

**NORTH DAKOTA STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
MEETING MINUTES
March 8, 2011**

National Information Solutions Cooperative (NICS) – Mandan Polycom
Fargo: Southeast Human Service Center – Red River Room (Polycom)
Minot: North Central Human Service Center – Room 211 (Polycom)

Members Present

Brent Askvig
Shirley Brennan
Tammy DeSautel
Tamara Gallup-Millner
Richard Hickok
Holly Major
Marcia Kilzer

Pam Kolling
Bob Rutten
Brenda Schmid
Mary Simonson
Mark Sloan

Members Absent

Darcy Andahl
Jane Haerter
Jeremy McIntyre
Carol Olson

Alex Schweitzer
Cindy Taylor
Diana Zietz

Staff Present

Andrea Peña
Bonnie Roth

The meeting was called to order at 12:40 P.M. by Chairperson Mary Simonson. Roll call was taken, and a quorum was present.

There was a correction to the last polycom meeting minutes in that Mark stated he was absent and could the minutes reflect that correction. A motion was made Richard and seconded by Holly to approve the meeting minutes to reflect the correction. No further discussion. Motion carried.

Motion was made by Pam and seconded by Tammy G. to accept the agenda. There was no discussion. Motion carried.

Executive Director's Report:

Directors Report:

Andrea presented the financial reports. The paperwork had been sent to all members before the meeting by regular mail and email. A new membership list was attached because as have a new member. At a previous meeting, Brent calculated our ration and shared with the Council that we were just under the required 60% compliance amount for consumers, family members and parents. We are now in compliance with new member, Missi Baranko, from Belfield. Missi is a parent of a child with disabilities. She will be joining the Council for the June meeting.

Andrea had hoped to discuss the policy and procedure manual at this time; but that will happen at the June meeting. A copy will be sent prior to the June meeting so feedback and comments can be provided prior to the meeting. It is anticipated that the upcoming grant solicitation will occur at the end of May and close mid-July, as it did last year. Grant solicitation will reflect the new five-year state plan. Andrea will work with legal on the solidification of the grant solicitation.

Financial Report:

The 2010 financial information is highlighted in blue. The administration portion has been closed out. On page 2, the projects reflect the majority of the programs have spent down as indicated in the grant applications. The asterisks show amended projects. At this time, there are no indications the projects will not be spent down. A 2010 carryover of \$17,194.51 is shown in the contingency line. In 2010, the Arc of Bismarck monies were rolled back to 2009 dollars and the 2009 monies are almost spent down.

The 2011 financial report is highlighted in green. The spending as proposed in administration is on target with the exception of the discretionary line item. The Council's annual report showed an expenditure of \$2,000.00 but the printing costs went a little over. The discretionary funds of \$3,550.00 will help pay for the facilitators, researchers, and writers working on the state plan. That amount will be modified due to the increase cost of the ADD template change. Additional monies will come out of contingency.

The projects reflect the expenses as the end of January 2011. Projects are spending down nicely, and there are no indications that they will not be spent. The six-month reports requirement summary will be going out to the projects at the end of this month. The Council will receive a report at the June meeting.

2010 Annual Year End Report & Success Stories

Speakers for the success stories were not able to attend because of illness. This included project members, families, and individuals who have been impacted by our various supported programs.

Contact Andrea if you would like more copies of the 2010 annual report. This report will be given to legislators, ADD, NCADD, member organizations, and other councils. The report includes a general background of the Council, who was funded, the approved budget and results of the funded projects, as well as a sprinkling of success stories and pictures.

It was noted that employment is lagging in our reaching the target numbers of the outcome measures. ADD has not taken issue with the underperforming areas at this time. Tammy G. asked about comparison to other councils. Mary stated that if such a comparison was done to compare it to other rural states such as ours. They compare one year to previous reports and not to other councils.

