



April 13, 2020

## MEMORANDUM

**TO:** Council Members

**FROM:** Christine Pisani, Executive Director

**RE: Materials for April 23, 2020 Council Meeting**

Attached is the draft agenda and meeting packet for the shortened spring quarterly Council meeting. **Please review the packet before** the meeting.

Our meeting will be held via Zoom video-teleconference.

**The Closed Executive session will begin Thursday morning at 9:00am Mountain, 8:00am Pacific**

To Join Zoom Meeting Click Here: [Zoom link](#)

Meeting ID: **692 045 345**

Password: **4848433**

The business part of our meeting will begin at **10:00am Mountain, 9:00am Pacific**

To Join the Council Business Zoom Meeting: [Zoom Link](#)

Meeting ID: **668 193 462**

If you have questions about any of the packet materials, please call the Council office at 208-334-2178 or 1-800-544-2433.

We look forward to seeing you on Zoom. Please be safe.



**Idaho Council on Developmental Disabilities**  
**SPRING QUARTERLY BOARD MEETING**  
**VIA ZOOM VIDEO-TELECONFERENCE**  
**Thursday, April 23, 2020**

**Draft AGENDA AT A GLANCE**

**Thursday, April 23, 2020**

**The Executive Session will have a separate Zoom login than the Council business meeting in order to meet Open Public Meeting Law requirements**

**9:00am ACTION\*: Closed Executive Session: Personnel Discussion**  
Idaho Code Section 74-206

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**A New Zoom Login will be required to begin the business meeting**

**10:00 Welcome, Introductions, Review Ground Rules, and Agenda Review/Changes** - James Steed, Council Chair

**10:10 Chair Election Announcement** - James Steed, Council Chair

**10:15 ACTION\*: Consent Agenda** - James Steed, Council Chair

- a. Draft Meeting Minutes: February 6-7, 2020
- b. Chair Report
- c. Executive Director Report

**10:25 ACTION ITEM\*: Financial Report** - Trisha Hammond, Financial Manager

**10:35 Membership Update & July New Member Orientation** – Tracy Warren, Program Specialist

**10:45 ACTION ITEM\*: Proposed Two-Day Council Five-Year Planning Discussion September 17-18, 2020**

**11:00 Overview of Federal Guidance for Five Year Plan & Proposed Carryover for Upcoming Next Five-Year Plan**, Marieke Edwards, Research Analyst

**11:20 ACTION\*: Council Chair Election**

**11:40 Council Member Recognition** - Claudia Suastegui, Charlie Silva, Colleen Sisk, and James Steed

**12:00 Adjourn - Next Council Meeting July 30-31, 2020**

**\*Items in green are considered "ACTION ITEMS" that may require a decision or a vote by membership.**

*This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another by the Council. Time frames designated on this agenda are approximate only. The Council will continue its business if an agenda item is resolved in less than the allotted time.*

**The mission of the Idaho Council on Developmental Disabilities  
is to promote the capacity of people with developmental disabilities  
and their families to determine, access, and direct the services and supports they need  
to live the lives they choose, and to build  
the community's ability to support their choices.**

## Council Chair - Nomination

### Background Information:

Each spring, the Council elects a person to serve as Chair of the Council for the coming year. After the Council selects someone the name is forwarded to the Governor for appointment. This position is limited to members of the Council who are self- advocates, parents, or guardians. The responsibilities of this position and a nomination form are listed after this page.

### Recommended Action:

If you are interested in serving as Council Chair, please review the attached pages regarding Chair responsibilities, talk to the current Chairperson and evaluate whether you have the time necessary to dedicate to this position. If you know of someone on the Council that you think would be a good Chair you may nominate them, but be sure to ask their permission first. If you are interested in running for Council Chair, please do the following:

- Complete the “Chair Nomination Form” and send back to Council staff 3 weeks before the Spring Council meeting. All nomination forms will be included in the packet so that Council members have time to review all Chair candidates
- Prepare a 2-3 minute speech about why you would be a good candidate for this position and why you are interested in serving as Council Chair and be prepared to deliver this speech at the Spring Council meeting.

The Council Chair election will be held **Thursday, April 23<sup>rd</sup>**.

### Notes:

## **Council Chair Responsibilities:**

Being the Chair of the Council is a significant responsibility and time commitment. The activities and responsibilities, unless otherwise delegated, of the Council Chair shall include, but not be limited to the following:

1. Preside at all Council meetings;
2. Present policy for consideration by the Council membership;
3. Develop agendas for Council meetings;
4. May be a delegate at National Association of Councils on Developmental Disabilities (NACDD) activities and assist in the information sharing and policy implementation of NACDD;
5. Serve as liaison to other organizations and government entities unless otherwise delegated directly by the Chair, or by full Council vote, whichever the Chair may choose;
6. With the Executive Director, initiate and maintain ongoing communication with Council membership between quarterly meetings;
7. Report to the full Council at each regular meeting on activities performed on behalf of the Council; and
8. Perform Annual Executive Director Evaluation

All other duties as outlined by Council membership, by-laws and policy.

