

NORTH DAKOTA STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
MEETING MINUTES
DECEMBER 10, 2010
AUDIO-VISUAL ROOM
STATE CAPITOL BUILDING
BISMARCK, NORTH DAKOTA

Members Present

Darcy Andahl
Marcia Kilzer
Tammy Gallup-Millner
Brent Askvig

Shirley Brennan
Bob Rutten
Pam Kolling
Carol Olson

Mary Simonson
Richard Hickok

Members Absent

Jeremy McIntyre
Diana Zietz
Brenda Schmid
Alex Schweitzer

Holly Major
Jane Haerter
Tammy DeSautel
Cindy Taylor

Mark Sloan

Staff Present

Andrea Peña
Bonnie Roth

The meeting was called to order at 10:05 AM by Chairperson Mary Simonson. Roll call was taken, and a quorum was present.

A motion was made by Darcy to approve the September meeting minutes and seconded by Carol. Discussion. Brenda Schmid stated she would like a change in the September minutes in regard to page 9, Family Voice's discussion. It should read Joan Karpenko instead of Sherry Scott in Grand Forks who is the Family Voices staff there.

On Page 10 – 2011 NDACP conference – Brenda didn't recuse herself from the ND Center for Persons with Disabilities – Consumer Participation in the 2011 NDACP Conference discussion and would like it modified into the minutes. A motion was made by Darcy to approve the amended minutes seconded by Carol. Motion carried.

Executive Director's Report:

An information packet was mailed to all Council members – summary of grants for 2011 and by-law packet which is approved and in effect. The by-laws will be in effect until any changes or amendments are made to the document.

The federal annual report is due January 1, 2011. It will be submitted at the end of 2010. This is the report where the Council outlines our performance outcome objectives that have been met by throughout the year. Andrea will share this information in March. If anyone has questions on performance outcomes of the projects, send your questions to her.

ADD requires the Council to do an annual satisfaction survey. People in the state who are interested in Council activities are always welcome to attend our public meetings. Andrea stated she learned last year that in the annual reporting process we must have a stakeholder survey. She did the survey electronically by sending a link with a cover letter to the mass email list of people who receive our grant notification (approximately 240 individuals/organizations). The questions that were sent are required by ADD. More questions can be asked if needed. Twenty nine individuals/organizations completed the anonymous survey.

Following are the questions and responses:

1. Council activities have improved the ability of individuals with developmental disability and family members to make choice and exert control over the services and supports the use.

41.4% strongly agree that we are making strides towards improving our services.

Some comments were made to this question which is shared in the hard copy information.

2. Council activities have improved the ability of individuals with DD and family members to participate in community life.

37.9% strongly agree. People see that we are moving forward.

3. Council activities promote self-determination and community participation for individuals with DD.

34.5% strongly agree.

Since this was our first year of doing the electronic survey, ideas for improvement of this survey were discussed. Next year Andrea will link this survey to the web site and make it available to more people. Also, the response window will be left open for a longer period of time. She will also share this with the projects this year as well as those from previous years and have them to forward the survey to those on their lists. This

information is submitted with the year end report. A committee could be set to discuss more questions for the survey.

Andrea thanked DHS and Carol for allowing her to participate in the 2010 leadership development program. The leadership group met on a monthly basis and went through leadership activities, traits, and strengths, learned about the department, its divisions, processes, budgeting, human resources, Medicaid, and had an opportunity to work on group projects and presentations that impacted the department. Andrea had the opportunity to work on the legislative process group and once the project is finalized for distribution, she would like to share it with the Council.

Financial Report:

Andrea passed out the 2010 budget highlighted in yellow.

- The 2010 administration budget is closed out with a slight deficit.
- Everything is finalized for year with approximately \$1500 in the black.
- On page 2 are the funded projects for 2010. The 2010 projects have submitted their final reimbursements and have spent down according to their proposed plan. Note: Open Door Center was amended to the summer to allow them to use it for the after school program. The Head Injury Association of ND was amended in September to the end of the year to allow for training.
- If an amount has not used all (such as with the Bismarck YMCA), it will be carried over to the next year.

