

**Texas Council for Developmental Disabilities  
Quarterly Meeting  
DoubleTree – Austin  
6505 IH-35 North  
Austin, Texas 78752**

***Meeting Schedule***

**Wednesday, May 1, 2013**

**3:30 PM – 6:30 PM**  
Executive Committee Meeting  
Room: Robertson

**Thursday, May 2, 2013**

**9:00 AM – 1:00 PM**  
Committee of the Whole  
Room: Phoenix South  
*Lunch provided for Council Members and staff*

**1:30 PM – 5:00 PM**  
Project Development Committee Meeting  
Room: DeZavala  
Public Policy Committee Meeting  
Room: Robertson

**Friday, May 3, 2013**

**8:30 AM – 12:30 PM**  
Council Meeting  
Room: Phoenix North



# Texas Council for Developmental Disabilities

## Executive Committee Meeting - Agenda

DoubleTree Hotel - Austin

Room: Robertson

Wednesday, May 1, 2013 3:30 – 6:30 PM



Action Item

### Call to Order

1. **Introductions of Committee Members, Staff and Visitors**
2. **Public Comments**
3. **Consideration of April 2, 2013, Minutes** Tab 1 
4. **Chair's Report**
5. **Executive Director's Report** Tab 2
  - A. Staffing Update
  - B. State and Federal Affairs Update
  - C. Accessible Transportation Project Status
  - D. Stipends Approved
  - E. FY 2014 Budget Assumptions
  - F. Other Updates
6. **Grants Activities Reports** Tab 3
  - A. Grants and Projects Update
  - B. Independent Audit Status Report
  - C. Grants Monitoring Exceptions Report
7. **Consideration of Outreach and Development Grant Proposal** Tab 4 
8. **Continuation Grant Awards** Tab 5
  - A. Epilepsy Foundation of Texas – *Health & Fitness Project* 
  - B. SafePlace – *Meaningful Relationships Project* 
  - C. Texas A&M University – *Leadership Development and Advocacy Skills Training Project* 
9. **TCDD Quarterly Financial Report** Tab 6
10. **Conflict of Interest Disclosures**
11. **Other Updates**

**Adjourn**



# Texas Council for Developmental Disabilities

## Committee of the Whole Meeting - Agenda

DoubleTree Hotel - Austin

Room: Phoenix South

Thursday, May 2, 2013 9:00 AM – 12:30 PM



Action Item

### Call to Order

1. **Introductions**
  2. **Public Comments**
  3. **Chair & Executive Director Remarks**
    - A. Member & Staff Reports
    - B. Other Updates
  4. **Grantee Presentation: Texas Parent to Parent *Advocacy Network Project***
  5. **Review of Comments on Proposed State Plan Amendments** Tab 7 
  6. **83<sup>rd</sup> Texas Legislature Update**
    - A. TCDD Policy Recommendations Tab 14
    - B. Key Policy Issues Tab 15
- Lunch Buffet*
7. **Grant Project Highlights** Tab 9

**Adjourn**



# Texas Council for Developmental Disabilities

## Project Development Committee Meeting - Agenda

DoubleTree Hotel - Austin

Room: DeZavala

Thursday, May 2, 2013 1:30 PM – 5:00 PM



Action Item

### Call to Order

1. **Introductions**
2. **Public Comments**
3. **Consideration of February 8, 2013, Minutes** Tab 8 
4. **Chair's Remarks**
  - A. Review of Committee Responsibilities
  - B. Committee Member Icebreaker
5. **Member Updates**
6. **Staff Reports** Tab 9
  - A. Public Information Report Tab 13
  - B. Status of New/Approved Projects
  - C. Projected Available Funds
  - D. Other Updates
7. **Future Activities for State Plan Implementation** Tab 10
  - A. Self-Advocate Community Organizing Project 
  - B. Partnership with African American Clergy to Support Families 
  - C. Future Public Policy Advocacy Projects 
8. **Future Project Funding Priorities** Tab 11 
9. **Other Discussion Items**

**Adjourn**



# Texas Council for Developmental Disabilities

## Public Policy Committee Meeting - Agenda

DoubleTree Hotel - Austin

Room: Robertson

Thursday, May 2, 2013 1:30 PM – 5:00 PM



Action Item

### Call to Order

1. **Introductions of Committee Members, Staff and Visitors**
2. **Public Comments**
3. **Consideration of February 8, 2013, Minutes** Tab 12 
4. **Chair's Remarks**
  - A. Review of Committee Responsibilities
  - B. Other Discussion Items
5. **Member Updates**
6. **Public Information Report** Tab 13
7. **Public Policy Recommendations Update** Tab 14
  - A. SB 1112
  - B. SB 1226
8. **Public Policy Issues** Tab 15
  - A. State Policy Issues
  - B. Update on State Supported Living Center Activities
  - C. Federal Policy Issues
9. **Future Public Policy Advocacy Projects** Tab 10 
10. **Other Discussion Items**

**Adjourn**



# Texas Council for Developmental Disabilities

## Council Meeting - Agenda

DoubleTree Hotel - Austin

Room: Phoenix South

Friday, May 3, 2013 8:30 AM – 12:30 PM



Action Item

### Call to Order

1. **Introductions of Members, Staff and Visitors**
2. **Public Comments**
3. **Consent Items**
  - A. Consideration of Minutes Tab 16 
  - B. Excused Absences of Council Members 
4. **Chair's Report**
5. **Executive Director's Report**
6. **Grantee Presentation: Texas Advocates *Project Save Advocacy Project***
7. **Proposed State Plan Amendments** Tab 7 
8. **Future Activities for State Plan Implementation** Tab 10
  - A. Future Public Policy Advocacy Activities 
  - B. Self-Advocate Community Organizing Project 
  - C. Partnership with African American Clergy to Support Families 
  - D. Future Funding Priorities Tab 11 
9. **TCDD Succession Planning Procedures** Tab 17 
10. **Executive Committee Report**
  - A. Grants Activities Report Tab 3
  - B. New & Continuation Grant Awards Tab 4 & 5
  - C. TCDD Quarterly Financial Report Tab 6
  - D. Conflict of Interest Disclosures
  - E. Other Discussion Items
11. **Project Development Committee Report**
  - A. Grants and Projects Report
  - B. Future Funding Activities
  - C. Other Discussion Items
12. **Public Policy Committee Report**
  - A. Public Information Report Tab 13
  - B. Public Policy Issues Tab 15
  - C. Other Discussion Items Tab 14
13. **Announcements and Updates** Tab 18

### Adjourn

<b>Executive Committee Meeting Minutes</b>	<b>Tab 1</b>
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**Background:**

Minutes of the April 2, 2013, Executive Committee meeting are included for your review. Minutes from the February 6, 2013 Committee meeting were approved on April 2 and are available for review on the [TCDD website](#).

<b><u>Executive Committee</u></b>	<b><u>Expected Action:</u></b>
<b><u>Agenda Item 3.</u></b>	The Committee will review, revise as appropriate, and approve.

**EXECUTIVE COMMITTEE MEETING  
DRAFT MINUTES  
APRIL 2, 2013**

**COMMITTEE MEMBERS PRESENT**

May Durham, Council Chair	Kristen Cox	Diana Kern
Gladys Cortez		

**COMMITTEE MEMBERS ABSENT**

Andrew Crim – participated by phone

**STAFF PRESENT**

Roger A. Webb, Executive Director	Sonya Hosey Wendy Jones	Koren Vogel
Martha Cantu	Melissa Loe	

**CALL TO ORDER**

The Executive Committee of the Texas Council for Developmental Disabilities convened on Tuesday, April 2, 2013, in the Pecan Room at the Marriott Austin South, 4414 IH-35 South, Austin, TX 78745. Council Chair Mary Durham called the meeting to order at 9:38 AM.

**1. INTRODUCTIONS**

Committee members and staff were introduced. Council Vice-Chair Andrew Crim was unable to attend but participated by listening and providing input via conference call. As per Open Meetings Act provisions, Crim was not eligible to vote on actions before the Committee.

**2. PUBLIC COMMENTS**

No public comments were offered to the Committee.

**3. CONSIDERATION OF MINUTES**

The Committee reviewed the minutes of the February 6, 2013, Committee meeting. No revisions were offered.

**MOTION:** To approve the minutes of the February 6, 2013, Executive Committee meeting as presented.

**MADE BY:** Gladys Cortez

**SECOND:** Diana Kern

The motion **passed** unanimously.

**4. CHAIR'S REPORT**

Chair Durham discussed planned Council member travel for out-of-state events. Durham and John Morris will attend the Disability Policy Seminar in Washington, DC, April 15-17, 2013, and David Taylor has been approved to attend the APSE conference in Indianapolis, IN, June 23-27, 2013. Durham also discussed the joint AIDD Technical Assistance Institute/NACDD Annual

Conference which will be held July 8-10, 2013, at the Hyatt Regency in Washington, DC. Durham and Executive Director Roger Webb have reviewed the budget for out-of-state travel and hope to send at least 4-5 Council members and 4-5 staff members. Durham views this event as a positive learning environment for members and staff as well as a good opportunity for networking and team-building.

**5. REVIEW OF EXECUTIVE COMMITTEE RESPONSIBILITIES**

Executive Director Webb reviewed Council Policies describing responsibilities of the Executive Committee. Specific roles of members of the Committee were reviewed including responsibilities of the Council Chair, Council Vice-Chair who is also the Audit Committee Chair, and Public Policy and Project Development Committee Chairs. Webb noted that the structure was established to not allow a majority of power to one individual, including the Council Chair. It was also noted that the Council Chair is the supervisor for the agency Executive Director.

Webb discussed the process of approving grant awards including the designation of the agency Executive Director to approve grants of less than \$10,000 (typically stipend grants). The Council approves grant projects and the Executive Committee approves awards to specific organizations after reviewing recommendations from independent review panels.

Webb reviewed parliamentary procedures and the structure of Robert's Rules of Order for the Committee. Members had a further discussion of Committee structure and Webb noted that at any point if members wished to explore establishing Committees on an issue based structure, this could be further researched. Members did express an interest in exploring ways to involve members of the Public Policy Committee in substantive discussions such as discussions about grant projects related to policy issues. Committee Chairs may choose to review Committee responsibilities during the May meetings. Members also discussed the quarterly meeting structure and materials and suggested including links in meeting materials to the grantee profiles on the TCDD website when those grantees are referenced in materials. It was also suggested that grantee pages have links to products and materials from those projects as appropriate.

**6. CONSIDERATION OF CONTINUATION GRANT AWARDS**

TCDD Grants Management Director Sonya Hosey and Grants Management Specialist Wendy Jones reviewed Executive Summaries for projects eligible for continuation grant awards. Hosey reviewed the summary for the Educational Programs Inspiring Communities Enabling Technology Project. This project looks at ways that assistive technology can improve job opportunities for people with disabilities by creating a local application to look at competitive employment options. Hosey also noted that three Council members (Andrew Crim, Scott McAvoy and John Morris) are closely following all Enabling Technology projects.

**MOTION:** To approve funding of up to \$225,000 to Educational Programs Inspiring Communities for the second year of a five-year Enabling Technology project.

**MADE BY:** Gladys Cortez

**SECOND:** Diana Kern

The motion **passed** unanimously. (Attachment 1)

Hosey reviewed the Executive Summary for Strategic Education Solutions Enabling Technology project. This project will develop a web based job coach program with the primary audience of individuals with Autism Spectrum Disorders. Hosey noted that there has been interest from other organizations in this product. TCDD staff met with the grantee to discuss curriculum modules and applications and potential for future use.

**MOTION:** To approve funding of up to \$225,000 to Strategic Education Solutions for year two of a five-year Enabling Technology Project.

**MADE BY:** Kristen Cox

**SECOND:** Gladys Cortez

The motion **passed** unanimously. (Attachment 2)

Hosey reviewed the Executive Summary for the Arc of Greater Tarrant County Inclusive Faith-Based Communities Symposium project. This project's first symposium is scheduled for May 28-30, 2013, and will include topics such as People 1<sup>st</sup> Language, Transportation, Inclusiveness, Bullying, and Respite. Hosey noted that this grantee has always done good work but information is not always submitted in a timely manner. The grantee has only requested reimbursement of \$20,000 from the first year. Staff are working with the project director to correct this situation and may ask the grantee to submit reimbursement requests on a monthly instead of quarterly basis.

**MOTION:** To approve funding of up to \$75,000 to the Arc of Greater Tarrant County for year 2 of a 3 year Inclusive Faith Based Communities Symposium Project with the understanding that staff will coordinate with the grantee to resolve reporting concerns.

**MADE BY:** Diana Kern

**SECOND:** Kristen Cox

The motion **passed** unanimously. (Attachment 3)

Jones reviewed the Executive Summary for the Arc of San Angelo Volunteer-Supported Decision-Making Project. She discussed some of the legal barriers this project has encountered with alternatives to guardianship. The project has trained volunteers to assist in decision making based on the principles of self-determination and will establish leadership academies for the third year to expand the training and work of those volunteers.

**MOTION:** To approve funding of up to \$75,000 to the Arc of San Angelo for year three of a three year Volunteer-Supported Decision-Making Project.

**MOTION BY:** Mary Durham

**SECOND:** Kristen Cox

The motion **passed** unanimously. (Attachment 4)

Jones reviewed the Executive Summary for the Texas Advocates Leadership Development and Advocacy Skills Training Project. The project trains and supports residents of State Supported Living Centers and community self advocates in the Rio Grande Valley, Austin and San Antonio areas so that self advocates' voices are engaged to create change for themselves and their communities.

**MOTION:** To approve funding of up to \$75,000 to Texas Advocates for year two of a three year Leadership Development and Advocacy Skills Training Project.

**MOTION BY:** Kristen Cox

**SECOND:** Diana Kern

The motion **passed** unanimously. (Attachment 5)

**7. OPTIONS FOR INITIATING PROJECTS**

Executive Director Webb reviewed options for initiating projects in an expedited manner developed by staff. This discussion is in response to recommendations from the TCDD Internal Auditor to develop ways to obligate and expend available funds. While these options may take some initial time to set-up, they could eventually provide a readily available source of projects when funds are available. Options include projects that could be short-term and possibly recurring in nature so that if funds are not available, the project could be inactive. Ideas that the Committee preferred included funding for information products such as webinars, podcasts and guides on various topics; language translation of materials for local disability advocacy organizations; stakeholder training on various topics; providing scholarships or internships for people with disabilities; and extending procedures to consider extensions of some grant projects to expand the scope of successful projects. Members also suggested combining the possible stakeholder training topics as possible informational products. Staff will work to develop these ideas and present for Council consideration at a later date.

**8. CONSIDERATION OF OUTREACH AND DEVELOPMENT PROJECT**

An application from Paso del Norte Children's Development Center for an Outreach and Development project grant was reviewed. Members felt that the proposal did not suggest any new activities from the organization's current scope of business, and it appears that 40% of the requested funding would be applied to administrative costs. Members did not approve this application.

**9. GULF COAST OF TEXAS AFRICAN AMERICAN FAMILY SUPPORT CONFERENCE**

Executive Director Webb provided a history of the Gulf Coast of Texas African American Family Support Conference (GCTAAFSC). TCDD's intent is to replicate the Central Texas African American Family Support Conference (CTAAFSC). A grant was awarded for the first year of the project to Parents Anonymous. After considering various concerns about the project's efforts

during the first year, the Council approved re-issuing the Request for Proposals after the first year, but with slightly reduced funds for each year of the project. An award was approved for a slightly revised project to Helpful Interventions. The revised RFP authorized up to \$35,000 yearly the first two years and \$15,000 for the third year based in part on the CTAAFSC that is sponsored largely by Austin Travis County Integral Care, an established agency with administrative support capabilities that assist the event. Helpful Interventions is a local non-profit that relies heavily on volunteers. Hosey has worked closely with this project and indicates it is progressing toward its goal of hosting the conference in November 2013, but the more limited administrative support capability of Helpful Interventions is limiting the projects ability to ensure success. TCDD staff recommend increasing the amount of grant funding for this project and asked that the record reflect this recommendation was staff initiated, not a request from the grantee.

**MOTION:** To increase funding up to \$75,000 for year one and two and up to \$50,000 for year three to Helpful Interventions for the Gulf Coast of Texas African American Family Support Conference Project.

**MOTION BY:** Kristen Cox

**SECOND:** Diana Kern

The motion **passed** unanimously. (Attachment 6)

**10. SUCCESSION PLANNING PROCEDURES**

Chair Durham reviewed with the Committee the process to draft Succession Planning documents for agency executive staff. These materials were developed with assistance from the AIDD Technical Assistance grant and established TCDD procedures to be implemented in times of vacancies in key staff positions. These procedures were initially approved in 2010 but have been updated to reflect changes in some positions. Executive Director Webb noted that “back-up” functions are determined by individual staff member’s knowledge and skills which at times is different than responsibilities of specific positions. Webb noted that the materials contain two components: plans for an emergency absence of the Executive Director, and procedures for a planned absence (either extended leave or separation from state service). The process to replace the Executive Director details actions for the Executive Committee to conduct recruitment and selection of someone for that position. Webb and Operations Director Martha Cantu reviewed the revised documents noting that plans were developed for a number of additional TCDD positions in which that person does not have a built in back-up. Materials are now in place for all director positions and the Communications Coordinator, Planning Coordinator, Web Administrator, Budget Support Specialist, and Executive Assistant. The succession planning documents were recommended for full Council approval by consensus.

**11. EXECUTIVE DIRECTOR’S REPORT**

Executive Director Webb provided an update on federal funds, noting that AIDD has provided an estimate of federal funds for FY 2013 with sequestration. TCDD funds were reduced by 4.47% or \$195,000 plus an earlier “across the board” reduction of 0.612% or \$31,115. The net reduction for TCDD is \$227,054 compared to FY 2012. Webb indicated that this reduction can be accommodated through unexpended funds from staff vacancies and other operating expenses

in addition to unobligated funds for grants. A summary document explaining these revisions was reviewed with members. As the agency moves toward Fiscal Year 2014, “unspent” funds from grants and from the staff operating expense budget should offset the current projected deficit for that year. Adjustments will be made as necessary.

Webb also provided a state policy update regarding proposed changes to state legislation that impact people with disabilities, including the status of Senate Bill 7 which would reform long-term services and supports for individuals with intellectual and developmental disabilities. TCDD has provided assistance with stakeholder education on this bill including funding of live-streaming of informational meetings. TCDD has also provided education and input based on Council Public Policy recommendations on bills related to Employment First and to non-discrimination of people with disabilities as organ donor recipients. Webb further provided information on bills that would have administrative impact on state agencies.

The Committee reviewed key discussion items for May Council and Committee meetings as well as dates and long-term plans for future meetings.

**ADJOURN**

There being no further business, Chair Durham adjourned the Executive Committee at 1:31 PM.

\_\_\_\_\_  
Roger A. Webb  
Secretary to the Council

\_\_\_\_\_  
Date

# **Attachment 1**

# Texas Council for Developmental Disabilities

## Executive Committee

Date: 4/02/13

Review of Proposed Activities & Budget

ITEM: A

Grantee: Educational Programs Inspiring Communities

Year: 2 of 5

Project Title: Enabling Technology

Project Location: Houston, TX

### TCDD RFP Intent:

The project intent is to assist Texans with developmental disabilities in attaining competitive employment opportunities. Grantees will develop and implement a plan to demonstrate to employers, people with developmental disabilities, and/or family members ways in which available assistive technology can enhance job performance and increase employment options. TCDD has approved funding up to \$225,000 per year for up to five years.

### Project Goals and Accomplishments for Year 1:

**Goal:** The goal of this project is to design, develop, deploy, and evaluate an interactive customized mobile tablet solution that will increase the employability of low-income adults with developmental disabilities in the H.E.A.R.T. Program by December 31, 2012 or within a 12-month period.

*Accomplishments per goal:* PAC was formed and tablets were acquired. Recruited 12 program participants to test the application. Administered survey to program participants to gauge technology proficiency. Signed contract between software developer and H.E.A.R.T. program. Defined and designed modules including scheduling, requisitions, shopping, inventory management, and vending runs. Completed one module (coded and deployed). The completed module was installed and staff and participants have been trained on this module. Prepared an evaluation to solicit feedback from program participants.

### Proposed Goals and Objectives for Year 2:

**Goal 1:** The goal of the HEART Inventory Tracking System (HITS) project is to design, develop, deploy, and evaluate an interactive customized iPad app that will increase the employability of low-income adults with developmental disabilities in the H.E.A.R.T. Program by March 31, 2013.

**Objective:** Develop, deploy, and test the "shopping" and "requisition" flow of HITS by 8/31/13. Develop, deploy, and test the "vending run" and "return from run" flow by 12/31/13. Complete the report management phase of HITS and perform testing by 3/31/2014. Evaluate the customized application within H.E.A.R.T and provide evaluation to TCDD by 5/31/14.

**Council Considerations:** Public Policy Considerations: Qualitative data from the technology developers regarding the benefits, the future opportunities, considerations and/or challenges associated with including people with developmental disabilities in the design, testing, and evaluation phases of the project could be used to promote inclusive technology development policies beyond this project. Specific quantitative information about how the development of the app improved wages or provided employment opportunities for persons with more significant disabilities than might otherwise have been considered for the position would also support the tenets of the state's Employment First initiative. No staff concerns; Council to consider continuation of funding for this project.

<b>Continuation Budget Detail Summary</b>			
	<b>Federal</b>	<b>Match</b>	<b>Totals</b>
Amount expended in year 1 (Based on 10 months) (\$175,000 consultants) Award amount - \$225,000	\$133,100	\$40,708	\$173,808
<b>Amount requested for next year budget:</b>			
<b>I. Personnel Services</b>	39,224	0	39,224
<b>II. Travel</b>	0	0	0
<b>III. Purchased Services</b> (\$175,000 consultants)	177,000	85,000	262,000
<b>IV. Equipment/Supplies</b>	845	0	845
<b>V. Rental/Leasing</b>	660	0	660
<b>VI. Utilities</b>	7271	0	7271
<b>VII. Other</b>	0	0	0
Budget period totals	\$225,000	\$85,000	\$310,000

# **Attachment 2**

# Texas Council for Developmental Disabilities

## Executive Committee

Date: 4/02/13

Review of Proposed Activities & Budget

ITEM: B

Grantee: Strategic Education Solutions

Year: 2 of 5

Project Title: Enabling Technology

Project Location: Austin, TX

**TCDD RFP Intent:**

The project intent is to assist Texans with developmental disabilities in attaining competitive employment opportunities. Grantees will develop and implement a plan to demonstrate to employers, people with developmental disabilities, and/or family members ways in which available assistive technology can enhance job performance and increase employment options. TCDD has approved funding up to \$225,000 per year for up to five years.

