January 1, 2017 to September 30, 2017; it is renewable for up to two more years at \$60,000/year.

Susan commented the RFP appears to target Green Mountain Self-Advocates, and she asked why we would go through a competitive award process if this was the intent. Kirsten noted that the Agency of Human Services Grant Issuance and Monitoring Plan requires a competitive process except in rare situations. Cathy agreed that the award is open to any organization with a statewide presence, including collaborations between several regional groups.

Miriam urged the RFP be strengthened to say that it will not only teach and support self-advocates to ask assistance, but it will encourage them to be persistent in asserting their rights.

Clare said she would like to see self-advocates participate in the current conversations about health care reform, especially as it pertains to long term services and supports.

Cathy and Kirsten will adjust the language in the RFP to incorporate Miriam and Clare's suggestions. The final RFP will be posted on October 3, 2016, with applications due November 15, 2016. The full Council will vote on the award at the December 1, 2016 meeting.

Motion: Lisa made the motion to approve the RFP with the suggested changes. Cinn seconded. **Motion passed: 11-0-0.**

6. Lunch with Legislators

Council Members reviewed Goals and Objectives from the Five Year State Plan that are relevant to Legislators, and assigned specific members to attest to them to get conversations started.

7. Council Leadership Development

The Brandon Training School infographic created by Chelsea was shared with members. Council Members discussed their experiences and knowledge of the institution and its history.

Cathy said, "We may not have people "stuck" in mental health facilities, because we don't have any, and they're either out of state or receive NO services at all."

Dion reflected on his personal experience being in a residential school out-of-state.

Council members were given their new handbooks. Kirsten will take an afternoon portion of the Quarterly Meetings for "re-orienting" members. She described the unique and amazing service that Council members have the honor of being a part of. VTDDC talked about who its partners were and the importance of networking.

8. Meeting Evaluation

Members gave feedback about how the meeting went and how accessible it was.