

**Vermont Developmental Disabilities Council
Executive Committee and Program Committee
Meeting Minutes ~ March 6, 2017**

VTDDC Offices, Berlin

Approved April 3, 2017

Present: Fred Breunig, Catherine Hybels, Cinn Smith, Kay Stambler,
Absent: Terry Holden
Support Staff: N/A
Guests: N/A
VTDDC Staff: Kirsten Murphy, Chelsea Hayward

1. Welcome and Adopting February Minutes:

Some members had not read the February Minutes, so adoption was postponed.

2. Executive Committee Business:

- Annual Program Performance Report – The PPR was handed in last Friday (3/3/2017) and was late. Factors contributing to the delay include the fact that VTDDC was at reduced staffing (2/3) for a full year, considerable work was needed in revising all VTDDC operations during the transition to a new Executive Director, and the grantee reports on which the PPR is based were not carefully written.
- AHS Business Office – A meeting on February 24 between Kirsten, Fred, and the AHS Operations Director was not as positive as hoped. However, VTDDC will retain its BGS State Credit Card. The AHS manager brought forward several concerns expressed by Business Office staff, some of which dated back as many as 9 months. While there is a State Procedures Manual and other guidance, not all practices are covered, making it is difficult to anticipate when VTDDC has not met State requirements. Kirsten expressed disappointment that efforts to build a better relationship with the AHS Business Office staff have apparently not fostered the trust and communication needed to ensure smooth operations. The Executive Committee gave Kirsten guidance. Kay requested that more conversations with AHS entities be memorialized in writing

3. Executive Directors Report:

- ABLE Launch – Was fantastic.
- Disability Awareness Day – Great Council representation from staff and members.

- New Members – Betsy Croquette from Vocational Rehab. Julie Arel from Department of Health. There is still no representative from the Office of Medicaid (DVHA); this is a compliance issue that Kirsten will try to solve by contacting the Commissioner directly.

*The Executive Committee Meeting adjourned.
The Program Committee Meeting began.*

4. Seeds Applications, Round 2:

- State Independent Living Council (SILC) for implementation of a K-12 curriculum called “Include”: This curriculum has been picked up by other states, but not by many Vermont schools. It is widely regarded as “innovative” and successful. How do they anticipate getting the curriculum into VT classrooms? The Executive Committee requested more information, with encouragement to apply at the next round. Funding would not be recommended to the full Council at this time.
- Champlain Community Services, “We can work it out”: The match budget is too low, and sub-contracted services are not explained. The Executive Committee requested a revision before any additional review. The intent of the grant is much needed – specifically, making day services more meaningful and connecting them to pre-employment activities. The Committee directed Kirsten to follow-up with CCS to provide technical support for a resubmission.
- Special Olympics – How does the program actually work? How would they measure success? The Executive Committee requested more information, with encouragement to apply at the next round. Funding would not be recommended to the full Council at this time.

The Executive Committee will briefly describe these three SEEDS proposals at the March Quarterly meeting, saying that the goals are strong but the activities to achieve the goals need additional development before VTDDC would invest in the project.

- The next SEEDS round will have a deadline in August, 2017.

5. Coordinator for Cross Disability Movement

- Coordinator for Cross Disability Movement: The Executive Committee gave this proposal an average score of 95.

Motion: Kay made the motion to recommend to the full Council that VTDDC award an initial grant of \$25,000 for six months to the Vermont Coalition for Disability Rights for a Coordinator for the Cross-Disability Movement in Vermont. Cathy seconded. **Motion passed: 4-0-0.**

The Program Committee meeting adjourned.

The Executive Committee reconvened and met briefly in Executive Session.

5. Plan for March 23, 2017 Quarterly Meeting:

- The governor will be visiting for about 30 minutes, but the time has not yet been determined. The Policy Committee will develop VTDDC's message to the Governor, which will include asking for a seat on the Governor's Committee on Employment of People with Disabilities.
- Legislators on the Committees of jurisdiction most closely monitored by Susan have been invited to join the Council for lunch.
- A representative from each member of our Congressional delegation will attend to discuss national issues.
- The Executive Committee would like to have GMSA provide observation and feedback about meeting accessibility during both the March and June quarterly meetings. Kirsten will arrange for this consultation.
- Kirsten will develop two accessible summary documents about grant awards:
 - Summary of SEEDS proposals
 - Summary of the proposal for a Cross Disability Coordinator.
- During the morning, Council business will include a financial report, an update on the federal allocation for DD Councils, an update on State Legislative activity from Susan, and a short demo of VTDDC's eLearning healthcare project.
- The Executive Committee asked for project updates at the June and/or September quarterly meetings – specifically, a presentation by GMSA and the Disability Law Project about their alternative to guardianship project in the Northeast Kingdom, and a presentation by VFN about the work of their Windham County Family Support Specialist. Kirsten will follow up with the grantees to determine the best meeting for them to make a report.