To meet the responsibilities listed above the Chair should be able to commit time and identify local support (as needed) to do many behind the scenes activities such as:

- Represent the Council at public meetings
- Address individual membership issues
- Review and write materials such as:
  - Council newsletter articles and Chair letter for annual report
  - Letters to other organizations from the Council
  - Help with the development and review of various reports
- Send out and compile all Council member input for annual Executive Director evaluation
- Meet regularly with the Council Executive Director (usually bi-monthly and can be more often during Council meeting months) to discuss Council governance, preparation for Council meetings, and any current opportunities and responsibilities in representing the Council
- Work directly with current members when problems and issues arise (such as attendance issues, discipline issues, etc.)

**ICDD COUNCIL CHAIR NOMINATION FORM**

Seeking Office As:	CHAIR
Name:	
Address:	
City/State/Zip:	
Nominated By:	
Number of Years on Council:	
Past Committee Assignments:	
Present Committee Assignments:	
Offices Previously Held:	
Outside Associated Groups:	
Other Relevant Activities:	
Reason for Seeking Office:	

## Consent Agenda

### Background Information:

The Consent Agenda contains items that require a vote by the Members. If there are items on the Consent Agenda a Member wishes to discuss before that vote a Member may make a motion to move the item to the Business Agenda.

### Recommended Action:

Review and vote to approve the Consent Agenda:

- a. Draft February 6-7 Meeting Minutes
- b. Executive Director Report
- c. Chair Report

### Notes:



**Idaho Council on Developmental Disabilities**  
**WINTER QUARTERLY COUNCIL MEETING**  
**JRW Building, 700 W. State Street, East Conference Room**  
**February 6-7, 2020 DRAFT Meeting Minutes**

## Thursday – February 6, 2020

Council Members:		
Art Evans - absent	Emily Petersen	Deedra Hunt - absent
Carly Saxe	La Donna Tuinstra	Adrienne Seamans
Charlie Silva	Ian Bott	Michael Sandvig
Claudia Suastegui	Jacob Head	Nanna Hanchett
Colleen Sisk	Julie Fodor - absent	Natali Pellens
Amy Cunningham	James Steed, CHAIR	Valerie Hurst
Alan Hansen - absent		
Danielle Terry Reff (DR), VICE CHAIR		
Staff Members:		
Christine Pisani	Melissa Morales	Tracy Warren
Richelle Tierney	Marieke Edwards	Trisha Hammond
Guests:		
Kimberlee Hall, HR Rep	Ryan Waddell	Marilu Moreno
Nikki Ambuski	Edgar Zuniga	Lana Gonzales
Shane Facer	Junior Lazaro	Toni Brinegar
Griselda Camacho	Gary Sandusky	Nick Wyatt
Anhiah Selene	Robin Wyatt	Kristyn Herbert
Becky Bailey	Shari Gomez	Mary Arndt
Jeffrey Nelson	Naomi Pylican	

### Welcome, Introductions, Ground Rules, and Perfection of Agenda

James Steed, Council Chair, called the meeting to order at 9:04am. James shared the names of members who would be absent and who would be late to the meeting. He introduced new staff member, Richelle Tierney.

DR read the ground rules. James announced that we will have an election for Council chair at the April meeting. James also announced that he would be leaving Idaho in late spring to move to Utah to be near family.

### Executive Director Evaluation

Kimberlee Hall, Human Resources representative, presented information to Council members about the Executive Director evaluation for this year. She discussed the link to the evaluation survey that was sent to Council members.



Review of process for the day. Council members will be joined by Advocacy Coalition members to learn last minute details on policy issues and prepare for legislative visits.

### Overview of Legislative Issues

Richelle Tierney presented information on **Expedited Eviction**.

Tracy Warren presented information on the **Extended Employment Services Program Statute**.

### Prepare for Legislative Visits

Council members and Advocacy Coalition Members practiced speaking about the issues before heading to the Statehouse to meet with their legislators.

## Friday – February 7, 2020

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

### Welcome

James Steed, Council Chair, called the meeting to order at 9:00am.

### Executive Session – Update on Salary Research

#### Action: Begin Executive Session

- Art Evans moved for the Council to go into Executive Session
- Danielle Reff 'DR' Seconded.
- Motion passed. Council members discussed the issue.

#### Action: Ending Executive Session

- Emily Petersen moved for the Council to come out of Executive session.
- Ian Bott seconded.
- Motion passed.

