

Vermont Developmental Disabilities Council
Quarterly Meeting Minutes ~ June 29, 2023
approved September 28, 2023 / via Microsoft Teams and In-Person

Agency of Transportation, Dill Building
2178 Airport Rd, Barre, VT 05641
Conference Room #122

In Person:	Justin T.Bear Deth, Anastasia Douglas, Johnathan Gardner, Michelle John, Collins Twing, & Carmen Phillips (support provider); and 2 VTDDC Staff.
In MS Teams:	Amanda Bianchi, Danielle Brier, Kele Bourdeau, Betsy Choquette, Kate Daly, David Frye, Steve Kieselstein, Lindsey Owen, Candice Price, Jesse Suter, Havah Walther, Emerson Wheeler, Beth Sightler, Crista Yagjian
Absent:	Melanie Feddersen, Ted Looby, Adam Poulin, Courtney Quinlan, John Spinney,
Support Staff:	Gary Turgeon supporting Candice; Carmen Phillips supporting Jonathan
Guests:	None
VTDDC Staff:	Kirsten Murphy, Chelsea Hayward

1. Welcome:

Anastasia called the meeting to order at 10:01 AM. She welcomed everyone and thanked them for attending. This was her first time leading the Quarterly Meeting as Council Chair.

- **Ice Breaker**

Everyone introduced themselves, said their preferred pronouns, and answered the ice breaker question: “Please share something you are excited about doing this summer.” Members are excited to attend pow-wows, camp, take family vacations, swim, go to the NACDD conference in Florida, check out flea markets, and spend time with family.

Justin shared that he was a member of the Ko’asek Abenaki tribe of New Hampshire.

- **Guidelines for Hybrid Meetings**

Anastasia briefly went over general expectations for having a successful hybrid meeting that includes people in person and remotely.

- **Assign roles**

- Jargon Buster was Jonathan

- Uplifter was Justin
 - Keeper of the List was Michelle
 - Timekeeper was Jesse
 - Processor was David
 - Equalizer was Amanda
- **Adopt Meeting Minutes from March 30, 2023**

Motion: Amanda made the motion to adopt the meeting minutes from March 30, 2023, with no corrections. David seconded. Motion accepted with three abstentions.

Motion passed.

2. Chair’s Report:

- **Newsletter**

Anastasia thanked the staff for helping to craft the Chair’s Newsletter. She was pleased with how it came out and really enjoyed interviewing former Council member Susan Yuan.

Crista asked if members could share updates on advocacy and things they have accomplish in their community. Anastasia liked the idea and encouraged everyone to send her stories and pictures.

- **Council Committees**

Anastasia described each Council Committee and what they do. She encouraged members who do not yet serve a committee to consider picking one to participate in.

- Policy Committee. Havah and David described the purpose of the committee, which is tasked with following key issues in the State House that affect Vermonters with developmental disabilities. Interested members should contact Susan Aranoff to receive meeting notices. Kate volunteered to join the Policy Committee.
- Program Committee. Steve was proud to talk about the trainings made available to parents and self-advocates through the Council’s efforts. Workshops about customized employment, school rights, and leadership have helped many. Kele volunteered to join the Program Committee.

Chelsea took a moment to reintroduce everyone to Story Portraits. She described how each Portrait includes photos and a short story that focuses on a disability issue impacting the featured self-advocate or family member. She shared Crista's Portrait, which focuses on what inclusion means for her son. Members can anticipate Council Staff reaching out to them to discuss a Story Portrait. Members were energized to think about important issues that were presently affecting them.

3. Budget Presentation:

Kirsten presented the budget that will begin on October 1, 2023. The budget is a plan for how the Council will spend its money to accomplish its Five-Year Plan Goals. Council members are responsible for reviewing and adopting a budget each year. (The budget presentation follows the slides that are attached to these minutes).

Kirsten began by showing members the progress that the Council has made on its Plan. There are 4 areas of the Plan that need more investment:

- Promoting supported decision making.
- Developing a website with information for families about adult services.
- Transportation.
- Follow-up to work begun promoting skill-building for adults with high support needs using a tool called Essential for Living.

Kirsten said that this will be a difficult budget year because (1) Council expenses go up every year; (2) the Council has not had a significant increase in the amount of money it gets from Congress since 2018; and (3) It is very likely that there will be cuts to programs like the DD Council Network in next year's federal budget.

