

Background:

Minutes of the July 26, 2012, Project Development Committee meeting are included for your review.

**Project Development
Committee**

Agenda Item 3.

Expected Action:

The Committee will review, revise as appropriate, and approve.

TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES
PROJECT DEVELOPMENT COMMITTEE
THURSDAY, JULY 26, 2012

DRAFT MINUTES

COMMITTEE MEMBERS PRESENT

Susan Vardell, Chair	Gladys Cortez	Cindy Swain, TEA
Dana Perry, Vice Chair	Kathy Griffis-Bailey, DSHS	
Kristine Clark	John C. Morris	

COMMITTEE MEMBERS ABSENT

Kimberly Blackmon	Diana Kern
Andrew Crim	

STAFF PRESENT

Jeri Barnard	Joanna Cordry	Wendy Jones
Annette Berksan	Cynthia Ellison	Melissa Loe
Martha Cantu	Sonya Hosey	

CALL TO ORDER

The Project Development Committee met on Thursday, July 26, 2012, in the San Marcos room at the Renaissance Hotel, 9712 Arboretum Blvd., Austin, Texas 78759. Chair Susan Vardell called the meeting to order at 2:35 p.m. A quorum was present.

1. INTRODUCTION OF COMMITTEE MEMBERS, STAFF AND VISITORS

Committee members, staff and guests were introduced.

2. PUBLIC COMMENTS

No public comments were offered.

3. APPROVAL OF MINUTES

The Committee reviewed minutes of the May 3, 2012, Committee meeting.

MOTION: To approve the minutes of the May 3, 2012, Project Development Committee meeting minutes as presented.

MADE BY: John C. Morris

SECOND: Kathy Griffis-Bailey

The motion **passed** unanimously.

4. CHAIR'S REPORT

Committee Chair Susan Vardell reviewed discussions of the Executive Committee about new grant awards for Project SEARCH and for Outreach and Development projects.

5. GRANTS AND PROJECTS REPORT

A. Public Information Report

Communication Coordinator Melissa Loe introduced Web Administrator Annette Berksan to the Committee. Loe also presented the Public Information Report and discussed outreach activities.

B. Status of New / Approved Projects

Planning Coordinator Joanna Cordry reported that the Executive Committee approved revisions to the Stipends Request for Proposals (RFP) and the RFP review process. Cordry also reported that two additional RFP's are posted.

C. Other Updates

Grants Management Director Sonya Hosey reported on the status of the recently approved new projects, the training schedule, and project highlights. Hosey also reported that Cynthia Ellison was selected as the new Senior Grants Specialist and that she is reviewing applications for the Grants Specialist position and plans interview during August.

6. PROJECTED AVAILABLE FUNDS

Operations Director Martha Cantu reviewed the TCDD Quarterly Financial Report and projected available funds.

7. MEMBER UPDATES

The Committee received reports from Council members Kristine Clark, and Kathy Griffis-Bailey about activities in which they have been involved. Kristine Clark reported that she was interviewed by the San Antonio Express; Kathy Griffis-Bailey reported that she participated in a review and update to the By-Laws for the Traumatic Brain Injury Advisory Council, primarily changing the terminology, standardizing the language, and correcting currently inaccurate information.

8. FUTURE ACTIVITIES FOR STATE PLAN IMPLEMENTATION

A. Family Involvement in Schools Executive Summary

The Committee reviewed the Executive Summary entitled "Family Involvement in Schools". This project would provide support for one project for up to \$300,000 each year for up to five years.

MOTION: To recommend Council approval of the *Family Involvement in Schools* Executive Summary for one project for up to \$300,000 each year for up to five years.

MADE BY: John C. Morris

SECOND: Gladys Cortez

The motion **passed** unanimously.

B. Consideration of Unsolicited Ideas

Public Policy Director Jessica Ramos reviewed the Unsolicited Idea submitted from Disability Rights Texas. The Committee discussed the idea and decided not to pursue the idea further given that other organizations are planning to implement related activities to address the identified need. The Committee also reviewed and discussed the Unsolicited Idea from East Wilco Challenger Sports and asked staff to gather more information about inclusive recreation efforts.

MOTION: Not to approve further development of the Unsolicited Idea submitted from Disability Rights Texas.

MADE BY: John C. Morris

SECOND: Kristine Clark

The motion **passed** unanimously.

C. Next Steps for Positive Behavior Support Activities

The Committee reviewed and discussed the Next Steps for Positive Behavior Support Activities and asked staff to bring back information about possible next steps.

D. Evaluation of Project IDEAL

The Committee briefly discussed possible options for evaluating Project IDEAL, a grant that is ending in August of 2012. The Committee declined to consider allotting additional funding to evaluate long-term outcomes after the grant has ended.

9. FUTURE FUNDING PRIORITIES

The Committee reviewed and agreed to changes on the Future Funding Priorities list. The Committee added the Family Involvement in Schools project as priority #6 spot and moved Funders Roundtable to #7.

MOTION: To add the Families Involvement in Schools project as priority #6 and move Funders Roundtable to #7.

MADE BY: John C. Morris

SECOND: Dana Perry

The motion **passed** unanimously.

ADJOURN

There being no further business, Chair Susan Vardell adjourned the meeting at 4:45 PM.

Roger A. Webb, Secretary to the Council

Date