## Member Reports on Legislative Visits

Council Members reported on their individual legislative visits.

## Consent Agenda

The Council discussed the consent agenda, heard the Chair Report reviewed fall Council meeting and special meeting minutes from last quarter and the Executive Director report.

Suggested correction to minutes: page 36 in packet, mid-page under *Questions*. The first answer under the first question on that page – the last sentence should read “The Council can weigh in favor of the motion if they want the tool finished sooner.”

## ACTION: Consent Agenda

- Danielle Reff ‘DR’ moved to accept the consent agenda with change to minutes as noted.
- Emily Petersen seconded.
- Alan Hansen abstained. Motion passed.

## Financial Report

Council staff, Trisha Hammond, presented the quarter one financial report to members. Explained that ICDD was able to rollover Idaho Living Well (ILW) grant funds not spent last year into the budget for this year. Our main DD Act federal grant had been provided in allotted installments because Congress had not determined the budget to Councils. However, three days ago we received the remainder of annual budget.

Question about how funding set aside for Jenn Gallup would be used. Tracy explained that Dr. Gallup would move forward on next steps identified in her final report to the Council based on the research project she did last year on communication strategies for individuals who experience communication challenges participating in interviews and assessments.

Christine explained that an independent journalist, Jill Kuraitus, is under contract to write articles to help us educate the public about Council priorities and issues.

ILW grant funds will be used for a Person-Centered Thinking Training contract. This future contract is now in the request for proposals process with possible vendors.

Question about how the Idaho Governor’s holdback is affecting the Council. This year (1% holdback) we set aside \$1900 and next year (3% holdback) it will be \$3600. The holdbacks significantly affect the larger agencies we work with on projects. For example IDHW had helped to fund the Marsha Bracke contract for facilitation of Community NOW meetings. We have had to cut back on the contract and currently her facilitation activities are only funded through June 30 of this year.

Members requested to have accurate information about where we are at with the budget – how much is spent, how much still coming in – at a point in time. This would better enable them to make decisions about personnel expenditures. Kimberlee Hall will be reaching out to get additional ICDD financial information and provide that to members. Trisha offered that we could invite Dan Sola, IDHW financial specialist for ICDD, to come to the April meeting. Members would like to get a more detailed balance sheet of Council budget status.

### **ACTION: Financial Report**

- Danielle Reff 'DR' moved to accept the financial report as presented.
- Ian Bott seconded.
- Motion passed.

### **Annual Performance Report and State Plan Update**

Marieke Edwards reported that the Council's 2020 annual workplan update and the annual Program Performance Report for FY2019 were submitted to the Administration on Community Living in December. From the report satisfaction survey data: 97% of self-advocates reported satisfied with activities and 95% of family members were satisfied. Those indicating not satisfied were Certified Family Home providers who stated that they were expecting a different kind of training (CNOW education tour). People with developmental disabilities and family members from 33 different counties were involved in Council activities, 18% of those from rural counties.

### **Membership Recruitment Update**

Tracy Warren provided an update about membership recruitment. A table was included in the packet that shows our members who will need to re-apply because their term is ending in July, the vacancies we currently have in the position of person with a developmental disability and family member, and the vacancies we will have soon for the positions of local, non-profit organization, non-governmental local agency, and person (or immediate family member) who is living in, or has lived in, an institution. The following members volunteered to serve on an adhoc membership committee that will review applications and interview applicants: Valerie, Natali, DR, Colleen, and Adrienne.

### **Website Updates**

Trisha Hammond reported on changes to the Council website. The Council is required to have its website updated and aligned to the new state standards. She worked with Access Idaho who updated our website at no cost. Information and content from previous webpages are the same and we are updating all project

information in the near future. A great new feature is the ability to have the website webpages content translated into different languages.

### Five-Year Plan Development Discussions

Christine Pisani and Marieke Edwards presented a schedule of activities for the next 18 months to develop the Council's next five-year plan. She described the role that Council members play in plan development and ways they can help us do outreach and get public input into the plan. Focus group meetings will be scheduled around the state with member involvement in local areas.

Staff will develop a Comprehensive Review and Analysis that helps inform the public about the status of things in Idaho for people with intellectual/developmental disabilities. It also provides an explanation and background of why the Council chooses certain priorities to address in the strategic plan. Consider state partners we can work with to affect change – adding to our limited resources.

Focus group map was presented. It includes meetings in rural areas – to get that perspective. Three locations will include Spanish interpreters, one location – Caldwell – will be implemented in Spanish. Focus groups will occur in April-June 2020. Council members were asked for their input on the locations presented and suggestions for any changes.

