

NORTH DAKOTA STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
MEETING MINUTES
SEPTEMBER 12, 2008
PIONEER ROOM
STATE CAPITOL BUILDING
BISMARCK, NORTH DAKOTA

Members Present

Darcy Andahl	Brent Askvig	Shirley Brennan
Tammy DeSautel	Tammy Gallup-Millner	Jane Haerter
Richard Hikok	Bruce Murry	Carol Olson
Bob Rutten	Mike Schwab	Alex Schweitzer
Mary Simonson	Mark Sloan	Bruce Stein
		Diana Zietz

Members Absent

Jeremy McIntyre	Cindy Taylor	Terry Woelber
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Proxies

Darcy Andahl for Cindy Taylor
Bob Rutten for Jeremy McIntyre
Diana Zietz for Terry Woelber

Guest

Don Schonert

Staff Present

Andrea Pennington
Connie Haag

The meeting was called to order at 9:00 AM by Chairperson Diana Zietz. Roll call was taken and a quorum was present. Andrea Pennington introduced herself as the new Executive Director of the Council, and Bonnie Roth introduced herself as the new Administrative Assistant. Connie Haag will now work fulltime for Vocational Rehabilitation. Written proxies had been submitted for the Council meeting by Cindy Taylor to Darcy Andahl, by Terry Woelber to Diana Zietz, and by Jeremy McIntyre to Bob Rutten. A motion was made by Darcy Andahl and seconded by Mary Simonson to approve the written proxies submitted. Motion carried. A motion was made by Darcy Andahl and seconded by Tammy DeSautel to approve the minutes of the June 18, 2008 Council quarterly meeting and the minutes of the August 13, 2008 Executive Committee meeting. Motion carried. Diana Zietz informed the Council that Rehab Services has asked to present their grant application before the full Council at the 1:30 PM timeslot on the agenda for unscheduled project applications. A motion was made by Bruce Stein and seconded by Shirley Brennan to approve the agenda. Motion carried.

Andrea Pennington presented the Financial Status and Director's reports. Expenditure statements were reviewed for the month ending July 31, 2008 for fiscal years 2007 and 2008. The FY 2007 allotment of \$461,111.00 has been fully expended except for \$46,425.69 which remains for three projects: NDACF Community Transition (\$17,217.28), Partners in Policymaking (\$9,561.58), and NDDAC Consortium (\$19,646.83). Andrea expects that the remaining balances will be paid out in the next two months. Adjustments have been made to the FY 2008 SCDD administration budget for Tom Wallner's retirement payout, for supplies, and for moving expenses, bringing the projected balance available to a negative (\$4,243.82). Since the Family to Family

project is no longer being administered by the University of North Dakota, a remaining balance of \$40,000 for that project will be added to the contingency/reserve of \$51,979.56, bringing that total to \$88,108.34 after \$4,243.82 is subtracted for the administration deficit.

Andrea also presented estimated FY 2009 funding availability and projected funding obligations. It is estimated that \$88,108 in unexpended FY 2008 funds, which includes \$40,000 from the Family to Family project, will be available for FY 2009 projects. The 2009 expected \$462,315 basic state grant allocation brings the total estimated funding availability to \$550,423. The proposed 2009 administrative budget of \$94,974 and the 5 percent recommended reserve of \$23,116 leave a balance available for FY 2009 projects of \$432,333. Of that amount, the Executive Committee has approved \$255,678 be spent for continuation projects, which leaves \$176,655 available for new projects. If the \$154,448 requested for new projects is approved by the full council, \$22,207 will remain available for new requests.

Andrea reviewed the proposed FY 2009 administration budget. Additional money has been added to travel line items for staff and Council members due to the rising cost of fuel. Also, \$1,500 has been added to the budget for the purchase of a laptop and recording equipment, since the Council will not be able to use Vocational Rehabilitation's equipment any longer. The line item for office space rent has been removed because office space is now provided in-kind at the Capitol building by the Department of Human Services (DHS). This will save the Council an estimated \$3,000 per year. Administrative support, which will be provided by Bonnie Roth is also provided by DHS as in-kind support. Beginning October 1, 2009 the council will only have one full time employee (FTE) instead of 1.4 FTE's, which also helps to lower the overall administrative budget to \$94,974. A motion was made by Darcy Andahl and seconded by Carol Olson to approve the \$94,974 administrative budget for FY 2009.

Andrea continued with the Director's Report. Next week, she will travel to Whitefish, Montana to attend a retreat for DD Council Executive Directors hosted by the National Association for Councils on Developmental Disabilities. Andrea is also attending procurement training provided by the Office of Management and Budget. This training is required for Andrea to process DD Council contract payments through the fiscal system. The Council's annual plan update was submitted to the Administration on Developmental Disabilities on August 14, 2008.

Presentations of FY 2009 project funding requests were given by representatives of organizations requesting Council funding. Council members reviewed copies of applications received and the Executive Committee recommendations as project representatives presented their requests. Presenters then answered questions from Council members after their presentations

The first FY 2009 funding request from the Missouri Family YMCA for a Teen Enrichment Program was presented by Lodee Arnold. Lodee addressed the concerns

raised by the Executive Committee, and said this enrichment program for teens with disabilities is much-needed in the community.