Early education, Community supports, quality assurance and cross cutting are all on target or exceeding target. Our new five-year plan will show changes in the way data is collected, evaluated, etc.

New Member Nominating Committee

Our bylaws state we need to rotate members. Members must take a break or completely leave the Council for one year after they have reached their eight year maximum. Jeremy, Darcy, Diana and Cindy have terms that are up in June 2011. Members must go off for a year and then if interested, can reapply and are eligible for up to another two four year terms, for a total of 8 years. ADD requires a rotation process through the DD Act. The bylaws state that Members may stay in their position until someone has been appointed by the Governor's office to take their place.

The membership nominating committee will consist of Bob, Holly, Pam, and Andrea. Andrea will identify the requirements the new members will need to meet – i.e. demographics, etc. The recommendation must be approved and appointed through the Governor's office. Bob stated that Special Education needs demographic characteristics also for their group and this would be useful information for them.

The committee will work through conference calls or WebEx to get the brainstorming started and get the word out to potential new members. The goal is to find new members through an application process, interview them, and make a recommendation to the Governor's Office.

Member Announcements

A 25th Annual Conference celebrating 30 years of Transformation in Community Services will be held May 4-6 at the Ramada Plaza in Fargo, ND. Stipends are available for individuals with disabilities or family members who would like to attend the conference. Applications for financial assistance are due by March 25. If you would like a copy of the brochure, please contact: mary.mercer@minotstatu.edu.

Mary stated the Brain Injury meeting last weekend was very successful. The main speaker was Michael Paul Mason. Many physicians and neuropsychologists were in attendance and were speakers. It was well attended.

Bob stated that DPI will host an Interagency Secondary Transition Conference on April 5, 6, & 7 for teachers in Mandan, ND which will focus on secondary education to adult life. April 14-16, 2011 is a Parent-Involvement Conference in Mandan sponsored by DPI and Pathfinder parent Center. DPI is also sponsoring an Early Childhood Special Education Data Institute in Bismarck on May 12-13 which will discuss data related to special education outcomes and what skills they get. If you are interested, contact Bob for details.

There is a lot of involvement with the state legislature this year in that there are many bills relating to service providers, disability bills, child prevention and protection bills, as well as brain injury prevention.

2012-2016 Five Year State Plan Draft for Public Comment

Candace Muggerud & Jennifer Skjod, KAT Communications

- Goals
- Objectives
- Implementation Activities
- Timeline

Candace stated that at the last minute the federal government template had changed. An email was sent by Andrea with new work sheets and goals. Candace and Jennifer were scrambling to make modifications to the goals that were already determined. The Council needs to now create outcomes.

The goals that were in place at the last meeting have been revised with some technical assistance from Sheryl Matney. ADD states the Council must write our own activities, objectives, and comprehensive evaluation plan and logic model before releasing for public comment. Candace stated we have the 5-year plan due August 15th. There is a 45-day public comment timeline. Sheryl had suggestions in her revisions that added language for measurement tools. Stakeholders were added by Sheryl to encompass caretakers.

Goal 1 Discussion:

Minor word changes were seen in the first goal with added language of families and stakeholders. The Council felt these minor word changes were okay as the intent remained the same. Council members thought quality of life was hard to measure, but it was something they wanted kept in the goal. Brent stated he didn't think the intention of the goal was to encompass all the indicators. Pam stated she thought it doesn't broaden the goal, but enhances it.

The majority of the council supported the change.

GOAL 1:

Individuals with developmental disabilities, their families, and stakeholders will benefit from advocacy and capacity-building activities ensuring that individuals with developmental disabilities will have the services and supports they need to achieve a quality of life in the communities of their choice.

Objectives:

- Overcome negative public attitudes and stigmas still faced by persons with developmental disabilities.
- Partner with other agencies to lead efforts for policy change which would benefit individuals with developmental disabilities, their families, and stakeholders.