Alan recommends moving the McCall focus group to Riggins. Because Riggins has not been thought of for events. Will check to see of possible population of people with disabilities in that location. LaDonna talked about getting Rep. Moon involved for her area of constituency. James suggested doing something with the reservation in Fort Hall instead of Pocatello. The Fort Hall event center is right off the highway (MM80). Art will look up numbers of individuals living in those areas.

Christine asked members from the local areas to help us find low cost or no cost venues that are accessible and welcoming and later to help advertise the meetings. Most venues should be able to hold at least 50 people.

Claudia offered to see if the Caldwell YMCA could host an event. Valerie and LaDonna volunteered to help with the Treasure Valley and Emmett focus group meetings to find locations. Carly will help Valerie with the Treasure Valley. Natali and Colleen volunteered to help with Coeur d'Alene or Post Falls. Jacob said he would help with Rexburg and may help with Twin Falls. Jacob will see if BYU Idaho could host. Suggestion to check with Northwest Nazarene University or College of Western Idaho for possible meeting rooms. DR will help with Boise. Boise School District has new training rooms. Charlie will get information about the focus group schedule and locations to Special Education Directors. Eastern Idaho Technical College in Idaho Falls has been helpful for past events. West Ada School District has facilities. Mike will help with finding dates for meetings in East Idaho, willing to

travel to far south rural areas. Amy said that Disability Rights Idaho can help with Fort Hall and Southeast Idaho. Nikki will help with Mountain Home – Valerie may be able to drive there depending on the date. The Center on Disabilities and Human Development can help with Moscow location.

Alan asked if Zoom video conferencing could be used for people who can't come to a focus group location in person.

Marieke shared the public survey is under development and asked for member input.

Suggestion for demographic data points would include: person with a developmental disability, family, service provider, guardian, interested citizen, etc.

Other priority areas to include: housing (assistance finding housing), appreciating direct support professionals (reinforcing support staff in residential habilitation services).

Suggestion to send an email to Council members so they can include detail areas under categories.

Make sure it doesn't look like a government survey. Use plain language in survey and not system or government terms that don't have meaning to the average citizen. Please enhance directions inside the survey. Could print cards with QR code for survey. Help people fill out survey at focus group meetings. Request that Council members help us with ideas to get surveys to more individuals. Utilize social media to send out survey. YouTube video on importance of and how to do survey.

Survey will be available to be filled out by the public from April to June 2020. During same time of focus groups.

### Quarterly Progress Reports

Council staff presented highlights from the Quarterly progress reports.

A meeting of the Quality Assurance Monitoring workgroup is scheduled in March.

Art Evans reported that IDHW and Vocational Rehabilitation collaborated on a cost survey for Community Supported Employment (CSE) providers. The findings of the cost survey indicated an increase to the Medicaid CSE rate to be comparable rate with the Vocational Rehabilitation rate. IDHW was ready to include the increase as a budget line item but could not because of the required state agency holdbacks. However, CSE service providers are meeting with Joint Finance and Appropriation Committee members about the funding.

Advocacy Coalition is working on issues including the new discussions about states choosing to block grant Medicaid services under a new waiver authority released by the Center for Medicare and Medicaid Services.

### **Announcements**

On May 5<sup>th</sup> a cultural competence training will be hosted for Community NOW members and Council members are invited and will be supported to attend.

ABLE Account Technical Assistance trainings will be held in Southeast Idaho – dates are listed in the packet.

Youth Leadership Forum is accepting applications from youth with disabilities around Idaho to be a YLF delegate and attend the week-long training on BSU campus this June. The deadline for applications is April 4<sup>th</sup>.

### **ACTION: Adjourn Meeting**

- Danielle Reff 'DR' moved to adjourn the meeting.
- Michael Sandvig seconded.
- Motion passed, meeting was adjourned at 3:25pm.

**Council Chair Report – James Steed**

**Summary of Council Chair Activity  
January -March 2020**

This past quarter I have continued to have phone conversations two to three times a week with the Executive Director and Council Staff.

I have been in email and phone communication with Kimberlee from the Department's HR department around the Executive Director Evaluation for this year and the Executive Session for this meeting.

*James Steed, Chair*

## Executive Director Quarterly Report

### Summary of Council Director Activity January 1 - March 31, 2020

- **January 6-10, 2020**

- Idaho Legislature Convenes
- Attend Governor's Budget Briefing
- Governor Little's State of the State Address
- Meeting with Brad McDonald, Division Administrator Management Services, IDHW
- Editorial Board Meeting Developmental Disability/Mental Health Journal
- Meeting with Kelly Miller for Quality Assurance Workgroup Idaho Living Well Grant
- Self-Direction Quality Assurance Quarterly Meeting
- Budget Review Meeting with Dan Sola, Budget Analyst
- Direct Support Workforce Workgroup Meeting Idaho Living Well Grant
- Meeting with Tamara Prisock for Quality Assurance Workgroup Idaho Living Well Grant
- Meeting with Art Evans and Ali Fernandez for Quality Assurance Workgroup Idaho Living Well Grant
- Work on Living Well Budget
- Attend House Health & Welfare Committee meetings
- Prepare information for Extended Employment Services (EES) Legislation
- Prepare for winter quarterly Council meeting
- Living Well grant work
- Phone discussion with Council Chair