**Project Goals and Accomplishments for Year 1:**

**Goal:** To provide adults with Cognitive Disabilities and their caretakers a comprehensive, accessible, and low-cost instructional resource that supports them through their career planning, job search, and employment journey.

*Accomplishments per goal:* Recruited 9 PAC members from diverse stakeholder groups. Developed 5 needs assessment surveys including client, parent, and service provider in English and Spanish. Planned and implemented outreach campaign to over 60 organizations. Developed comprehensive content manual synthesizing best practice research and Needs Assessment data. Developed year 1 scope & sequence and content for 30 modules in the area of jobs search skills. Launched website in month 9. Recruited 15 participants of diverse autism diagnosis, gender, ethnic, and socioeconomic backgrounds. Deployed 10 modules for participant testing. Collected post-pilot user/parent survey data in month 11 to inform product enhancement plan.

**Proposed Goals and Objectives for Year 2:**

**Goal 1: Same as above**

**Objective:** Develop 20 additional instructional modules based on the most pressing needs of the target population. Identify, select, and train 10 additional pilot test participants and continue training and monitoring of existing participants (25 total). Develop product enhancement plan for year 3 to ensure that user need dictates content/functionality. Evaluate project activities and effectiveness. Recruit, convene, and monitor PAC.

**Council Considerations:** Public Policy Considerations: Focused on people with autism, the project states it will demonstrate how innovative, technology-based approaches can provide critical employment support services to facilitate both school-to-work transition and employment success for people with disabilities. If the project launches careers for students with developmental disabilities, the virtual job coach modules appear to be a highly cost-effective tool for providers of public services and could be highlighted as a model during the implementation of Texas' employment first policy. No staff concerns; Council to consider continuation of funding for this project.

### Continuation Budget Detail Summary

	Federal	Match	Totals
Amount expended in year 1 (Based on 10 months) Consultant \$ 15,000 Award amount - \$224,967	\$181,923	\$22,333	\$204,256
<b>Amount requested for next year budget:</b>			
<b>I. Personnel Services</b>	66,500	28,587	95,087
<b>II. Travel</b>	0	1262	1262
<b>III. Purchased Services</b> (\$15,000 consultants)	156,820	17,061	173,881
<b>IV. Equipment/Supplies</b>	1680	588	2268
<b>V. Rental/Leasing</b>	0	2040	2040
<b>VI. Utilities</b>	0	504	504
<b>VII. Other</b>	0	0	0
Budget period totals	\$225,000	\$50,042	\$275,042

# **Attachment 3**

**Texas Council for Developmental Disabilities  
Executive Committee**

Date: 4/02/13

Review of Proposed Activities & Budget

ITEM: C

Grantee: The Arc of Greater Tarrant County

Year: 2 of 3

Project Title: Inclusive Faith-Based Communities Symposium

Project Location: Fort Worth

**TCDD RFP Intent:**

The project intent is to collaborate with leaders of faith-based organizations in order to compare experiences and share resources so that formal and informal community supports available to people with developmental disabilities may be increased. TCDD has approved funding up to \$75,000 per year for up to three years.

**Project Goals and Accomplishments for Year 1:**

**Goal:** The faith-based and IDD Communities will collaborate to increase inclusive opportunities for individuals and their families with IDD to worship in a location and manner of their choosing.

*Accomplishments per goal:* Secured venue and speakers for the 1<sup>st</sup> Inclusive Faith-Based Communities Symposium scheduled for May 28, 30, 2013. Arranged accessible complimentary transportation for event attendees. Identified key topics for symposium, including transportation, People First Language (PFL), inclusiveness, bullying and respite. Educated planning leaders on PFL and helped staff develop PFL materials for distribution at symposium and beyond. Faith leaders in planning and advisory roles are committed to leading their communities in creating more welcoming, inclusive atmospheres in places of worship. A toolkit for faith organizations is being developed to serve as a resource manual for including and ministering to individuals with developmental disabilities. The toolkit will include information on PFL, communication/sensory differences, a guide to navigating services and local resources.

**Proposed Goals and Objectives for Year 2:**

**Goal: Same as above**

**Objective:** Build a partnership between the faith-based and IDD communities. Hold a minimum of two symposia dedicated to educating and developing inclusion practices in the faith community. A minimum of ten faith-based community groups will initiate work plans with the goal to become inclusive to individuals and their families with IDD through the initiation of an activity. Increase number of area faith-based communities involved in project during year two. Conduct a 3-year research project measuring the success of this project through iCAP grant.

**Council Considerations:** Public Policy Considerations: The project has identified goals of providing opportunity for religious leaders to understand and support their community of people with disabilities and eliminate physical and communication barriers. There also is a goal specific to individuals with cognitive disabilities having faith teaching in a manner that is understandable to them. A universal policy implication is awareness and policy change – as faith communities involved in the project learn the barriers to inclusion they will then need to plan for and implement physical, program and policy changes. Taking it a step further, setting the expectation that project participants will plant the seeds of change in additional houses of worship beyond those that participated will extend the project's reach to more persons with disabilities. No staff concerns; Council to consider continued funding for this project.

**Continuation Budget Detail Summary**

	Federal	Match	Totals
Amount expended in year 1 (\$19,530 consultants) (based on 8 months) Award amount \$75,000	\$20,000	\$6,667	\$26,667
<b>Amount requested for next year budget:</b>			
<b>I. Personnel Services</b>	52,617	5475	58,092
<b>II. Travel</b>	0	0	0
<b>III. Purchased Services</b> (\$22,000 consultants)	18,000	31,000	49,000
<b>IV. Equipment/Supplies</b>	4383	0	4383
<b>V. Rental/Leasing</b>	0	0	0
<b>VI. Utilities</b>	0	0	0
<b>VII. Other</b>	0	0	0
Budget period totals	\$75,000	\$36,475	\$111,475

# **Attachment 4**

**Texas Council for Developmental Disabilities`  
Executive Committee**

**Date:** 4/02/13

**Review of Proposed Activities & Budget**

**ITEM: D**

**Grantee:** The Arc of San Angelo

**Year: 3 of 3**

**Project Title:** Alternatives to Guardianship: Volunteer-Supported Decision-Making

**Project Location:** Tom Green County

**TCDD RFP Intent:**

The project intent is to demonstrate how volunteers can provide appropriate supports to help individuals with intellectual and other developmental disabilities to make decisions concerning their own lives. In 2009, the Texas Legislature passed HB 1454 directing the Health and Human Services Commission (HHSC) to develop and evaluate two Volunteer-Supported Decision-Making Advocate pilot programs that will provide supported decision-making services to persons with intellectual and developmental disabilities and other cognitive disabilities. The Department of Aging and Disability Services (DADS) was directed by HHSC to develop and implement the pilot program and to provide the legislature with a report and recommendations. TCDD has partnered with DADS to implement the pilot. TCDD has approved funding of up to \$75,000 per year for up to three years.

**Project Goals and Accomplishments for Year(s) 1=2:**

**Goal:** To provide supported decision-making services to individuals with intellectual and developmental disabilities and other cognitive disabilities to increase their self-determination, power, and control of their own lives through recruiting, training, monitoring, and supporting volunteers.

*Accomplishments per goal:*

Diversion was established as the priority with education and execution of advanced directives identified as secondary activities. The project successfully diverted Court-initiated guardianships for 4 individuals. As of December 2012, 17 volunteers received training and participated in presentations. Barriers to the role of volunteers were identified and possible solutions explored, but the conclusion was volunteers are not adequate and effective for those needing substantial decision-making support. A Leadership Academy, consisting of a model similar to Partners in Policymaking (including People First Language, History of People with Disabilities, and the Self-Determination Movement) and involving problem-solving scenarios was held for 12 individuals.

**Proposed Goals and Objectives for Year 3:**

**Goal: Same as above.**

**Objectives:** Leadership will be held across 5 consecutive days, 3 hours each day for 15 individuals. Groups will be formed to address problem-solving with real-life, complex scenarios. Participants will be trained on what constitutes Informed Consent, Best Interest, and Supported Decision Making. Training will include information on the risks of establishing a guardianship.

**Council Considerations:** Public Policy Considerations: In trying to implement supported decision-making, the project identified legal, procedural and cultural barriers preventing volunteers from supporting decision-making of individuals with developmental disabilities. In Texas, the individual with disabilities must have capacity to consent to the surrogate or support. The project found other states that promote alternatives to guardianship, not available in Texas policy and practice. Changes in practice and education on the project advisory committee from court and attorney fields inform future policy change to advance alternatives to guardianship and self-determination. No staff concerns; Council to consider continued funding for this project.

<b>Continuation Budget Detail Summary</b>			
	Federal	Match	Totals
<b>Amount expended in Year 2</b> (\$0 consultants) (based on 7 months) Award amount \$73,941	\$35,304	\$13,844	\$49,148
<b>Amount requested for Year 3 budget:</b>			
<b>I. Personnel Services</b>	70,854	12,219	83,073
<b>II. Travel</b>	0	0	0
<b>III. Purchased Services</b> (\$0 consultants)	1527	3890	5417
<b>IV. Property/Materials</b>	0	950	950
<b>V. Rental/Leasing</b>	0	14,550	14,550
<b>VI. Utilities</b>	2619	1821	4440
<b>VII. Other (Indirect Costs)</b>	0	0	0
Budget period totals	\$75,000	\$33,430	\$108,430

# **Attachment 5**

**Texas Council for Developmental Disabilities`  
Executive Committee  
Review of Proposed Activities & Budget**

Date: 4/02/13

ITEM: E  
Year: 2 of 3

Grantee: Texas Advocates

Project Title: New Leadership Development and Advocacy Skills Training

Project Location: Travis, Bexar, Atacosa, Guadalupe, Cameron, Willacy, Hidalgo, and Starr Counties

**TCDD RFP Intent:**

The intent of the new Leadership Development and Advocacy Skills Training Projects RFP is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies. TCDD has approved funding up to \$75,000 for up to three years.

**Project Goals and Accomplishments for Year 1:**

**Goal:** Project SAVE (Self, Advocate Voices Engaged) will train and support State Supported Living Centers (SSLC) residents and community organizations so that **self advocate voices** are **engaged** to create change for themselves and their community.

*Accomplishments per goal:*

In Austin, Texas Advocates completed 2 community recruitment events, 7 presentations for local community groups, 4 trainings, and 2 train-the-trainer sessions. In San Antonio, the grantee conducted 3 presentations for local community groups, 2 trainings and 1 community event. In the Rio Grande Valley, 6 presentations for local community groups, 2 trainings and 1 community event were held. A community event on Healthy Relationships was conducted in Richmond. As of December 2012, a total of 4 trainings for 34 Austin SSLC participants and 1 training for 12 San Antonio SSLC participants had been conducted.

**Proposed Goals and Objectives for Year 2:**

**Goal:** Same as above.

**Objectives:** 1) Select at least one new community for training (Richmond); 2) Continue work in current communities; 3) Provide training in at least 4 communities for at least 56 total new participants trained

**Council Considerations:** Public Policy Considerations: This grantee is teaching state supported living center residents and others to advocate for themselves in 2 of the same communities, Austin and San Antonio, as the current leadership and advocacy project as the Arc of Texas. This collective impact strategy is regarded as a powerful and realistic paradigm for social progress affecting policy change. No staff concerns; Council to consider continued funding for this project.

<b>Continuation Budget Detail Summary</b>			
	Federal	Match	Totals
<b>Amount expended in Year 1</b> (\$51,622 consultants) (based on 9 months) Award amount \$75,000	\$42,992	\$11,882	\$54,874
<b>Amount requested for Year 2 budget:</b>			
<b>I. Personnel Services</b>	0	13,529	13,529
<b>II. Travel</b>	0	0	0
<b>III. Purchased Services</b> (\$50,822 consultants)	69,467	0	69,467
<b>IV. Property/Materials</b>	3193	0	3193
<b>V. Rental/Leasing</b>	300	1200	1500
<b>VI. Utilities</b>	2040	0	2040
<b>VII. Other (Indirect Costs)</b>	0	0	0
Budget period totals	\$75,000	\$14,729	\$89,729

# **Attachment 6**

# **Recommended Revision - Executive Summary**

## **Gulf Coast African American Family Support Conference**

### **Background:**

The Council initially approved an Executive Summary to fund a conference in Houston that replicates the Central Texas African American Family Support conference (CTAAFSC) hosted by Austin Travis County Integral Care (ATCIC) and sponsored by community partners from the public and private sectors. The CTAAFSC is an annual event, recently hosting the 13<sup>th</sup> conference, that has been successful in addressing myths about mental illness, treatment for mental illness, and issues related to health disparities experienced by African Americans. The CTAAFSC targets the African American community and focuses on providing culturally appropriate information for African Americans, their families, clergy and providers in a culturally appropriate forum, and also embraces all members of the community regardless of race/ethnicity. The mission of the CTAAFSC is to strengthen family and individual awareness of available health care services (behavioral and physical) through culturally sensitive education, supports, and partnerships. It strives to increase individual and family awareness of available behavioral and physical healthcare services, reduce stigma, and eliminate health disparities. This year's event attracted over 750 registrants.

### **Initial Grant Award**

TCDD initially authorized up to \$50,000 to Parents Anonymous, Inc., for the first year of a three-year project to host the Gulf Coast of Texas African American Family Support Conference in Greater Houston. The RFP authorized up to \$35,000 for year 2; and \$15,000 for year 3. The project started Sept. 1, 2010, and hosted the first conference on August 4, 2011, in the Greater Houston area for approximately 120 people with disabilities, their families, community members and professionals focusing on available health care services (behavioral and physical) through culturally sensitive education supports and partnerships.

At the August 2011 Council meeting, the TCDD Executive Committee reviewed information provided by staff summarizing various concerns about the management of the project by Parents Anonymous and voted to not continue funding Parents Anonymous for years 2 and 3 of the project. Central to the Committee's decision was a concern that it is crucial to the long term viability and success of this effort to have an organization with a presence within the geographic region in order to effectively build capacity and sustainability for the event long-term.

### **Revised Request for Proposals**

The Council approved a new executive summary for the Gulf Coast of Texas African American Family Support Conference in November 2011, authorizing funding of up to \$35,000 for years 1 and 2 and \$15,000 for year 3, and limiting applications to organizations in the Greater Houston area that were involved in supporting the initial conference held in August 2011. The Executive Committee approved funding in May 2012 of up to \$35,000 to Helpful Interventions for the first year of the GCTAAFS Conference. Helpful Interventions is a non-profit organization located in Houston that had not generated other income prior to receiving this grant and relies heavily on volunteers. That project started September 1, 2012.

As one of its first activities, Helpful Interventions, in collaboration with diverse community stakeholders, hosted a "Family Breakfast Summit" with keynote speaker Representative Garnett Coleman, District 147, Texas House of Representatives, in December 2012. The summit attracted 80 attendees, including 20 community-based agencies, social, health and faith based organizations, advocates, consumers and families. Participants shared their ideas on mental health issues, physical and spiritual health, as well as developmental disabilities and substance use. The satisfaction survey indicated 90%+ satisfaction of the event, and measured the attendee's interests and needs for the upcoming conference scheduled for November 2013.

### **Project Status Update**

TCDD Grants Staff have maintained considerable involvement with activities of the project thus far, attending the Summit and subsequent Project Advisory Committee meetings. From this involvement, we have concerns that Helpful Interventions, while well connected in the African American community in Houston and with a strong understanding and vision around the need for the conference and related activities, does not have sufficient support via paid staff to coordinate the array of activities necessary to plan and convene the conference as planned. Helpful Interventions relies mostly on volunteers and community partners to implement activities. In comparison, the Central Texas African American Family Support Conference has been hosted since its inception by Austin Travis County Integral Care (Community Center) which has considerable administration resources and staff that can support the effort.

As a mostly volunteer organization, Helpful Interventions does not have the capacity to be involved in many “non-core” activities that are key in building community partnerships. Project staff include a 75% time Project Director position that grant funded 6 hr/wk, donated time 24 hr/wk; a 50% time Project Coordinator position that is grant funded 13.5 hr/wk, donated time 6.5 hr/wk, and a Financial Manager who is grant funded 1.5 hr/wk and donated time 1.5 hr/wk. Other Helpful Interventions volunteers and community partners are fully occupied providing direct services and assistance to families who are dependent on the organization for supports that aren’t available elsewhere. TCDD staff therefore recommend authorizing an increase in funds for Helpful Interventions for years one through three to enhance Helpful Interventions administrative support and internal controls.

We also note that these challenges limit the extent to which smaller, grassroots organizations can participate in policy or systems-change work. In comparison to other smaller projects funded by TCDD through the Outreach and Development grants, several grantees pointed out in their final report that *the impressive outcomes achieved by committed volunteers provided with these small, time-limited grants would not be sustainable over time without funding to develop and maintain some infrastructure*. One grantee noted in their final report, “... although volunteers, including parents, have made significant contributions to the growth and success of [the project], many of them have full time jobs in addition to raising a child with a developmental disability, which could be another full time job to them. Thus, a full time paid staff and other support staff is needed to coordinate and manage the daily operations of the programs and services and to develop strategies to leverage additional resources from the community and other collaborating partners.”

### **Recommendations**

TCDD staff believes that Helpful Interventions needs a full-time, paid staff and other support to coordinate and manage the Gulf Coast of Texas African American Family Support Conference. The Central Texas conference has grown to become a 2-day conference with a total budget of approximately \$150,000 (including contributions and in-kind staff support). The host agency (ATCIC) has staff and agency support to help with logistics, marketing, web/technology support, administration support and other conference-related activities.

### **Proposed Funding Amount**

Increase funds available for year 1 from \$35,000 to \$75,000; increase funding for year 2 from \$35,000 to \$75,000; and increase funding for year 3 from \$15,000 to \$50,000.

If approved, Helpful Interventions will submit a revised workplan and budget proposing activities within that increased scope including staff positions, consultants, and other project-related costs.

### **State Plan Goal(s) and Objective(s):**

**Goal 5:** Demonstrate how to prevent unnecessary admissions to State Supported Living Centers (SSLC) by supporting community organizations in at least 1 HHS Region to increase their capacity to provide community-based services that support people with developmental disabilities to improve and maintain their health and to have access as needed to necessary healthcare, behavior supports, and/or respite, by 9/30/2016.

**Objective 3:** As funds are available, demonstrate and evaluate other strategies to support individuals with developmental disabilities to improve and/or maintain their health and well-being.

### **Intention of RFP**

To establish a sustainable Gulf Coast of Texas African American Family Support Conference (modeled on the Central Texas African American Family Support Conference and having the goals of strengthening family and individual awareness of available behavioral and physical health care services through culturally sensitive education, supports, and partnerships; reducing stigma, and eliminating health disparities).

### **Requirements per RFP**

#### **The grantee must:**

1. Work cooperatively with ATCIC to maintain fidelity to the original model (be tailored to African Americans but welcome individuals of any ethnicity; be developed by a committee that has a majority of members who are African American and reside in the Greater Houston area and that includes representatives from local businesses, health and human service agencies, service providers, faith communities, and individuals with developmental disabilities - including mental illness - and their families; conduct expansive outreach to recruit volunteers, speakers, and participants; provide training and information to participants about evidence-based, culturally competent, supports and services; offer CEUs for professionals; secure speakers who are nationally recognized; evaluate each annual conference by surveying attendees and using the information in planning future conferences; and ensure that no individual who wants to attend is turned away because of a lack of financial resources).
2. Develop local community support that will enable the conference to sustain itself as the CTAAFSC has, without continued grant funding from TCDD.

### **Expected Outcome**

An annual, sustainable, event modeled on the Central Texas African American Family Support Conference will be held annually in Greater Houston.

### **Project Description**

The Gulf Coast of Texas African American Family Support Conference would be established as a yearly event, free to people with disabilities and their families, hosted by Helpful Interventions, Inc., and sponsored by community partners from the public and private sectors.

**Background:**

- **Stipends Grants Applications Approved** - TCDD Policies provide for the Executive Director to make final decisions about applications for Events Stipends and Presentation Support Stipends. Two (2) stipend applications were approved during the quarter. Executive Summaries are enclosed for grants approved to the following organizations:
  1. **Texas Parent to Parent:** Events Stipend for up to \$6,000 for the 9<sup>th</sup> Annual Texas Parent to Parent Conference on July 26-27, 2013, in San Marcos.
  2. **Harris County Department of Education:** Disability Related Presentation Support for up to \$4,102 for the HCDE Summer Autism Institute on June 1-30, 2013, in Austin.
- **State and Federal Affairs Update** –TCDD staff will provide updates about various state and federal matters during the meetings.
- **Attendance Report** – A quarterly summary of attendance of Council members at meetings is also enclosed.

**Important Terms:**

**Events Stipend Grants:** Organizations may apply for up to \$6000 to pay for conference registration, hotel rooms, attendants, respite, travel expenses, etc. for self-advocates and their family members to attend conferences and other events.

**Disability-Related Presentation Support Stipend Grants:** Sponsoring organization of the meeting, conference, workshop, or seminar may apply for up to \$6000 per event for transportation, meals, and lodging for speakers, expenses for an attendant, respite care or other accommodations, as well as speaker fees.

**Executive Committee**

**Agenda Item 5.**

**Expected Action:**

The Executive Committee will review the information provided and may provide guidance to staff.

**Council**

**Agenda Item 10.**

**Expected Action:**

The Council will receive a report on the Executive Committee discussion.

**CONSUMER STIPENDS PROPOSALS**

**Executive Director Review**

Date: 2/19/13

ITEM: 1

**Organization: Texas Parent to Parent**  
**City, State: Austin, TX**

**Federal: \$ 6,000**  
**Match: \$ 2,980**

Event: Conference: 9th Annual Texas Parent to Parent Conference  
Date: July 26-27, 2012  
Location: Embassy Suites  
City, State: San Marcos, Texas

Previously Funded: Yes: 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012  
Comments: We will provide information to parents, siblings, and youth/young adults with disabilities on advocacy, special education law, Medicaid Waiver Programs, transition to adulthood, self-determination, resources, and health care issues.

