

Background:

Minutes of the October 25, 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, OCTOBER 25, 2012

DRAFT MINUTES

COMMITTEE MEMBERS PRESENT

Susan Vardell, Chair	Andrew Crim	Diana Kern
Kimberly Blackmon	Mary Durheim	John C. Morris
Kristine Clark	Kathy Griffis-Bailey, DSHS	David Taylor

COMMITTEE MEMBERS ABSENT

Gladys Cortez	Dana Perry, Vice Chair	Cindy Swain, TEA
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GUESTS PRESENT

Linda Harmon-Attendant

STAFF PRESENT

Jeri Barnard	Cynthia Ellison	Melissa Loe
Martha Cantu	Sonya Hosey	Susan Mihalik
Joanna Cordry	Wendy Jones	

CALL TO ORDER

The Project Development Committee met on Thursday, October 25, 2012, in the DeWitt room at the DoubleTree-Austin Hotel, 6506 IH-35 North, Austin, Texas 78752. Chair Susan Vardell called the meeting to order at 1:30 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 July 26, 2012, Committee meeting.

MOTION: To approve the minutes of the July 26, 2012, Project Development Committee meeting minutes as presented.

MADE BY: Kristine Clark

SECOND: David Taylor

The motion **passed** unanimously.

4. CHAIR'S REPORT

Committee Chair Susan Vardell noted that the Executive Committee approved new grant projects and continuation grant awards. Chair Vardell informed the Committee that David Taylor and Scott McAvoy have been assigned to the Project Development Committee. She also reported that only one proposal was submitted in response to the Accessible Transportation, Accessible Community Request for Proposals (RFP), and that the Executive Committee did not approve funding. The Executive Committee requested that

the Project Development Committee discuss the Council's transportation goal, the proposal received in response to the Request for Proposals, the review panel recommendations, and staff comments regarding transportation in general, and recommend a next step.

5. **SELECTION OF NOMINATING COMMITTEE MEMBER**

Chair Vardell asked for a nomination for a member of the Committee to serve on the Nominating Committee, and reviewed the Committee's responsibilities. David Taylor offered to serve as the member on the Nominating Committee.

MOTION: To select David Taylor as a member of the Nominating Committee.

MADE BY: Andrew Crim

SECOND: John Morris

The motion **passed** unanimously.

6. **STAFF REPORTS**

A. **Public Information Report**

Communication Coordinator Melissa Loe presented the Public Information Report and discussed outreach activities. Loe reported the revision and release of the Higher Education Resource Guide for students with disabilities in English and Spanish and shared information about the media coverage of several grant projects.

B. **Status of New/Approved Projects**

Grants Management Director Sonya Hosey reported on the status of recently approved new projects and continuation awards that started in September and October, 2012. These included the Gulf Coast African American Family Support Conference, two Outreach and Development Projects (grantees: Centro de Mi Salud and Sower Foundation), and Administrative Support for Project SEARCH (grantee: Texas Tech University). Hosey also discussed the training schedule and project highlights. The Committee agreed that the Training Schedule is no longer needed in the meeting binder because it is available on our website and also is provided in the FYI; they also discussed and agreed that the Highlights will not be taken out because the information provided is helpful and interesting to know.

C. **Projected Available Funds**

Operations Director Martha Cantu reviewed the FY 2011 funds that were obligated as of September 30, 2012, projected funds available in future years, and funds that need to be obligated by September 30, 2013.

7. **MEMBER AND STAFF UPDATES**

The Committee received reports from Council members Chair Vardell, Andrew Crim, Diana Kern, David Taylor, Kimberly Blackmon, John Morris, and Kathy Griffis-Bailey and staff member Hosey about advocacy efforts in their communities in which they have been involved.

8. **FUTURE ACTIVITIES FOR STATE PLAN IMPLEMENTATION**

Cordry reviewed the auditor's recommendation to develop new mechanisms through which funds may be quickly obligated for implementation of State Plan Activities when needed.

Cordry described several options being discussed by staff for the Committee's consideration. Cordry also reviewed information about possible new projects.

