



**Idaho Council on Developmental Disabilities
 SPRING QUARTERLY COUNCIL MEETING
 Zoom video teleconference
 Thursday, April 23, 2020 **DRAFT** Meeting Minutes**

April 23, 2020

Council Members:		
Art Evans - absent	Emily Petersen	Deedra Hunt
Carly Saxe	La Donna Tuinstra	Adrienne Seamans
Charlie Silva	Ian Bott	Michael Sandvig
Claudia Suastegui - absent	Jacob Head	Alan Hansen
Colleen Sisk	Julie Fodor	Natali Pellens
Amy Cunningham	James Steed, CHAIR	Valerie Hurst - absent
Danielle Terry Reff (DR), VICE CHAIR		Nanna Hanchett –absent after 11:10am
Staff Members:		
Christine Pisani	Marieke Edwards	Tracy Warren
Trisha Hammond	Richelle Tierney	
Guests:		
Kimberlee Hall, HR Rep	Tami Baker – support staff	

Welcome, Introductions, Ground Rules, and Perfection of Agenda

James Steed, Council Chair, called the regular meeting to order at 10:41am.

James had a temporary technology glitch so Danielle Reff (DR) took control of the meeting. She read the ground rules.

Chair Election Announcement

DR announced that we will have an election for Council chair today.

Christine noted that the following people are nominated – DR and Emily Petersen. Both submitted letter and the letters were sent to all members.

Christine explained how to conduct the election in a virtual way. We consulted with our Attorney General representative to learn this process that meets Public Open meeting law. All members will receive a ballot with candidates listed. Please mark the ballot, make sure your name is typed on the ballot and send back to Trisha Hammond. James will contact the person who is elected and send the announcement to all members.

Trisha shared the ballot on screen so members can see how to mark it and send it back. Members were asked to mark their ballot and send it back by 5pm Mountain, 4pm Pacific.

Consent Agenda

Corrections to the minutes – replace “SUMMER” with the word “WINTER” in the title of the meeting. No other corrections noted.

ACTION: Consent Agenda

- Emily Petersen moved to accept the consent agenda with change to Winter Council Meeting minutes as noted.
- Jacob Head seconded.
- Motion passed.

Financial Report

Trisha Hammond, Council staff, presented the financial report. All information is up to date as of March. Trish explained two new terms in the report – obligation and liquidation.

Our federal fiscal year (FY) obligation and liquidation deadlines have been extended. Our FY2019 funds (the year we are spending at this time) are extended to 2021. FY2020 funds must be obligated by September 2022 and liquidated by September 2023. Christine explained that the Administration on Community Living gave permission to extend obligation and liquidation timeframes because Councils are experiencing delays and changes to activities because of the COVID-19 crisis.

ACTION: Financial Report

- DR moved to approve the financial report as presented.
- Alan Hansen seconded.
- Roll-call vote.
- Motion passed.

Membership Update

Tracy Warren, Council staff, reported on activity of the Adhoc Membership Committee. All applications and recommendations were sent to the Governor’s office for his review and appointments.

If the Governor does not notify us of his appointments with enough time to plan for the Summer Council meeting, member orientation will be postponed.

Proposed Two-Day Council 5-Year Planning Discussion in September

Marieke Edwards, Council staff, shared the timeline for developing the 5-year plan. We are not able to host the public forums around the state this Spring as we had planned. We do need to get public input to inform our plan development. We will not have that information in time for the Summer meeting or the previously suggested September planning retreat. Marieke described the activities on the timeline and how all are connected.

Staff have discussed possibilities with the planning timeline and tentatively hoped to reschedule those public forums and hold them in August. We may not have the information we need for members to consider during the previously discussed two-day planning meeting on September 17-18. Another option is to add an additional day to the Fall Council meeting currently scheduled for October 29-30th.

Concern that because of the current national COVID crisis, we are unable to plan and schedule public forums or even hold Council meetings in person for the foreseeable future. The Council may need to explore non face-to-face options to gather public input. We can contact people we know but it is hard to figure out how to reach people we don't know to get their input.

Once we have public input, Marieke needs one month to analyze the data gathered and be ready to present to Council members for setting priorities.

ACTION: Dates for Future Meetings and Planning Activities

- Amy Cunningham moved to add an extra planning day to the October Council meeting – October 28, 2020.
- Emily Petersen seconded.
- Roll call vote. Adrienne Seamans abstained.
- Motion passed.

Federal Guidance for Five-Year Plan Development

Marieke Edwards, Council staff, presented the guidelines about how Council plans must be developed (see PowerPoint).

The Council must build its goals based on unmet needs of individuals with I/DD and families identified in our state. We must have a goal related to supporting self-advocacy and we must address targeted disparity. NACDD recommends including the option to address “Emerging Issues” and emergency preparedness in our plan.

Some of the Council's current work will continue into the next five-year plan. Commitments for continuing work include Community NOW! activities and our role as a partner in the Idaho Living Well grant and commitments to projects under the grant. Mike suggested we put our planning day in the middle of the October Council meeting to make sure we have maximum participation in this important activity.

Council Chair Election

Candidates for Council Chair were invited to speak to their nomination.

Danielle Reff explained why she felt she would be a good Chair. She has been a devoted member since being appointed. She has committed over 75 hours to Council activities and has enjoyed leadership opportunities over the past year as Vice-Chair. She loves ICDD and is very committed.

Emily Petersen talked about her four years of experience on the Council. She mentioned leadership positions she has held in other bodies and feels she has the leadership skills needed to be Chair. She is happy to serve the Council in anyway she can because of her passion for the disability community. Emily wants to make sure our voices are heard.

Council Chair position is a one-year term upon election by members and appointment by the Governor.

Members were reminded of the voting process through email to be completed before the end of today.

Council Member Recognition

Staff presented a slide show of photos and comments from members about retiring members – Colleen Sisk, Charlie Silva, Claudia Saustegui, and James Steed. Individual Council members shared goodbye messages and handmade signs of appreciation on the screen.

James shared how the Council and the people involved with the Council have affected his life and gave him a purpose and role to play in the disability community.

Announcements:

Christine announced that she has received two bags of handmade fabric masks available for members if they need one. Please let staff know and we can mail you a mask.

Please take advantage of the informational webinars the Council is offering on a regular schedule. Please help share information about the webinars in your community.

ACTION: Adjourn Meeting

- Mike Sandvig moved to adjourn the meeting.
- Jacob Head seconded.
- Motion passed. Meeting was adjourned at 12:45pm

Link for recorded meeting <https://youtu.be/Pbl-dOqZuQs>