Considerations: The conference sponsors propose to provide stipends to cover:

Lodging – 36 individuals  
(36 @ \$85/individual for 2 nights) = \$ 6,000.00  
Total lodging cost is \$6,120, difference in match  
**Total cost (federal): = \$ 6,000.00**

Applicant match registration difference, child care & meals:  
Lodging – 36 individuals  
(36 @ \$1.67/individual for 2 nights) = \$ 120.00  
Child Care – 36 individuals  
(12 providers @ \$115/day for 2 days + \$100 Supplies) = \$ 2,860.00  
**Total cost (match): = \$ 2,980.00**

Recommendation: Staff recommends funding. Proposal received 90 days prior to the event.

Approved: yes no \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_



**TCDD QUARTERLY COUNCIL MEETINGS  
ATTENDANCE REPORT  
May 2011 – February 2013**

<b>Council Member</b>	<b>2/13</b>	<b>10/12</b>	<b>7/12</b>	<b>5/12</b>	<b>2/12</b>	<b>11/11</b>	<b>8/11</b>	<b>5/11</b>
H. Adkins	P	P	P	P	P	P	P	P
K. Blackmon	P	P	EA	P	P	P	EA	P
K. Clark	EA	P –Th EA – Fr	P	EA	P	P	P	EA
G. Cortez	P	EA	P	P	P	P	NA	NA
K. Cox	P	P	P	P	P	EA	P	P
A. Crim	EA	P	EA	P –Th EA – Fr	P	P – Th EA – Fr	EA	P
M. Delgado	EA	P	P	EA	EA	P	P	P
M. Durheim	P	P	P	P	EA	P	EA	P
S. Gersuk	P	P	NA	NA	NA	NA	NA	NA
C. Johnston	EA	EA	P	P	P	P	P	EA
D. Kern	P – Th EA - Fr	P	EA	P	EA	EA	P	EA
S. McAvoy	P	EA	P	P	NA	NA	NA	NA
J. Morris	P	P	P	EA	P	P	P EA -Fr	P
D. Perry	EA	EA	P	P	P	EA	P	EA
J. Rivas	P	P	P	P	P	P	P	P
D. Taylor	P	P	P	P	NA	NA	NA	NA
L. Taylor	P	P	P	P	P	P	EA	P
R. Tisch	P	P	P	P	P	EA	P	P
S. Vardell	EA	P –Th EA – Fr	P	P	P	P	P	P
DRT (AI)	P	P	P	EA	P	P	P	P
UT CDS	P	P	P	EA	P	P	EA	EA
A&M CDD	P	P –Th EA – Fr	P	EA	P	EA	P	EA
DADS	P	P	P	P	P	P	P	P
DARS	P	P	P	EA	P	P	P	P-Th EA-Fr
DSHS	P	P	P	P	P	P	P	P
HHSC	P	P	P –Th EA-Fr	P	P	P	P	P
TEA	P	P	P	P	P	P	P	P

**Key:** P = Present  
A = Absent  
EA = Excused Absence  
NA= Not Applicable

**TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES**

**INDEPENDENT AUDIT STATUS REPORT**

<b>GRANTEE</b>	<b>FYE</b>	<b>DATE RECEIVED</b>	<b>AUDIT FIRM</b>	<b>EXCEPTIONS NOTED</b>	<b>RECOMMENDATIONS/ RESOLUTIONS</b>
Any Baby Can of San Antonio, Inc	6/30/2012	4/4/2013	BDO USA, LLP	None.	Forwarded for Desk Review.
Brighton School, Inc.	8/31/2012	1/14/2013	Cundiff, Rogers & Solt	None.	The last two audits have an unqualified opinion. Per TCDD procedures the current audit was reviewed by TCDD staff. No concerns are noted, thus this audit was not sent to Don Mikeska, CPA, for desk review.
Community Healthcore	8/31/2012	1/29/2013	Henry & Peters, P. C.	None.	The last two audits have an unqualified opinion. Per TCDD procedures the current audit was reviewed by TCDD staff. No concerns are noted, thus this audit was not sent to Don Mikeska, CPA, for desk review.
Family to Family Network Inc	6/30/2012	4/3/2013		None.	Forwarded for Desk Review.
Region 17 ESC	8/31/2012	12/27/2012	Bolinger, Segars, Gilbert & Moss, LLP	None.	The last two audits have an unqualified opinion. Per TCDD procedures the current audit was reviewed by TCDD staff. No concerns are noted, thus this audit was not sent to Don Mikeska, CPA, for desk review.
Region 19 ESC	8/31/2011	10/3/2012	Gibson, Ruddock Patterson, LLC	None.	The last two audits have an unqualified opinion. Per TCDD procedures the current audit was reviewed by TCDD staff. No concerns are noted, thus this audit was not sent to Don Mikeska, CPA, for desk review.

**Key:** Audits were submitted to TCDD during the fiscal year (Oct. 1, 2012 – Sept. 30, 2013). Independent Audit Reports are due not later than nine months after the end of the grantee's fiscal year(s) for which an audit is performed. This document includes audits that were received after the due date, but during the fiscal year.

<b>GRANTEE</b>	<b>FYE</b>	<b>DATE RECEIVED</b>	<b>AUDIT FIRM</b>	<b>EXCEPTIONS NOTED</b>	<b>RECOMMENDATIONS/ RESOLUTIONS</b>
Texas Tech University	8/31/2012	12/5/2012	State of TX	None.	Forward for Desk Review.

*Key: Audits were submitted to TCDD during the fiscal year (Oct. 1, 2012 – Sept. 30, 2013). Independent Audit Reports are due not later than nine months after the end of the grantee's fiscal year(s) for which an audit is performed. This document includes audits that were received after the due date, but during the fiscal year.*

## GRANTS MONITORING EXCEPTIONS REPORT

GRANTEE PROJECT TITLE	TYPE OF ONSITE	DATE OF ONSITE	CONCERNS NOTED	CORRECTIVE ACTIONS	STATUS
<b>Helpful Interventions</b> <i>(Gulf Coast of Texas AAFSC)</i>	Initial	11/30/12	Procedures for procurement and fiscal controls; PARs; Travel log; Lease; Service agreements; and Match	Documents requested: 11/30/12 Documents due: 1/18/13	Complete
<b>SER Jobs for Progress</b> <i>(Expansion Leadership Development &amp; Advocacy Training Project)</i>	Follow-up	11/20/12	Fiscal controls; Travel; Lease agreements; Utility; Organizational Chart; PARs; Copy; Equipment; Insurance and Match	Documents requested: 11/20/12 Documents due: 12/20/12; 4/19/13 Documents requested: 12/21/12; 3/26/13; 4/4/13	Pending  Payment Hold
<b>Volar Center for Independent Living</b> <i>(Building Community Capacity through Collaboration)</i>	Initial	3/8/13	ADA standards; GRI questionnaire; Organization chart; Insurance; Travel; Utilities; Lease; Financial reporting; Purchasing goods/services; Service agreements/contracts; Match and Utilities	Documents requested: 4/9/13 Documents due:5/6/13	Pending
<b>Circle of Ten</b> <i>(Building Community Capacity through Collaboration)</i>	Initial	3/8/13	PARs signatures; Lease agreement; and Match	Documents requested:3/21/13 Documents due: 4/15/13	Pending
<b>East Texas Center for Independent Living</b> <i>(Building Community Capacity through Collaboration)</i>	Initial	3/21/13	GRI questionnaire, Procedures for purchasing/procurement of goods; PARs signatures; Organizational chart; Financial reporting; Approved flyer for dissemination; and Match	Documents requested: 4/9/13 Documents due:5/6/13	Pending

Date of Report: 4/11/13

**RISK ASSESSMENT FOR CONSIDERATION OF CONTINUATION AWARDS**  
**06/01/12 – 05/31/13**

<b>Item</b>	<b>Grantee</b>	<b>TCDD Funds</b>	<b>Other Fed Funds</b>	<b>Risk Activity</b>	<b>Risk Code</b>
A	Epilepsy Foundation of Texas <i>(Health &amp; Fitness)</i>	\$249,750	\$0	2	
B	SafePlace <i>(Meaningful Relationships)</i>	\$123,527	\$2,824,449	2	
C	Texas A & M University <i>(Leadership Development and Advocacy Skills Training)</i>	\$75,000	\$244 mil	2	

**KEY**

	Extensive Risk Management (all levels of control plus audit)
	Considerable Risk Management (most levels of control plus independent review by CPA)
	Moderate Risk (operating & monitoring controls & agreed upon procedures engagement by CPA)
	Monitor or Accept (basic monitoring only)

**TCDD RISK MATRIX  
FY 2013**

<i>Award Amounts</i> →	- \$75,999.	\$76,000. – \$199,999.	\$200,000.- \$499,999.	\$500,000. +
<b>Risk Activities</b> ↓				
<b>1. New Grantee</b> (i.e., no previous project or no project within 2 year period)	LH	MH	HH	HH
<b>2. Awards within Award</b> (e.g., consultants, presenters, sub-contractors, etc.)	LH	MH	HH	HH
<b>3. Funding Issues</b> (e.g., budget/procurement concerns, match, sustainability, etc.)	LM	LM	MM	HM
<b>4. Compliance Issues</b> (e.g., OMB, UGMS, TCDD policy, oversight issues, etc.)	LM	LM	MM	HM
<b>5. Performance Issues</b> (e.g., unmet goals, milestones, special conditions, etc.)	LM	LM	MM	HM
<b>6. Legal Actions</b>	LL	LL	ML	HL
<b>7. Fiscal Office Located Out-Of-State</b>	LL	LL	ML	HL
<b>8. No Audit Prior To Grant Award</b>	LL	LL	ML	HL

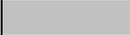
KEY: 1<sup>st</sup> letter denotes impact; 2<sup>nd</sup> letter denotes probability.

	HM, HH	Extensive Risk (all levels of control plus audit)
	MM, MH, HL	Considerable Risk (most levels of control plus independent review by CPA)
	LH, ML	Moderate Risk (operating/monitoring controls + agreed upon procedures by CPA)
	LL, LM	Acceptable Risk (basic monitoring only)

*Use for Risk Management Plan:*

	Audit work performed and the Executive Director performs oversight via quarterly report* provided to ensure supervisory and operating controls are working.
	Department heads reporting to Executive Director perform oversight functions to ensure supervisory and operating controls are working.
	Department staff perform oversight functions to ensure supervisory and operating controls are working.
	Department staff perform basic oversight functions to ensure controls are in place.

*Use for Annual Audit Plan:*

	Red indicates areas to be audited by contracted internal audit services provider.
	Yellow indicates areas to be covered through oversight, supervisory and operating controls with guidance from the contracted internal audit services provider.
	Green indicates areas to be covered through staff oversight with guidance from the contracted internal audit services provider as needed.
	Gray indicates areas to be covered through basic staff oversight and reporting.

\*Grants Monitoring Exceptions Report provided to E.D. and Council quarterly for review.

No risk activities means monitoring strategies will be performed at the lowest level under the award amount.

NOTE: Risk Matrix reviewed annually with TCDD staff and Internal Auditor; updated when needed.

**Background:**

- **Independent Audit Status Report** – Grants Management Staff will review the Independent Audit Status report that summarizes the status of desk reviews of annual independent audits submitted by grantees.
- **Grants Monitoring Exceptions Report** – The Grants Monitoring Exceptions Report enclosed summarizes concerns noted by TCDD Grants Management staff in their ongoing monitoring activities, and the status of resolving those concerns.
- **Grants Risk Assessment Report** – The Grants Risks Assessment Report enclosed summarizes the risk assessment matrix for continuation grant awards and new grant awards.

**Executive Committee**

**Agenda Item 6.**

**Expected Action:**

The Executive Committee will review the information provided and may provide guidance to staff.

**Council**

**Agenda Item 10. A.**

**Expected Action:**

The Council will receive a report on the Executive Committee discussion.

**MONITORING STRATEGIES  
FY 2013**

**STIPENDS (\$6,000. Or less):**

Website instructions	Special Conditions (GMD letter)
Technical support (Budget Support Specialist)	Review FROE & other reports submitted

**GRANT PROJECTS:**

**Level 1 GRAY**

Orientation	Approvals (e.g., equipment, travel, speakers, etc.)
Onsite Review = Initial	Project Advisory Committee Meetings
Program Performance Review = Annual	Final Program Performance Report
RAR Documentation Review	Other as determined necessary (e.g., audit desk review)

**Level 2 GREEN**

Orientation	Project Advisory Committee Meetings
Onsite Review = Initial & 3 <sup>rd</sup> year	Final Program Performance Report
Program Performance Review = Quarterly	Agreed upon Procedures Engagements CPA
RAR Documentation Review	Other as determined necessary (e.g., audit desk review)
Approvals (e.g., equipment, travel, speakers, etc.)	

**Level 3 YELLOW**

Orientation	Project Advisory Committee Meetings
Onsite Review = Initial & 3 <sup>rd</sup> & 5 <sup>th</sup> years	Final Program Performance Report
Program Performance Review = Quarterly	Independent Review by CPA = Annual (A-133 Audit at \$500k or more)
RAR Documentation Review	Project Staff Meeting (1X per annum)
Approvals (e.g., equipment, travel, speakers, etc.)	Other as determined necessary (e.g., audit desk review)

**Level 4 RED**

Orientation	Final Program Performance Report
Onsite Review = Initial & Annual	A-133 Audit = Annual (Independent under \$500k)
Program Performance Review = Quarterly	Audit Desk Review = Annual
RAR Documentation Review	Project Staff Meeting (2X per annum)
Approvals (e.g., equipment, travel, speakers, etc.)	Interim Program Performance Report
Project Advisory Committee Meetings	

**ADDITIONAL MONITORING STRATEGIES FOR GRANT PROJECTS**

To be selected and implemented on an as needed basis.

- Re-orient
- Add milestones or special conditions
- Move up to the next level of monitoring (see above tables)
- Payment holds (reimbursement only no advance or no reimbursement & no advance)
- Require additional onsite reviews

**Background:**

Executive Summaries for three (3) current grant projects that are eligible for continuation funding are enclosed for consideration by the Committee. Note that grantee organizations names below are “hyperlinks” to summary information about each project on the TCDD website.

- A. [Epilepsy Foundation](#): *Health and Fitness Project*
- B. [SafePlace](#): *Meaningful Relationships Project*
- C. [Texas A&M University](#): *Leadership Development and Advocacy Skills Training Project*

**Important Terms:**

**Continuation Grant Awards:** For each grant project funded by TCDD, the number of years of funding available (usually 3 to 5 years) is approved by the Council, but projects must reapply for funding each year.

**Executive Committee**

**Agenda Item 8.**

**Expected Action:**

The Executive Committee will review the information provided and consider approving funding for each continuation award.

**Council**

**Agenda Item 10. B.**

**Expected Action:**

The Council will receive a report on Executive Committee decisions.

**Texas Council for Developmental Disabilities`  
Executive Committee**

**Date: 05/01/2013**

**Review of Proposed Activities & Budget**

**ITEM: A**

**Grantee: Epilepsy Foundation of Texas (EFTX)**

**Year: 2 of 5**

**Project Title: Health & Fitness [Get FIT (Fitness, Integration, Training) Texas]**

**Project Location: Statewide rural communities**

**TCDD RFP Intent:**

The project intent is to demonstrate how appropriate supports may help people with developmental disabilities to participate in exercise and nutrition programs. Grantees are expected to demonstrate how to: 1) Provide *individualized*, inclusive recreational fitness programs to people with developmental disabilities to assist them to reach their goals in fitness, recreation, and overall wellness and 2) Provide training and/or technical assistance to enable service clubs and volunteer organizations to, if necessary, alter their culture and activities to support full and equal participation by people with developmental disabilities in a way that will promote participation in recreational programs based on interest and wellness goals.

**Project Goals and Accomplishments for Year 1:**

**Goal 1:** Implement a health and wellness curriculum and fitness program for individuals with developmental disabilities (DD) and epilepsy, as well as their caregivers.

**Goal 2:** Identify 60 individuals with DD and 30 caregivers with diverse cultural backgrounds and disabilities to provide opportunities for healthier lifestyles through physical activity, nutrition, and health habits.

**Goal 3:** Establish a strategic plan for development, evaluation, growth and sustainability of the Get FIT Texas program resulting in the addition of 2 clinic sites and 60 participants with DD and 30 caregivers

*Accomplishments per goal:*

A comprehensive health and wellness program was created to improve the physical fitness, nutrition, and healthy lifestyles of adults with DD and epilepsy and their caregivers. All project materials including forms, policies, and program procedures were created and implemented. Recruitment and enrollment of 88 Get FIT Texas participants in both Houston and surrounding counties as well as San Antonio and surrounding communities. The development of individualized Get FIT action plans with at home activities were created and applied. A strategic plan for development and growth of the program was established.

**Proposed Goals and Objectives for Year 2:**

**Goals:** Same as above

**Objectives:** 1) Expand the Get FIT Texas program to include a total of 170 unduplicated participants and expand to include at least 4 cities in Texas; 2) Identify and develop partnerships in each target community to support home fitness opportunities; and 3) Begin creating a training curriculum/ manual for Fitness Trainers to implement the Get FIT Texas program to individuals with developmental disabilities.

**Council Considerations: Public Policy Considerations:** Get FIT's PAC intends to address the systematic exclusion of individuals with DD in fitness and health opportunities. State policy recommendations are generally void of measureable inclusion of children and adults with disabilities. Get FIT reports 90% of participants improved in a Quality of Life score at the end of a course. This measureable success in addressing obesity rates for adults with disabilities that are 58% higher than those without disabilities provides important data that can be used in advocacy efforts relating to chronic disease, obesity and fitness. No staff concerns; Council to consider continued funding for this project.

<b>Continuation Budget Detail Summary</b>			
	Federal	Match	Totals
<b>Amount expended in Year 1</b> (\$35,000 consultants) (based on 11 months) Award amount \$249,538	\$156,098	\$69,337	\$225,435
<b>Amount requested for Year 2 budget:</b>			
<b>I. Personnel Services</b>	161,064	64,231	225,295
<b>II. Travel</b>	9,368	580	9,948
<b>III. Purchased Services</b> (\$59,375 consultants)	65,298	3,821	69,119
<b>IV. Property/Materials</b>	14,020	600	14,620
<b>V. Rental/Leasing</b>	0	14,392	14,392
<b>VI. Utilities</b>	0	0	0
<b>VII. Other</b> (Officers' Insurance)	0	0	0
Budget period totals	\$249,750	\$83,624	\$333,374

**Texas Council for Developmental Disabilities  
Executive Committee**

**Date: 5/01/13**

**Review of Proposed Activities & Budget**

**ITEM: B**

**Grantee: SafePlace**

**Year: 3 of 3**

**Project Title: Meaningful Relationships**

**Project Location: Austin/Travis County, Seguin/Guadalupe County**

**TCDD RFP Intent:**

The project intent is to try to ensure that at least 60 people with developmental disabilities will indicate that they are more satisfied and happier with their personal relationships after participating in project activities and at least 3 organizations will have changed their policy and/or procedures to improve their ability to provide support to people with developmental disabilities to establish and maintain meaningful relationships. TCDD has approved funding of up to \$125,000 per year for up to three years.

**Project Goals and Accomplishments for Year(s) 1 - 2:**

**Goal:** The overall goal of the project is to create lasting change for community inclusion by demonstrating a replicable, successful and self-directed model for adults with developmental disabilities to develop lasting and meaningful relationships with other people based on shared interests.

*Accomplishments per goal:* Orientation and training was provided to the partner agency MOSAIC and a "Nurturing Dreams" workshop was convened for the administrative and direct services staff; a draft curriculum based on a series of activities and discussions was submitted for review; identified and recruited 28 adults to participate in year 2 project activities and developed individual plans with these participants; and, supported 20 people with developmental disabilities to participate in self-chosen recreational activities.

**Proposed Goals and Objectives for Year 3:**

**Goal: Same As Above**

**Objectives:** Support at least 20 people with developmental disabilities to increase their satisfaction and happiness with personal relationships based on self-chosen common interests; at least 1 disability service provider organization will change or develop (and institutionalize) new policies and/or procedures to improve its ability to provide support to people with developmental disabilities to establish and maintain meaningful relationships with others; and, work with recreational, volunteer, faith-based, leisure, civic or other organizations chosen by project participants to increase access to activities and programs which will increase opportunities to connect with others who have shared interests.

**Council Considerations:** Public Policy Considerations: SafePlace's evaluation and data are impressive. They are critical and candid and have redesigned their pre and post evaluation instruments to help them build a program that will effect change and be sustained by system change in provider policy and practice on assisting residents to develop social, recreational activities and relationships based on choice. No staff concerns; Council to consider continued funding for this project.

<b>Continuation Budget Detail Summary</b>			
	Federal	Match	Totals
Amount expended in year 1 (\$17,250 consultants) Award amount \$105,475	\$105,475	\$35,176	\$140,651
Amount expended in year 2 (\$8700 consultants) (based on 10 months) Award amount \$117,022	\$84,902	\$38,581	\$123,483
<b>Amount requested for next year budget:</b>			
<b>I. Personnel Services</b>	104,817	39,654	144,471
<b>II. Travel</b>	3298	450	3748
<b>III. Purchased Services (Consultants \$8700)</b>	14,812	2162	16,974
<b>IV. Property/Materials</b>	600	180	780
<b>V. Rental/Leasing</b>	0	1826	1826
<b>VI. Utilities</b>	0	1472	1472
<b>VII. Other (Indirect Costs)</b>			
Budget period totals	\$ 123,527	\$45,744	\$169,271

**Texas Council for Developmental Disabilities  
Executive Committee**

**Date: 5/01/13**

**Review of Proposed Activities & Budget**

**ITEM: C**

**Grantee: Texas A&M University**

**Year: 2 of 3**

**Project Title: Leadership Development and Advocacy Skills Training Projects**

**Project Location: Brazos County**

**TCDD RFP Intent:**

The project intent is to continue development of a network of training programs and resources to assist Texans with developmental disabilities and their families to have support and training needed to be strong leaders and advocates. TCDD has approved funding of up to \$75,000 per year for up to three years.

