



**Meeting Minutes**  
**April 8, 2019**  
**Planning and Grants (P&G) Committee**

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|-----|---|--------------------------------|
| 1). | Welcome, Introductions and What We Need to Accomplish Today | Paulette Steinhoff             |
| 2). | Review and Approve Previous Meeting Minutes                 | All                            |
| 3). | Budget Review   | Mackenzie Helton               |
| 4). | Youth Leadership Forum Update                               | Carlos Santos, YLF Coordinator |
| 5). | Legislative Update  | Bob Lawhead                    |
| 6). | Discussion of New Projects & Potential Voting Items         | Paulette                       |
| 7). | Public Comments   |                                |
| 8). | Adjourn   |                                |

**NEXT MEETING: May 13<sup>th</sup> from 1 pm until 3 pm**

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**DISCUSSION:**

1. Sue called the meeting to order at 1:06.
2. Introductions were made.
3. Legislative Update by Bob Lawhead:
  - There are three updates the P&G committee should be made aware of.
    1. Self-Advocates Becoming Empowered (SABE) organization will host a conference in Colorado fall of 2020. Bob would like the committee to be aware because SABE and their partners are going to ask the Council for sponsorship. He made a recommendation to SABE that a draft budget be created to present the Council when the time comes. ARC of Colorado and the Colman Institute are two partners that are lined up to support the SABE conference.
    2. Employment First Appropriation:
      - November 1<sup>st</sup> put in governor's budget.
      - Gone through figure setting. Pilot program with HCPF for supported employment. They would hire two staff to conduct the program. Service providers would get enhance performance rates for increasing the outcomes for people with IDD. Supported employment is only in the two IDD waivers.
      - CDLE Division of Voc Rehab Cross Disability- within figure setting speaks to the fact that is it creating an office of employment first to increase competitive employment outcomes. Office of employment first is established within the University Center for Excellence (JFK Partners). There are mechanisms being put in place to ensure there is cross disability work. 1.6 million over a three year period and coming out of HCPF cash fund.
    3. House Bill 19-1194 School Discipline For Preschool Through Second Grade:
      - This bill was put forth and failed in 2017.

- Idea is that when young students go through this discipline at such a young age the school to prison pipeline starts and leads to higher rates of incarceration when students are older.
- The idea is that suspension or expulsion is not to exceed three days unless documented.
- Be very attentive to issue and not suspend or expel students. Focus on safety.
- The bill states safety is defined by the school superintendent.
- There is a hearing on HB 19-1194 on Thursday at 1:30 and both Jessica Howard and Bob have been following this bill and working closely with the joint budget committee.

#### 4. Youth Leadership Forum Update:

- Event will be held on the University of Denver campus June 29th - July 3<sup>rd</sup>.
- In recruitment mode and designing curriculum.
- Also need to recruit staff and volunteers, so if you know anyone, please share. May 7th is the deadline and the goal is to recruit 20 delegates and 40-50 staff if possible.
- Presentations are being done to high schools in recruiting efforts.
- Between 12-15 alumni from last year's YLF event will volunteer as staff this year and will be included as much as possible with the planning committees and curriculum.
- All the documents and application are available on SILC website. Please share!  
<http://coloradosilc.org/colorado-youth-leadership-forum/>
- Carlos is working with Sue to find onsite team leads and staff.
- All staff must be 18+ and will be interviewed.
- Also looking for presenters and key note speaker recommendations. Must have insurance and give a total quote for services before May 14th.
- Alumni from last year wanted to see workshops on relationships and boundaries and others wanted more academic work and a route to college.
- Working with all Colorado districts.
- Age range of participants is between 16-26 for applicants.
- Patricia Henke will see Adam Tucker with HCPF tomorrow and will ask him to share the information. Bob will also share YLF information at his meeting tomorrow.

#### 5. April Meeting Minutes:

- Quorum present.
- Peggy made motion to approve minutes. Katie seconded. Committee approved minutes.

#### 6. Budget Review- Mackenzie:

- 70% of what is spent or more must be spent on programmatic activities and up to 30% would be admin charges.
- Mackenzie is working on a new way of keeping track of grantees so can give an up to date amount of how much is owed and how much has been paid at meetings.
- Currently there are nine areas of the budget. but Mackenzie would like to provide more in-depth details and figures.
- He will have this done by the next committee meeting in May.
- Previous year percentages were shared:
  - In 2017: 73% to program and 23% to admin
  - In 2018: 33% to admin and 67% to program
  - In 2019 45% to admin and 55% to program

#### 7. Procurement Update:

- Youth Leadership Forum Inter agency agreement.
  - Being prepared and will be sent for signatures.
- Purchase Order (PO) with OMNI for the Seclusion restrain project is in the state accounting system and needs two more signatures then complete.

#### 8. Discussion of New Projects & Potential Voting Items:

- Outstanding items for 2019:
  - Figure out if committee and Council will do anything with faith committees.

- Think about a housing resource for youth and their families.
- Doing the self-advocacy summit as previously discussed and approved by the full Council. Next steps will be hiring a coordinator for the event and do some work with Speaking For Ourselves.
- Does the committee want to provide funding for Disability Law Colorado to continue training on restraints?

9. FFY17 and 18 Federal Reports Update- Sue:

- Staff asked for guidance from the feds to help measure and document outcomes because the process and templates changed from previous years.
- Councils in general really struggled with outputs, not just the Colorado Council.
- At the national conference this year there will be a lot of time spent on understanding performance measures and the feds expectations.
- Reports will be posted on Council website.
- Peggy suggested including performance measures in the statement of work, which can always be amended.

10. Peggy made motion to adjourn meeting at 2:48. Katie seconded.

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Motions:

1. April meeting minutes- Peggy made motion to approve minutes. Katie seconded. Committee approved minutes.
- 2.

Actions:

1. Does the committee want to provide funding for Disability Law Colorado to continue training on restraints?
  2. FFY 2017 and FFY 2018 reports will be shared on the Council's website.
  3. Mackenzie anticipates to have updated budget documents for the next meeting.
  4. Next meeting committee will review the performance measures.
  5. Next meeting Sue will present on performance measures of 2017 and 2018 to use as an educational tool to review performance measures.
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Present: Peggy Spaulding, Katie Oliver, Patricia Henke, Rowdy LeMaster

Absent: Paulette Jean Steinhoff, Bruce Cline, Sandra Friedman, Jennifer Martinez

Staff: Susan Fager, Mackenzie Helton, Vanessa Hernandez

Guests: Ian Engle and Carlos Santos