

Executive Committee

Meeting Minutes

September 4, 2019

1:00 PM to 3:00 PM

DISCUSSION:

1. Joe called the meeting to order at 1:12 pm
2. Bylaws:
 - Peggy reports that the Bylaws workgroup has taken the surveys and gallery walk information from the Council meetings, to make change recommendations to the bylaws through Article V.
 - Lisa wants to provide a short power point, to explain where the Bylaws workgroup is at in the process in completing the bylaws and to introduce the new Council members, to what the Bylaws workgroup is doing. Show power point during the September full Council meeting.
 - Peggy suggests 20 minutes on the September Council meeting agenda.
 - Changes to standing committees (Peggy). The committees have been asked to provide a basic description of each committee's change. The Bylaws workgroup is looking at providing a description for each committee within the bylaws.
 - The Legislative and Public Policy Committee & the Planning and Grants Committee may have different levels of autonomy. The L&PPC may have to act in a timely fashion in response to legislative issues with Council oversight. The Grants Committee would need to have full Council approval for funding grants.
3. Create charges to standing Committees:
 - How will these standing committee charges be used (within the bylaws, to train new members on the scope of committee work)
 - The Bylaws workgroup is working on the current committee status within the Bylaws. To address what each committee within the Council does.
 - Each level of descriptions for each committee
 - Joelle-How does the strength of Councils liberation and consensus benefits the whole Council?
 - The differences between the Legislative and Public Policy and the Planning and Grants committee include the Grants committee would get the support information from the grants committee to fund and the policy committee would present the legislative piece in the legislative session
 - Bob-Refers to a Operational Policy on Emergent Issues that implies what the Legislative & Public Policy committee can do within the broader scope of taking positions for the Council
 - Peggy-Changing "Standing" to "Permanent" committees within the Bylaws. The Bylaws workgroup is suggesting the full Council describe how the Executive Committee functions. Another consideration is whether an Executive committee is necessary.
 - Joelle- Executive committee focus on Values, Vision, Personnel and the Planning of the long term of the Council
 - Joe- Some Council members have expressed that the Executive Committee has too much power. The full Council would decide the roles of the Executive Committee and that the Executive Committee serves at the pleasure of the full Council

4. Communication:

Emails vs. Google Documents-The Google document can place information in one place so that everyone is seeing the same thing at the same time. This is an advantage over email. However, it is difficult to track decisions made within a Google document.

- Joe: Debate and discussion is how you come to good decisions
- Peggy: Google Docs are hard to track if there has been a great deal of activity. You should just talk instead. It would be more convenient to just have a document to indicate decisions made by the committees.
- Kristen believe that the amount of email being generated, from Google Doc or the Spreadsheets, will continue the large email chain

5. New Business:

Making accommodations for members—Alicia or Tara

- Joelle- Alicia had questions that how would the Council support the requests for accommodations.
- Sue- If Council members need an reasonable accommodations, who do they speak to? How can the individual get access to reasonable accommodations?
- Autistic Self Advocacy Network has a 10 page document that describes how to make meetings accessible.
The Council can use it as a checklist or policy.
- Joelle- Recommend that we develop a policy on how Council members may request accommodation.
- Request that the Member Engagement Committee take up the topic at their 9/25 meeting.

6. Federal Partners Coming (9/16 to 9/19):

- Joelle- Reports that 10 months ago that ITACC (Information and Technical Assistance for Councils on Developmental Disabilities) (Federal Partners) was asked to come out and has reported that ITACC will be coming here 9/16-9/19.
- The Executive Committee may want to develop questions to ask during the ITACC visit.
- Peggy wonders if there is a form that ITACC Technical Assistant will be using while they are here.
- Questions that the Executive Committee can look at:
***Which would be a great opportunity to know?
***What's being done correctly and what's not being done correctly?
***What appropriate funds are being disbursed and the amount of funds?
- Requests from Joelle: Staff/Council role, reporting, grant-making guidance (ITACC)
- *Joe may be available on the 18th or 19th, Peggy may be available on the 17th*

7. Full Council Meeting Agenda Creation 9.25.19

1. Future Council meetings (2020) -20 mins (Joe)
2. Bylaws Discussion -30 mins (Peggy)
3. Budget Report -30 mins (Mackenzie)
4. Supported Decision Making -30 min (Full Council)
5. Vision Statement-1 hour (Full Council)

6. BREAK-15 mins
7. Impressions from Federal Partners -15 mins (Joelle)

8. Peggy made a motion to adjourn. Kristen seconded. Meeting adjourned at 2:56 pm.

**NEXT MEETING: October 2, 2019
1 P.M. to 3 P.M**

ACTION:

1. Bob will schedule a phone conference with Bruce over the SDM document edits
2. Lisa wants to provide some sides to show the progress of the Bylaws to the Council at September full Council meeting
3. Executive Committee developing questions to ask ITACC during their visit

Present: Joe Morrone, Kristen Erby, Peggy Spaulding
Absent: Alicia Eakins, Bruce Cline, Paulette Steinhoff, Tara Entistle
Staff: Joelle Brouner, Sue Fager, Mackenzie Helton, Bob Lawhead