Kirsten presented a spending plan for about \$611,000. This budget includes \$35,000 for the Leadership Series. There is about \$102,000 for project grants and contracts. A subcommittee of the Executive Committee has discussed general recommendations:

- A grant to GMSA at \$55,000, which is the same as last year.
- \$5,000 each to the four area of the Five Year State Plan that need additional investment (see above) for a total of \$20,000.
- Leaving the remaining \$27,000 uncommitted at this time in case there is a cut in the Council's FFY' funding from Congress.

The Program Committee will develop more detailed recommendations for project spending and present these ideas at the September Quarterly meeting.

VOTE 1

Motion: Michelle made the motion to adopt the Federal Fiscal Year 2024 Budget as presented by Kirsten Murphy at the Council’s Quarterly Meeting, June 29, 2023. Justin seconded. There was no additional discussion. **Motion passed:** 17-0-3 with a roll call vote.

4. Presentation by the Inclusive Healthcare Partnership Project (IHPP):

Kirsten showed members the work that this project team has been doing to create plain language health information. The IHPP website now has booklets about pelvic health, breast health, and patient rights. IHPP is also working on booklets about dental health, Covid and long Covid, and mental health. They are working on a cartoon that illustrates what an adult can expect at a check-up with their primary care doctor. Today IHPP will give its first training to staff at a health center in Franklin County. Self-advocate Jenny Rainville will be a co-presenter.

5. Lunch:

Lunch went from 12:00pm to 1:00 pm.

Council members chatted casually while they ate.

6. Cat Nap Revisited:

Council members were divided into three groups of five to discuss their dreams and ideas for the Five-Year State Plan. Two groups were remote, and one was in person. The four topics to springboard discussion were...

- Transportation
- Guardianship Alternatives
- Family Support for families of adults
- Adult Services

After about twenty minutes members came back together to share their group’s brainstorm. They talked about:

- How to improve the delivery system for hospitals when it comes to health results and diagnosis.
- Introductions, teamwork, networking, and support between families in a more casual, local setting.
- Supporting families and navigating the complex special education system.
- Transparency and communication between organizations.
- Addressing the workforce crisis in home and community based services.
- Plain language guidance about medications or wound care. Give the doctor a form to fill out, make a copy for the patients file, and then hand the patient the original.
- Talk to colleges with medical students so that new doctors are trained on how to care for, and speak to, folks with disabilities.
- Give individuals the choice to have their contact information shared in the agency with other parents and/or individuals with similar experiences.
- Assign a supportive guest or friends to attend doctor meetings for folks with disabilities.
- Affordable, quality housing and housing options – a home for everybody.
- Transportation and staff shortages.
- A mentorship program that connects an adult with a disability to a child with the same or similar disability.
- More activities to hang out with other people.

7. Public Comment:

There was no public comment.

8. Summarize Meeting:

David said council members accomplished a lot, talked about a lot of great things, and the Five-Year State Plan. He really, really, really liked the meeting and thanked everyone for attending.

Justin played his Native American flute as an “end of the meeting uplifter.”

9. Adjourn:

The meeting adjourned at 1:59 PM.

Respectfully Submitted,

Chelsea Hayward

Att.

Attachment A – Roll-call Vote


Attachment B – Budget presentation

Name	Vote 1			Vote 2			Vote 3		
	Yes	A.	No	Yes	A.	No	Yes	A.	No
Kele Bourdeau	1								
Amanda Bianchi	1								
Danielle Brier	1								
Betsy Choquette	1								
Kate Daly	1								
Anastasia Douglas	1								
Melanie Feddersen		1							
David Frye	1								
Johnathan Gardner	1								
Justin T.Bear Deth	1								
Michelle John	1								
Steve Kieselstein	1								
Ted Looby									
Lindsey Owen, Esq.	1								
Adam Poulin									
Candice Price	1								
Courtney Quinlan									
Beth Sightler		1							
John Spinney		1							
Jesse Suter									
Collins Twing	1								
Havah Walther	1								
Emerson Wheeler	1								
Crista Yagjian	1								

Those in grey did not attend the meeting, were not present to vote, or passed their vote along to another Council member to share with the Council.

June Quarterly Meeting



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Five-Year Plan

Update, End of Year 2

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2

Goal 1, Empowering People

	Year 1	Year 2	Year 3	Investment	
1.1 Leadership	✓	✓	budget	\$70,750	\$15,840
1.2 Self-Advocacy	✓	✓	grant	\$86,000	0
1.3 Alternatives to Guardianship	✓	✓		\$9,500	\$6,920
1.4 Peer Support	0	0	grant	\$3,600	0
1.5 Family Support, adults	X	X		\$70,750	\$15,840

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Goal 2 & 3, Gaps in services & Underserved Groups