The 2011 budget with orange highlighting had only a few increases in the budget:

- Staff salary,
- Printing and photo copies.
- Supplies.
- Legal expenses in the administrative budget.
- The projects end in September and start in October.
- 11 projects were funded.
- Cross cutting and network collaboration have been spent down some. We collaborated with P&A, NDCPD, and other organizations in supporting the employment summit that was held in Bismarck.

Darcy asked if an executive director salary increase was going to be recommended. Andrea stated that the increase has been requested through the state raises through the department.

Carol questioned the employment summit and wondered how successful it was. Amy Armstrong is working on the final report and it will be forwarded to the members. Amy did state the summit was well attended and will give a final report. Brent stated that consumers who attended the summit stated that they it was very good and attendance was high. There was good feedback and media coverage.

Brent questioned why the final carryover was not showing. Andrea stated they have 90 days to complete the entire spend down. She works closely with the Council's fiscal liaison to make sure the Council doesn't overspend.

NEXT QUARTERLY MEETING DATES:

- March 8, 2011 -- Tuesday – 12:30 – 5:00
- June 17, 2011 – Friday – 10:00 – 5:00
- September 15, 2011 -- Thursday – 10:00 – 5:00
- December 9, 2011 -- Friday – 10:00 – 2:00

Today's agenda was changed as the goal setting for the five-year state plan work was on the agenda. Many of the Council members were missing; so interactive videos will be set up for January 19th and February 7th. Candace will send home work assignments to the members before the next meeting.

Chairperson Report – Mary Simonson:

Mary stated that she and Diana attended NACDD's National Conference in Washington, DC in September. Mary heard Michael Mason at the conference and recommended that Council members and others travel to Fargo, March 5th, to see and hear Michael Paul Mason, who is an expert on servicing people with traumatic head injury. Michael is from Alaska.

Vocational Rehabilitation Information – Russ Cusack and Cheryl Hess:

Russ Cusack, Director, Vocational Rehabilitation, and Cheryl Hess, Transitional Specialist, IT Specialist, spoke to the Council about DD persons and transitioning in school and what VR can do to help with transition. The DD Act really brought transition to the fore front. Brochures and other materials were passed out to all the members. Some services are specific to kids and serve approximately 35% of the youth. New referrals are 29% youth. Successful closures are 29% youth. The average hourly wage of youth coming into the VR program is \$3.96 which is the cost entering program. The hourly wage at closure is \$11.40. The program is working for better benefits, good wages, and a retirement plan. These are the goals set for each of the youth in the VR program. Referrals come from word of mouth such as schools, teachers, family members, Human Service Centers, county social services, Job Corps, and adult learning centers. The VR staff treats their clients with respect. Within 60 days, VR eligibility will be given. Individuals who transition from schools and were mandated through certain different act – required to students. The VR adult programs have eligibility concerns such as mental or physical disability and barrier to employment. Would this person benefit with services and require the program find employment.

Cheryl stated that in order to help students with their life after high school, they begin an employment plan which is required in the VR Act. Providers stated sometimes students do a variety of jobs and are not always successful at employment. VR looks at outcomes. The students have an IEP as they need identified goals such as employment.

Devils Lake, Bismarck, and Grand Forks have unique goals and have a transition contract. After graduation from high school, the students between the ages of 18-21 qualify for adult services. Having a job coach prior to graduation, gives them a better opportunity for employment. They have a contract within the county. They take college tours, visit job corps buildings, participate in social skills training, and learn interview skills. There are job shadows also. VR develops a plan for the youth and works with state community services as well as at risk youth. There is collaboration with many councils and groups. HB 1044 will be introduced this legislative year working with the juvenile justice committee, at risk children, and other transition services.

What are the Challenges?

- Timely referrals to VR and other adult services.
- Extended services after the VR case is closed.
- Lack of support services for students age 18-21.
- Job opportunities or work experience (JTPA –WIA).
- Limited or old assessment information. Sometimes schools don't evaluate kids with depression and other mental health issues.
- Teachers – excessive time in classroom, turnover, and limited knowledge of transition.
- Would like to partner with DD Council and offer internships for teachers to learn more about VR process and other community services for that child. Be a resource for other teachers and better help transition from school to adult transition.
- Teachers are able to better refer students.

