



Colorado Developmental Disabilities Council
Council Meeting Minutes
August 1, 2018



AGENDA:

1. Opening Exercise
2. Remarks from the Council Chair
3. Review, Discussion, Approval May Meeting Minutes
4. Foundations of Membership
5. Overview of the Developmental Disabilities Act
6. Dollars and Sense: An Overview of Money
7. Five-Year Plan
8. Council Decision Making
9. Committee Structure and Assignments
10. Recap Action Items and Submit Forms
11. Bidding Farewell to Old Friends
12. Open/ Public Comment
13. Complete Evaluations
14. Adjournment

DISCUSSION:

1. Alicia Eakins called the meeting to order at 12:13 pm.
2. Joelle gave the Council an assignment to get to know a member they do not already know and report back to the Council. 15 minutes given for opening activity. Some key points mentioned
 - a. Joe, Deborah, and Mily were in a group: Joe wants to understand the entire Councils understanding of inclusion. Mily, as a mother of a son with Autism, wants people to understand acceptance.
 - b. Lisa and Jeanette: Inclusion should be the norm and not something we have to work on. Lisa lives in Clear Creek county and the community is pretty inclusive but there are times she has felt excluded. She lives on her own and has her own business and sells her homemade crochet items. This is the first Council she has sat on. She lives on her own with a roommate and is extremely close to her roommates kids.
 - c. Paulette and Alicia: Alicia has been traveling all summer. First to Oakland to be a birthing coach to her sister and new nephew and then to Africa. Paulette is the newly elected chair of the Planning and Grants committee.
 - d. Melissa and Katie: Katie is a part of the Colorado Department of Education. Melissa has been on the Council for six years and sad to leave but excited to explore her new adventures and opportunities. Melissa suggested that Katie get to know everyone on the Council. Katie is the aunt
 - e. Cat and Tina: Cat has been doing nursing and would love to work in Policy and wants to get more information about the Council. Tina is taking advocacy classes. Both discussed IEP meetings.

- f. Jennie and Robert: Bob extensive experience in terms of accessing employment and the proud parent of Jess. Jennie works as the director of children and youth with complex needs. Jennie has a son with a developmental disability.
 - g. Bruce and Julie: Julie proudest joy is being a mom. She works in the communication field. Julie is heading to a three week vacation to Italy. Bruce in a former business owner of a white water rafting company and is a strong introvert and gardener. Bruce is a Council member representing a family member.
3. Remarks from the Council Chair- Chair Update: Alicia shared the council has something special to offer and share with others. This work is not about you, about me, the Council, but instead how we can help others. State agencies are represented, Council staff, each who have connections to the disability community, devoted their career to serve the disability community. Alicia thanks every member and staff. When we think strategically and think proactively, the Council can accomplish many great things. First, Joelle and Alicia will devote time to Council meetings Secondly, we each have the opportunity to attend meetings, read emails, and respond in a timely manner. Read minutes ahead of time. Reach out to one another when there are questions and work together. Alicia is truly excited about the future and invites you to come and dream with her to bring ideas and our “A” game to help make a change. This is not something that one person can do but it is a collaborative effort.
 4. Review, Discussion, Approval May Meeting Minutes- Council reviewed minutes. Melissa made motion to approve minutes. Bruce Cline seconded. Council voted to approve May minutes.
 5. Foundations of Membership- Joelle emailed a membership packet to the Council on Wednesday but provided hard copies at the Council meeting. Our shared job is governance and is one of the least talked about things. Joelle wants the Council members to move from ME to WE. The money we have is public funds and Mackenzie will explain what that means more. This is a public board and not non-profit. Doing public business with public funds is an important part of the board. We are undertaking the Nations policy and have a role to guide Colorado potential to impact four million people’s lives. Challenge is to bring what you know to the WE. Working in Service of a Better, More Just, Future or Others. Council members are only as strong as their commitment. Ask questions and use your resources. Pages 13-16 has a table that has page numbers and information from the DD Act and Joelle suggested members review because even when we do not agree with one another, when people make different choices in their families, there is always a place at the Council table.
 6. Dollars and Sense: An Overview of Money- We are funded by tax dollars and must obey the Federal rules. We are issued funds based on the state’s population. Councils have three years to use funds we get. The first two years to obligate and spend money. The third year we have to clean up. The grants we have started can continue to fund the way we have but starting in October we need to follow new interpretation. At least 70% has to be spent on programmatic no more than 30% can be used for administrative purposes.
 - a. Council members should ask questions such as:
 - i. What activities will the Council undertake?
 - ii. Are they consistent with the Council’s five year plan and mission?
 - iii. Are we meeting the overall budget?
 - iv. Do we have unobligated funds from current year and previous year?
 - v. If so, what do we plan to do with funds?
 7. We can pay a stipend to a member of the Council who is not paid for attending Council meetings or has to take time off from work without pay to attend Council meetings. Yes, we will pay for cost of Council members participation in trainings and conferences but members must speak with Mackenzie. Council travel must be made through Mackenzie and Vanessa and