- **January 13-17, 2020**

- Attend House Health & Welfare Committee meetings
- Meetings with legislators about EES legislation
- Work on Quality Assurance Workgroup Idaho Living Well Grant
- Planning for Cultural Competence Training Attend Fred Riggers Disability Awareness Day Event
- Living Well grant work
- Meetings with legislators about EES legislation
- Attend Expedited Eviction planning meeting
- Prepare for winter quarterly Council meeting
- Meeting with Gary Sandusky & Richelle Tierney Advocacy Coalition
- Phone discussion with Council Chair
- Other Meetings: Human Resources; Center on Disabilities and Human Development; Jill Kuraitis (freelance journalist); Gary Sandusky & Richelle Tierney – Advocacy Coalition; monthly staff meeting



- **January 20-24, 2020**

- Attend House and Senate Health & Welfare committees
- Provide testimony in support of H311 DD Evaluation Committees House Health & Welfare Committee
- Meeting with Nicole Fitzgerald Domestic Violence Council for Quality Assurance Workgroup Idaho Living Well Grant
- Attend Office of Performance Evaluation presentations on Licensing & Certification Update, Non-Emergency Medical Transportation, SWITC Update, and Medicaid Expansion in the Senate Health & Welfare Cmte
- Meeting with Human Resources
- Coordinate and host meeting with DisAbility Rights Idaho, State Independent Living Council, Idaho Parents Unlimited, and Idaho Human Rights Anti-Trafficking Coalition to provide input into the Idaho Behavioral Health Plan Request for Information
- Work on EES legislation
- Work on Living Well Budget
- Conduct evaluation of Executive Director of National Assoc. of DD Councils
- Meeting with DHW and Attorney General's office KW vs. Armstrong
- Living Well grant work
- Prepare for winter quarterly Council meeting
- Meeting with Sara Stover Governor's office
- Planning for Cultural Competence Training Attend Fred Riggers Disability
- Phone discussion with Council Chair

- **January 27-31, 2020**

- Present DD Council Budget to Joint Finance and Appropriations Committee
- Present testimony in opposition to H340 House Health & Welfare Cmte
- Meeting with Council member
- Meetings with legislators about EES legislation
- Call with DD Council minimum allotment states
- Attend Idaho Division of Vocational Rehabilitation Budget presentation in the Joint Finance and Appropriations Committee
- Meeting with Marsha Bracke, Center on Disabilities & Human Development to plan Quality Assurance and Direct Support Workgroups
- Work on EES legislation
- Pre-Council staff meeting
- Prepare for winter quarterly Council meeting
- Planning for Cultural Competence Training Attend Fred Riggers Disability
- Additional meetings: Idaho Coordinated Response Quarterly meeting; ABLE workgroup; Community Care Advisory Council; Gary Sandusky; Human Resources

- Phone discussion with Council Chair
- **February 3-7, 2020**
  - Meeting with American Civil Liberties Union of Idaho (ACLU)
  - Meeting with Gary Sandusky
  - Meetings with legislators EES legislation
  - Attend Senate Education Committee EES Legislation
  - Prepare for winter quarterly Council meeting
  - Winter Quarterly DD Council meeting
- **February 10-14, 2020**
  - Attend Senate Education Committee EES Legislation
  - Meetings with Legislators about EES legislation
  - Attend Idaho Commission on Aging Stakeholder Meeting
  - Post-Council staff meeting
  - Planning for Cultural Competence Training Attend Fred Riggers Disability
  - Additional meetings: ACCES Providers; Human Resources
- **February 17-21, 2020**
  - Living Well work plan meeting with staff
  - for Quality Assurance Workgroup Idaho Living Well Grant
  - Meeting w/Therese Varela for Quality Assurance Workgroup Living Well Grant
  - Meeting with Amy Cunningham DRI Training
  - Staff meeting for five-year planning
  - Present testimony in opposition of H461 in the House Judiciary & Rules Cmte
  - Planning for Cultural Competence Training at Fred Riggers Disability Day
  - Candidate interviews for Council membership
  - Meetings with legislators about H340a
  - Phone discussion with Council Chair
- **February 24-28, 2020**
  - Meeting with Cathy Libby about Non-Emergency Medical transportation meeting with Community NOW!
  - Review for PC Thinking Request for Proposals
  - Planning for Cultural Competence Training at Fred Riggers Disability
  - Phone discussion with Council Chair
- **March 2-6, 2020**
  - Present testimony in opposition to H340a in Senate Health & Welfare Cmte
  - Review for Request for Proposals
  - Quality Assurance Workgroup planning meeting
  - Meeting with Matt Wappett, University of Utah UCEDD Director, about ICDD Dual Diagnosis study
  - Meeting with legislators about H340aa
  - Planning for Cultural Competence Training Attend Fred Riggers Disability