Cheryl showed a presentation by a young man from Minot who was diagnosed with autism. Jeremy told his own story and works with a transition facilitator.

VR works in all counties in the state, except one county, taking referrals. VR is working collaboratively with three tribes – Turtle Mountain, Spirit Lake, and Standing Rock.

Disability Inclusion, National & Community Service Programs – Tom Wirtz

Tom Wirtz, ND Department of Commerce, stated the Corporation for National and Community Service was developed in early 1990s. There are three different streams of service – Learn & Service America (service learning programs in schools), Senior Corps (RSVP, foster grandparents, and senior companions programs) and Americorps (Vista, NCCC, and State/National/Tribal).

Americorps is designed to help with needs for personal and professional development. North Dakota receives \$600,000 per year from the corporation. There are six programs operating in the state of North Dakota at this time such as: Youthworks, Missouri Valley YMCA, F-M YMCA, Carrington Community Activities, and the Grand Forks Housing Authority. This program is primarily focused on providing services to youth. Most of the programs are school based such as tutoring and safe activities after school for children. There are health activities for older persons. There are different levels of volunteering. Students in the Americorps program may receive a \$7.50 per hour

stipend which remains constant even though the hours may vary monthly. After the person completes their service, they are eligible for a \$5,550 award which may be used to pay student loans and tuition. It allows students to transition from this service to work later. It builds a strong personal networking program.

Vista personnel are not allowed to do direct service (no filing); their role is to help building a new program.

The National Civilian Community Corp. (NCCC) campus is located in Iowa. You can request them for various projects. The teams of individuals come in and serve to help with projects an organization has. The project's responsibility is to provide a place to stay, which would have a bed, bath, and it's nice to have food area but not required. They provide their own transportation to come to the location. The turnaround time for the funded project is about 3 months. There are criminal background checks for anyone who is an Americorps member. Formula funding is submitted and reviewed by the team and state national community of service has a match requirement.

Breaking Shell, Self Advocate Video Clip – Darcy Andahl

Darcy showed a DVD documentary of two South Dakota clients entitled, "Breaking Shells," in which they shared their message about protecting the rights and freedoms of people with disabilities.

Council Policy & Procedure Manual – Andrea Peña

The Council policy and procedure manual is drafted. Andrea asked for a review committee before the March meeting to provide feedback. Darcy, Mary, and Brent volunteered. The manual will be sent after January 1st and the group will meet via phone.

Member Announcements – Mary Simonson

Brent stated the Center Adult Student Transition Program, funded through the Department of Education, has a goal to include and enroll students with intellectual disabilities to Minot State University and provide technical assistance to them. The students must be 18-21 years old with intellectual disabilities documented through an IEP or other similar document. The goal is to have five students the first year and ten students in the years after. The program starts August 2011.

Brent stated the Consumer Advisory Committee made up of individuals with disabilities, agency representatives, and family members advise NDCPD and were given recognition for best practices.

Strategic Plan for the Inclusion of students with Intellectual Disabilities into Postsecondary Education - NDCPD

2011 Legislative Session – Andrea Peña

To access information regarding the 2011 Legislative Session, go to www.ndscdd.org and click on the ND Disabilities legislation link in the column on the right. P&A, NDACP,

and the Council work collaboratively and update the site weekly during the legislative session. Teresa Larson, P&A, develops the grid, NDCPD hosts the web site, and the Council maintains and puts information on the web site.

2012-2016 Five-Year State Plan Work

Candace Muggenrud, KAT Communications will be working with the Council at the next meeting March 8, 2011. This portion of the meeting was removed as the weather was poor and polycom meetings are being set to replace this time.

Next Meeting

Next Meeting is on Tuesday, **March 8, 2011**.

Carol made a motion and Darcy seconded to adjourn the meeting.

There being no further business, the meeting adjourned at 12:45 p.m.