



Full Council Meeting Minutes

Wednesday September 23, 2020

9:30 AM to 1:30 PM

Location: Remotely Via Zoom

Present: Alicia Eakins, Alison (Ali) Thompson, Angela (Angie) Moss, Bonnie Silva, Cami Renfrow , Christine Owen, Dave Bukovinsky, David Monroe, Dawn Russell, Dina Johnson, Jodie Ryan, Joe Morrone, Kara Harvey, Katie Oliver, Lisa Franklin, Lucinda Rowe, Mariah Gillaspie, Megan Greene, Mily Segura, Sami Peterson, Tara Entwistle

Absent: Joseph Shippley, Ron Hutter, Tina Trammer (staff)

Guests: Shea Tanis

Staff: Joelle Brouner, Bob Lawhead, Mackenzie Helton, Vanessa Hernandez

1. Angie called the meeting to order at 9:34 am.
2. Agenda Updates: Lisa asked for public comment to be added. Agenda changed. Shea Tanis presents first to accommodate her schedule. David made a motion to approve the agenda with time for public comment. Lisa seconded. Membership approved.
3. Meeting minutes: August 19th meeting minutes.
 - ACL letter not sent to membership as tasked in the August minutes. Executive committee decision to not send.
 - David made a motion to approve minutes with clarification that the ACL letter was not sent based on an executive committee decision to not send. Alicia seconded. Membership approved.
4. Colorado Emergency Response Desktop Presentation: Shea Tanis
 - Shea reached out to Joelle to discuss deploying this new software system after Covid.
 - Community living is an experience and has to include the digital world.
 - Worked with AbleLink to take a series of their tools to create this package.
 - What does this software do:
 - Accessible way for people to communicate.
 - Email with pictures and audio.
 - Cognitively accessible information on Covid.
 - Immediate access to state emergency response information.
 - Interactive activities for health and wellness.
 - Tutorials for daily living tasks.
 - Addressing the Barriers:
 - Cannot pull up on a smartphone or tablet and works best with Windows 10.
 - This is being taken up nationally very quickly.
 - The license was initially available free of cost for six months and has been extended to 12 months.
5. Administration for Community Living (ACL) letter:
 - At the last full Council meeting the executive committee shared that Joelle received a letter of inquiry from the Administration for Community Living (ACL) regarding federal oversight about concerns it had with the Councils designated state agency (DSA). To be clear, the executive committee did not alert ACL of issues. This came about by work with ITACC. Council was directed to respond to ACL along with the DSA and Council did with full concerns. At the last meeting the executive committee attempted

to share what happened and the communication was not transparent, which caused confusion. The ACL letter had five points regarding personal matters and personal health information. Since this is an open investigation ITACC does not want the letter sent to anyone outside of the executive committee at this time. Received a response from ACL on September 3rd and went directly to the DSA to ask that they respond with supporting information and to demonstrate compliance with the DD Act.

- Lisa recommended the executive committee put together a written synopsis about the issues and answer unclear questions. For example, what are the five points that ACL is concerned about? Urge the executive committee to provide more transparency and provide more information ahead of time before meetings.

6. Open Meetings Law:

- How to operate under the Open Meetings Law. Angie reached out to the Attorney Generals office and received an email. She shared the response in a powerpoint presentation.
- Meeting is any kind of gathering to discuss public business.
- Sami asked if time in the agenda can be set to get full discussions to help membership fully understand.

7. Shifting Processes for Maximum Impact: Alicia presented.

- Overview of how far the Council has come.
- CORA and COMA means any conversations regarding Council work needs to be recorded.
- This means all work needs to be done in the Council and committee meetings.
- When Council comes together for meetings would like to discuss higher level logistics with the work done in committees. As a full Council decide high level priorities.
- Need a full understanding (and agreement to) the Council purpose and strategic plan. Clear expectations and directives from the Full Council to the committees.
- Clear communication guidelines and channels. Trust and teamwork.