any changes made to travel must go through both as well. A member cannot change their travel arrangements after the state office approves itinerary. Minimum of 30 days prior to travel needs to be given to Mackenzie and Vanessa to allow enough time for approval from the state office.

8. What can Council buy?
 - a. We go through the state procurement office and go through state money. We must use the contracts the state already works with. We can use money to support services that will support the five year plan. We can help agencies that are going to do a pilot project on our behalf. We can support meetings, such as Council meetings, where the staff shares information with members. Any conferences or training members attend must meet five year plan in order for us to provide funding. We do not pay for social gatherings but instead pay for meetings where information is shared.
9. Five-Year Plan- The Five Year Plan is essentially our contract with the federal government. Also holds us accountable to the citizens who provided input of the five year plan. The purpose of the DD Act was shared. Our work is nowhere near done because we are still fighting battles. Sue shared systems change and policy making. Each Council member received a document with a brief overview of the Five Year Plan. The Council reached out to the community for their input by creating a survey monkey questionnaire and public forums and received over 400 responses. Once all the input was gathered the Council held their annual retreat, and a few Council meetings happened. Members gathered similarities and developed three goals. Then Council created a document and provided to the federal government for their review, suggestions, and approvals. Performance Measures: Capacity building activities and systemic building activities. Individual and Family Advocacy- The federal government wants to know how many individuals with an IDD and family members participated in advocacy activities and the curriculum they learned. System Change Performance Measures: Individuals are still getting lost in transition.
10. Council Decision Making- Alicia hosted an Internal/External activity. She asked "Given everything you have heard today and/or have learned over the last year to so, what are some internal (us in the room) and external (everything else) factors to the Council impact"
 - a. Internal: DD Act, Five Year Plan, Funding, Mission set before us in the Council, Process, Bylaws, Personal values, Diversity of opinions of Council members, emotional safety
 - b. External: DD Act, Agency/ LawsAlicia asked that we revisit this activity in the future since we are short on time and establish expectations for the Council.
11. Committee Structure and Assignments- Alicia shared why committees are so vital and how they help the Council function.
 - a. Bob spoke on behalf of the Public Policy Committee meeting: Next meeting is August 15th from 10 am - 12 pm at the second floor Chancery conference room. Great opportunity to learn how the Council and committee do work with the General Assembly. The committee focuses on bills related to the Council's five year plan. Handout shared with the Council the committee mission and process on emergent issues.
 - b. Sue spoke on behalf of the Planning and Grants committee: The committee brings forward projects to the Council to vote if the Council wants to fund or not. Sue shared a power point with the Council members with a quick overview of the grant process.

12. Recap Action Items and Submit Forms- Jennie suggested pairing new Council member with current member to help ease the transition and get to know one another better.
13. Public Comment- None given
14. The Council meeting adjourned at 4:04 PM.

NEXT COUNCIL MEETING: September 26, 2018
LOCATION: Fellowship Hall, Christ Church United Methodist Church
690 Colorado Blvd., Denver CO

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Action Items:

1. Vanessa will email all Council members the Conflict of Interest form for their review, opportunity to ask questions, and asked for their signature once complete.

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Those in attendance: Alicia Eakins, Milly Segura Cubas, Debroah Marks Williams, Joe Morrone, Elizabeth (Lisa) Potter, Paulette Steinhoff, Melissa Mannix, Jeanette Cordova, Jennie Munthali, Bruce Cline, Julie Voltaire Schleusener, Katie Oliver, Jennifer Martinez, Deon Gillespie, Gina Herrera, Sandra Friedman (on phone),

Those absent: Sen. Irene Aguilar, Willie Wade, Kristen Erby, Hal Wright, Patricia Henke, Rob Buzogany, Jessica Howard, Peggy Spaulding, Patrick Hackney

Staff Present: Joelle Brouner, Mackenzie Helton, Susan Fager, Robert Lawhead, Vanessa Hernandez, Tina Trammer

Guests: Tait Davis, Cat Nash (NPHD Student), Lisa Franklin (on the phone)