**Project Goals and Accomplishments for Year(s) 1:**

**Goal:** To increase the leadership and advocacy skills of 102 people (67 high school students and 35 parents of students with disabilities) by providing training in high school classrooms. In phase 1 (taking over 3 months), presenting support information to parents at parent organizations; and, providing ongoing mentoring for skill practice to 30 selected high school students. In phase 2 (taking place over a second 3 month period), provide an end of the school/project year 3-day celebration/reflection/future planning session.

*Accomplishments per goal:* Secured permission to provide the leadership and advocacy program at A&M Consolidated High School with 50 students in special education classrooms and at-risk students. Phase 1 training (15 session classroom curriculum instruction) will be completed by March 2013. The project will choose 30 students to complete community and school leadership projects; and hold 3 information sessions for parents beginning in March 2013 through May 2013.

**Proposed Goals and Objectives for Year 2:**

**Goal:** To increase the leadership and advocacy skills of 102 people (67 high school students and 35 parents of students with disabilities) by providing training in high school classrooms, In phase 1( taking place over a semester), presenting support information to parents at parent organizations; and, providing ongoing mentoring for skill practice to 30 selected high school students. In phase 2 (taking place over a second 3 month period), provide an end of the school/project year 3-day celebration/reflection/future planning session.

**Objectives:** Phase 1, organize and provide training on leadership and advocacy; provide information to parents concerning the support of leadership and advocacy skills of their students. Phase 2, provide mentoring to participants to facilitate practice of the learned leadership and advocacy skills through community projects; and, upon completion of skills practice, will provide a follow-up celebratory event to include participants who complete their community projects.

**Council Considerations:** Public Policy considerations: Training students to understand and exercise their rights and responsibilities inserts an element of accountability that makes it more likely that those responsible for implementing the associated laws and policies will adhere to them. It also makes it more likely that students with disabilities will advance their self-determinations and inclusion in other areas of their lives. Standing up for one's rights gives voice to the broader community of individuals with developmental disabilities. Self-advocacy crosses all policy arenas: education, access, employment, housing, voting, medical access and more. No staff concerns; Council to consider continued funding for this project.

<b>Continuation Budget Detail Summary</b>			
	Federal	Match	Totals
Amount expended in year 1 (Consultants \$3640) (based on 9 months) (Award amount - \$75,000)	\$27,410	\$14,313	\$41,723
<b>Amount requested for next year budget:</b>			
<b>I. Personnel Services</b>	54,824	994	55,818
<b>II. Travel</b>	565	0	565
<b>III. Purchased Services</b> (consultants \$3030)	11,405	0	11,405
<b>IV. Property/Materials</b>	706	0	706
<b>V. Rental/Leasing</b>	0	0	0
<b>VI. Utilities</b>	0	0	0
<b>VII. Other – (Indirect Costs)</b>	7500	24,006	44,182
Budget period totals	\$ 75,000	\$25,000	\$100,000

**Background:**

The **Quarterly Financial Report** is included for review by the Executive Committee and Council and includes the following information:

- **Summary of Funds FY 2011-2014** – Revenues budgeted from the federal allotment for each fiscal year are summarized as well as the actual or projected expenditures for each of those years. From those amounts, a projected balance of funds available for each year is shown. Note that these expenditures are tied to the federal fiscal year grant awarded to TCDD regardless of whether those funds are expended during the 1st, 2nd, or 3rd year when they are available. Also note a small amount of FY 11 funds were not fully expended (lapsed) by grantees (\$13,087).
- **FY 2013 Expense Budgets** – Approved budget for fiscal year (October 1, 2012, thru September 30, 2013) reflects expenses spent to date (October 1, 2012 thru March 31, 2013) with a column of year-to-date projections per category that would be expended thus far if expenses were evenly distributed during the year. All expenses are reported by expense category and by type of staff activity, and show that expenses remain within approved budget for the fiscal year.
- **2011 and 2012 Grants & Contracts Awards Reports** –The Grants and Contracts Awards Reports provide simplified information of active grantees during each funding year. The reports include budget period for each award; approved RFP amounts; awarded amounts (regardless of what year of funds used); expended amounts to date; and balances to be spent before budget period ends.
- **Stipends Expenditures** – Provides a summary of funds awarded or expended for each stipend grant recipient, the number of individuals attending the conference or seminar who benefited from those stipend funds, and how many of those participants also received TCDD stipend support previously from that organization.

Notes:

- ◆ The TCDD fiscal year is the federal fiscal year: October 1 through September 30.
- ◆ The DD Act allows two full federal fiscal years for initial awards/obligations of funds, and allows three federal fiscal years for final expenditure/liquidation of funds..

**Executive Committee**

**Agenda Item 9.**

**Expected Action:**

The Committee will review the Quarterly Financial Report and may provide additional guidance to staff.

**Council**

**Agenda Item 10. C.**

**Expected Action:**

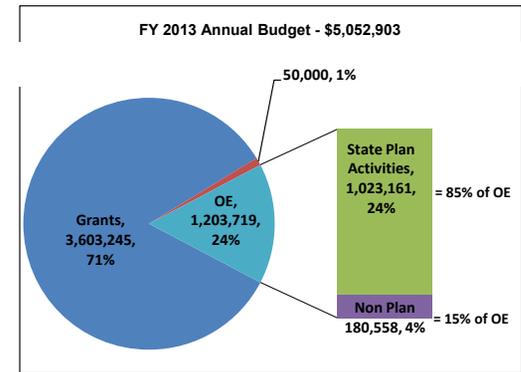
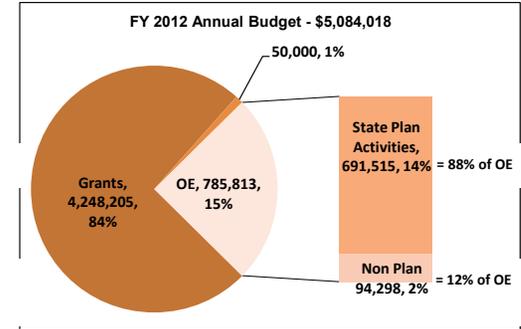
The Council will receive a report from the Executive Committee about the Committee’s review of the Quarterly Financial Report and may also provide additional guidance.

Texas Council for Developmental Disabilities  
 Summary of Funds FY 2011 - 2014  
 April 2013

Model Key				
Numbers in black represent budget numbers or actuals for the current or prior years.				
Numbers in blue represent forecast numbers.				
Line Item	10/1/2009-9/30/2012 FY 2011	10/1/2010-9/30/2013 FY 2012	10/1/2011-9/30/2014 FY 2013	10/1/2012-9/30/2015 FY 2014
<b>REVENUES</b>				
<i>Federal Funds</i>				
Estimate of Federal Award	\$5,095,817	\$5,084,018	\$5,052,903	\$4,856,964
Actual Award <sup>1</sup>	\$5,095,817	\$5,084,018	\$4,856,964	\$4,856,964
Prior year difference (Current FY Award - Prior FY Award)	(\$10,213)	(\$11,799)	(\$227,054)	\$0
<b>EXPENDITURES</b>				
<i>Operating Expenses</i>				
Approved by Council	\$1,813,039	\$1,788,829	\$1,782,379	\$1,782,379
Expenses <sup>2</sup>	\$1,440,554	\$835,813	\$1,253,719	\$1,381,676
Balance of Operating Expense funds	\$372,485	\$953,016	\$528,660	\$400,703
<i>Grants and Projects Expenses</i>				
Available from Current Fiscal Year	\$3,655,263	\$4,248,205	\$3,603,245	\$3,475,288
Actual/Estimated Grant Awards <sup>3 &amp; 4</sup>	\$3,642,176	\$3,245,319	\$4,226,482	\$3,514,920
<b>Current Projects Difference (Available - Actual)</b>	<b>\$13,087</b>	<b>\$1,002,886</b>	<b>(\$623,237)</b>	<b>(\$39,632)</b>
Prior Year Funds Available	\$0	\$0	\$1,002,886	\$329,751
<b>BALANCE OF FUNDS AVAILABLE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$379,649</b>	<b>\$290,119</b>
Planned Projects <sup>5</sup>	\$0	\$0	\$49,898	\$530,000
<b>BALANCE AFTER PLANNED PROJECTS <sup>6</sup></b>	<b>\$13,087 <sup>7</sup></b>	<b>\$1,002,886</b>	<b>\$329,751</b>	<b>(\$239,881)</b>

NOTES:

- <sup>1</sup> Estimated FY13 NOGA \$4,856,964
- <sup>2</sup> FY11 operating expenses charged to FY10 funds resulting in FY12-14 operating expenses partially charged to prior year funds.
- <sup>3</sup> Funds awarded or anticipated to be awarded for authorized projects are included in projections of Grants and Project Expenses.
- <sup>4</sup> Funds awarded each Fiscal Year (FY) can be expended within 3 FY periods.
- <sup>5</sup> Planned Grants & Projects Expenses include projects planned and approved but not initiated. Total amounts authorized are reflected although actual awards approved may be less.
- <sup>6</sup> 2012 Balance will be fully obligated by the end of Sept. 2013.
- <sup>7</sup> FY 11 balance lapsed by grantee, not available for future years.



# Texas Council for Developmental Disabilities

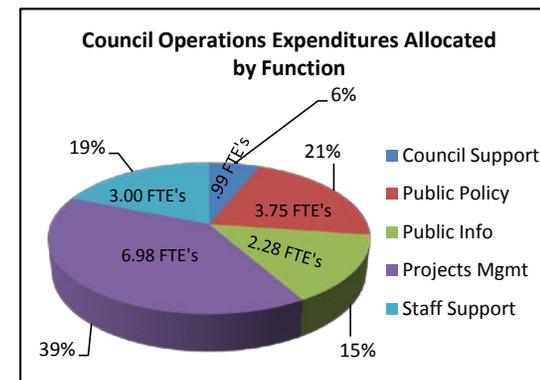
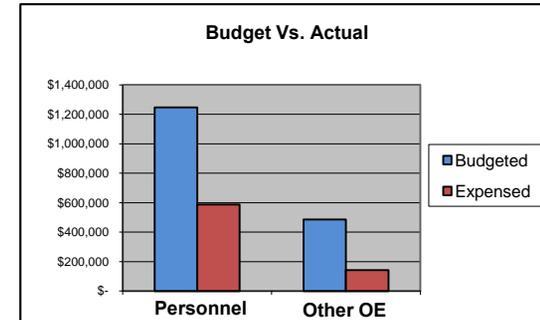
## FY 13 Admin & Expense Budget

Oct. 1, 2012 thru  
Mar. 31, 2013

Expenses (Council Operations)	Budget	Year to Date Projected	Expended	Variance
<b>Personnel (17 FTEs)</b>				
Salaries	960,403	480,202	450,356	29,846
Benefits	287,138	143,569	135,949	7,620
<b>Total Personnel</b>	<b>\$ 1,247,541</b>	<b>\$ 623,771</b>	<b>\$ 586,305</b>	<b>\$ 37,466</b>
<b>Operating</b>				
Professional Services <sup>1</sup>	82,000	41,000	17,342	23,658
Out-of-State Travel <sup>2</sup>	26,050	13,025	1,084	11,941
In-State Travel <sup>3</sup>	63,000	31,500	27,025	4,475
Supplies	10,000	5,000	5,252	(252)
Utilities	41,700	20,850	12,341	8,509
Rent - Building - Space	79,618	39,809	32,013	7,796
Rent - Computers - Equip <sup>4</sup>	64,220	32,110	10,662	21,448
Capital Expenditures	-	-	-	-
Other OE <sup>5</sup>	118,250	59,125	35,585	23,540
<b>Total Operating</b>	<b>\$ 484,838</b>	<b>\$ 242,419</b>	<b>\$ 141,304</b>	<b>\$ 101,115</b>
<b>Total Expenses</b>	<b>Budget</b>	<b>YTD Budgeted</b>	<b>Actual</b>	<b>Variance</b>
	1,732,379	866,190	727,608	138,581
<b>Admin Reim to TEA</b>	50,000	50.0%	42.0%	
<b>TOTAL</b>	<b>\$ 1,782,379</b>		<b>\$ 777,608</b>	
<b>Expenditures by Function</b>				
<b>Council Support</b>				
\$ 62,044	\$ 129,579	\$ 93,880	\$ 289,082	\$ 132,190

**NOTES:**

- <sup>1</sup> Auditor - \$25,000/\$2,470; CPA Desk Reviews - \$8,000/\$1,575; Legal Svs - \$3,000/\$0  
Web Hosting - \$2,000/\$750; Data Center Services - \$15,000/\$3,577  
Other Professional Services - \$13,000/\$6,409; Reviewers - \$10,000/\$1,905; Temp Services - \$0/\$656
- <sup>2</sup> Travel - Out-of-State Council - \$14,200 /\$0; Travel - Out-of-State Staff - \$13,050 /\$1,084
- <sup>3</sup> Travel - In-State Council - \$45,000 /\$20,897; Travel - In-State Staff - \$18,000 /\$6,128;
- <sup>4</sup> Computer lease - \$22,800/\$489; AV Equipment - \$35,000/\$8,608; Copier - \$6,420/\$1,557
- <sup>5</sup> Other OE - NACDD Dues - \$20,834, interpreter svs, registration fees, other training, maintenance, advertising, postage, printing, software, furniture, non-cap equip, security, and janitorial services.



# 2011 GRANTS & CONTRACTS AWARDS REPORT

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
<b>A Circle of Ten</b>		<b>Capacity Building</b>		
1/2/2012 - 12/31/2012	\$25,000	\$25,000	\$24,996	\$4
<b>Any Baby Can of San Antonio, Inc</b>		<b>Health &amp; Fitness 1</b>		
3/1/2012 - 2/28/2013	\$250,000	\$228,610	\$228,610	\$0
<b>Austin Travis County Integral Care</b>		<b>Central Texas African American Family Support Conference</b>		
11/1/2011 - 8/31/2012	\$6,355	\$6,355	\$300	\$6,055
<b>Barbara Jordan Endeavors Corp</b>		<b>Outreach &amp; Development 4</b>		
8/1/2011 - 7/31/2012	\$10,000	\$9,855	\$8,919	\$936
<b>Centro di Mi Salud</b>		<b>Outreach &amp; Development 6</b>		
9/1/2012 - 8/31/2013	\$10,000	\$10,000	\$788	\$9,212
<b>Community Healthcore</b>		<b>Self-Employment 1</b>		
9/1/2012 - 11/30/2012	\$37,635	\$37,635	\$32,062	\$5,573
<b>Community Healthcore</b>		<b>Self-Employment 1</b>		
8/1/2012 - 8/31/2012	\$125,000	\$112,704	\$112,704	\$0
<b>Department of Assistive and Rehabilitative Services</b>		<b>Higher Education 3</b>		
1/1/2012 - 12/31/2012	\$225,000	\$225,000	\$149,554	\$75,446
<b>Educational Programs Inspiring Communities, Inc.</b>		<b>Enabling Technology 1</b>		
4/1/2012 - 4/30/2013	\$225,000	\$225,000	\$133,100	\$91,900
<b>Epilepsy Foundation Texas</b>		<b>Health &amp; Fitness 2</b>		
4/1/2012 - 4/30/2013	\$250,000	\$249,538	\$156,098	\$93,440
<b>Family to Family Network Inc</b>		<b>L&amp;A Local Basic Advocacy Training 1</b>		
1/1/2012 - 5/31/2012	\$75,000	\$75,000	\$75,000	\$0
<b>Helpful Interventions</b>		<b>Gulf Coast African American Family Support Conference</b>		
9/1/2012 - 4/30/2013	\$35,000	\$33,687	\$17,411	\$16,276

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
<b>Jewish Family Service of Dallas</b>		<b>Inclusive Faith-Based Symposium 3</b>		
3/1/2012 - 4/30/2013	\$75,000	\$75,000	\$43,579	\$31,421
<b>Morningside Research and Consulting, Inc.</b>		<b>Biennial Report</b>		
3/1/2012 - 12/31/2012	\$25,000	\$24,960	\$24,960	\$0
<b>NAMI Texas</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 3)</b>		
2/1/2012 - 3/31/2013	\$75,000	\$75,000	\$58,706	\$16,294
<b>OneStar Foundation</b>		<b>Inclusive Faith-Based Symposium 1</b>		
2/1/2012 - 3/31/2013	\$75,000	\$71,453	\$52,595	\$18,858
<b>Region 17 ESC</b>		<b>PBS-ID</b>		
6/1/2012 - 5/31/2013	\$115,000	\$115,000	\$76,776	\$38,224
<b>Region 17 ESC</b>		<b>PBS-HS</b>		
6/1/2012 - 5/31/2013	\$120,000	\$120,000	\$77,555	\$42,445
<b>Region 17 ESC</b>		<b>PBS-HS</b>		
5/1/2012 - 5/31/2012	\$120,000	\$120,000	\$120,000	\$0
<b>Region 17 ESC</b>		<b>PBS-ID</b>		
3/16/2012 - 5/31/2012	\$115,000	\$115,000	\$115,000	\$0
<b>SafePlace</b>		<b>Meaningful Relationships</b>		
5/1/2012 - 6/30/2013	\$125,000	\$117,022	\$90,930	\$26,092
<b>SER Jobs for Progress</b>		<b>Exp of Existing Leadership Development &amp; Advocacy Skills Trng Projects (ELDAST 5</b>		
12/1/2011 - 11/30/2012	\$40,000	\$40,000	\$40,000	\$0
<b>Strategic Education Solutions, LLC</b>		<b>Enabling Technology 2</b>		
4/1/2012 - 4/30/2013	\$225,000	\$224,967	\$200,125	\$24,842
<b>Texas A&amp;M University</b>		<b>L&amp;A Statewide Advanced Training</b>		
3/16/2012 - 6/30/2012	\$150,000	\$150,000	\$111,226	\$38,774

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
<b>Texas A&amp;M University</b>		<b>L&amp;A Statewide Advanced Training</b>		
7/1/2012 - 6/30/2013	\$150,000	\$214,742	\$86,492	\$128,250
<b>Texas A&amp;M University</b>		<b>Higher Education 1</b>		
1/1/2012 - 2/28/2013	\$225,000	\$225,000	\$225,000	\$0
<b>Texas A&amp;M University</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 2)</b>		
6/1/2012 - 4/30/2013	\$75,000	\$75,000	\$35,272	\$39,728
<b>Texas Advocates</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 1)</b>		
3/1/2012 - 4/30/2013	\$75,000	\$75,000	\$66,522	\$8,478
<b>Texas Center for Disability Studies</b>		<b>Support for Advisory Committee Member Travel</b>		
11/1/2011 - 10/31/2012	\$38,546	\$38,546	\$34,977	\$3,569
<b>Texas Parent to Parent</b>		<b>Public Policy Collaboration Activities</b>		
3/1/2012 - 2/28/2013	\$0	\$61,780	\$52,474	\$9,306
<b>Texas State Independent Living Council</b>		<b>Health &amp; Fitness 3</b>		
4/1/2012 - 3/31/2013	\$250,000	\$219,472	\$173,162	\$46,310
<b>Texas State Independent Living Council</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 7)</b>		
2/1/2012 - 1/31/2013	\$75,000	\$75,000	\$75,000	\$0
<b>Texas Tech University</b>		<b>Higher Education 2</b>		
10/1/2011 - 11/30/2012	\$225,000	\$209,384	\$209,054	\$330
<b>Texas Tech University</b>		<b>Teacher Preparation for Inclusive Education Project</b>		
12/1/2011 - 9/30/2012	\$200,000	\$199,999	\$199,915	\$84
<b>The Arc of Dallas</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 4)</b>		
4/1/2012 - 3/31/2013	\$75,000	\$75,000	\$70,760	\$4,240
<b>The Arc of Greater Tarrant County</b>		<b>Inclusive Faith-Based Symposium 2</b>		
5/1/2012 - 6/30/2013	\$75,000	\$75,000	\$28,372	\$46,628

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
<b>The Arc of San Angelo</b>		<b>Alternatives to Guardianship-Volunteer Advocate Pilot Program</b>		
5/1/2012 - 4/30/2013	\$75,000	\$73,941	\$52,479	\$21,462
<b>The Arc of Texas</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 5)</b>		
3/1/2012 - 4/30/2013	\$75,000	\$75,000	\$58,937	\$16,063
<b>The Arc of Texas</b>		<b>Texas Microboard Collaboration</b>		
10/1/2011 - 9/30/2012	\$0	\$76,834	\$76,834	\$0
<b>The Sower Foundation</b>		<b>Outreach &amp; Development 7</b>		
9/1/2012 - 8/31/2013	\$10,000	\$10,000	\$2,410	\$7,590
<b>VSA Arts of Texas</b>		<b>Self-Employment 2</b>		
6/1/2012 - 7/31/2012	\$25,000	\$25,000	\$25,000	\$0
<b>West Central Texas Regional Foundation</b>		<b>Inclusive Faith-Based Symposium 4</b>		
2/1/2012 - 1/31/2013	\$75,000	\$74,894	\$74,894	\$0
<b>Totals:</b>	<b>\$4,257,536</b>	<b>\$4,366,378</b>	<b>\$3,498,548</b>	<b>\$867,830</b>

