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**Minutes of Meeting
November 1, 2024**

Baymont Inn, Sioux Falls and Zoom

Members Present in Sioux Falls:

Val Husby	Eric Kurtz
Rebecca Jensen	Melanie Westin
Tania Kostal	

Members Present on Zoom:

Barb Abeln	Nicole Meyer
Katie Armstrong	Shawnie Rechtenbaugh
Bob “Skippy” Blechinger	Amanda Roberson
Melanie Boetel	Wendy Trujillo
Kevin Dunn	Cole Uecker
Toni Feist	Nichole Winckler
Bernie Grimme	
Kristy Jackson	

Others Attending in Sioux Falls:

Jessica Lamb	Arlene Poncelet
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INTRODUCTIONS

Val Husby, Chair, called the meeting to order at 9 a.m. Roll call was completed. The mission statement was read, and the meeting agreements were reviewed.

Jessica Lamb introduced herself as the new Executive Director for the Council. All members were asked to introduce themselves, their role on the Council and share what they are passionate about for people with intellectual and developmental disabilities.

Passions included: rights and access to the community; live the best life they can and empower parents; quality of life; inclusion in school and community; stretch resources to serve people where they are; employment; co-occurring behavioral health and IDD; look for opportunities for others; help navigate and support families; helping others; education; make something better every day; advocating for others; and assisting guardians to find services and resources.

APPROVE AGENDA & MINUTES

Tania Kostal made a motion, seconded by Toni Feist, to approve the agenda. Motion passed.

Bernie Grimme made a motion, seconded by Nicole Meyer, to approve the minutes of the June 21, 2024 meeting. Motion passed.

Tania Kostal made a motion, seconded by Bernie Grimme, to approve the minutes of the August 14, 2024 meeting. Motion passed.

EXECUTIVE COMMITTEE MEETING – October 24, 2024

Nicole Meyer made a motion, seconded by Melanie Westin, to approve the actions of the Executive Committee – approval of \$1,000 for ACT Early materials printed in Spanish; and no sponsorship for the SDNAMI Conference due to timing of the request. Motion passed.

BUDGET UPDATE

Arlene Poncelet reviewed the Information Budget that she prepared. Arlene shared that the first Notice of Award for FFY25

(which began on October 1) has been received for \$116,788 for the Continuing Resolution through December 19. The current available funds from FFY23 and FFY24 as (\$-175,251.92) if the proposals presented today are funded. When you include the estimated FFY25 funding of \$526,120 minus administrative costs, Public Info grant and another possible project the remaining balance from FFY23, FFY24 and FFY25 is \$135,968. Toni Feist made a motion, seconded by Melanie Westin, to approve the budget report as provided by Arlene.

DIRECTOR’S REPORT

Arlene provided an update on the Administration for Community Living reporting system for the FFY24 Annual Report. Usually due on December 31, this year there is a change of software as of September 30 so they are unsure how Council will be reporting for FFY24.

Arlene shared a recommendation related to training with Jessica. Initially, it was proposed for 4-6 weeks of training once the new director was on board. Arlene and Jessica feel the full 6 weeks would be beneficial so Arlene will work through November and be available by phone after that.

POLICY UPDATES

During a review of the Council policies due to the switch from a contracted employee to a state employee, Arlene made the following recommendations:

1. Role and Authority of the Executive Committee – remove item K
2. Personnel – Remove contracting, fiscal agent responsibilities, and need for personnel policies. Add in that Council staff is a state employee and authorizing the Executive Committee to perform an evaluation when requested by the Department of Human Services.

3. Evaluation & Compensation of the Executive Director - remove entirely (what was needed is included in the Personnel Policy)

Cole Uecker made a motion, seconded by Nicole Meyer, to approve the policy changes as recommended. Motion passed.

GRANT APPLICATION – USD CENTER FOR DISABILITIES – 2025 SD CONFERENCE ON DEVELOPMENTAL DISABILITIES

Aimee Deliramich presented the proposal to the Council. Discussion included: higher costs for food, space and technology; inclusion of personnel costs; registration fees are used to offset the total costs and for a deposit for the space for the next conference; the Center relies on conference partners to assist with marketing and sharing information on social media; and it was suggested that personal invitations be provided to tribal councils and Department of Education/coops be asked to share as well.

Rebecca Jensen made a motion, seconded by Toni Feist, to approve \$65,858 for this project. Motion passed 15-0 with Kevin Dunn, Eric Kurtz and Cole Uecker abstaining.