Lori Sitter, Darcy Severson and Kevin Marchus presented the Pride, Inc. application for funding School to Work Transition for students with disabilities. Lori explained copies of a budget summary detail, a background on transition services, a list of the board of directors, highlights of the first year, goals and outcomes. A new emphasis has been added to school to work transition which encourages students to develop leadership skills.

Teresa Larsen and Pamela Mack presented the Protection and Advocacy (P&A) application for funding the Individual Justice Planning project. Bruce Murry did not participate in discussion of this project. A revised budget with subtotals was distributed, and outcomes were clarified. This is the last year of the collaboration project between P&A, the DD Council, and the ND Center for Persons with Disabilities, but individual justice planning will continue both on P&A's website and electronically. This training has been embraced not only by people with disabilities, but also by law enforcement personnel.

Joyce Smith presented the Arc of Bismarck's application for funding the Partners in Policymaking project (PIP). Joyce reviewed current project activity and said the trademarked curriculum is competency-based. Several surveys are conducted during and after the 8 weekends of training. Graduates are some of the program's best recruiters for new classes.

After a break, Jim Moench presented the ND Disabilities Advocacy Consortium's application for another year's funding. Jim explained that he is not requesting equipment from the Council, but is requesting money for a lease on a copier, as he has done in previous years. The Consortium is actively seeking funding from other sources, and several needs assessments have been conducted. Jim added that two new member organizations have their own advocacy structure, but joined the Consortium for a broader influence and networking. Jim is currently working with the Department of Public Instruction to explore ways for students with disabilities to transition into universities. Dues are currently \$150 a year.

Mary Simonson presented the Open Door Center application for funding an After School Program. More than seven families have expressed an interest in this after school program for teens with disabilities. Space and rent are being provided by Special Education in Valley City.

Helen Bechold, Beverly Kohler, Bobby Vogel, Alan Marks and Carla Tice presented the L.I.S.T.E.N., Inc. application for funding to continue Self-Advocacy Solution (SAS) for its 6th year. Carla explained that technical support is the most important thing to fund for SAS at this time. Andrea Pennington will inquire if Carla may be able to purchase a computer from State Surplus Property with other funds, since SAS is a program partially funded by a state entity. Helen Bechold has recently given testimony before the United

Nations in New York City. Carla will attempt to get a copy of the video of Helen's presentation before the United Nations for the Council. While some application issues have not been cleared up, Council members were impressed by the accomplishments of staff.

Donene Feist and Missy Baranko presented the Family Voices of North Dakota application for funding the Parent to Parent Program, formerly the Family to Family Program. Thirty people graduated from the last class, and Family Voices has received 250 calls from families requesting support. Donene and Missy circulated copies of travel expenses and an overview of the project, along with a summary of 2005 – 2008 activities. Parent to Parent has been able to secure other means of support besides the DD Council. Donene was nominated for the Robert Wood Johnson Community Health Leader's Award, and has become one of 15 finalists.

After lunch¹, Neil Sharpe presented the ND Center for Persons with Disabilities application for funding the Disaster Preparedness Program. Neil passed around packets of program materials which have been developed, and said that all this material is online. The program's goal is to involve the community, including people with disabilities, in preparing for disasters. A protocol is being developed for use by other organizations.

Mary Mercer presented the ND Center for Persons with Disabilities application for funding the 2009 ND Association of Community Facilities (NDACF) Conference. The 2008 NDACF Conference was a success, with 10 of the 11 sessions relating to DD Council goals. The 2009 NDACF Conference will be held in Minot on April 29 through May 1, 2009. Andrew Imparato, President and Chief Executive Officer of the American Association of People with Disabilities, will be a keynote speaker.

Cynthia Salazar presented the ND Center for Persons with Disabilities application for funding the Mythbusters Project. This program engages in a variety of public awareness activities in order to change public attitudes toward people with disabilities. Cynthia played the radio public service announcements and she reviewed the project's performance indicators. Cynthia is also creating a resource book.

In the unscheduled project presentations timeslot, Terry Peterson presented the Rehab Services, Inc. application for funding "My DisaBlog." Terry explained how income is derived from advertising clicks on blogs. He said this program is really training with an employment aspect for people with disabilities. Those who participate can potentially make money from blogging and from clicks on advertising on blogging websites. Job Service would provide computer skills training. Terry also answered several questions from Council members.

After a break, the Council surprised Connie Haag with cake, a card, flowers and a parting gift. Connie thanked the Council members and will always remember her 20 plus years of taking minutes at DD Council meetings.

¹ Bruce Stein gave his proxy to Bob Rutten and left the meeting.

Council members began discussion and consideration of fiscal year 2009 project requests submitted to the Council. Roll call votes were taken on each project funding request.

A motion was made by Mary Simonson and seconded by Carol Olson to approve funding for the Family Voices of North Dakota Parent-to-Parent Project for the amount requested of \$53,568. Motion carried with Tammy Gallup-Millner and Bob Rutten abstaining.

