

WV Developmental Disabilities Council  
Quarterly Meeting  
Summit Conference Center - Charleston, WV  
July 24, 2012

MINUTES

Members Present: Greg Bilonick, Kathy Butler, Stefanie Caldwell, Joyce Church, Richard Covert, Ronald Dean, Jeannie Elkins, Amber Hinkle, Janice Holland, Betty Holliday, Ann Hubbs, Kelly Miller, Beth Morrison, Christina Mullins, Patricia Nisbet, Clark Queen, Jerry Ramsey, Robert Roswall, and Stacey Thomas – Chair.

Members Absent: Sarah Brown, Robert Cain, Virginia Gattlieb, Clarice Hausch, Stephanie Jackson, Jane McCallister, Richard Perry, Karen Robinson, Karen Ruddle, Jim Slinn, LuAnn Summers, and Tina Tanner.

Guests Present: Brent Bush, Jonathon Chaffin, Deborah Davis, Patricia Elliott, Rachel Fetty, Tara Roush, Melvin West (all individuals awaiting appointment by the Governor), and Linnie Simiryman (from WV Advocates).

Staff Present: Steve Wiseman, Christy Black, Jim Cremeans, and Linda Higgs.

**Call to Order, Welcome:** Stacey called the meeting to order and informed Members that the individuals awaiting appointment to the Council by the Governor were invited to attend the meeting, and that most were in attendance.

**Introductions and Announcements:** All Members present introduced themselves. No announcements were made.

**Introduction of those awaiting appointment by the Governor:** Stacey invited those individuals awaiting appointment to introduce themselves.

**Mission Statement Reminder:** Clark read the Council's Mission Statement.

**Public Comments:** None were made.

**Approval of April 10, 2012 Meeting Minutes:** Greg made a motion to approve the Minutes as written and Ann seconded the motion. **Motion carried.**

## **New Business**

**Approval of Budget for FFY 2013:** Steve presented the budget information which was shared with the Executive Committee the previous evening at their meeting. He explained to the Members that the Federal Fiscal Year (FFY) includes the period from October 1, 2012 through September 30, 2013. He referred the Members to the budget information included in their packets and explained each item.

Specific items in the first chart were explained: 1) the decrease in spending in the Personnel line was due to two staff vacancies which he intends to fill during the next FFY; 2) the Grants line shows less expenditure than planned for because the Council did not receive enough good proposals to fund; and 3) the line for Contracts shows an increase because it was previously incorrectly coded in the system as an Office Expense. The chart on the back side includes the break out of the line for Current Expense.

Steve advised the Members that the second chart shows the Federal funding received in Federal Fiscal Years 2010-2012 and the anticipated budget for FFY 2013. Councils have three years to spend funds received in a fiscal year. No cuts to funding are anticipated, and the Council is in good financial shape.

Jeannie made a motion to approve the budget being proposed for FFY 2013. Greg seconded the motion. **Motion carried.**

**Approval of Designated Stipends Funding for FFY 2013:** Kelly reported on behalf of the Designated Stipends Workgroup. A chart of the proposed funding was included in Council packets. (\$2,500 for the Youth Self Advocacy Conference, \$9,000 for the People 1<sup>st</sup> Conference, \$5,000 for the State Autism Conference, \$2,500 for the Fair Shake Network (FSN) Training and Advocacy Day, \$9,000 for Wrightslaw Special Education Law and Advocacy Boot Camp, and \$4,000 for the WV SenseAbilities Project SPARKLE Boot Camp and Family Learning Week-end). Kelly made the motion that funding for Designated Stipends be approved as presented. Ron seconded the motion. **Motion passed.**

**Request for increase in Designated Stipends Funds and approval of a Stipend Request:** Steve informed the Members that the Council received a request for a stipend from the Family Support Program for the Families Conference, which the Council has supported with stipends annually. The request is for \$6,000, the

amount the Council has provided in the past. Due to a malfunction of the Council's fax machine, this request was not received in time for the Designated Stipends Workgroup to review. Also, not enough funding was approved at the April quarterly meeting to allow funding of further requests.

Kelly made a motion to increase the Designated Stipends allotment by \$6,000 and fund the Families Conference request for that amount. Ron seconded the motion.

**Motion carried.**

**Approval of Grants – Renewal Applications:** Joyce reported on behalf of the Grant Review Workgroup, which met on July 11. She explained that the Workgroup was made up of thirteen Council Members who, along with the four Council staff, reviewed the proposals and developed recommendations regarding funding. A chart with renewal application information was provided in Council packets.