8. Council Meeting Updates:

- Executive Committee: Meeting with Angie, Alicia, Ali, ITACC and staff. It was a good successful meeting. Discussed the ACL inquiry. Also spoke about meeting schedule. Directed to executive committee that the meeting schedule would be quarterly. Purposed Meeting Schedule: Voting item was last month but since then directed by ITACC, this is no longer a voting item and will happen.
- 2021 Meeting Dates as follows:

Meeting Dates	Meeting Times	Meeting Method
Wednesday January 20, 2021	9:30 AM to 3:30 PM	Zoom
*Wednesday March 3,, 2021	9:30 AM to 3:30 PM	Zoom
Wednesday April 21, 2021	9:30 AM to 3:30 PM	Zoom
Wednesday July 21 , 2021	9:30 AM to 3:30 PM	Zoom
Wednesday October 20, 2021	9:30 AM to 3:30 PM	Zoom

9. There is an opening on the executive committee to fill the position of a self-advocate. Please let committee know if you are interested and meet the qualifications.

10. Members pointed out that it is all memberships responsibility to make Council decisions. It appears a shift in power is happening as a lot of the full Council responsibilities are taken over by committees. Lisa suggested another meeting should be held to discuss Council meetings and responsibilities. Maybe even hire a facilitator to help. Joelle suggested that the ITACC monitor be the facilitator.

11. Committee Updates:

- LPP Committee: Ali
 - Will share meetings with full Council members to review and everyone is invited to attend any meetings.
 - This legislative session will be very different since there is no money with budget occurring.
- Planning and Grants: Mariah
 - Has two goals; first is the grant side of things. Try to be the first line to look through proposed grants to see where the Council might want to spend money. Second, the primary committee to create the Five Year Plan, which guides the Council to show what work wants to do. The current Five Year Plan ends in 2021, so starting to create the new Plan, which will run from 2022-2026. Council is creating a survey to distribute to the ID/D committee to ask what needs the community would like to Council serve.

- Need Council membership to help spread the survey and get the word out.
- Finalizing the committee meeting dates and will be made public on the website as soon as possible.

12. Voting Item: Dave made a motion to open the floor to discussion, Alicia seconded.

- First, procurement staff reviews to make sure applications are complete and comply with procurement standards. Then Mackenzie, Joelle and Mariah will review to ensure they meet the requirements as outlines in the Documented Quote (DQ). Then the full Planning and Grants to review.
- Lisa suggested that a checklist and set list of parameters to declare how the Planning and Grants committee make the decision be created to share with the entire membership.
 - Joelle will create a rubric with the procurement department.
- David made a motion to vote. Lisa seconded.
 - Yes to move forward votes: Alison (Ali) Thompson, Bonnie, Dawn, Dina,
 - Nah- **not** move forward: Alicia Eakins, Cami, Christine, Dave Bukovinsky, David Monroe, Jodie Ryan, Joe Morrone, Kara Harvey, Lisa Franklin, Lucinda Rowe, Mariah Gillaspie, Megan Greene, Mily Segura, Sami Peterson, Tara Entwistle
 - Majority of membership voted no. This is not voted to move forward as is.
- Feedback right now: How should the decision be made to the grants and procurement? No decisions will be made until there is another meeting. Executive committee will meet immediately after this meeting and send an email out with complete information regarding how to move forward.

13. Public Comment: None at this time.

14. Dave made a motion to adjourn. Lisa seconded. Meeting adjourned at 1:02 PM.

NEXT COUNCIL MEETING: Wednesday October 21, 2020 9:30 am until 3:30 P.M.

LOCATION: Remotely

Motions Made:

1. August 19th meeting minutes. David made a motion to approve minutes with classification that the ACL letter was not sent based on an executive committee decision to not send. Alicia seconded. Membership approved.
2. Voting Item: Voted NO by majority of membership.

Action Items:

1. Joelle will create a rubric with the procurement department.
2. Angie will send a survey to organize an outdoor picnic for Council members.
3. Executive Committee will follow up with Shea to set up a separate meeting and discuss concerns brought up during the meeting today.
4. The entire ITACC report will be sent to the full Council per Lisa's request.
5. Reminder: Members, please complete the meeting assessment document which can be found here:
<https://forms.gle/yFiDYnHmUxeWNPPy6>