# 2012 GRANTS & CONTRACTS AWARDS REPORT

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
<b>A Circle of Ten</b>		<b>Building Community Capacity through Collaboration Projects-1</b>		
1/1/2013 - 3/31/2013	\$75,000	\$75,000	\$22,012	\$52,988
<b>A Circle of Ten</b>		<b>Capacity Building</b>		
1/2/2013 - 12/31/2013	\$25,000	\$25,000	\$3,923	\$21,077
<b>Advocacy for Living in Mainstream America (ALMA)</b>		<b>Outreach &amp; Development 8</b>		
1/1/2013 - 12/31/2013	\$10,000	\$10,000	\$2,214	\$7,786
<b>Any Baby Can of San Antonio, Inc</b>		<b>Health &amp; Fitness 1</b>		
3/1/2013 - 9/30/2013	\$250,000	\$228,610	\$0	\$228,610
<b>Brighton School, Inc.</b>		<b>Exp of Existing Leadership Development &amp; Advocacy Skills Trng Projects (ELDAST 2)</b>		
10/1/2012 - 9/30/2013	\$20,000	\$20,000	\$10,890	\$9,110
<b>Community Healthcore</b>		<b>Building Community Capacity through Collaboration Projects-2</b>		
2/1/2013 - 7/31/2014	\$75,000		\$0	
<b>Department of Assistive and Rehabilitative Services</b>		<b>Higher Education 3</b>		
1/1/2013 - 1/31/2013	\$225,000	\$225,000	\$149,554	\$75,446
<b>Department of Assistive and Rehabilitative Services</b>		<b>Higher Education 3</b>		
1/1/2013 - 9/30/2013	\$225,000	\$225,000	\$0	\$225,000
<b>East Texas Center for Independent Living</b>		<b>Building Community Capacity through Collaboration Projects-3</b>		
1/1/2013 - 12/31/2013	\$75,000	\$74,640	\$8,491	\$66,149
<b>Educational Programs Inspiring Communities, Inc.</b>		<b>Enabling Technology 1</b>		
5/1/2013 - 5/31/2013	\$225,000	\$225,000	\$133,100	\$91,900
<b>Epilepsy Foundation Texas</b>		<b>Health &amp; Fitness 2</b>		
5/1/2013 - 5/31/2013	\$250,000	\$249,538	\$156,098	\$93,440
<b>Helpful Interventions</b>		<b>Gulf Coast African American Family Support Conference</b>		
5/1/2013 - 8/31/2013	\$35,000	\$33,687	\$17,411	\$16,276

<b>Imagine Enterprises Inc</b>		<b>Self-Advocacy as Speakers 2</b>		
5/1/2013 - 9/30/2013	\$125,000		\$0	
<b>Imagine Enterprises Inc</b>		<b>Exp of Existing Leadership Development &amp; Advocacy Skills Trng Projects (ELDAST 3)</b>		
1/1/2013 - 9/30/2013	\$20,000	\$20,000	\$0	\$20,000
<b>OneStar Foundation</b>		<b>Inclusive Faith-Based Symposium 1</b>		
2/1/2013 - 1/31/2014	\$75,000	\$64,833	\$0	\$64,833
<b>Paso del Norte Children's Development Center</b>		<b>Exp of Existing Leadership Development &amp; Advocacy Skills Trng Projects (ELDAST 1)</b>		
10/1/2012 - 9/30/2013	\$20,000	\$20,000	\$9,741	\$10,259
<b>Region 17 ESC</b>		<b>Families in Schools</b>		
6/1/2013 - 9/30/2013	\$300,000		\$0	
<b>Region 19 ESC</b>		<b>Exp of Existing Leadership Development &amp; Advocacy Skills Trng Projects (ELDAST 4)</b>		
10/1/2012 - 9/30/2013	\$20,000	\$20,000	\$11,320	\$8,680
<b>SER Jobs for Progress</b>		<b>Exp of Existing Leadership Development &amp; Advocacy Skills Trng Projects (ELDAST 5)</b>		
12/1/2012 - 11/30/2013	\$20,000	\$20,000	\$1,438	\$18,562
<b>Texas A&amp;M University</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 2)</b>		
5/1/2013 - 5/31/2013	\$75,000	\$75,000	\$35,272	\$39,728
<b>Texas A&amp;M University</b>		<b>Higher Education 1</b>		
3/1/2013 - 9/30/2013	\$225,000	\$225,000	\$14,231	\$210,769
<b>Texas A&amp;M University</b>		<b>L&amp;A Statewide Advanced Training</b>		
7/1/2013 - 8/31/2013	\$150,000	\$214,742	\$86,492	\$128,250
<b>Texas Center for Disability Studies</b>		<b>Support for Advisory Committee Member Travel</b>		
10/1/2012 - 10/31/2012	\$38,546	\$38,546	\$34,977	\$3,569
<b>Texas Center for Disability Studies</b>		<b>Support for Advisory Committee Member Travel</b>		
11/1/2012 - 10/31/2013	\$45,747	\$45,747	\$0	\$45,747
<b>Texas Parent to Parent</b>		<b>Public Policy Collaboration Activities</b>		
3/1/2013 - 2/28/2014	\$0	\$58,700	\$0	\$58,700

<b>Texas State Independent Living Council</b>		<b>New Leadership Development &amp; Advocacy Skills Trng (NLDAST 7)</b>		
2/1/2013 - 1/31/2014	\$75,000	\$75,000	\$26,748	\$48,252
<b>Texas Tech University</b>		<b>Project SEARCH</b>		
10/1/2012 - 6/30/2013	\$175,000	\$174,854	\$26,781	\$148,073
<b>Texas Tech University</b>		<b>Building Community Capacity through Collaboration Projects-4</b>		
1/1/2013 - 12/31/2013	\$75,000	\$74,996	\$0	\$74,996
<b>Texas Tech University</b>		<b>Higher Education 2</b>		
12/1/2012 - 9/30/2013	\$225,000	\$217,079	\$24,712	\$192,367
<b>The Arc of Texas</b>		<b>Texas Microboard Collaboration</b>		
10/1/2012 - 9/30/2013	\$62,596	\$62,596	\$35,039	\$27,557
<b>Volar Center for Independent Living</b>		<b>Building Community Capacity through Collaboration Projects-5</b>		
1/1/2013 - 6/30/2014	\$75,000	\$75,000	\$0	\$75,000
<b>VSA Arts of Texas</b>		<b>Self-Advocacy as Speakers 1</b>		
5/1/2013 - 4/1/2014	\$125,000		\$0	
<b>West Central Texas Regional Foundation</b>		<b>Inclusive Faith-Based Symposium 4</b>		
2/1/2013 - 1/31/2014	\$74,000	\$74,322	\$6,016	\$68,306
<b>Totals:</b>	<b>\$3,490,889</b>	<b>\$2,947,890</b>	<b>\$816,460</b>	<b>\$2,131,430</b>

## PLANNED GRANTS/CONTRACTS

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
<b>Totals:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**S T I P E N D E X P E N D I T U R E S**

ORGANIZATION	MONTH OF EVENT	EXPENDED	NUMBER SERVED	PREVIOUSLY SERVED	COMMENTS/CLOSED
<b>FYE 9-30-12</b>					
Volar Center for Independent Living	Oct-2011	6,000	73	5	<input checked="" type="checkbox"/>
Partners Resource Network	Dec-2011	5,998	22	0	<input checked="" type="checkbox"/>
Texas A&M University	Feb-2012	3,794	16	0	<input checked="" type="checkbox"/>
ADDA-SR	Feb-2012	6,000	30	0	<input checked="" type="checkbox"/>
The Arc of Texas	Feb-2012	3,036	38	0	<input checked="" type="checkbox"/>
SW Chapter Autism Society of America	Mar-2012	1,200	20	6	<input checked="" type="checkbox"/>
Texas Parent to Parent	Jun-2012	6,000	29	9	<input checked="" type="checkbox"/>
American Association on Intellectual & Developmental Disabilities Texas Chapter (AAIDD-TX)	Jul-2012	5,352	13	4	<input checked="" type="checkbox"/>
Texas Advocates	Jul-2012	5,988	54	21	<input checked="" type="checkbox"/>
Coalition of Texans with Disabilities	Sep-2012	4,880	22	5	<input checked="" type="checkbox"/>
<b>TOTALS:</b>		<b>\$48,248</b>	<b>317</b>	<b>50</b>	

**FYE 9-30-13**

ADTRC	Oct-2012	4,566	19	1	<input checked="" type="checkbox"/>
Volar Center for Independent Living	Oct-2012	6,000	53	11	<input type="checkbox"/>
NAMI Texas	Nov-2012	5,890	62	0	<input checked="" type="checkbox"/>
Community Options, Inc.	Nov-2012	6,000	6	0	<input checked="" type="checkbox"/>
Austin Travis County Integral Care	Feb-2013	5,500	16	0	Speakers <input checked="" type="checkbox"/>
ADDA-SR	Feb-2013	5,912	47	0	<input checked="" type="checkbox"/>
The Arc of Texas	Feb-2013	5,852			<input type="checkbox"/>
Texas A&M University	Feb-2013	5,813	34	3	<input checked="" type="checkbox"/>
Jewish Family Service of Dallas	Feb-2013	5,000	500	0	<input type="checkbox"/>
Austin Travis County Integral Care	Feb-2013	6,000	16	0	<input checked="" type="checkbox"/>
Coalition of Texans with Disabilities	Mar-2013	3,000			<input type="checkbox"/>
Harris County Department of Education	Jun-2013	4,102			<input type="checkbox"/>
Texas Parent to Parent	Jul-2013	6,000			<input type="checkbox"/>
<b>TOTALS:</b>		<b>\$69,635</b>	<b>753</b>	<b>15</b>	

**NOTE: Budgeted amount used if stipend not closed.**

## Review of Comments on Proposed State Plan Amendments

Tab 7

### Background:

During February 2013 meetings, the Council approved the posting of draft amendments to the TCDD FY2012-2016 State Plan. The proposed amendments were posted on TCDD's websites and TCDD announced the opportunity to provide public comment.

No comments were received. The Council may now either approve the proposed amendments for submission to the Administration on Intellectual and Developmental Disabilities or decide to make additional revisions. Making additional revisions, if substantial, would require TCDD staff to post those revisions for public comment again. Any comment received would then have to be reviewed by the Council again in August 2013 prior to submission to AIDD.

Please review the draft amendments carefully prior to the meeting, and if you decide to propose a change or offer a new amendment, please be prepared to make that recommendation in your Committee meeting. If you would like to offer comment or suggest changes to the draft amendments prior to the meeting, please email them to [Joanna.Cordry@tcdd.Texas.gov](mailto:Joanna.Cordry@tcdd.Texas.gov).

### Committee of the Whole

#### Agenda Item 5.

### Expected Action:

The Committee will review the amendments and make recommendations to the Council.

### Council

#### Agenda Item 7.

### Expected Action:

The Council will discuss recommendations and decide amendments for submission to AIDD.

**TCDD FY 2012-2016 State Plan**  
**Goals and Objectives as approved May 2012**  
**Proposed Amendments for FY 2014**

**Goal 1: Build collaborations within at least one geographic region served by an Education Service Center (ESC) to demonstrate ways to create measurable improvement in at least two identified indicators of educational success for students with developmental disabilities by 9/30/2016.**

~~**Objective 1:** Evaluate achievements of Project IDEAL relative to the impact the program might have on the identified indicators of educational success and determine next steps by February 28, 2014.~~

~~**Activity 1:** Fund, monitor, and provide technical assistance for Project IDEAL.~~

~~**Activity 2:** Work with grantee to create final report for Council to include analysis of relationship between achievements and identified indicators of educational success.~~

~~**Activity 3:** Determine next steps and consider amendments to State Plan if needed.~~

*Recommend deleting Objective 1. The Project Development Committee determined that other activities are higher priorities for funding.*

**Objective 21:** Identify two indicators of educational success and key criteria to solicit interest from organizations for partnering on activities in a region, by September 30, 2012.

**Activity 1:** Determine process through which indicators and criteria will be identified.

**Activity 2:** Identify availability/accessibility of data that will be used to measure indicators.

**Activity 3:** Use process to identify at least four indicators and three regions.

**Activity 4:** Select two to three indicators and one region and record baseline data.

**Objective 2:** In the selected ESC region, provide training and/or intervention to support active engagement by at least one family member for every four students who have developmental disabilities, by 9/30/2016.

**Activity 1:** Develop relationships with partner organizations that can reach the identified populations, and members of the appropriate Texas Advanced Leadership and Advocacy Conference (TALAC) regional leadership teams, taking into account the demographics of the region and strategies suggested by the demographics.

**Activity 2:** Explore partnership and roles for Developmental Disabilities Assistance and Bill of Rights Act of 2000 (DD Act) Network Partners (the State P&A and the University Centers on Excellence) in establishing project.

**Activity 3:** Determine what type of training, information, and/or technical assistance is to be provided and develop implementation plan.

**Activity 4:** Implement plan.

**Activity 5:** As possible, provide training, information, and technical assistance to other regions.

~~**Objective 4:** Partner with other organizations to develop and evaluate a user-friendly template for a summary report of educational outcomes of students with developmental disabilities within a school district or school that may be used by organizations to provide information to parents, by 9/30/2015.~~

~~**Activity 1:** Work with other stakeholder organizations, including the DD Act Network Partners and TALAC regional leadership teams, to determine the scope and identify the necessary components of the summary report.~~

~~**Activity 2:** Monitor and participate as possible in workgroups and/or task forces to advocate for widespread adoption of a summary report model.~~

~~**Activity 3:** Review existing data, including data available through Lonestar Reports.~~

~~**Activity 4:** Develop and pilot summary report and user instructions.~~

~~**Activity 5:** Evaluate and refine as necessary.~~

~~**Activity 6:** Determine next steps.~~

*Recommend deleting Objective 2. Information is easily available through a searchable database called the [Academic Excellence Indicator System](#) on the TEA website. Organizations desiring such information to share with parents can access this system.*

**Objective 3:** Review state policy initiatives related to the use of positive behavioral interventions and support (PBIS) in schools and the outcomes of TCDD PBIS projects and other related efforts and determine next steps by February 28, 2014.

**Activity 1:** Monitor policy initiatives related to positive behavioral supports in schools.

**Activity 2:** Provide information to legislative and agency staff regarding outcomes and lessons learned from TCDD PBIS projects.

**Activity 3:** Collaborate with others to review and evaluate potential opportunities or threats resulting from passed legislation.

**Activity 4:** Determine appropriate action to take to maximize the outcomes achieved by TCDD PBIS projects.

*Recommend adding Objective 3 to reflect Council members' desire to build on the successes of the Council's PBIS projects.*

**Objective 5-4:** Demonstrate how appropriate assistive technology can enable students with developmental disabilities to reach their educational goals, by 3/31/2016.

**Activity 1:** Collaborate with other stakeholders, review relevant policy to develop scope of work.

**Activity 2:** Develop Executive Summary outlining planned activities.

**Activity 3:** Select contractor(s), grantee(s), and/or partner(s) to implement activities.

**Activity 4:** Monitor implementation.

**Activity 5:** Evaluate success of plan and determine next steps.

*Recommend that the Council discuss possible re-posting the Enabling Technology RFP (or a similar RFP) that was originally posted as a way to meet Objective 5. No responses for education-related proposals were received. If the RFP is not re-posted, staff recommend deleting Objective 5.*

**Goal 2: Establish at least two programs that assist Texans with developmental disabilities to gain competitive employment and/or to increase their personal income and assets, and that continue to operate after the completion of a maximum of 3-5 years of TCDD funding, by 9/30/2016.**

**Objective 1:** Implement a program that provides supports and on-the-job learning opportunities to students with developmental disabilities in a post-secondary program that results in at least 80 percent of students who participate for two or more years in the program gaining jobs related to their desired careers within six months of completing their education, by 3/31/2016.

**Activity 1:** Continue to fund, monitor, and offer technical assistance to the selected grantee(s).

**Activity 2:** Track development and success of other programs that offer support for education for students with developmental disabilities learning in a post-secondary environment.

**Activity 3:** Develop comparison report for existing programs.

**Objective 2:** Develop and implement a plan to demonstrate to employers, people with developmental disabilities, and/or family members how available assistive technology can increase job performance and employment options, by 3/31/2016.

**Activity 1:** Collaborate with other stakeholders and review relevant policy to develop scope of work.

**Activity 2:** Develop Executive Summary outlining planned activities.

**Activity 3:** Select contractor(s), grantee(s), and/or partner(s) to implement activities.

**Activity 4:** Evaluate success of plan and determine next steps.

**Objective 3:** Partner with other organizations to expand and evaluate the impact of Project SEARCH in Texas, by 9/30/2016.

**Activity 1:** Collaborate with other stakeholders and review relevant policy to determine plan of action.

**Activity 2:** Develop Executive Summary outlining planned activities.

**Activity 3:** Select contractor(s), grantee(s), and/or partner(s) to implement activities.

**Activity 4:** Evaluate success of plan and determine next steps.

**Objective 4:** Each year, advocate for legislative and/or policy change to increase the assets a person receiving SSI and/or Medicaid can retain without losing benefits and to remove other policy-related barriers to full-time or part-time employment.

**Activity 1:** Monitor and/or participate in multiagency workgroups related to policy regarding SSI and assets.

**Activity 2:** Partner with other organizations to explore and evaluate the impact of other asset and/or income development models and job options other than full time work, by 9/30/2015.

**Activity 3:** Provide recommendations related to legislative and/or policy change as appropriate.

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**Goal 3: Conduct ongoing educational campaigns in collaboration with community leaders, organizations, and businesses to enable them to better support, include, and/or provide services to people with developmental disabilities by 9/30/2016.**

**Objective 1:** Develop, implement, and evaluate at least two targeted educational campaigns to increase awareness of specific issues and/or to reduce stigma that may negatively impact the life of a person who has a developmental disability, by 9/30/2014.

**Activity 1:** Develop process by which issues will be selected.

**Activity 2:** Develop and maintain data to be used to identify specific goals, define target populations, develop successful strategies, and evaluate resulting outcomes.

**Activity 3:** Establish and maintain partnerships with organizations that are highly motivated to create change and/or are able to have a significant impact in their community.

**Objective 2:** Provide increased level of support to TCDD during legislative sessions as needed to implement communication activities and to provide information requested by members of the legislature and/or the media.

**Objective 3:** Provide information and/or technical assistance to at least four organizations that promote general community development, so that they may better include, support, and address the needs of community members who have developmental disabilities by 9/30/2016.

**Activity 1:** Establish partnerships with organizations that are motivated to improve their ability to include, support, and address the needs of community members who have developmental disabilities.

**Activity 2:** Identify technical assistance needs, develop and implement technical assistance plans.

**Objective 4:** Work with others to provide information to at least 200 community organizations and/or businesses to better support inclusion of people with developmental disabilities more fully by 9/30/2016.

**Activity 1:** Collaborate with DD Act Network Partners and others to determine information products to be developed and/or updated.

**Activity 2:** Develop and/or update materials to be provided to community organizations and/or businesses to support inclusion of people with developmental disabilities in the community by 9/30/2013.

**Activity 3:** Implement dissemination plan and track demand of product(s).

**Activity 4:** Provide opportunities for groups organizing conferences to apply for stipends to support disability-related presentations.

*Recommend adding Activity 4 to describe stipends made available effective 9/1/2012.*

**Goal 4:** In at least one Health and Human Service (HHS) region, increase by 1% the percent of people with developmental disabilities surveyed who report they have access to the transportation they need to participate in their community in the manner they wish, by 9/30/2016.

**Objective 1:** Partner with disability advocacy groups, public transportation advocacy groups, and/or leadership and advocacy training programs to increase the number of individuals with disabilities who serve on transportation planning entities and are active in transportation planning by 9/30/2015.

**Activity 1:** Publicize the success of past Council transportation efforts to increase interest in participation.

**Activity 2:** Develop and post a Request for Proposals for at least one project to increase the number of individuals with disabilities who serve on transportation planning entities and are active in transportation planning efforts.

**Activity 3:** Implement, monitor, and evaluate project(s).

**Objective 2:** Build the capacity of at least four local organizations in the selected Region to provide transportation training to people with developmental disabilities by 9/30/2016.

**Activity 1:** Develop and post a Request for Proposals for at least one project to assist organizations to build the capacity to provide transportation training to people with developmental disabilities.

**Activity 2:** Select contractor(s), grantee(s), and/or partner(s) to implement planned activities.

**Activity 3:** Monitor implementation.

**Activity 4:** Evaluate success of plan and determine next steps.

**Goal 5:** Demonstrate how to prevent unnecessary admissions to State Supported Living Centers (SSLC) by supporting community organizations in at least 1 HHS Region to increase their capacity to provide community-based services that support people with developmental disabilities to improve and maintain their health and to have access as needed to necessary healthcare, behavior supports, and/or respite, by 9/30/2016.

**Objective 1:** Determine evaluation methodology and gather baseline data.

**Activity 1:** Explore use of National Core Indicators, data on the numbers of people entering State Supported Living Centers from various HHS regions and the reasons they are entering, information from Community Centers that serve individuals with Intellectual and Developmental Disabilities, and/or input from other stakeholders.

**Activity 2:** Identify 3 possible target HHS region(s) based on data.

**Activity 3:** Select HHS region(s) in which activities will be implemented.

**Objective 2:** Provide funding to enable at least 10 organizations working in the target region(s) to implement plans that will increase their capacity to provide **culturally appropriate** healthcare services, behavior supports, and/or respite to support people with developmental disabilities living in the community by 9/30/2016.

**Activity 1:** Facilitate, to the extent feasible, collaboration between previous TCDD healthcare-related grantees (Project DOCC grantees, PBIS projects, Baylor College of Medicine), other interested partners, and organizations from the selected HHS region(s) to explore strategies and to develop a cohesive plan that will maximize available resources.

**Activity 2:** Facilitate implementation of selected strategies.

**Activity 3:** Provide support to non-medical community leaders (such as ministers) & service providers (such as speech pathologists) to collaborate with others to support the full inclusion of people with developmental disabilities and to support people with developmental disabilities to gain access to necessary healthcare services, behavior supports, and/or respite.

**Objective 3:** Pilot at least 5 different strategies to support individuals with developmental disabilities and their families to be able to have increased control over their personal health and well-being by September 30, 2016.

**Activity 1:** Pilot at least one strategy to support individuals with developmental disabilities to develop and maintain meaningful relationships based on common interests.

**Activity 2:** Pilot at least one strategy to support individuals with developmental disabilities to choose and participate in activities to improve their health and physical fitness.

**Activity 3:** Support completion of the initiated Alternatives to Guardianship/Supported Decision-Making Project and evaluate the supported decision making process as a way to facilitate individuals with developmental disabilities making their own decisions about their health.

**Activity 4:** Work with Austin Travis County Integral Care and other partners to establish additional African American Family Support Conferences in other regions of the state that are modeled after ATCIC's Central Texas African American Family Support Conference.

**Activity 5:** Provide support to at least five organizations to improve the availability of culturally-competent services and supports for families of people with developmental disabilities who strongly identify with a specific ethnic community.

