



Meeting Minutes
April 2, 2018
Planning and Grants (P&G) Committee

1:00 – 1:05 PM	Welcome, Introductions and What We Need to Get Done Today	Melissa Mannix
1:05 – 1:15 PM	Review and Approve Minutes	Everyone
1:15 – 1:25 PM	Budget and Procurement Updates	Mackenzie Helton
1:25 – 1:55 PM	Grant Update	Melissa and Sue Fager
1:55 – 2:50 PM	Five Year Plan- Employment First bill update	Bob Lawhead
2:50 – 3:00 PM	New Business	Everyone

NEXT MEETING: May 7, 2018– 1:00 – 3:00 PM

DISCUSSION:

1. Melissa Mannix called the meeting to order at 1:10p.m.
2. Quorum present and voted to approve February minutes. Jeanette motioned for the approval and Paulette seconded. February minutes approved.
3. Budget and procurement updates: Mackenzie stated he just finished getting the purchase order for Access Colorado, which is the newest leadership grant. Almost done getting PO for YLF (Youth Leadership Forum). The event has been pushed back from June to July due to the CSU calendar event. Grantees are spending down their funds in a timely manner. Also, holding the committee meeting so early in the month does not allow Mackenzie to provide the most current budget update. In the Federal budget process we were not sure if we would be cut or even funded but instead got a \$3 million increase so we should get information from the Federal government soon regarding our specific amount. This would increase FFY 18 budget because we have not gone in to FFY19 budget. FFY17 grant is what we will use for the continuation funding of what we have and then we would access fund from FFY18 for any new grants.
4. Sue: Informed the committee of the newest email addresses for the Council. First GetInformed@coddc.org and TakeAction@coddc.org. Vanessa emailed the committee and Council these email addresses.

5. Grant Updates: Sue asked if anyone has questions about the grant- no one did. Marcia went in to detail on grants and their mission. For the Youth Leadership Forum the statement of work states that 30% of participants must meet the Federal definition of an Intellectual and Developmental Disability IDD. Mackenzie and Sue had a conference call for Youth Leadership Forum. The committee has hired someone who will oversee the entire event and once she is hired she will work with Sue and Mackenzie on implementing the Statement of Work. An outline from the curriculum subcommittee has been created and will be sent to Sue for edits and updates. Chris Roe, chair of YLF, has spoken with the management from Vocational Rehabilitation about the Forum. Sue mentioned that Peter Pike, with the Independent Living Centers Program, is giddy about this collaboration. Tuesday May 15th in Fort Collins is the next YLF meeting when the subcommittees meet. In early May delegates will be selected. Next conference call will be Monday at 10:30 and should have an update. Age limit is: 14-26. Five day event- staying on campus and parents cannot stay with delegates but a presentation will be incorporated for parents on the last day that will teach them what delegates learned and how they can continue lessons at home. Marcia suggested reaching out to Tena Green, Julian Wang, ARC director, Julie S.- all Fort Collins families who might be interested.
6. LEND- Sue provided everyone a printout of a chart outlining the LEND program over the past three years and how it fit into Goal 1 of the Five Year Plan. The hope is that by going through LEND training with parents and people living with disabilities the mindset of other participants would shift. Sue included the year funded and outcomes in the chart. Participants and their leadership projects for year 1 met the kind of outcomes we were hoping to see. For year two, the self-advocate dropped out due to health concerns; for year three, the leadership projects do not appear to be contributing to systems change efforts. Outcomes for year one included Maki, a physician from the Democratic Republic of the Congo who has been working with Denver Health on making assessments in other languages available. Marcia shared her concerns with the project including Cost is \$20,000, which is \$10,000 per person. A plus is that this is collaboration with sister agency. Theater troop Phamily lists individual disabilities Marcia concerns are recruitment, funds, and involvement.
7. Sue reminded committee that grants should reflect council values, including leadership development, system change and inclusion. Also reminded the committee there are limited funds and more projects we have committed to doing in the Five Year Plan. Committee feels the outcome of LEND are not meeting goals set in the Five Year Plan. Mackenzie stated the LEND grant does not generate a match and it should generate \$66,000 in match and there are no outcomes from it. Deon made motion to not continue funding LEND project after August. Paulette seconded. All committee members approved the motion.
8. Jennifer Martinez: Agencies are supposed to report any type of restraint to case managers and CDPHE within 24 hours. Idea is to have all incidents report to CDPHE and CCBs and single entry points. BUS, which is the CCB Assessment/ reporting system will have all critical incidents but not all incidents. Thoughts about moving forward on this? Mackenzie stated more investigation will need to be done to verify the cost. Rowdy stated the Human Rights committee (at the CCB level) keeps track but varies based on individual situations and usage on restraints. Sue: If we divide in chunks one part of the money will need to be done to do research. The second chunk of money is to develop training for families, host homes, etc. with at least 40 people participating. Marcia suggested broad online training that will be available all the time for viewing. Paulette motioned that this topic be tabled until the May meeting.
9. Paulette moved to adjourn the meeting at 3:00 pm.

ACTION/MOTION/CONSENSUS:

1. Rowdy will reach out to his contacts in Fort Collins and Greeley to see if they have heard about the Youth Leadership Forum and will email Sue with information.

Present: Deon Gillespie, Peggy Spaulding, Melissa Mannix, Paulette Jean Steinhoff, Jeanette Cordova, Rowdy LeMasters

Absent: Gina Herrera, Jennifer Munthali, Deborah Marks Williams, Sandra Friedman

Staff: Susan Fager, Marcia Tewell, Mackenzie Helton, Vanessa Hernandez

Guests: N/A