

## September 9, 2021 Executive Committee Minutes

**Attendee Council Members:** Judy Warth, Brady Werger, Hugh Kelly, Mark Schneider, Al Fagerlund,  
**Council Staff:** Brooke Lovelace, Bill Kallestad, and Lindsay Hommer

A meeting of the Iowa Developmental Disability Council (DD Council) Executive Committee (EC) was held on Sept 9, 2021 via Zoom. The meeting was called to order at 9:10am.

**2022 Budget Approval:** Lovelace stated that salaries have increased on the budget by \$15,000 from last year due to hiring Hommer. Travel will not incur much cost this year due to some in-person conferences being cancelled. DHS is now charging more for their costs, i.e. Information Technology support and Human Resources (HR) support. DHS costs have been increased on the budget by \$10,000 per year. We have not budgeted the correct amount in the past. We will be receiving an additional \$20,000 for the 2021 award due to Puerto Rico not being able to get their DD Council going, therefore the money is reallocated. Warth asked what DAS HR costs are. Lovelace replied that DAS charges are Department of Administrative Services costs that every state department are charged. These costs cover payroll costs. Fagerlund asked for confirmation that DHS and the federal government are okay with the budget. Lovelace stated that DHS sees the budget and does not comment on our budget. They do not want to interfere. The federal level does not need to approve the budget. The DD Council members just need to approve the budget. DD Council can only spend 30% of federal funds on administrative costs. Warth asked to see the budget that states how much is being spent on administrative costs. Lovelace shared 2021 budget showing administrative costs are below allocated amount. Warth said that DAS HR and DHS costs are confusing to see on budget sheet and asked Lovelace to clarify with full council what this is for. Lovelace stated she would clarify these costs with the full council. Motion to approve budget made by Schneider, seconded by Warth. The full council will need to approve budget also.

**2021 and 2020 Budget Review:** Lovelace stated that the 2019 award is spent. We will need to update budget sheet to show this. Of the 2020 award, about \$50,000 is still unspent. This amount may be spent though due to the conference and other events. Of the 2021 award, \$23,000 is unobligated. We could have a total of \$43,000 though unobligated if conference or special projects money is not spent.

**State Plan Update:** Lovelace said that we will share the workplan with council once approved. Lovelace shared that her and Kallestad need to review the State Plan data that has been entered and send the plan in to be approved by September 30. The plan then has until the end of November to be approved. Lovelace also said that a budget template needs to be developed that is more appealing to look at. Lovelace asked the EC council how they would like to see budget. Pie charts? Fagerlund responded that a consistent way of showing the budget would be helpful, whether its pie charts or a different method. Warth said that pie charts and a detailed spreadsheet would be good. Lovelace also said that a chart to show progress of state plan will be done and presented to the Council. Fagerlund said that these would be good updates.

Creating change with and for persons with developmental disabilities so they can live, work, learn and play in the community of their choosing.

**Next meeting plans for in person, virtual, or both:** Lovelace stated that an October meeting will be set up to discuss the November meeting and whether the meeting will be virtual or in person based on Covid. Next EC Council meeting will be October 12 @ 4:00 pm to discuss meeting options.

**Make Your Mark Update:** Lovelace stated that Make Your Mark is in-person, with an option of attending virtually. Fourteen people chose to attend virtually and 113 people are coming in-person. There are 26 speakers, 8 exhibitors, and 3 professionals. Warth stated she was told to communicate University of Iowa's Health Care's concern with having large groups meet in person. Lovelace stated that a survey was sent out and many responded they wanted to attend in person. Masks will be required as well as social distancing. Disability Rights Iowa and Dallas County Public Health will be doing a free vaccine clinic at the conference. Schneider said he is not sure if he is registered, but needs to be, and he is only coming on Wednesday. Warth may also be able to make it on Wednesday. Fagerlund asked if there are groups of people coming to the conference that live in the same place. Lovelace said that there are some. Woodward is one and there may be others. Fagerlund said that at other events, people who live together tend to group up when they are supposed to be socially distanced, so it may be a challenge to keep them separated. Lovelace said that bracelets will be given to people with different colors that state how close they want people to them. Kallestad stated that he has attended three events recently and the venues that hosted really tried to promote social distancing and the audio was great. Capture marketing that is putting on MYM should do a good job as they are used to doing events. Lovelace said that we are giving out masks this year.

**New Board Member Updates – 23 appointed members only:** Lovelace stated that we got the final member of the Council appointed from Disability Rights Iowa last week. His name is Scott Lyon. We are a full council with 24 members now and we now need 16 for quorum. Lovelace also shared that Lyon has a lot of experience with laws and policy pertaining to guardianship and conservatorship which could come in helpful for the council.

**EC Member updates:** There were no EC member updates.

Meeting ended at 10:00 AM