Activities

- Licensing
 - Mythbusters support
 - Support changes to current child and adult care policy that would involve those ages 12 and older.
 - Advocate for transportation vouchers
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- Sufficient number of qualified personnel at all levels to serve individuals with developmental disabilities and their families.

Goal 2 Discussion:

Brenda questioned capacity building activities and what it is. Andrea stated these are building activities which the Council needs to define. Sheryl gave us a definition during her visit regarding capacity-building activities such as an activity that increases knowledge, level of understanding, and skills for an individual a group, or an organization.

Darcy submitted comments which Andrea relayed to the Council: She is concerned that we are not meeting our performance outcome objectives in employment and we should think outside the box and give employment a rest for 5 years.

Marcia stated the surveys showed employment was the highest ranking goal followed by transportation and education. Employment is the best social tool stated Mary. Pam stated we need to keep it in there as it is the highest ranking objective. Innovative was removed from the original goal as the Council is not looking for only new ideas.

Proposed language accepted by the Council members.

GOAL 2:

Individuals with developmental disabilities, their families, and stakeholders will benefit from advocacy and capacity-building activities that will result in desirable employment options.

Objectives:

- Support, develop, and expand employment opportunities.

Activities:

- Provide vocational interest surveys and skill assessments to facilitate obtaining sustainable employment.
- Partner with organizations looking to improve access to transportation to and from work.

Goal 3 Discussion:

Bob stated we were preparing individuals with disabilities for life and the proposed goal does not state our intent now.

The Council approved the new proposed version.

GOAL 3:

Youth and young adults with developmental disabilities are involved in transitional activities to support their independence so they are prepared for life outside of their educational settings.

Objectives:

- Collaborate with those organizations that provide training opportunities for individuals with developmental disabilities, their families, and stakeholders that foster independence.

Activities

- Housing
- Transportation
- Youth are provided with information.
- Educate youth with developmental disabilities and their families on support services available to them.

Goal 4 Discussion:

In the proposed goal, take out North Dakota. Bob questioned if barriers to access health care such as transportation should be in the proposed goal? Intention has changed per

Tammy G. and Bob. Tammy D. stated the word necessary should be removed. Brent stated access and knowledge are strategies and activities.

GOAL 4:

People with developmental disabilities, their families, and stakeholders will have improved or increased access to comprehensive health care.

Objectives:

- Support and partner with organizations to have information and resources that will be inclusive of the needs of individuals of developmental disabilities.
- Collaborate with agencies that will improve access to health care.

Activities:

Goal 5 Discussion:

New federal requirements state the Council must include a self advocacy requirement to establish or strengthen a self-advocacy program led by a person with developmental disabilities. The DD Act Part B states we must support developmental disability leaders and expand opportunities individuals with developmental disabilities and leadership coalitions.

Mark questioned the direction of the original goal and emphasis. Tammy D questioned who would advocate if family were not there? Brent stated that primary advocates would be developmental disabilities individuals and secondary advocates are the family. Mary stated we would want to maintain the consortium advocates.

Mark stated he would like to have original goal 5 moved to goal #1 making it an objective. Brent reminded that Council that goals do not have to be addressed yearly; they can be staggered through timeline activities.

GOAL 5:

Individuals with developmental disabilities, their families, and stakeholders will be provided leadership skill development and opportunities to exercise self-advocacy skills in their communities.

Objectives:

- Establish/strengthen a program for the direct funding of a state self-advocacy organization led by individuals with developmental disabilities.
- Support opportunities for individuals with developmental disabilities who are considered leaders and to provide leadership training to other individuals with developmental disabilities who may become leaders.
- Support and expand participation of individuals with developmental disabilities in cross-disability and culturally diverse leadership coalitions.

Andrea will send an email to Council members with the clean draft of objectives and activities and when recommendations should be returned.

**Next Meeting Friday, June 17, 2011 – 10:00 – 5:00 p.m.
State Capitol – Pioneer Room**