	Year 1	Year 2	Year 3	Investment	
2.1 Health & Wellness	✓	✓		\$75,444	\$8,000
2.2 Housing	0	✓		\$26,000	\$20,761
2.3 Transportation	X	X		0	
3.1 Customized Employment	✓	✓		\$7,000	\$6920
3.2 Adult Service	✓	0		\$7,000	0

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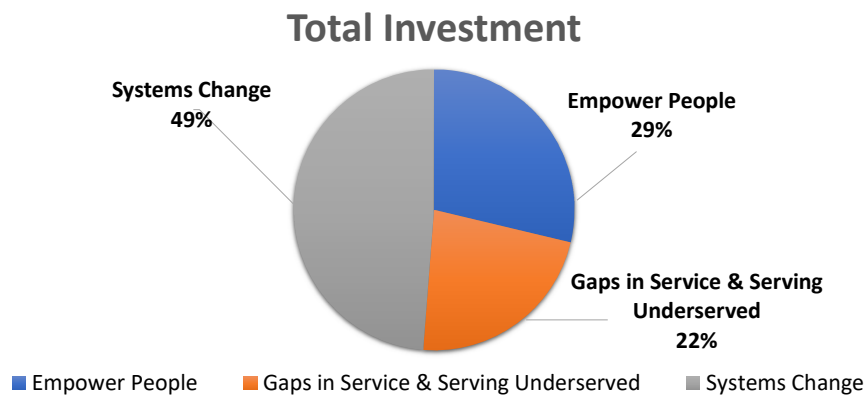


Goal 4, Systems Change

	Year 1	Year 2	Year 3	Investment	
4.1 Awareness	✓	✓		\$12,400	0
4.2 General Policy Advocacy	✓	✓		\$10,000	\$90,605
4.3 System of Care	✓	✓		\$32,710	\$90,605
4.4 Workforce	✓	✓		0	\$90,605

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Investments Over 2 Years



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Budget Presentation FFY'24

Starts October 1, 2023, Ends September 30, 2024

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Why are we adopting a budget today?



- The Council is responsible for adopting a budget each year.
- A budget is a Plan for how somebody will spend money.
- Staff need a Plan they are already arranging for activities that support our Five-Year Plan during the fall and winter.
- The Council will revise the budget again at our September 29 meeting. You will get to look at the budget again.

8

FFY'24 is going to be a difficult year for our budget.

- Our Council has not had an increase in our budget since 2018.
- Congress may cut spending for a lot of programs.
- Every year, the price of things like rent and staff goes up.



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Income: The money that the Council can spend

INCOME	Amount	Notes
Federal FFY'23 Allocation	\$ 527,570	Same as last year.
Money left over from last year	\$ 62,570	
Other grants that cover staff	\$ 15,000	
Support for Leadership	\$ 6,000	
	\$ 611,140	




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Fixed Expenses: What our Staff cost

	Proposed Budget	Balance Forward
Balance Forward		\$ 611,140
Salary for 3 staff	\$ 262,050	
Benefits at 56%	\$ 144,127	
	\$ 406,177	
		\$ 204,963




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Fixed Expenses: Supporting the Council

	Proposed Budget	Balance Forward
Balance Forward		\$ 204,963
Meals & Space for Meetings	\$ 1,200	
Member per diems	\$ 3,500	
Member Travel in state	\$ 2,000	
Member Travel out of state	\$ 10,000	
Member Training	\$ 1,500	
	\$ 18,200	\$ 186,763




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Fixed Expenses: Running the Office

	Proposed Budget	Balance Forward	
Balance Forward		\$ 186,763	
Rent & Parking	\$ 20,000		
Supplies, Phone, Equipment	\$ 5,000		
Printing, Postage, Ads	\$ 3,200		
Interpreters & Translators	\$ 1,500		
Dues NACDD	\$ 5,000		
Subscriptions	\$ 500		
State Fees	\$ 6,100		
Conference & Travel, staff	\$ 4,000		
	\$ 45,300		\$ 141,463





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Grants & Project: Direct support for State Plan Activities

	Proposed Budget	Balance Forward
Balance Forward		\$ 142,463
Leadership	\$ 35,000	
Sponsorships/Conferences	\$ 3,750	
	\$ 38,750	
Available for Grants/projects		\$ 102,712
GMSA, same as last year	\$ 55,000	
Objectives @\$5000 each	\$ 20,000	
• Guardianship Alternatives	\$ 75,000	
• Family Support, adults		
• Transportation		
• Adult Service		\$ 27,712



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Motion

To adopt the Federal Fiscal Year 2024 Budget as presented by Kirsten Murphy at the Council's Quarterly Meeting, June 29, 2023.

Vote

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