*Recommend adding Activity 4 and 5 to specifically describe activities that are currently taking place for the purposes of clarity and transparency.*

**Objective 4:** Each year of the plan, advocate for reallocation and/or more efficient use of existing resources, necessary policy changes, and/or increased funding to enable individuals with developmental disabilities to access necessary healthcare services, behavioral supports, and respite in the communities in which they wish to live and to prevent unnecessary institutionalization.

**Objective 5:** Beginning in FY 2013, develop opportunities to partner with people who have developmental disabilities, families, providers, medical schools, licensing and certification boards, agencies, and/or community-based organizations to provide or develop training and/or practice guidelines that include knowledge related to disability and incorporate components of successful TCDD projects.

**Objective 6:** Evaluate and share broadly the outcomes achieved and knowledge gained through the Alternatives to Guardianship/Supported Decision Making project.

**Objective 7:** Collaborate with DD Network Partners, local I/DD authorities, and Texas State agencies to support successful transitions for individuals living in State Supported Living Centers who choose to move to an inclusive community.

*Recommend the addition of Objective 6 and Objective 7 to include current activities or which may increase the impact of the Council's current work.*

**Goal 6: Work with others to double the number of identified leadership development and advocacy training programs that are able to provide culturally appropriate training for people with developmental disabilities without ongoing grant funding from TCDD, by 9/30/2016.**

**Objective 1:** Each year of the plan, provide funding or technical assistance to establish and/or strengthen at least one program for the direct funding of a state self-advocacy organization led by individuals with developmental disabilities.

**Activity 1:** At least once every 2 years, provide funding for at least one specific public policy advocacy activity implemented by individuals who have developmental disabilities and are working with a state self-advocacy organization led by individuals with developmental disabilities.

**Activity 2:** At least once every 2 years, offer funding to support individuals with developmental disabilities to work with a state self-advocacy organization to implement a grassroots effort to organize and/or educate members of their community.

**Activity 3:** Each year, evaluate the effectiveness of Council efforts to establish and strengthen state self-advocacy organization(s) and consider alternate strategies.

**Objective 2:** Each year of the plan, support opportunities for individuals with developmental disabilities who are considered leaders to provide leadership training to individuals with developmental disabilities who may become leaders.

**Activity 1:** Each year provide opportunities for groups organizing disability-related conferences to apply for stipends to support speakers, mentors, or facilitators who have developmental disabilities and who have a philosophy consistent with that of TCDD.

**Activity 2:** Evaluate the feasibility and possible benefits of working with groups and/or individuals who offer training to improve presentation and/or training, to adapt their training to meet the needs of individuals with developmental disabilities.

**Objective 3:** Each year of the State Plan, support and expand participation of individuals with developmental disabilities in cross-disability and culturally diverse leadership coalitions.

**Activity 1:** As appropriate, provide direct funding to support people with developmental disabilities to serve on cross-disability and culturally diverse boards, committees, and workgroups.

**Activity 2:** Develop and/or provide support for at least one cross-disability and culturally diverse leadership coalition.

**Objective 4:** Each year of the plan, support individuals who have developmental disabilities, their family members, and their allies to improve their skills related to self-advocacy, public advocacy, and leadership.

- Activity 1:** Develop at least 5 new culturally competent leadership and advocacy training programs for people who strongly identify with a specific ethnic minority culture and have a developmental disability and/or have a family member who has a developmental disability.
  - Activity 2:** Continue to provide funding to support and/or expand leadership development and advocacy training programs that serve diverse groups of people.
  - Activity 3:** Continue to promote coordination between grantees and other organizations that provide leadership development and advocacy skill training so they may share information and maximize resources.
  - Activity 4:** Provide opportunities for groups organizing conferences to apply for stipends to support participation by people with developmental disabilities and family members.
  - Activity 5:** As appropriate and as deemed necessary, provide direct funding for people with Developmental Disabilities or family members of people with developmental disabilities to be on boards, committees, and workgroups.
  - Activity 6:** Provide technical assistance and/or information to assist leadership and advocacy grantees to develop sustainability for leadership and advocacy training programs.
  - Activity 7:** Each year of the plan, continue to provide support to maintain Advocacy U, an online clearinghouse that maintains current information about leaders and advocacy training programs.
  - Activity 8:** As funding allows, support collaborative public policy activities conducted in collaboration with people who have developmental disabilities, their family members, and their allies.
- 

**Goal 7: Each year the Council and its Committees receive staff and administrative support to effectively implement activities for at least 90% of all identified objectives noted under Goals 1-6, by September 30, 2016.**

**Objective 1:** Each year of the State Plan, provide input representing the philosophies and positions of the Council on public policy issues affecting people with developmental disabilities at ninety percent (90%) of occasions and, when possible, offer concrete policy alternatives to ensure that individuals and families can access and maintain self-directed community-based services and supports of their choice.

- Activity 1:** Provide information and technical assistance to Council members to support Council decision-making processes and to assist individual members in advocacy activities.
- Activity 2:** Research and provide input on policies and legislation as requested.
- Activity 3:** Participate in workgroups at the state and national level.
- Activity 4:** Produce required reports and policy analyses.
- Activity 5:** Provide grantees with technical support and information related to policy, legislation, and/or advocacy strategies.

**Objective 2:** Each year of the State Plan, coordinate the Council's planning, project development, evaluation, and reporting processes, with special attention to strategies to address issues related to the diversity of ethnicity, age, income, and geographic areas of Texas and provide updates to the Council on State Plan implementation at least four (4) times yearly."

- Activity 1:** Provide information and technical assistance to Council members to facilitate planning, project development and evaluation activities.

- Activity 2:** Coordinate outreach activities to ensure that Council members and TCDD staff receive relevant and timely public input from diverse audiences.
- Activity 3:** Support the Council to develop and fund projects to explore innovative ideas and/or provide timely solutions to emerging needs, as funds allow.
- Activity 4:** Work with outside entities, as appropriate, to evaluate Council activities.
- Activity 5:** Provide information and technical assistance as appropriate to grantees and/or organizations applying for a grant from TCDD.
- Activity 6:** Coordinate development and submission of TCDD's 5 Year State Plan, Annual Amendments, and the Annual Program Performance Report

**Objective 3:** Each year of the State Plan, support the Council to effectively use grant funding to reach identified goals with no lapse of funds greater than 1.5% in any fiscal year.

- Activity 1:** Provide information and technical assistance to Council members to facilitate oversight of grant projects.
- Activity 2:** Monitor grant projects to ensure that budgetary requirements are met and program activities are implemented as planned.
- Activity 3:** Provide information and technical assistance, as appropriate, to help grantees reach goals and to support use of best practices.
- Activity 4:** Work with other staff to develop and implement strategies to maximize the impact of grantee projects.

**Objective 4:** Each year of the State Plan, support and coordinate at least 4 quarterly Council meetings and at least 12 meetings of the Council Committees and provide leadership and administrative coordination to implement Council approved activities.

- Activity 1:** Support the Council and Committees to conduct business.
- Activity 2:** Support Council members to participate in national level workgroups, conferences, and/or trainings as appropriate.
- Activity 3:** Provide oversight of staff activities.

**Objective 5:** Implement outreach and strategic communication activities to reach specific goals, with at least a 3% increase in established connections to organizations and individuals each year.

- Activity 1:** Provide information and technical assistance to Council members to identify specific strategic communication goals.
- Activity 2:** Develop and maintain productive relationships with other representatives from other organizations to maximize the impact of outreach and strategic communication efforts.
- Activity 3:** Coordinate external communications related to staff, Council member, and grantee activities to implement the strategic communication plan.
- Activity 4:** Coordinate messaging, marketing, and branding activities as directed by the Council.
- Activity 5:** Evaluate the effectiveness of specific strategic communication activities; review increases in Facebook Fans, Twitter Followers, website traffic, and email subscribers as a measure of progress; and provide recommendations to the Council for improvement as necessary.

**Background:**

Minutes of the February 8, 2013, 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**  
**FRIDAY, FEBRUARY 8, 2013**  
**DRAFT MINUTES**

**COMMITTEE MEMBERS PRESENT**

Gladys Cortez, Acting Committee Chair	Kathy Griffis-Bailey, DSHS Scott McAvoy John C. Morris	Cindy Swain, TEA David Taylor
Kimberly Blackmon		
Mary Durham		

**COMMITTEE MEMBERS ABSENT**

Susan Vardell, Chair	Kristine Clark	Diana Kern
Dana Perry, Vice Chair	Andrew Crim	

**STAFF PRESENT**

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

**CALL TO ORDER**

The Project Development Committee met on Friday, February 8, 2013 at the AT& T Executive Education & Conference Center, Room 107, at 1900 University Avenue, Austin, Texas 78705. Acting Committee Chair Gladys Cortez called the meeting to order at 8:43 a.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 October 25, 2012, Committee meeting.

**MOTION:** To approve the minutes of the October 25, 2012, Project Development Committee meeting minutes as presented.

**MADE BY:** Scott McAvoy

**SECOND:** John Morris

The motion **passed** unanimously.

**4. CHAIR'S REPORT**

No chair's report was given at this time.

**5. STAFF REPORTS**

**A. Public Information Report**

Communication Coordinator Melissa Loe discussed the launch of the new website, the

annual report that will be available by the end of February, and TCDD's use of social media.

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

Senior Grants Management Specialist Cynthia Ellison reported on the status of projects approved by the Council in October that have started or are starting. Ellison noted that negotiations are in process with Texas Legal Services regarding a planning grant for a transportation process. Ellison also reported that the Executive Committee approved funding for a grant award to Region 17 Education Service Center for the Family Involvement in Schools project and grant awards to VSA Arts and Imagine Enterprises to implement Self-Advocates as Speakers projects, pending successful negotiation of a workplan.

**C. Projected Available Funds**

Operations Director Martha Cantu gave a brief overview of FY 12 funds that will be used in FY 13 and discussed funds projected to be available in future years.

**D. Other Updates**

Planning Coordinator Joanna Cordry reported that the template for the FY 12 Annual Program Performance Report (APPR) was redesigned and was released on February 1, 2013. The report will not be due until March 15, 2013. TCDD expects to submit the PPR on time without any problems. Cordry also reported that she and Executive Director Roger Webb spoke with staff from the Massachusetts DD Council regarding the DD Suite, determined that the program does not yet have all the functionality that TCDD requires. Modules are scheduled to be added to allow for financial management and a wider range of report options. Staff will revisit the Suite as more modules are added and will discuss adopting the DD Suite after the legislative session.

**6. MEMBER AND STAFF UPDATES**

The Committee received reports from Council members Kimberly Blackmon, Scott McAvoy, David Taylor, and Gladys Cortez about their visits with state senators and representatives. The Committee discussed an issue raised by several committee members concerning training of police officers about people with disabilities. Several members noted that officers, particularly in the Valley, have a need to increase their understanding of how to interact with sensitivity when questioning someone who has disabilities. Cortez noted that one of the legislators with whom she spoke with was interested in receiving more information on the issue. Information will be provided to Public Policy Director Jessica Ramos so that she may follow up with the legislator or legislators on the matter.

**7. OUTREACH AND DEVELOPMENT PROJECTS EXECUTIVE SUMMARY**

Cordry reviewed the Executive Summary for Outreach and Development projects. The Committee discussed and recommended to continue offering Outreach and Development grants, in the amount of \$10,000 per project for up to 18 months, for up to five projects a year, for up to three years. Grants would be awarded in such a way that there would only be five projects active at any one time. Cordry noted that Diana Kern emailed her support of the Executive Summary as written.

**MOTION:** To recommend Council approval of the Executive Summary to offer Outreach and Development grants in the amount of \$10,000 per project for up to 18 months, for up to five projects per year, for up to three years.

**MADE BY:** John Morris

**SECOND:** Scott McAvoy

The motion **passed** unanimously.

## 8. PROPOSED STATE PLAN AMENDMENTS FOR PUBLIC COMMENT

Cordry noted that any amendments to TCDD's State Plan must be posted for public comment, and comments must be reviewed prior to submission. If the Council makes a substantive change in response to public comments, draft amendments must be posted again for comment prior to final approval. Staff recommends approving proposed amendments for posting at this meeting so that the Council has the option of making changes in response to comments received. The document in the meeting materials proposes deletion of between one and three objectives, addition of three objectives, several minor language changes, and the addition of a few activities that will add specificity and detail to the plan.

**MOTION:** The Committee recommended one edit be made to the proposed amendments: the phrase "in Region 17" should be deleted from Goal 1, Objective 3, and the final half of the sentence should read "and the outcomes of TCDD PBIS projects and other efforts and determine next steps by February 28, 2014".

**MADE BY:** John Morris

**SECOND:** Scott McAvoy

The Committee discussed the motion and noted that the number of Goal 1, Objective 3 would be Objective 2 if Objective 1 is deleted. Morris and McAvoy both accepted a friendly amendment to change Goal 1, Objective 3 to Goal 1, Objective 2. The motion **passed** unanimously.

## 9. FUTURE PROJECT FUNDING PRIORITIES

The Committee reviewed and agreed to make no changes to future funding priorities. Staff is currently working on the majority of the activities on the priority list.

**MOTION:** The Committee recommended accepting the Future Funding Priorities as presented.

**MADE BY:** John Morris

**SECOND:** Scott McAvoy

The motion **passed** unanimously.

## 10. OTHER DISCUSSION ITEMS

Cordry shared briefly that staff are working on Executive Summaries for May, including a summary for a project to increase the use of Advocacy U. Staff will also be bringing the Committee additional information to discuss regarding Advanced Leadership projects.

Staff expects to be posting RFP's for Culturally Competent Family Supports and the Accessible Parking Awareness project by May.

## ADJOURN

Acting Committee Chair Gladys Cortez adjourned the meeting at 10:14 a.m.

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Roger A. Webb, Secretary to the Council

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Date

**Background:**

Staff will provide updates to Project Development Committee members regarding Public Information activities, the status of new or recently approved projects, and projected available funds. Meeting materials include the following written information for your review prior to the meeting:

- Grant Project Highlights – The quarterly Grant Project Highlights Report is enclosed for review by Committee members. This report provides highlights of grantee accomplishments for a number of current TCDD funded projects. The [Project Highlights](#) for the Health and Fitness project were included last quarter and will be presented by grants staff at the Committee of the Whole.

Staff may also refer to the following printed materials, found behind other Tabs:

- Public Information Report - This quarterly report includes recent public information staff activities related to creating awareness and building connections. Tab 13
- TCDD Quarterly Financial Report – This report summarizes TCDD’s budget and expenditures and is used to determine the projected available funds. Tab 6

TCDD staff may also provide updates to the Committee of other achievements or items of concern.

**Project Development Committee**

**Agenda Item 6.**

**Expected Action:**

No action is anticipated; information item only.

**Council**

**Agenda Item 11. A.**

**Expected Action:**

The Council will review discussions on this item. No action is anticipated.

**TCDD Higher Education Project Highlights  
May 2013**

**Health and Fitness for Individuals with Developmental Disabilities**

**RFP Intent:** To demonstrate how appropriate supports may help individuals with developmental disabilities to participate in exercise and nutrition programs to help achieve their health and fitness goals.

**Grantee: Any Baby Can of San Antonio**

Project Title: Any Body Can	Year: 2 of 5
Project Location: San Antonio and surrounding counties	TCDD Budgeted: \$228,610

**Accomplishments:**

- As of December 2012, 39 families have been enrolled and are actively participating;
- Program is 8 months over 4 phases: Jump Start, Exploration, Inclusion and Self Training;
- Families receive weekly home visits for planning, implementation and support;
- Families have access to recreation facilities, a Registered Dietician, and a Physical Therapist

**Sustainability:**

The intent of this program is to create sustained systematic change to promote inclusion in community recreation centers and organizations. Any Baby Can of San Antonio currently partners with Respite Care of San Antonio and the Brighton Center on the federally funded RISE program.

**Products:**

Flyer and Brochure

**Grantee: Epilepsy Foundation of Texas**

Project Title: Get FIT (Fitness, Integration, Technology) Texas	Year: 1 of 5
Project Location: Statewide	TCDD Budgeted: \$249,538

**Accomplishments:**

- Project is based on the Get FIT New Jersey program developed in 2008;
- Numerous program materials have been adopted for Texas, including promotional materials, weekly health tips, and activity guides;
- To date the project has been primarily engaged in preparing materials, researching and developing selection and monitoring criteria, and planning;

**Sustainability:**

The Epilepsy Foundation has a long history of providing effective, quality programs and services and has the capacity to adapt to temporary challenges, provide quality services, and maintain a solid foundation for the future.

**Products:**

Weekly Health Tips; Flyer; Poster; Survey; Invitation Letter; Consultation Forms; Initial Assessment Questionnaire; Quarterly Assessment Form; Program Synopsis; Exercise Plan

**Grantee: Texas Statewide Independent Living Council (TX SILC)**

Project Title: Getting Fit to Live, Work and Play	Year: 2 of 5
Project Location: Brazos Valley and West Texas	TCDD Budgeted: \$250,000

**Accomplishments:**

- A 3-tiered approach is used: 1) increase the availability and access to fitness programs for individuals with disabilities, 2) connect consumers to established health programs, 3) increase awareness of the importance of health and fitness program for people with developmental disabilities
- Brazos Valley CIL has 24 active participants; LIFE/RUN has 48 active participants with 22 in the process of establishing a health and fitness plan

**Sustainability:**

Sustainability will be achieved through providing access to health and fitness programs for people with disabilities through policy change and community understanding. The results of this demonstration project will be used to increase policy-maker understanding of the benefits of health and fitness programs for people with disabilities.

**Products:**

Program Flyer; Quarterly Newsletter

**Background:**

Staff will provide updates to Project Development Committee members regarding Public Information activities, the status of new or recently approved projects, and projected available funds. Meeting materials include the following written information for your review prior to the meeting:

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TCDD staff may also provide updates to the Committee of other achievements or items of concern.

**Project Development Committee**

**Agenda Item 6.**

**Expected Action:**

No action is anticipated; information item only.

**Council**

**Agenda Item 11. A.**

**Expected Action:**

The Council will review discussions on this item. No action is anticipated.

**TCDD Higher Education Project Highlights  
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**Sustainability:**

Sustainability will be achieved through providing access to health and fitness programs for people with disabilities through policy change and community understanding. The results of this demonstration project will be used to increase policy-maker understanding of the benefits of health and fitness programs for people with disabilities.

**Products:**

Program Flyer; Quarterly Newsletter

**Background:**

Enclosed for Committee discussion and possible action are two Executive Summaries:

- Self-Advocate Community Organizing Project Executive Summary
- Partnership with African American Clergy to Support Families Executive Summary

These Executive Summaries were drafted by staff based on previous discussions with the Committee over several meetings and build on successes that TCDD has experienced from past work. The Committee will discuss these and may make recommendations to the Council for funding of future projects.

Both Committees will discuss “Future Public Policy Advocacy Projects” and provide direction to staff to develop a project or projects to further TCDD’s advocacy work by supporting the development of advocates who can effectively address statewide policy issues. Staff will share information regarding:

- possible funding of Policy Fellowships with selected organizations for people who are in graduate school or have recently finished a graduate program; and
- development of advanced level policy-focused symposiums, webinars, or podcasts for advocates interested in working on statewide policy issues.

**Public Policy Committee**

**Agenda Item 9.**

**Expected Action:**

The Public Policy Committee may make recommendations to the Council on “Future Public Policy Advocacy Projects”.

**Project Development Committee**

**Agenda Item 7.**

**Expected Action:**

The Project Development Committee will discuss executive summaries and may make recommendations to the Council.

**Council**

**Agenda Item 8.**

**Expected Action:**

The Council will consider recommendations from the Project Development & Public Policy Committees.

# Future Funding Proposal Executive Summary Self-Advocate Community Organizing Project

## Background

The Texas Council for Developmental Disabilities invests in advocacy and leadership training for Texans who have developmental disabilities, including individuals with intellectual disabilities, so they can advocate for their right to be fully included in the communities where they live and can exercise control over their own lives. More individuals with intellectual and developmental disabilities (IDD)<sup>1</sup> make decisions about their own lives and work with others to create social change than when the self-advocacy movement began in the 1960's. However, many people still do not recognize and respect people with IDD as equal partners and leaders in driving social change.

In 2011, the Administration on Intellectual and Developmental Disabilities (AIDD) held a series of self-advocacy summits. In these meetings, self-advocates from across the country spoke about the challenges they experienced as self-advocates. The [Envisioning the Future: Allies in Self-Advocacy Final Report](#) (September 2012) summarizes the major challenges that were identified by self-advocates:

- A need for infrastructure, funding, and support by advisors that empower but do not control activities of grassroots groups;
- A lack of general community services and supports (including transportation);
- Difficulties recruiting and developing leaders and engaging current membership in meaningful ways, particularly when trying to expand to rural areas, racial and ethnic minority communities, individuals with limited communication, and autism groups; and
- Perceptions by the general public, service providers, and family members that result in self-advocates continuing to face significant discrimination and feeling that they are not listened to.

Notably, self-advocates from multiple states expressed difficulty finding “consistent, well-trained staff” who will advise but not “try to run” groups, particularly self-advocates with intellectual disabilities. People also shared concerns about top-down approaches that do not support grassroots efforts to grow the self-advocacy movement.

Over the years, TCDD has awarded many grants to self-advocacy organizations to promote leadership and advocacy by self-advocates. In most cases, TCDD awarded these grants through a competitive process, and the grantee received the grant by submitting a multi-year plan outlining how they would meet TCDD's pre-determined goals for the project. While these projects generally had grassroots aspects to them, they tended to reflect priorities and issues identified by TCDD. Additionally, although TCDD always expects that individuals with developmental disabilities and family members of individuals with developmental disabilities will serve in leadership roles in grant projects, it has not been common for the majority of the primary decision-makers for these projects to be individuals with intellectual disabilities.

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<sup>1</sup> For purposes of this summary, the term IDD refers to individuals with an intellectual disability who also have functional limitations consistent with the federal definition for “developmental disability”.