GRANT APPLICATION – DISABILITY RIGHTS SOUTH DAKOTA – LEADERSHIP DEVELOPMENT FOR PEOPLE WITH IDD AND THEIR FAMILIES

Devon Labbee-Darling presented the proposal to the Council. Discussion included: SD Advocates for Change offers a Zoom every Tuesday for any advocate to join and talk with each other; SDAC Leadership Team also meets monthly virtually; Disability Day at the Capitol will be February 25, 2025 and SDAC is hoping to participate in a Self-Advocates Retreat similar to last year; and families need information and sexual assault resources and providers need more information and training for staff.

Melanie Westin made a motion, seconded by Kristy Jackson, to approve \$210,000 for this project. Motion passed 16-0 with Toni Feist and Cole Uecker abstaining.

GRANT APPLICATION – USD CENTER FOR DISABILITIES – ADVOCACY AND LEADERSHIP DEVELOPMENT FOR NATIVE AMERICANS WITH DISABILITIES AND THEIR FAMILIES

Jim Warne, Whitney Jones and Pat Herman presented the proposal to the Council. Discussion included: In the Lakota language there is no word for “disability”; new requests for the trainings from Sitting Bull College and Crow Creek; has this opportunity been shared with the Yankton Sioux Tribe; and could these opportunities for cultural experiences been shared with adults served by community support providers.

Rebecca Jensen made a motion, seconded by Melanie Westin, to approve \$90,000 for this project. Motion passed 17-0 with Eric Kurtz abstaining.

The Council recessed for lunch until 12:30 p.m.

DIVISION OF DEVELOPMENTAL DISABILITIES UPDATE

Kevin Dunn, Director for the Division of Developmental Disabilities provided an update to the Council on several projects including: case management software (IRIS); work with Alvarez & Marsal in changing to a new provider for Agency With Choice services; new intake process through Dakota at Home; collaborative events being held regionally with providers related to people with IDD and mental health challenges; working on the response to the Center for Medicaid and Medicare (CMS) site visit held in May 2024; and Community Collaborations initiative to assist providers with file reviews and SDDC consultation before reaching a crisis for someone served.

Questions and comments included:

- Do community mental health center staff get involved early (before a crisis)? Can they be integrated more fully?
- Are families being involved in the development of services for people with IDD and mental health concerns?
- Need training for providers before behaviors escalate.
- In juvenile corrections, kids with IDD are placed there but it is not the most appropriate setting.
- Are there resources for hospitals to call mental health staff for support?
- Is there a resource list/outline of processes for people with IDD and their families during crisis?

ELECTION OF OFFICERS

Arlene reviewed the officers, terms and who is eligible. Caryn Johnson has served two terms as the Member-at-Large and is not eligible for another term (until next year). Rebecca Jensen expressed interest in being the Member-at-Large. Cole Uecker made a motion, seconded by Melanie Westin, to elect Rebecca Jensen to the position. Motion passed.

BYLAWS

Arlene reviewed the recommended revisions to the Bylaws. Jessica and Arlene will meet with DHS legal about whether the Department of Human Services/Designated State Agency needs to be left in about financial compensation and scheduling meetings. Most changes are to make the bylaws read the same as the Executive Order. The changes to the bylaws cannot be approved at this meeting as Council members must have 30 days to review them before voting.

MEMORANDUM OF UNDERSTANDING

The Memorandum of Understanding was quickly reviewed with Arlene stating that she would like to review it one more time and compare with the DD Act Assurances to ensure that all are included that need to be included. Jessica and Arlene will complete this review before Arlene is retired.

WEBSITE DEVELOPMENT

Arlene provided the background on the conversations the Council has had about the creation of a website. Discussion included that cost estimate from the Bureau of Information and Technology (BIT) was not available and if the Council went with BIT there is the possibility of the Council's project being pushed back to accommodate other state projects.

PUBLIC COMMENT

No one from the public was present.

Val Husby provided an update to the Council on the Video Project she has been part of with the Brandon Valley Schools.

Kristy Jackson shared that the Department of Health is working on its priorities and the virtual session about Children & Youth with Special Healthcare Needs (CYSHN) session will be in early November.

Next Meeting

The Council set January 6, 2025, from 1-4 p.m. Central Time as the next meeting date.

Adjourn

Rebecca Jensen made a motion, seconded by Toni Feist, to adjourn the meeting at 4:01 p.m. Motion passed.