Joyce moved that the Council fund the Arc of WV, People First project at \$97,062. Greg seconded the motion. **Motion passed.**

Joyce made and Richard seconded a motion to fund the Fair Shake Network project at \$16,000. **Motion passed.**

Joyce made and Betty seconded a motion to fund the Step-by-Step project for \$26,660 if certain stipulations are met. **Motion passed.**

Joyce made and Ann seconded a motion to fund the Vocational Services, Inc. project for \$50,000 with stipulations. **Motion passed.**

Steve then explained the two grants that were approved by the Workgroup which support DD Council functions in carrying out the Comprehensive State Plan – Community Access, Inc. (CAI) and Mountain State Centers for Independent Living (MtSCIL).

Joyce made and Clark seconded a motion to fund the MtSCIL grant for \$127,700. **Motion carried.** Then, Ron made and Stefanie seconded a motion to fund the CAI grant for \$198,275. **Motion carried.**

**Approval of Grants – New Grant Applications:** Jeannie presented the report on behalf of the Grant Review Workgroup. A chart with new application information was provided in Council packets. Although several proposals were received, the Workgroup recommended funding of two.

Jeannie made and Joyce seconded a motion to fund the proposal from Job Squad, Inc. (JSI), “Citizen Advocate and Community Guide” for \$30,000 if certain stipulations are met. **Motion passed.**

Jeannie reported that the Workgroup suggested providing partial funding for a proposal received from the Northern WV Center for Independent Living (NWVCIL). The Workgroup also suggested the proposal didn’t meet the qualifications of a grant since it was a small amount of money to assist with completing a specific project, and would not have a Statement of Work with goals and objectives.

Jeannie moved and Ron seconded the motion to provide NWVCIL with \$3,305 if certain stipulations are met. **Motion carried.**

**Approval of State Plan FFY 2012-2016 Revisions:** Jim provided Members with background information on how the Council’s State Plan was developed and explained the proposed changes (included in the Council packets). The goals for education and work were previously combined. For clarification it is being proposed that these areas be separated into two goals, bringing the total number of goals to seven. He explained that the other changes being proposed came about because the staff looked through all the goals to define outcomes that would be more measurable. They will assist the Council in meeting the new reporting requirements of the Administration on Intellectual and Developmental Disabilities (AIDD).

Ann moved and Jeannie seconded the motion to approve the State Plan revisions as presented. **Motion passed.**

**Members’ Issues and Concerns:** Melvin asked when he might know about his appointment to the Council. It was explained to those awaiting appointment that it is not unusual for appointments not to occur in time for the July meeting. However, they should be able to expect to receive information regarding their appointments prior to the next quarterly meeting (in October).

Richard reported he recently learned that I/DD Waiver recipients can apply for funds through the Family Support program for communication devices (iPads in particular).

Ann advised there are many apps that children can use on iPads. Joyce inquired about the possibility of being able to see equipment and try it out prior to making a purchase. Janice explained that WV Assistive Technology Services (WVATS), through the UCED, can assist with that.

Pat reported that iPads can be purchased with Participant Directed Goods and Services funds through the I/DD Waiver for those who self-direct their services IF there is an identified, documented, need for communication assistance in the IPP. She also advised that those in the traditional I/DD Waiver can apply for assistance through the Family Support program, the Unmet Needs fund, or the Medley Demand funds (for those in Specialized Family Care).

**Partners in Policymaking (PIP) Update:** Christy reported on the recent, last, PIP session held in May. Delegate Meshea Poore, a member of the WV Legislature, and Colleen Wieck, Ph.D., the Executive Director of the Minnesota Governor's Council on DD and one of the founders of PIP, were speakers. She also reported the next PIP class is scheduled to begin in September, 2013, and that the Council has received five applications for that class.

Recent PIP graduates in attendance who are awaiting appointment to the Council (Deborah, Jonathon, and Patricia) spoke about their positive experiences with the PIP training.

**Recognition of Departing Members:** The three Members (Ron, Richard, and Jeannie) in attendance whose terms will expire when the Governor makes new appointments were each presented with a Certificate of Appreciation for their years of service to the Council. Other retiring Members (Ginny, Stephanie, Karen, and Jim) were recognized as well, although they were not present.

Council Members were reminded to complete the Meeting Feedback forms, and the meeting was adjourned to a reception for the departing Council Members.