- DD Council Budget setting hearing Joint Finance and Appropriations Cmte
- Quality Assurance Workgroup Meeting
- Phone discussion with Council Chair
- **March 9-13, 2020**
  - Community NOW! Presentation to Missouri DD Council for Idaho Presentation
  - Present testimony in opposition to H340aa in Senate Health & Welfare Cmte
  - Additional meetings: NAMI Representatives; IDVR and SILC; Human Resources
- **March 16-20, 2020**
  - Coordinate and copy packets of information opposing H340aa to all Senators
  - Cancelled Vivian Jackson Georgetown Center for Cultural and Linguistic Competence
  - Candidate interviews for Council meeting
  - Preparing plain language materials related to COVID-19
  - Meeting with Susan Stumph, Children's Services and Angela Lindig, Idaho Parents Unlimited about Spanish speaking family needs
  - Call with CNOW! Core Team to discuss upcoming CNOW! meetings
  - Participated in 2 meetings with Matt Wimmer COVID-19 HCBS Workgroup
  - Phone discussion with Council Chair
  - Governor call with State Agency Directors
  - Additional meetings: COVID-19 Workgroup Central District Public Health; Human Resources; American Civil Liberties Union of Idaho (ACLU); Governor's meeting with State Agency Directors
- **March 23-27, 2020**
  - Preparing plain language materials related to COVID-19
  - Meetings: Human Resources; COVID-19 HCBS Workgroup; Central District Health on emergency planning; daily with staff
  - Governor call with State Agency Directors
- **March 30-31, 2020**
  - Council staff meeting daily through Microsoft office
  - Preparing plain language materials related to COVID-19
  - Meeting with Central District Health on emergency planning
  - Participated in 2 meetings with Matt Wimmer COVID-19 HCBS Workgroup
  - NACDD weekly update call - all Council directors
  - Living Well grant partner phone meeting
  - Governor call with State Agency Directors
  - Phone discussion with Council Chair

## **Financial Report Second Quarter Federal Fiscal Year 2020**

### **Background Information:**

A financial statement reflecting our fund balance and the amount spent to date in this Fiscal Year will be presented at the Council meeting. The Council operates on a federal Fiscal Year (October 1- September 30). The Council is responsible for overseeing and approving the budget.