In May, 2012, the Executive Director of the Georgia Council on Developmental Disabilities (GCDD) shared information at a TCDD meeting about GCDD's grassroots projects that are creating community inclusion for people with developmental disabilities by supporting local groups to work together on projects that are important to them. GCDD employs and contracts with community organizers to provide support for these projects. The leaders of the GCDD community organizing efforts are not necessarily people with IDD, however people with IDD must be actively involved in the project. TCDD Council members were impressed with the success that this approach has created. This Executive Summary proposes to build on TCDD's past leadership and advocacy efforts to lay the foundation for community-driven projects like those funded in Georgia, with the stipulation that people with intellectual disabilities will be the leaders (ie., key decision-makers) of the TCDD community organizing project.

Community organizing is simply the process of people coming together to address issues that matter to them. It is community organizing when neighbors work together to increase pedestrian and bicycle friendliness or activate block leaders to participate in a Get to Know Your Neighbor Week. A TCDD self-advocate community organizing grant project would support people who have IDD who live in a single community to come together; identify for themselves common issues in their local community; become more informed about possible strategies to address the issue; form a plan; and work together to create the change that they have decided is important.

Individual self-advocates involved in this project may develop different strengths and assume different levels of leadership. However, every leader will be a self-advocate who has IDD, and every self-advocate who chooses to be involved will have access to training, information, and mentoring to exercise their leadership skills and assume meaningful roles. The roles of individuals who are not people with IDD will be limited to providing training, information, and mentoring as contractors, paid staff, or volunteers; and, if necessary, to complete evaluation, reporting, and financial management activities for the grant project.

This proposed local community organizing project will provide opportunities for people with IDD to connect with and develop relationships with peers, neighbors and decision-makers; to be recognized experts, decision-makers, and leaders in their community; and to successfully create change that they have decided will benefit both themselves and others in their community. TCDD will not determine specific local issue to be addressed, but will gain from learning about the issues that are important to people with IDD in a particular community in the state. TCDD will also benefit from building the voice of stakeholders to provide input to Texas legislators, state agencies and other policymakers on disability issues and ways to improve services and supports for people with disabilities. As individuals with IDD gain experience organizing for meetings, presenting issues and negotiating with decision-makers, they will be better prepared to participate in meaningful ways on state advisory committees, councils and boards should they choose to do so in the future.

## **State Plan Goal**

**Goal 6:** Work with others to double the number of identified leadership development and advocacy training programs that are able to provide culturally appropriate training for people with developmental disabilities without ongoing grant funding from TCDD, by 9/30/2016.

**Objective 1:** Each year of the plan, provide funding or technical assistance to establish and/or strengthen at least one program for the direct funding of a state self-advocacy organization lead by individuals with disabilities.

**Activity 2:** At least once every 2 years, offer funding to support individuals with developmental disabilities to work with a state self-advocacy organization to implement a grassroots effort to organize and/or educate members of their community.

## Expected Outcome

The Council will fund a local collaboration that is controlled and directed by individuals with intellectual and developmental disabilities and that works to change a program, policy or practice to improve life in their community.

## Project Description

A trained community organizer will build and facilitate, but not control the activities of, a community group made up of individuals with intellectual and developmental disabilities living in that community. The group will identify and address issues of common interest. The project will be controlled and directed by self-advocates who have intellectual and developmental disabilities. The project will be implemented in the following manner:

1. A grantee organization and a community will be identified thru a competitive process. The grantee organization will be responsible for managing project funding, ensuring that reporting requirements are followed, and providing support to a Project Advisory Committee. The members of the identified community will control and direct project activities.
2. A Community Organizer will be hired in the identified local community. This person must be someone from the local community. The Community Organizer must be willing to sign a contract to commit to participating for the life of the project.
3. The Community Organizer will receive training about community organizing strategies from the Mid-West Academy or an organization with similar credentials and experience.
4. A Project Advisory Committee (PAC) will be established and will include members from local neighborhood organizations, community action group members, local government decision-makers, systems change advocates, and people who can evaluate the project. The PAC will play a supportive role and will be responsible to assure that TCDD receives: information documenting the project development, roadblocks and successes, and a blueprint for future community group development. The PAC will meet with and support the self-advocate group as requested by the group of self-advocates or as needed to support the project. The PAC will also provide a sounding board and support for Community Organizer, and will be available to role-play with self-advocates. The PAC will have staff support.
5. The Community Organizer will conduct at least 40 one-on-one meetings with self-advocates prior to holding the first meeting, as is expected in traditional community organizing. In these one-on-one meetings, the interviewer and the leader will develop a relationship with each other that will continue — and, it is hoped, deepen — in the future.
6. After the one-on-one meetings are held and commitment is achieved from self-advocates, the first organizing meeting will be held to discuss purpose, systems change, and desired goals.

7. Organizing meetings will continue to be conducted at least twice a month when possible. The Community Organizer will teach the group about community organizing tools: leadership roles, relationship building, negotiation and compromise. Through these meetings and other activities, the self-advocates will build or strengthen their relationships with each other, identify shared perspectives about barriers and opportunities, and prioritize their shared interests. When ready, they will seek expert input on the steps necessary to effect change, narrow their focus, and conduct systems change advocacy. After every meeting or action the group of self-advocates will “evaluate and celebrate.”
8. When the group reaches a point at which they are ready to develop an informed plan on an issue, they will agree on the specific activities and action steps they will engage in to successfully implement the plan; describe their intended outcomes; and identify the resources they will need to make the plan a success. The group of self-advocates will implement their agreed upon action and take full responsibility for negotiation with local decision-makers.
9. The self-advocate group will resolve at least one issue in their community. It is very important that the first action chosen be successful, so that the group continues to be motivated to continue to work together on other issues.

Through this process, a local issue will be addressed successfully, and self-advocates will develop and improve leadership skills, learn and use strategic thinking to identify a problem and develop a plan of action, and strengthen their relationships with each other as well as with community leaders. Community leaders will have an experience that should result in increasing their understanding of the contributions that individuals with intellectual and developmental disabilities can make to their community.

### **Proposed Funding Amount**

The proposed funding amount is \$100,000 per year, for up to three years to establish the project. Match for the project will come from donated time of the project advisory committee and self-advocates who work together to effect change in a local community. If the group of self-advocates has built their local advocacy skills to a level that can be sustained with the support of a part-time community organizer, they may be eligible for a reduced level of funding for an additional two years to expand on their achievements, develop their organizational capacity, and to support the development of similar efforts in other communities. The ultimate goal is a local self-advocate community change organization that is engaged and self-sustaining.

### **Other Considerations**

TCDD may wish to support the organization selected to provide training on community organizing strategies to come to Texas to provide training directly to the group of self-advocates and possibly to TCDD Council members and staff.

# Funding Proposal

## Executive Summary

### Partnership with African American Clergy to Support Families

#### Definitions

In this Executive Summary, the use of the words “Clergy” and “Pastor” are based on information provided in Wikipedia.

A **pastor** is usually an ordained leader of a Christian congregation. The word may also refer to a title or a person (e.g., Pastor Smith) or a job title (like Senior Pastor or Worship Pastor).

**Clergy** is a generic term used to refer to a wide range religious leadership within some religions. Clergy have different functions in different religious traditions, and formal and informal clergy positions may include deacons, priests, bishops, preachers, pastors, and ministers.

#### Background

Approximately one in four people in the general population experience a mental health condition. Individuals with Intellectual and Developmental Disabilities (IDD) may have a higher risk of mental illness; estimates suggest that approximately 33% of individuals who have IDD also have mental illness. (Co-Occurring Mental Illness and Developmental Disabilities, by Maria Quintero, PhD., and Sarah Flick, MD, *Social Work Today*, 2010, Vol. 10 No. 5 P6). African Americans have rates of behavioral health disorders similar to that of the general population. However, African Americans, with or without IDD, frequently bear a heavier burden of disease, often due to a lack of information and awareness, access to healthcare, or appropriate services. African Americans have among the highest unmet needs for treatment of depression and other mental health disorders, and there continues to be a huge gap between the number of people who need treatment for mental health issues and those who seek treatment. In the African American community, 92 percent of males who have depression and 60 percent of families do not seek mental health treatment nor receive the appropriate support.

Stigma, cultural barriers, socioeconomic barriers, and mistrust of the health system based on past experience of abuse and neglect perpetrated by that system impede recovery and create barriers to seeking support. African American clergy (especially Pastors) are very influential in the lives of their congregants, and congregants are likely to seek their advice when concerns arise. In most black communities clergy are considered gatekeepers and first responders to personal or family crisis. There is less stigma in seeking assistance from clergy who are trusted, known and mostly respected by their congregants, and may frame the problem in spiritual terms that are more comfortable for the congregant/client (Bohnert et al., 2010). It is estimated that 75 percent of African Americans do not use traditional mental health services or providers and rely on pastors/clergy for support for most issues in their lives.

Most individuals will contact clergy without seeking additional formal support; the response by clergy to an individual’s mental health needs may be the deciding factor of whether the person seeks or refrains

from seeking additional formal or information supports. However, most clergy view their knowledge of mental health as limited, and the majority have not received training in mental health issues. It is important that clergy know when to make appropriate referrals to trained mental health professionals. Many studies show that collaboration between faith-based organizations and formal healthcare supports have emerged in the drive to improve access to care.

Four TCDD projects are currently working with faith-based groups to facilitate inclusion and support of people with intellectual and developmental disabilities, including people with mental illness:

- The Arc of Greater Tarrant County (IDD Needs Council of Tarrant County) is partnering with the local faith-based community to facilitate the full inclusion of people with a diagnosis of an intellectual and developmental disability (IDD) into faith communities of their choice.
- Jewish Family Service of Dallas is serving Dallas, Collin, Denton and Rockwall counties and will create a collaborative initiative to share successful community awareness building and inclusion strategies.
- West Central Texas Regional Foundation is working with faith communities in Callahan, Jones and Taylor counties.
- OneStar Foundation is collaborating with Jewish Family Services and the Texas A & M University Center on Disability and Development to create the Austin Interfaith Inclusion Network which serves the Travis County area.

Although these projects are reaching out to diverse communities and faith-based groups across Texas, they have not successfully reached African American clergy. However, TCDD staff have worked closely with the Austin Area African American Behavioral Health Network (4ABHN), a professional network for African American mental health professionals supported by the Hogg Foundation, to address this issue more successfully. Various activities have occurred thus far:

- The Hogg Foundation sponsored specialized clergy tracks at the 2012 and 2013 Central Texas African American Family Support Conferences. Led by practitioners dually-licensed in theology and mental health and by pastors, the tracks attracted more than 125 clergy and resulted in a commitment by many of the attendees to continue to work together. The Hogg Foundation also hosted a 2-day conference entitled “Spiritual Crossroads: Faith, Mental Health and the African American Community,” at the Southwestern Baptist Theological Seminary for nearly 350 consumers and family members, faith leaders, mental health advocates, policy makers from around the state.
- Dr. King Davis, University of Texas School of Social Work, the Health and Human Services Commission’s Center for Elimination of Disproportionality and Disparity, the Hogg Foundation, and Texas State Representative Garnet Coleman provided significant assistance to TCDD, Austin Travis County Integral Care, Helpful Interventions, and community members in the Houston area to establish the Gulf Coast of Texas African American Family Support Conference.
- The 4ABHN and a group of clergy have formed a vision of how clergy, properly trained and supported, may meet the needs of African Americans who may not be receiving services and supports for their needs related to IDD or Mental Illness.

Activities are proposed below to complement and enhance current efforts to support African American clergy in the central Texas area.

## TCDD State Plan Goal

**Goal 5:** Demonstrate how to prevent unnecessary admissions to State Supported Living Centers (SSLC) by supporting community organizations in at least 1 HHS Region to increase their capacity to provide community-based services that support people with developmental disabilities to improve and maintain their health and to have access as needed to necessary healthcare, behavior supports, and/or respite, by 9/30/2016.

**Objective 2:** Provide funding to enable at least 10 organizations working in the target region(s) to implement plans that will increase their capacity to provide healthcare services, behavior supports, and/or respite to support people with developmental disabilities living in the community by 9/30/2016.

**Activity 3:** Provide support to non-medical community leaders (such as ministers) & service providers (such as speech pathologists) to collaborate with others to support the full inclusion of people with developmental disabilities and to support people with developmental disabilities to gain access to necessary healthcare services, behavior supports, and/or respite.

## Expected Outcome

African American clergy in central Texas will increase their understanding of how to encourage and support members of their communities who have disabilities to gain access to necessary services and supports and to be fully included in their communities.

## Project Description

TCDD staff will continue to work in collaboration with state agencies, community organizations, legislative offices, clergy, and other community members to reach the expected outcome. TCDD, the Hogg Foundation, the HHSC Center for Disproportionality and Disparities and others will collaborate with 4ABHN to develop a workplan that may include the following activities: It is expected that TCDD funds will be used to support to the following activities:

- Funding for a fellowship at one of the 4ABHN member organizations to coordinate various activities of 4ABHN and include additional organizations in that group;
- Speakers, trainers, purchase or distribution of materials, necessary travel, and other items as needed to support the work of 4ABHN;
- Evaluation(s) of the results of 4ABHN activities as appropriate;
- The sponsoring organization will receive, account for and disperse TCDD funds, assure timely progress towards activities on an approved plan, and comply with various reporting requirements.

It is expected that organizations currently participating in 4ABHN will jointly select an organization to serve as fiscal agent for TCDD funds. In that manner, the organization will be able to maintain a supportive relationship with African American clergy and show evidence of cultural competency.

### **Proposed Funding Amount**

TCDD will provide funding up to \$75,000 per year including support for a fellowship. The selected entity will be responsible for contributing match to the project, in the amount of 25% of the total project costs for activities that are not in federal poverty areas and 10% for total project costs for activities that are in federal poverty areas.

### **Proposed Duration**

TCDD funding will be available for up to five years.

### **Other Considerations**

Note: There is some disagreement among developmental disability advocates about mental illness meeting the federal definition of “developmental disability.” Federal guidance provided in the past clearly indicated that if there is evidence that the mental illness first became evident prior to the individual’s 22 birthday, and results in at least three functional limitations as required by the federal definition of developmental disabilities, whether on an ongoing basis or episodically, that individual can be considered to have a developmental disability for purposes of the DD Act.

**Background:**

This chart includes all projects that have previously been approved by the Council but have not yet been initiated. The Project Development Committee traditionally reviews the Priority List each quarter, adds new projects recommended for approval by the Council, and may revise the priority order as the Committee determines is appropriate.

**Project Development  
Committee****Agenda Item 8.****Expected Action:**

The Committee will review possible future funding activities and determine the priority order for any new projects recommended for funding.

**Council****Agenda Item 8. C.****Expected Action:**

The Council will consider recommendations from the Project Development Committee and make decisions as appropriate.

# TCDD Future Funding Activities Priority List

As of April 2013

#	Organization/Activity	Possible Projects	Funding "Up To"	Council Approved	Expected RFP Post	Expected Start	Expected End
1.	<b>Outreach &amp; Development Projects</b> (Minority Community Collaborations) <b>1 yr</b>	2 remaining	\$10,000/yr ea	5/14/04	7/02/10	12/31/10	1 yr max
2.	<b>Outreach &amp; Development Projects – 2.0</b> Projects for up to 18 months	5/yr	\$10,000/project	10/26/13	TBD	FY 14-16	Variable
3.	<b>Support for Self Advocates as Speakers</b>	1	\$125,000/yr	May '12	August 2012	Dec '12	TBD
4.	<b>Conference Speaker Stipends (Plenary and/or Concurrent)</b>	ongoing	\$75,000/yr	May '12	September 2012	Dec '12	TBD
5.	<b>Family Involvement in Schools</b> <b>up to 5 yrs</b>	1	\$300,000/yr	7/27/12	9/21/12	3/1/13	
6.	<b>Funders Roundtable:</b> (TCDD staff participation)	1	No Funding	11/03/10	N/A	1/01/11	TBD
TBD	<b>Public Education &amp; Outreach Campaign – Accessible Parking</b> Phase 1: Up to \$40k for 6 months Phase 2: TBD	2	\$40,000/	10/26/12	Spring '13	Summer '13	TBD
TBD	<b>Continued Support for Advocacy U</b> <b>1 yr</b> <ul style="list-style-type: none"> <li>Contract for hosting to be renewed by 2/28/13</li> <li>Project to be developed to increase traffic &amp; partners, update content</li> </ul>	1 1	\$15,000/yr hosting Project TBD	10/26/12 N/A	N/A TBD	2/28/2013 TBD	2/28/2014 TBD
TBD	<b>Culturally Competent Family Support</b> <b>up to 4 yrs</b>	5	\$75,000/yr	10/26/12	2/8/2013	7/1/2013	6/30/17

<b>Legend</b>	Open RFP or Proposals received are under review at time of printing.
	Proposals have been approved, awarded or project is in process of beginning since last Council meeting.

**Background:**

Minutes of the February 8, 2013, Public Policy Committee meeting are included for your review.

**Public Policy Committee**

**Agenda Item 3.**

**Expected Action:**

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

**PUBLIC POLICY COMMITTEE MEETING  
DRAFT MINUTES  
FEBRUARY 8, 2013**

**COMMITTEE MEMBERS PRESENT**

Joe Rivas, Chair, Chair  
Kristen Cox, Vice Chair  
Hunter Adkins  
Kelly Chirhart, UT CDS

Mary Faithfull, DRTx  
Kate Layman, HHSC  
Jeff Kaufmann, DADS  
Sara Kendall, DARS

Amy Sharp, A&M CDD  
Lora Taylor  
Richard Tisch

**COMMITTEE MEMBERS ABSENT**

Mateo Delgado

**COUNCIL MEMBERS PRESENT**

Stephen Gersuk  
(Not assigned to a committee yet)

**STAFF PRESENT**

Roger A. Webb,  
Executive Director

Belinda Carlton  
Melissa Loe

Jessica Ramos  
Lucy Walker

**GUESTS PRESENT**

Cassie Laws, DARS  
Marissa Quist

**CALL TO ORDER**

The Public Policy Committee convened on Friday, February 8, 2013, in Room 108 of the AT&T Executive Education and Conference Center, 1900 University Avenue, Austin, Texas 78705. Committee Chair Joe Rivas called those present to order at 8:34 a.m.

**1. INTRODUCTIONS**

Committee members, staff and guests were introduced. Committee members discussed their personal experiences visiting with State Senators and Representatives on Thursday and reported on related activities in which they are involved. Public Policy Director Jessica Ramos thanked everyone for their visits, asked them to send thank you notes and indicated TCDD staff would also follow up with the legislators visited.

**2. PUBLIC COMMENTS**

No public comments were offered to the Committee.

**3. CONSIDERATION OF OCTOBER 25, 2012, MINUTES**

The Committee reviewed the minutes from the October 25, 2012, Public Policy Committee meeting.

**MOTION:** To approve the minutes of the October 25, 2012, Public Policy Committee meeting, as presented.

**MADE BY:** Lora Taylor

**SECOND:** Stephen Gersuk

The motion **passed** unanimously.

**4. CHAIR'S REMARKS**

Member Joe Rivas indicated will speak at the North Central Texas Aging and Disability Resource Center in Lewisville on February 27, 2013, on *Attendant Care for Consumers and Workers: Finding and Keeping the "Right" Attendant*, and *Being the "Right" Attendant*.

**5. MEMBER UPDATES**

**Jeff Kaufmann** indicated that the third annual Texas Autism Research Conference will be held by the Texas Autism Research and Resource Center (TARRC) in San Marcos on July 12-13, 2013. It will cover cutting edge autism research including studies on possible causes contributing to autism and best practices for the diagnosis and treatment of individuals with autism spectrum disorders. There will be two tracks of sessions as well as poster sessions by graduate students and exhibits.

**Kristen Cox** is going to Washington, D.C., on Sunday to advocate with the Parent Project Muscular Dystrophy organization and encourage Congress to reauthorize the Muscular Dystrophy Community Assistance, Research and Education Act. The MD CARE Act was originally passed in 2001.

**Joe Rivas** is working on a novel about unicorns, based on a collection of short stories he wrote. He has a blog at [joesepicstories.blogspot.com](http://joesepicstories.blogspot.com).

**Hunter Adkins** will compete in the Top Hands Horse Show for people with disabilities on February 15-16, 2013, in Houston. She participates in the Ride On Center for Kids (R.O.C.K.) program which provides equine assisted activities and therapies to children and adults with physical, cognitive and emotional disabilities.

**6. PROPOSED STATE PLAN AMENDMENTS**

Committee members discussed proposed amendments to the TCDD State Plan and suggested a few changes. One recommendation was to correct an error in numbering of the objectives under Goal 1. Other discussion centered on whether the Plan should specify a specific project (the Gulf Coast African American Family Support Conference) under Goal 5, Objective 3, Activity 4, as opposed to making it more generic and not limiting the geographic location.

**MOTION:** To recommend that the Council approve the proposed TCDD FY 2012-2016 State Plan, Goals and Objectives with the following modifications: fix the numbering on Goal 1 objectives, and reword Goal 5, Objective 3, Activity 4 so that it does not specify the grantee and geographic location.

**MADE BY:** Kristen Cox

**SECOND:** Amy Sharp

The motion **passed** unanimously.

**7. REVIEW OF CRIMINAL COMPETENCY POSITION STATEMENT**

Jessica Ramos led a discussion regarding the revision of TCDD's Criminal Competency Position Statement. TCDD staff worked with attorneys from Disability Rights Texas who have expertise in criminal law to rewrite and update the position statement, as requested by the Committee at its meeting October 25, 2012. The revision, titled Criminal Justice, incorporates the changes requested.

**MOTION:** To accept the revised Criminal Justice Position Statement as proposed and recommend approval by the full Council.

**MADE BY:** Rick Tisch

**SECOND:** Lora Taylor

The motion **passed** unanimously.

**8. PUBLIC INFORMATION REPORT**

Communications Coordinator Melissa Loe reported to the Committee about TCDD public information and outreach activities. TCDD's new website was launched on January 11, 2013, at [www.tcdd.texas.gov](http://www.tcdd.texas.gov). Committee members were asked to inform staff about how the site works on different browsers and if they see anything that needs to be updated. TCDD's Annual Report contents are drafted and layout and design are in the final stage. The report will be available in English and Spanish. Copies of the 2012 Biennial Disability Report will be available on the resource table at today's Council Meeting. The Request for Proposals for the Accessible Parking Public Education and Outreach Campaign is expected to post this spring, before the May Council meetings. Several Council members are sharing information via social media, and staff will tweet that Council members met with legislative offices yesterday. TCDD also is tweeting during the 2013 legislative session using #txlege (hash tag). The FYI newsletter transitioned to a Web-based News and Features format. Articles will be posted on an ongoing basis now with a summary emailed once a month and a print compilation sent quarterly.