A. Outreach and Development Project Next Steps

The Committee reviewed and approved the Executive Summary for Culturally Competent Family Supports for up to 5 projects for up to \$75,000 per project per year, for up to 4 years.

MOTION: To recommend Council approval of the Executive Summary to provide support for 5 Culturally Competent Family Supports projects for up to \$75,000 per project per year, for up to 4 years.

MADE BY: Andrew Crim

SECOND: John Morris

The motion **passed** unanimously.

B. Advanced Leadership Development and Advocacy Training

The Committee received a report about the Advanced Leadership Development and Advocacy Training activities and requested that the staff develop an Executive Summary and for consideration at a future meeting.

C. Advocacy U Support

The Committee discussed the Executive Summary for continuing support for the Advocacy U website that will end on 2/28/13 and approved the renewal of the contract with DataMomentum for up to \$15,000 for 1 year. The Committee also asked staff to develop a grant project to conduct activities listed on the Advocacy U Executive Summary to increase the usage of the site and to expand the partner base.

MOTION: To renew the contract with DataMomentum for up to \$15,000 for 1 year.

MADE BY: John Morris

SECOND: Kathy Griffis-Bailey

The motion **passed** unanimously.

D. Transportation

The Committee discussed the proposal received from Texas Legal Services for an Accessible Transportation project and noted that the proposal submitted, while not well-developed nor detailed enough for funding, had broad support from disability advocacy organizations and proposed to do important work. In addition, it appears that only a few organizations in Texas might currently have the capacity to take on this project, and the amount of work required to research and provide sufficient detail for such a comprehensive project would most likely require funding and significant time. The Committee recommended that staff request that Texas Legal Services work with their partners to submit a workplan for a \$75,000, 18-month planning grant that would support Texas Legal Services to further develop their project and resubmit a proposal for full funding. Funding for the planning grant will depend on the applicant's agreement and ability to develop an acceptable workplan for planning and development activities.

MOTION: To recommend Council approval to extend an offer to Texas Legal Services to submit a workplan to TCDD staff for a planning grant in the amount of \$75,000, for up to 18 months, to redevelop and refine their proposed "Accessible Transportation, Accessible Communities" project.

MADE BY: John Morris

SECOND: Andrew Crim

The motion **passed** unanimously. If approved, TCDD staff are authorized to approve funding if an acceptable workplan for the planning phase is submitted.

E. Next Steps for Positive Behavioral Interventions and Supports

The Committee discussed possible next steps to promote Positive Behavioral Interventions and Supports and decided to table the discussion until after the 2013 Legislative session.

F. Possible State Plan Amendments

Planning Coordinator Joanna Cordry reminded Committee members that in February staff will ask the Council to review and approve possible State Plan amendments to be posted for public comment. Cordry referred members to the document behind Tab 11 in the meeting binder entitled, "TCDD FY2012 – 2016 State Plan: Progress in Year 1 and Suggested Next Steps," which highlights objectives for which amendments will likely be recommended. Committee members were asked to review this document and contact staff if they have comments or concerns. Staff will send draft amendments to Council members for review and comment prior to the meeting.

9. FUTURE FUNDING PRIORITIES

The Committee reviewed and agreed to make no changes on the Future Funding Priorities list.

10. OTHER DISCUSSION ITEMS

A. Inclusive Recreational Sports

The Committee reviewed and discussed the Executive Summary on Inclusive Sports and Recreation that was requested by the Committee at the previous meeting. No action was taken.

B. Unsolicited Ideas

The Committee discussed the Unsolicited Ideas process and specific Ideas from The Arc of Texas, The Barbara Jordan Endeavors Corp., and the Texas Legal Protection Plan. The Committee did not wish to pursue any of the ideas suggested, and determined that Unsolicited Ideas will continue to be brought directly to the Committee in the future and will not require prior review by a workgroup.

ADJOURN

There being no further business, Chair Susan Vardell adjourned the meeting at 5:05 PM.

Roger A. Webb, Secretary to the Council

Date