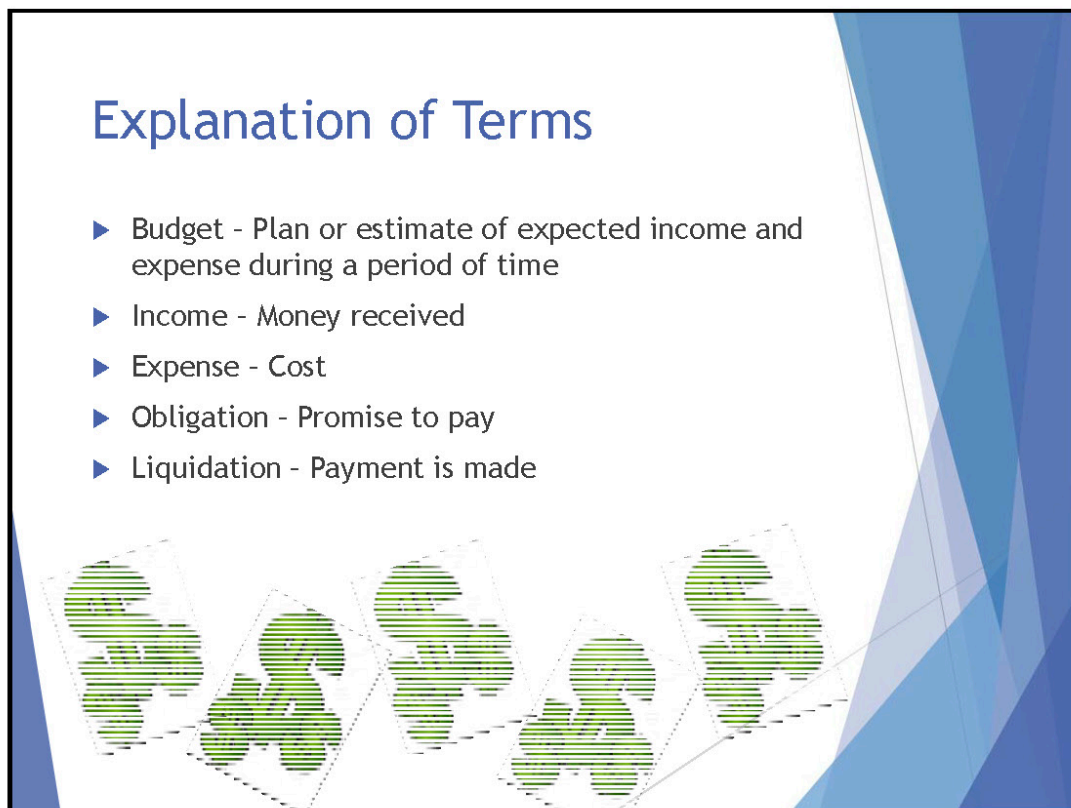
### **Recommended Action:**

Review and approve the financial report that will be distributed at the meeting.

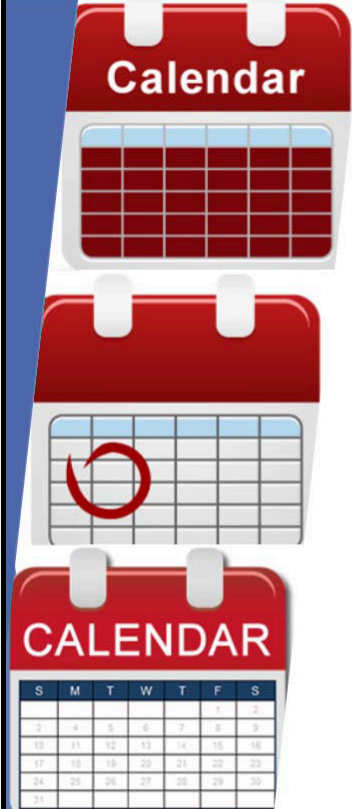
### **Notes:**



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## Timelines

- ▶ Calendar Year
  - ▶ January 1 thru December 31
- ▶ State Fiscal Year (SFY)
  - ▶ July 1 thru June 30
- ▶ Federal Fiscal Year (FFY)
  - ▶ October 1 thru September 30

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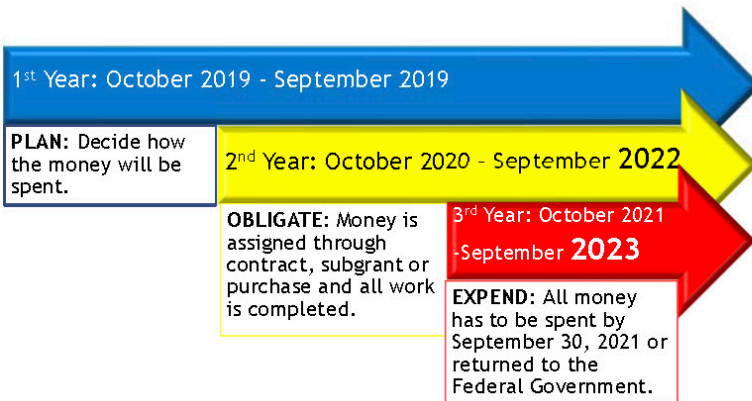


## Where does our come from?

- ▶ SFY - The Department of Health and Welfare
  - ▶ \$184,200
    - ▶ Minus 1% Holdback - \$1900
- ▶ FFY - The Council receives a Notice of Award from the Federal Government annually
  - ▶ 2019 - \$520,325
  - ▶ 2020 - \$520,902
- ▶ FFY20 Living Well Grant
  - ▶ \$80,940
    - ▶ Administration on Community Living approved \$ 26,645 in ICDD 2018 rollover funds to be used this year

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## Timelines



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## Budgeted

**EXPENSES**

Sub Grants: October 1, 2019- September 30, 2020

- ▶ Policy Coalition (Connexus)
- ▶ Total Contracted \$43,900
  - ▶ Paid \$10,025
- ▶ Community Connector (Griselda)
- ▶ Total Contracted \$30,400
  - ▶ Paid \$12,120
- ▶ Bracke & Associates
- ▶ Total Contracted \$31,690
  - ▶ Paid \$29,920
- ▶ **Jen Gallup Communication Strategies**
  - ▶ **Budgeted \$7,500**
  - ▶ **Will Not Take Place This Year**

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Budgeted **EXPENSES!**

**NEW!**

- ▶ Jill Kuraitis
  - ▶ Budgeted \$10,000
  - ▶ Will Not Take Place
- ▶ Future Contract for Person Centered Thinking Training
  - ▶ Total Budgeted \$37,150 (Living Well Grant Funds)
  - ▶ Contract Not in Place Yet

