

Vermont Developmental Disabilities Council
Executive Committee Meeting Minutes ~ September 7, 2018
VTDDC Offices, Berlin
Approved November 6, 2018

<p>Present: Kaiya Andrews, Terry Holden, Miriam Stoll, Kay Stambler Absent: Julie Arel, Lisa Rudiakov, Support Staff: Guests: VTDDC Staff: Kirsten Murphy, Chelsea Hayward</p>

1. Welcome and Adoption of Minutes:

Everyone quickly reviewed the Executive Committee meeting minutes of August 6, 2018.

<p>Motion: Kaiya made the motion to accept the minutes with no changes. Kay seconded. Motion approved: 4-0-0.</p>

2. Updates, Chair:

1. **Meeting with Dawn O’Toole** - Miriam and Terry met with Dawn O’Toole at the Waterbury State Office Complex. Dawn had told the Council that the space at the Capitol Plaza was not an option, but at the end of the meeting she agreed to speak with BGS again about the hotel space and about other options in Montpelier. Dawn was informed that VTDDC would be sharing a draft MOU with her soon. Miriam agreed that Kirsten should sent the draft MOU to Dawn at this time.
2. **Review Agenda for September Quarterly Meeting** –The Quarterly Meeting will be very busy. Miriam reviewed the Agenda and what Council Members could expect and do to be prepared.

3. Executive Session, Executive Director Leave Policy:

<p>Motion: Kaiya made motion to go into Executive Session. Kay seconded. There was no discussion. Motion passed: 6-0-0.</p>

Title 1, Section 313(a)(3) of the Vermont Statutes specify that “The appointment or employment or evaluation of a public officer or employee” may be discussed in executive session.

4. Updates, Executive Director:

1. **Review template to track filing key documents/deadlines** – Kirsten circulated and reviewed a tracking sheet to Executive Committee members. The sheet shows the due dates for all important Federal and State deadlines.
2. **Budget update and budget revisions for FFY'2019** – Kirsten will be requesting a minor (\$1500) recategorization of funds.
3. **Sub-committee updates** – The Policy Committee will meet with a representative in each of the Congressional Offices in October. They will ask for our Congressional delegation to sign on to the ABLE Age Adjustment Act and to protect VTDDC's appropriation.
4. **Upcoming events** –
 - Court hearing: Oral argument will be heard on September 11, 2018.
 - Healthcare forum: Kirsten and Susan are hosting a "by invitation only" all-day session to work with VTDDC's fellow advocates to educate partners and allies about the Medicaid and Vermont's Accountable Care Organization.
 - Executive Director national meeting in San Diego: Kirsten will attend the Conference in October. She volunteered to sit on the Planning Committee and will return with knowledge from other DD Councils.

5. Discussion, Procedures for Program Committee:

Kirsten shared revised procedures, which have been reviewed with the Program Committee. The Executive Committee reviewed the guidelines and suggested changes. A copy with all suggested changes is attached.

Motion: Kaiya made the motion to adjourn. Kay seconded. Motion approved: 4-0-0.

Respectfully submitted,

Chelsea Hayward