A motion was made by Brent Askvig and seconded by Tammy DeSautel to approve funding for the Open Door Center After School Program for the amount requested of \$30,275. Motion carried with Mary Simonson abstaining.

A motion was made by Tammy DeSautel and seconded by Alex Schweitzer to approve the Missouri Valley Family YMCA Teen Enrichment Program for the amount requested of \$25,000. Motion carried.

A motion was made by Mark Sloan and seconded by Darcy Andahl to deny funding for the Rehab Services, Inc. My Disablog project. It is the Council's general agreement that the DD Council is not the place to start this project, but that Rehab Services should approach local economic development councils, Job Service, or the Small Business Administration. Motion carried with Carol Olson abstaining.

A motion was made by Alex Schweitzer and seconded by Brent Askvig to approve funding for the Pride, Inc. School-to-Work Transition Program in the amount requested of \$25,000 with the stipulation that Pride redistribute 1 percent of its indirect costs to another part of the program to be in compliance with the Request for Proposals. Motion carried.

A motion was made by Mary Simonson and seconded by Richard Hickok to deny funding for the Pathfinder Services of North Dakota Annual Parent Involvement Conference. Motion carried with Bob Rutten abstaining.

A motion was made by Darcy Andahl and seconded by Shirley Brennan to approve funding for the ND Center for Persons with Disabilities Disaster Preparedness Program in the amount requested of \$19,820. Motion carried with Brent Askvig and Bruce Murry abstaining.

A motion was made by Mary Simonson and seconded by Darcy Andahl to approve funding for the ND Center for Persons with Disabilities NDACF Conference in the amount requested of \$7,727. Motion carried with Brent Askvig abstaining.

A motion was made by Darcy Andahl and seconded by Bob Rutten to approve funding for the ND Protection and Advocacy Project Individual Justice Planning Program in the amount requested of \$10,203. Motion carried with Bruce Murry abstaining.

A motion was made by Darcy Andahl and seconded by Alex Schweitzer to approve funding for the Arc of Bismarck Partners in Policymaking Project in the amount requested of \$63,448. Motion carried.

A motion was made by Mary Simonson and seconded by Tammy DeSautelto approve funding for the ND Center for Persons with Disabilities Mythbusters project in the amount requested of \$15,029. Motion carried with Brent Askvig abstaining.

A motion was made by Brent Askvig and seconded by Mary Simonson to approve funding for the ND Disabilities Advocacy Consortium (NDDAC) in the amount recommended by the Executive Committee of \$69,869. Some Council members think the money awarded to NDDAC could be better spent on direct services to people with disabilities; and they would like to continue dropping the amount of money awarded to NDDAC. A suggestion was made that the Consortium raise its dues from the current \$150/year up to \$500/year to help maintain sustainability. Motion carried with Bruce Murry abstaining and four “no” votes by Darcy Andahl, Carol Olson, Alex Schweitzer and Cindy Taylor.²

A motion was made by Darcy Andahl and seconded by Bruce Murry to approve the LISTEN, Inc. Self-Advocacy Solutions (SAS) project in the amount requested of \$43,130 with the \$1,350 listed for computers in the budget redirected toward another area of the grant. Andrea Peña will provide technical assistance to SAS in regard to their application for the next grant year. Mary Simonson would like to see more outreach by SAS to the Valley City area. Clarification is needed on what technical support means for people at work, and what the tech support person will do next year. Motion carried.

A summary of FY 2008 funding requests showing amounts requested, amounts recommended and final amounts approved by the Council is attached to these minutes.

Mary Simonson³ presented a proposed change to the Council bylaws. Mary would like to keep the presiding Council Chair and their experience and expertise on the Executive Committee by adding, “the former Council Chairperson” to the list of Executive Committee members in Section 1, Article V of the bylaws. A motion was made by Mary Simonson and seconded by Bruce Murry to adopt this change to the bylaws. Motion carried.

The next DD Council meeting will be held in Bismarck on November 21 in Bismarck. Suggested agenda topics included a presentation by Jake Reuter on Money Follows the Person, a presentation by Jan Meyer from Norway on the Norwegian systems of care and support for people with disabilities, and a discussion on preparing for the MTARS audit next year.

² Mike Schwab gave his proxy to Shirley Brennan and left the meeting.

³ Alex Schweitzer gave his proxy to Mary Simonson and left the meeting.

A suggestion was made for Jim Moench and Andrea Peña to do an informal survey of the members of the ND Advocacy Consortium why they belong, and if they would pay \$500 to belong to the Consortium.

Another suggestion was made to order a plaque for Betsy Dalrymple and to invite her to the Council's next meeting. Council members thanked Diana Zietz for her leadership on the Council and at the national level. The new Executive Committee membership will begin October 1, with Mary Simonson as chair, Mike Schwab as vice chair, Diana Zietz as former Chair, Shirley Brennan and Darcy Andahl as consumer representatives and Tammy DeSautel and Bob Rutten as state representatives.

There being no further business, the meeting adjourned at 3:25 PM.

Submitted by

Andrea Peña
Executive Director