

EXECUTIVE COMMITTEE MINUTES

Thursday, November 08, 2018

Iowa DD Council Office

MINUTES

Present: Elyn Holton-Dean, Kristine Dreckman, Hugh Kelly, Al Fagerlund, ABSENT: Rick Samson
Staff: Lindsay Leonetti, Brook Lovelace, Rik Shannon,

Call to Order: Council Chair Dreckman called the meeting to order at 9:00 a.m.

Technical Assistance visit: Sheryl Matney from Information and Technical Assistance Center for Councils on Developmental Disabilities visited with Council Members and Staff in August. A summary handout was provided. A copy will be provided to the full council and highlighting that we need Council participation and to be a part of the decision making process and not just have a council that hears about policy. Bringing Sheryl here again to talk with the Council on engagement on May 9 when we have more progress on the bylaws. Brook will reach out to ITACC about visit.

Council meeting draft survey: Council meeting survey draft was distributed for approval. Adding question: "Do you have any questions about what was talked about today?" Enter 'comment line' under the numbers. Survey will need to be sent out ahead of time and explaining why we are doing this. Adding section about needing assistance from the Council staff and resources that council members would like (such as accommodations). Plan to distribute the survey in March. Staff to make changes.

Conference sponsorship: Draft of guidelines was discussed and Conference feedback form was provided by Shannon. Further detail is needed on the numbers at conference such as: How many persons with a disability were served with our support, how many family members were served, what was provided with the funds given (hotel, food, bus ticket, registration?). Motion by Kelly, second by Dean, to approve guidelines with changes. Motion carried.

Budget: New spreadsheet was distributed. 2017 money is being spent – possibly 13K that may be reverted (not indicated on spreadsheet). 2016 money all utilized. State Plan money being used between the 3 staff and making sure we are using this correctly – looking at this staff cost again in Feb to make sure we are on track. Day to day operations come out of current (2019) We are on track and spending money out of two State years for the first time. Our obligations are coming out of 2017 funds. For 2019 we have not received our award so we are unsure of exact award (indicated in italics on spreadsheet). Possibly will have \$160K of 2018 funds that need to be obligated by 9/30/19 – possibly the Secretary of State contract and extending the Vocational Rehab (VR) and the Iowa Department of Human rights (IDHR) contract.

National Leadership Institute Sponsorship: Being held in KC and Dreckman cannot attend. They have asked us to sponsor or for someone to attend the meeting. Not moving forward with sponsoring or attending this because we do not foresee a need.

ED Evaluation: ED needs to be reviewed in 6 months after start date and then again at one year. Following guidelines recommended by ITACC, the EC Chair will do the evaluation and have at least one other person from the EC present. Dreckman and Holton-Dean will meet next month to discuss about recommendation. Discussed the need to ask the full Council for input about ED.

Bylaws – discussed on 11/7/18 at meeting at DD Council office. Will ask the full Council for mission vision and bylaws assistance (forming a committee for each). Adding the new mission to the back of table tents in the future.

Tabling last two agenda items until January meeting

Adjourn: Motion to adjourn by Holton-Dean seconded by Kelly to adjourn. Meeting adjourned at 10:21 a.m. Next meeting: January 10, 2019, at 9:00 a.m. in the DD Council office.