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Budgeted **EXPENSES!**

Yearly Expenses	Living Well Grant
▶ Staff \$404,056	▶ Community NOW! Meetings
▶ Operating Expenses \$21,950	▶ ½ of one Council Staff
▶ Council Meeting Costs \$56,720	▶ Cultural Competence Training
▶ Rent \$20,930	▶ Person Centered Thinking Training
	▶ Marsha Bracke

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## Totals as of March 31, 2020

### Federal

\$520,325

Spent = \$250,854

Left = \$269,471

### State

\$186,100

Spent = \$118,300

Holdback = \$1,900

Left = \$65,900

### Living Well Grant

\$108,585

Spent = \$38,473

Left = \$70,112

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## Member Recruitment

### Background Information:

The Council Adhoc Membership Committee met to make recommendations to fill vacancies and positions on the Council. The Committee interviewed individuals and organizations for the openings in each Member position category – as listed below. After the Committee finished its business, all applications (including the recommendations from the Committee) were sent to the Governor for consideration in making appointments to the Council.

#### **Person with a Developmental Disability (3 positions):**

- Ian Bott, Boise – reapplying
- Jacob Head, Rexburg – reapplying
- Gina Johnson, Meridian – new applicant
- Edgar Zuniga, Nampa – new applicant

#### **Family Member of a Person with a Developmental Disability (1 position):**

- Jenna Garrett, Moscow – new applicant
- Maria Delaluz (Marilu) Moreno, Boise – new applicant
- Mona Zucker, Rathdrum – new applicant
- Jessica Mandujano, Meridian – new applicant
- Laura Lineberry-Phillips, Eagle - new applicant

#### **Non-Government Community Agency (1 position)**

*This position will be vacated by Colleen Sisk, Syringa Family Partnership*

- Anthony Gassman, Syringa Family Partnership

#### **Non-Profit Community Organization (1 position)**

*This position will be vacated by Claudia Saustegui, Caldwell YMCA*

- Lydia Dawson, Idaho Assoc. of Community Providers
- Lana J. Gonzales, Living Independence Network Corporation (LINC)
- Wesley Dance, Development Workshops, Inc.

The following individuals were recommended by the assigned state agencies:

**Idaho Department of Education – Special Education:** Karren Streagle

*To replace Charlie Silva*

**Idaho Maternal and Child Health:** Sara Lopez

*To replace Jacquie Watson*

**Recommended Action:** Listen to report and ask questions.

**Notes:**

## Five-Year Strategic Plan – Development Activities

### Background Information:

Every five years the Council must develop a 5-year strategic plan that includes goals and objectives that will drive our work between October 1, 2021 and September 30, 2027. This planning process begins many months prior to finalizing the plan.

Council members are integral to the planning process.

Staff will share federal guidance for developing the five-year plan. Some current desired outcomes of the Council will only be achieved through work that takes several years. Staff will also talk about work that will carry over into the next five-year plan.

### Recommended Action:

1. Listen and discuss the federal guidance for developing the 5-year plan and ask questions.

### Notes:

## Election of Council Chair

### Background Information:

Each spring, the Council elects a person to serve as Chair of the Council for the coming year, starting in July. Because the Governor must appoint the Chair, after the Council selects someone, the name is forwarded to the Governor for appointment.

This position is limited to members of the Council who are self- advocates, parents, or guardians. The responsibilities of this position and a nomination form are listed after this page.

### Recommended Action:

Voting for Council Chair will be done through email. Each Council member will be sent an email that lists nominated candidates for Council Chair. This email will be your ballot.

Please mark the email ballot with your vote, make sure your name is on the email and send back to the assigned staff so we can record all member votes and determine the elected Chair. The elected Chairperson will be announced after the meeting in a separate email to Members.

### Notes:

## Member Recognition

### Background Information:

There are four Council members who have either served all three terms of their Council membership, are retiring from their position, or have chosen to not reapply. The following Council members will be recognized for their many contributions to the Council:

- James Steed
- Colleen Sisk
- Charlie Silva
- Claudia Saustegui

### ACTION Before the Meeting:

Please take a moment to reflect on your time as a member of the Council. When you think about Charlie, Claudia, Colleen and/or James what comes to mind? Please write down any short, inspiring, funny, etc. thoughts, stories, and pictures and send them to Trisha Hammond by Monday, April 20<sup>th</sup> – [trisha.hammond@icdd.idaho.gov](mailto:trisha.hammond@icdd.idaho.gov)

You do not need to reply about all but hopefully each of you can at least respond about one of these individuals. Council staff will try to compile these and come up with some creative way to celebrate their contributions to the Council while serving as a member.

### Recommended Action:

Celebrate their accomplishments and many contributions to the Council's mission.

### Notes: