



**Minutes of Meeting
July 20, 2018
Ramkota, Sioux Falls**

Members Present:

Roger Bowie

Kathy Erdman Becker

Erica Gloor

Barb Hemmelman

Darryl Millner

Tim Neyhart

Crystal Reuter

Cindy Tabor

Eric Weiss

David Colling

Carroll Forsch

Reed Haug

Tania Kostal

Rebecca Naser

Wendy Parent Johnson

Derek Smith

Wendy Trujillo

Others Attending:

Arlene Poncelet

Jennifer Krieger

INTRODUCTIONS

Crystal Reuter called meeting to order and reviewed the meeting agreements. Introductions were done with everyone stating something they are thankful for, have done this summer or plan to do this summer. Crystal read the mission statement: "To assist people with developmental disabilities and their families in achieving the quality of life they desire through advocacy, systems change and capacity building."

AGENDA & MINUTES

Crystal would like to add an agenda item discussing a compensation and policy agreement after the Executive Committee report. Derek

Smith made a motion to approve the agenda as amended, seconded by Eric Weiss. Motion passed.

Derek Smith made a motion to approve the minutes of the April 27, 2018, meeting seconded by Cindy Taber. Motion passed.

EVALUATION AND COMPENSATION FOR THE EXECUTIVE DIRECTOR

Crystal talked about a committee at the last meeting and had asked for volunteers. The first meeting will be over the phone and then they would go from there. The volunteers are Wendy Trujillo, Wendy Parent Johnson, Derek Smith, Rebecca Naser and Eric Weiss.

REVIEW AND APPROVE THE ACTIONS OF THE EXECUTIVE COMMITTEE

The following action was taken at the July 18, 2018, meeting of the Executive Committee: Recommend for approval of \$2,810 of federal funds for the Adventure Camp, Center for Disabilities. Eric Weiss made a motion to accept the report and ratify the actions of the Executive Committee, seconded by Derek Smith. Motion passed.

BUDGET UPDATE

Arlene explained the second day of the national conference had a day focused on fiscal. Beginning with FFY19 the Council will have two years to obligate the funds and all the work needs to be completed in the first 24 months of the federal grant award and the third year is only for paying the funds out. All FFY17 is obligated plus a little more. We have received the full grant award for FFY18 of \$507,546.00.

The Council has not obligated or spent any of the FFY18 grant award (\$507,546). The FFY19 grant timeline begins on October 1, 2018 with all funds needed to be obligated and expended by September 30, 2020. Arlene shared what she put together to show the timeline for each grant award, obligations, expenditures and what remains to be expended. She will update this quarterly. An estimated \$100,000-115,000 is used each year for administrative and personnel expenses.

Roger Bowie made a motion to accept the budget report, seconded by Reed Haug. Motion passed.

UPDATE FROM NATIONAL CONFERENCES

Arlene and Crystal attended the Technical Assistance Institute Arlene, Crystal and Marcie attended the NACDD Annual conference. Arlene and Marcie attended the Day of Dialogue on Leadership Development. Crystal talked about the Chairperson training that was offered. They explained what the Chairperson position is, how to support the council and how to be more actively engaged. Arlene talked about the budget information that she learned. AIDD changed the formula that is used for grant awards so that minimum allotment states receive more money. Council members looking for more information should check the www.nacdd.org website or the www.itacchelp.org websites. Information from emergency preparedness presentations was shared from Texas, California and Guam.

PUBLIC COMMENT PERIOD

At 10:15 there were no members of the public present for public comment.

STATE PLAN – UPDATES TO THE ANNUAL WORK PLANS

Arlene presented a trajectory for each goal in the state plan showing work that has been done and activities listed in current state plan. Ideas were discussed for future things that can be done.

Workforce Development

- Incentivizing employees
- Retentions and recruitment/what keeps people there
- Data collection/evaluators that look at the data
- Media campaign/social media
- Training people with a disability as para-professionals to DSP, CNA's, etc.
- Expand project search

Early Intervention

- Childcare provider engagement
- Parent to parent connection
- Easy access to information/clarity of information early on
- Education of what the resources are/not just a link
- Increasing inclusive classrooms starting at preschool
- Brochure of top 10 places to call for information

Safety and Security

- Pamphlet for emergency management with checklists, etc.
- Train the trainer programs for safety, security and developing relationships
- You tube videos on safety
- Bullying/activities by you tube videos and in schools
- Internet and phone

Employment

- Working with business partners to pull tasks those with a disability can do and create efficiencies with staff
- Support individuals in self-employment/working towards their own business
- Educate families about the benefit of those with disabilities working
- Support job matching, discover, job coaching, etc.
- Customized employment
- Education on the impact of benefits and ABLE accounts
- Transportation
- Promote Ability for Hire

Advocacy & Leadership Development

- Advanced Partners/youth partners/sibling partners/online partners
- Mentoring
- Working with the youth council on Standing Rock
- Handbook or training on adult services with DD, how to get services, what to do, how to advocate for themselves

FFY 2019 REQUESTS FOR PROPOSALS (RFPs)

South Dakota Advocates for Change

Derek Smith made a motion to approve the RFP for South Dakota Advocates for Change, seconded by Tania Kostal. Motion carried.

Year 27 of Partners in Policymaking, Continuing Education for Partners graduates and recruitment of Year 28

Discussion was held about raising the overall budget, any concerns with match, using “not to exceed in the language for the dollar amount; approximately \$5,000 per person per year to attend; and a desire to increase the number of people that are able to attend without having a specific number of people. Barb Hemmelman made a motion to issue the RFP with an amount “not to exceed \$150,000”, seconded by Reed Haug. Tim Neyhart, Wendy Parent Johnson and Roger Bowie abstained.

Youth Leadership Forum 2019

Council members had a similar discussion about increasing the federal funding; having the grantee share who attends and where they are from; to share if the costs exceed what the program receives; and any concerns about providing more matching funds. Roger Bowie made a motion to issue the RFP with an amount of \$25,000, seconded by Derek Smith. Motion carried. Wendy Parent Johnson, Wendy Trujillo, and Eric Weiss abstained.

Outreach and Support for the DD Council

The bullet stating to purchase items needed for door prizes needs to be changed to educational materials. Derek Smith made a motion to approve the RFP for Outreach and Support, seconded by Erica Gloor. Motion carried.

Public Information and Awareness

Arlene needs to make some edits to this RFP before it is voted on.

Education & Training Mini-Grants for FFY2019

Arlene stated that the council receives 5-10 small grants per year. Arlene needs to update the topics that can be covered by a mini grant. Barb Hemmelman made a motion to approve the RFP with the changes Arlene needs to make, seconded by Roger Bowie. Motion carried. Wendy Parent Johnson abstained.

DESIGNATED STATE AGENCY (DSA) REVIEW

Council policy says that the Council will review the designated state agency and share any recommendations for change with the Governor's Office. Arlene answered questions from council members regarding the Memorandum of Understanding that expired in 2015. She also explained that she will be moving near the end of September and that may change the content of the MOU. Arlene was asked if she has a contact person within the DSA. The last contact person no longer works for the Department of Human Services. Barb Hemmelman proposed that there not be a name in the MOU but instead a position in the event of staff turnover. Darryl Millner suggested the DD Director could be the point of contact with the DD Senior Secretary as the backup.

The DSA Review committee recommended having the Department of Human Services/Division of Developmental Disabilities continue as the Council's Designated State Agency. Derek Smith made a motion to accept the recommendation of the committee, seconded by Roger Bowie. Motion carried.

OFFICE OF SPECIAL EDUCATION

Melissa Flor joined the council by phone to explain the alternative assessment. She explained that more than likely, children that are taking the alternative assessment are in the category for developmental disability. Special Education law has changed for the assessment, limiting the state to 1% of all of the students that they test to take the alternate assessment. South Dakota is over the 1%, so the Office of Special education needs a plan to reduce that number. Melissa explained the requirements for students to take or not take the assessment. She also explained that a workgroup has been formed,

what they have been doing and how they have addressed concerns for students, families and schools. Council members asked questions and provided comments regarding the alternative assessment.

BUDGET REQUEST FOR SFY2020

The Council is part of the Division of Developmental Disabilities' budget. Internal Department budget meetings are held in early August. Arlene explained that she will need to take a closer look to make sure that we have enough federal expenditure authority for the next few years to accommodate spending the FFY18 and 19 dollars in SFY2019, 20 and 21. Updates will be provided.

Next Meeting

Council members reviewed their calendars and discussed a location for the fall meeting. The next meeting will be in Rapid City on October 18th and 19th.

ADJOURNMENT

Derek Smith made a motion to adjourn the meeting, seconded by Cindy Taber.