**9. PUBLIC POLICY RECOMMENDATIONS**

Ramos led a discussion on two proposed TCDD Public Policy Recommendations regarding Employment First and Prohibiting Organ Recipient Discrimination.

Regarding Employment First, Committee members provided various comments including the need to raise expectations and to support all people with disabilities so they can reach their goals and achieve meaningful employment at a livable wage. This includes a need to support individuals with disabilities to prepare for and complete all levels of college or other higher education or vocational training, if desired. Committee members suggested various changes in wording to the Employment First proposal and recommended that a small workgroup of interested individuals be tasked to address concerns expressed and make final decisions on wording so the Employment First Public Policy Recommendation could be used in TCDD advocacy efforts during the current legislative session. Suggested members of the workgroup are Kristen Cox, Frank Genco (HHSC), Stephen Gersuk, Jeff Kaufmann (DADS), Sara Kendall (DARS), and David Taylor.

**MOTION:** To recommend Council approval of the proposed Employment First Public Policy Recommendation in concept and authorize a small workgroup to make final decisions relating to wording.

**MADE BY:** Kristen Cox

**SECOND:** Lora Taylor

The motion **passed** unanimously.

Regarding organ transplantation, Committee members stressed that denials must be based on medical reasons, not just because a potential recipient has a disability.

**MOTION:** To recommend that the Council approve the Public Policy Recommendation to Prohibit Organ Recipient Discrimination, as proposed.

**MADE BY:** Mary Faithfull

**SECOND:** Lora Taylor

The motion **passed** unanimously.

**10. PUBLIC POLICY ISSUES**

Committee members received updates and provided guidance for staff advocacy efforts regarding State Policy Issues, including discussion on Senate Bill 7 which is intended to reform the Medicaid long term services and supports system that serves people with intellectual and developmental disabilities.

**ADJOURN**

There being no further business, Committee Chair Rivas adjourned the meeting at 10:40 a.m.

\_\_\_\_\_  
Roger A. Webb  
Secretary to the Council

\_\_\_\_\_  
Date

**Background:**

Staff have compiled a report of recent staff public information activities for the Committee's review.

<b><u>Project Development Committee</u></b>  <b><u>Agenda Item 6. A.</u></b>	<b><u>Expected Action:</u></b>  The Committee will receive an update regarding recent public information activities and provide guidance as needed. No action is anticipated.
<b><u>Public Policy Committee</u></b>  <b><u>Agenda Item 6.</u></b>	<b><u>Expected Action:</u></b>  The Committee will receive an update regarding recent public information activities and provide guidance as needed. No action is anticipated.
<b><u>Council Meeting</u></b>  <b><u>Agenda Item 12. A.</u></b>	<b><u>Expected Action:</u></b>  The Council will receive a report of the Committee's discussion on this item. No action is anticipated.

# May 2013 Public Information Update

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## Creating Awareness and Building Connections

- Staff posted 29 [News and Features articles](#) in the past quarter. [Sign up for our RSS feed](#) to receive notifications when new articles post.
- English and Spanish versions of the [FY2012 Annual Report](#) were released on March 14. The report features three stories about individuals who have benefitted from TCDD career development projects. The report's web page has 181 unique views.
- The updated estimated population of **Texans with disabilities is 484,785**. TCDD calculates this number each year based on the projected state population and the recommendation from AIDD to use an incidence rate of 1.8% of the general population. The 2012 estimate was 475,265.
- March was **Developmental Disability Awareness Month**. TCDD participated in a strategic social media campaign with other DD Councils. TCDD posted information each day to share information, statistics and other data to help raise awareness about developmental disabilities. Our Twitter posts included the #DDAwareness hashtag.
- TCDD worked with Senator Eltife to **announce two Building Community Capacity through Collaboration grant projects** to the East Texas Center for Independent Living and Community Healthcore. A variety of media covered this story, including the Tyler Paper and the Governor's Office in an email bulletin.
- A variety of media covered Senator Duncan's release on the **Building Community Capacity** grant to Texas Tech, including university newspaper, Lubbock Avalanche-Journal and local TV.
- The Houston Chronicle's community papers and other media covered Sen. Nichols announcement on the Circle of Ten's new **Building Community Capacity** grant.
- Several other grantee projects received **media coverage**:
  - The Dallas Morning News did a feature story on the Inclusive Faith Symposium project through the Jewish Family Service of Greater Dallas which included one family's triumph in finding special needs inclusion in their house of worship.
  - The Abilene Reporter-News publicized the upcoming West Central Texas Regional Foundation's Inclusive Faith Symposium (held on April 13).
  - Training by the Circle of 10's sustainability/capacity building project was publicized by [SpecialNeedsNeighborhood.com](#).
- Staff responded to more than **59 requests for information and referral** in the past quarter.
- **Materials distribution**:
  - 276 TCDD brochures (151 in English + 125 in Spanish)
  - 597 Higher Education Resource Guides (331 in English + 266 in Spanish)
  - 37 Next Step Higher Ed DVDs
  - 651 People First handouts
  - 38 Biennial Disability Reports (33 in English; 5 in Spanish)

## Website Update

The redesigned TCDD website, [www.tcdd.texas.gov](http://www.tcdd.texas.gov), launched on Friday, January 11.

### Features available in WordPress that were not available in old format:

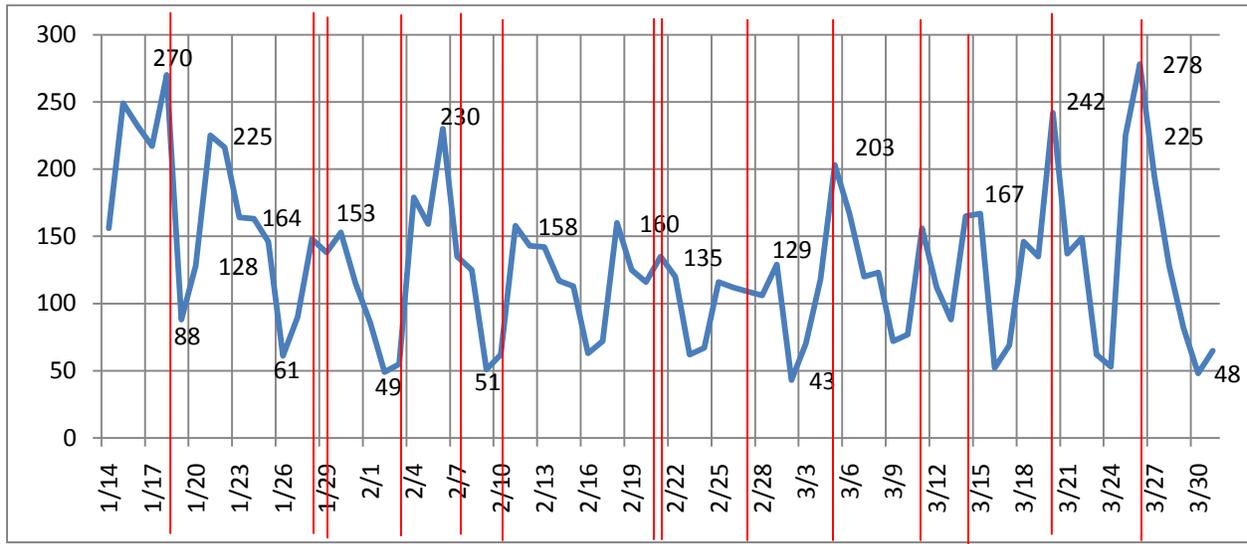
Feature	
Security	Ability to pinpoint potentially malicious automated SPAM traffic sources and block them from trying to access the website. Many of these originate from Russia, Kazakhstan, Iraq, China, Indonesia, Vietnam, Colombia, and other countries. In addition to making the site more secure, blocking this unwanted traffic will also result in more accurate visitor traffic numbers.
Accessibility	WordPress is known for its “out-of-the-box” accessibility. In addition, free Wordpress plugins (components) have automatically added the following features to the TCDD website: <ul style="list-style-type: none"><li>• Skip links.</li><li>• Language attribute – Eng-US helps screen readers render content more meaningfully based on accepted cultural practice for US English vs. British English.</li><li>• Text direction – based on the default language used on a website, this tells screen readers in which direction to read text. For example, dir=rtl sets the direction as right to left. A website in Arabic would have text direction set as dir=ltr.</li><li>• Link focus – hover styling (underline and background color) has been added to links.</li><li>• Page titles have been added to the standard “read more” links (example: “Continue Reading Texas Loses \$59 Million for Affordable Housing Due to Sequester” vs. “Read more”).</li></ul>
Forms	Forms (Feedback, Material Orders, RFP downloads, Review Panel Application, etc.) are created through a drag-and-drop interface. When a form is filled in on the website, the information populates a database and sends an email notification directly to designated staff members.
Analytics	WordPress tools allow for automatic tracking of downloads and outbound links (these had to be manually added to each link on the old site).

## Website Update

### Daily Website Visits Jan. 14, 2013 – March 31, 2013

Spikes in website traffic occurred the day of or the day after an email blast (days of email blast marked with red vertical lines).

Overall, traffic was lower on Saturdays and Sundays, and the highest traffic day each week was Wednesday (unless traffic was driven to the website on another day by an email blast).



### eMail Blasts

Date	Day of Week	# of Recipients	Subject Line
1/18/03	Fri	934	TCDD launches redesigned website
1/29/13	Tues	928	Appropriations Hearings in Senate Tomorrow
1/30/13	Wed	927	TCDD Council & Committee Meetings Feb. 6-8
2/04/13	Mon	926	FYI transforms, legislature convenes, SSLC report, new projects & more
2/11/13	Mon	925	House Appropriations Committee Update
2/21/13	Thurs	926	Please update your TCDD e-subscriber preferences
2/22/13	Fri	148	Senate HHSC to consider Senate Bill 7
2/28/13	Thurs	929	Senate Bill 7 stakeholder meeting in Austin on March 6
3/05/13	Tues	933	Phone, email now available during Senate Bill 7 stakeholder meeting in Austin on March 6
3/05/13	Tues	932	Legislature considers SB 7, budget, etc; 2 new TCDD projects; & more
3/05/13	Tues	932	Updated links: Legislature considers SB 7, budget, etc; 2 new TCDD projects; & more
3/11/13	Mon	935	Senate Bill 7 stakeholder meeting summary
3/11/13	Mon	318	TCDD seeks input on proposed State Plan amendments
3/14/13	Thurs	942	TCDD Annual Report Features Career Development Projects
3/20/13	Wed	942	TCDD Accepting Applications for Public Policy Assistant
3/26/13	Tues	944	Senate Bill 7 town hall meeting on April 4

## Website Update

### Top 20 Pages per Unique Pageview (Jan. 13, 2013 – March 31, 2013)

After the home page, the People First Language page and handout have traditionally been (and continue to be) the website's most visited content. The People First Language page also had the longest average time on page on the top 20 pages, which means that visitors spent time reading the content. (Note: The TCDD website is the only reference link listed in the Wikipedia article about people first language. Wikipedia is the 12<sup>th</sup> highest referral source to the TCDD website – see Top 25 Referral Sources on page 4.) A position open on TCDD staff led to the higher-than-normal traffic on the Jobs page.

Page	Unique Pageviews	% of Total Unique Pageviews	Avg. Time on Page (min:sec)
<b>Entire Website</b>	<b>20,940</b>	<b>100.00%</b>	<b>1:21</b>
1. Home Page	6,595	31.49%	1:33
2. People First Language	917	4.38%	3:54
3. Jobs	585	2.79%	1:48
4. Grants - Current Projects	467	2.23%	0:29
5. What is a Developmental Disability?	390	1.86%	1:20
6. Publications	356	1.70%	1:50
7. Funding Available for Grants	345	1.65%	0:32
8. News and Features	330	1.58%	0:56
9. Grants	304	1.45%	0:35
10. TCDD Staff	271	1.29%	1:35
11. About Us	266	1.27%	0:38
12. Resources	239	1.14%	0:39
13. Disability-Related Presentations Support RFP	212	1.01%	1:12
14. Contact Us	211	1.01%	1:41
15. Grant Application Process	205	0.98%	0:51
16. Council Members	194	0.93%	1:16
17. 83rd Texas Legislature	182	0.87%	0:39
18. Calendar	179	0.85%	1:15
19. Status of Funding Activities	173	0.83%	0:58
20. Subscribe	146	0.70%	0:27

NOTE: in addition to people visiting the website, these numbers include visits from web spiders indexing the site and from spam traffic.

## Website Update

### Top 25 Referral Sources (Jan. 13, 2013 – March 31, 2013)

Source	Visits	Avg. Visit Duration (min:sec)
<b>Entire Website</b>	<b>10,001</b>	<b>1:21</b>
1. mywebsearch.com (Note: mywebsearch is a search engine toolbar that can get added to a browser when downloading popular software from the Internet. "Install and use as your default search engine" is the default selection, and a box has to be unchecked before installing the software to keep it from being added to the browser. It's offered as part of the installation process of the software being downloaded and most people click "Next" without realizing that they have opted to also install the toolbar. The toolbar is difficult to remove, so it ends up being what people use to search the Internet. Because it's a toolbar that <i>indirectly</i> uses Google, Bing or another search engine – it gets counted as a referral source.)	181	0:18
2. The Arc of Texas (thearcoftexas.org)	147	2:35
3. Facebook	105	1:00
4. Texas.gov	83	1:12
5. Christine's List (christineslist.org)	82	1:36
6. Morningside College Moodle (Sioux City, IA) (Note: Moodle.org is a free e-learning tool used by many school districts and colleges to create online courses for their students. It appears as if Morningside College has added a link to the TCDD website in one of their courses.)	68	10:09
7. (Twitter) t.co	62	1:55
8. 1-800 Wheelchair.com (1800wheelchair.com)	45	1:12
9. National Assoc of Councils on Developmental Disabilities (nacdd.org)	44	3:58
10. Google (google.com)	36	1:09
11. TEA (tea.state.tx.us)	36	2:44
12. Texas Project First (texasprojectfirst.org)	33	1:53
13. Mobile Texas.gov (m.texas.gov)	31	0:51
14. Facebook Mobile (m.facebook.com)	30	0:58
15. DADS (dads.state.tx.us)	29	4:55
16. Enterline Foundation (enterlinefoundation.org)	27	0:56
17. HHS Administration for Children & Families (acf.hhs.gov)	23	5:30
18. Davis School District - Utah (davis.k12.ut.us)	23	2:38
19. Region 10 ESC (region10.org)	20	1:23
20. The ARC Medicaid Reference Desk (thedesk.info)	20	1:25
21. Global & Regional Asperger Syndrome Partnership (grasp.org)	19	1:45
22. Wikipedia People 1st Article (en.wikipedia.org)	17	0:47
23. Papas of Premies (papasofpreemies.com)	17	0:12
24. One Star Foundation (onestarfoundation.org)	16	6:28
25. Texas Blue Pages (txbluepages.wordpress.com)	16	7:00

NOTE: Total referral traffic generated was 2,145 visits, representing 21.45% of total visits (10,001).

## Website Update

Public Policy Section (Jan. 13, 2013 – March 31, 2013)

### Unique Pageviews - Public Policy Subsection

Page	Unique Pageviews	% of Total Unique Pageviews	Avg. Time on Page (min:sec)
<b>Entire Website</b>	<b>20,940</b>	<b>100.00%</b>	<b>1:21</b>
Public Policy (section main page)	132	0.63%	0:30
Priorities & Recommendations	152	0.73%	1:01
Position Statements	275	1.31%	0:23
Public Policy Input	592	2.83%	0:30
83rd Texas Legislature	462	2.21%	0:39
Legislative Advocacy Tips	88	0.42%	0:40
Public Testimony Tips	63	0.30%	1:10
<b>Total Public Policy Section</b>	<b>1,764</b>	<b>8.42%</b>	

### Public Policy Pages with Average Time Spent on Page Greater than Website Average

Page	Unique Pageviews	% of Total Unique Pageviews	Avg. Time on Page (min:sec)
<b>Entire Website</b>	<b>20,940</b>	<b>100.00%</b>	<b>1:21</b>
Employment First	27	0.13%	8:28
Prohibit Organ Recipient Discrimination	12	0.06%	3:10
Position Statements: Emergency Preparedness	6	0.03%	15:20
Position Statements: Criminal Competency	11	0.05%	8:30
Position Statements: Education	17	0.08%	4:42
Position Statements: Family Support Services	7	0.03%	3:24
Position Statements: Children and Families	6	0.03%	2:30
Position Statements: Employment	12	0.06%	2:27
Position Statements: Public Transportation Systems	7	0.03%	2:12
Position Statements: Access to Health Care	22	0.11%	2:06
Position Statements: Service Coordination	13	0.06%	1:58
Position Statements: Community Living	12	0.06%	1:37
2013 Input: Public Comment of Diana Kern to House Appropriations	10	0.05%	3:13
2013 Input: Response to Request for Comments and Suggestions Re: CSSB 7 by Senator Nelson	6	0.03%	7:23
2013 Input: Senate HHS Committee, SB 1060	5	0.02%	2:23
2013 Input: TCDD Access to Health Care Project Highlights	5	0.02%	8:11
2012 Input: DADS IDD System Redesign Stakeholder Meeting	62	0.30%	2:49
83rd Texas Legislature: Summary of 82nd Texas Legislature	84	0.40%	1:40
83rd Texas Legislature: TCDD Summary of the 2014-15 Texas LARs	85	0.41%	2:43

## Website Update

### Examples of Search Engine Keywords Relating to the Legislative Session Used by TCDD Website Visitors

#### Senate Bill 7 Related Search Terms

- texas senate bill 7
- opposition to texas senate bill 7
- texas senate bill 7 2013 disabilities
- what is senate bill 7 texas 2013 really saying
- "bill 7" texas home and community services
- texas senate bill 7 2013 implications
- sb 7 texas intellectually disabled
- texas senate bill 7 group home for intellectually disabled
- senate bill 7 stakeholder meeting in austin on march 6
- texas stakeholder's meeting march 6 2013
- hhsc texas summary of senate bill 7

#### Disability or Health Related Search Terms

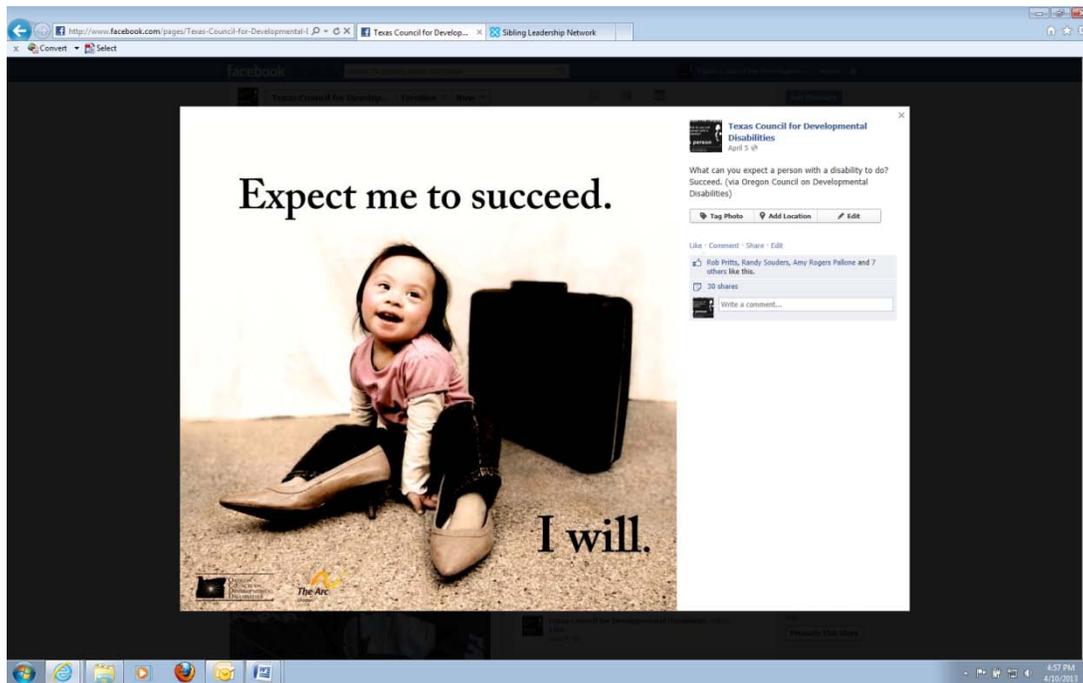
- organ transplantation and disability
- 83rd texas legislature agenda regarding special needs children
- appropriations testimony developmental disability provider
- senator jane nelson's autism
- 2013 texas disability legislative issues
- 2013 Texas legislative sessions for transition of idd students
- 2013 legislative session texas dyslexia
- 83rd legislature discusses special education in texas
- disability issues texas legislature
- legislative event developmental disabilities
- texas special needs education reforms for legislation 2013
- tx senate on disability changes 2013
- texas legislature learning disability
- texas legislative session for mhmr for 2013

Note: As a general rule, knowing what keywords are used by website visitors is a useful tool in shaping future content.

## Social Media Update

TCDD uses its Facebook fan page and Twitter account on a daily basis to share and learn about pertinent news stories, resources and policy information. The social media activity helps make connections with individuals, organizations, members of the media, legislators and others who are involved with or have an impact on the disability community. Social media enhances TCDD's communication and is a great tool for sharing and receiving information.

- **This Facebook posting on April 5 was “shared” by 30 people:**



- **There was a lot of Twitter activity after Capitol visits in February:**



**David Taylor** @acnofelp

Had a great day in Austin. Spoke to Reps from El Paso to bring Disability Awareness and the needs to the forefront [#TXLEGE](#) [@TxCDD](#)



**Senator Eddie Lucio** @SenatorLucio

Thank you for the work you do. RT [@TxCDD](#) Thank you for meeting with our members!

## Social Media Update

Some samples of TCDD Tweets:



**TxCnIDevDisabilities**

@TxCDD

Save the date: Senate Bill 7 stakeholder meeting in Austin on March 6. #txlege [ow.ly/i6mMH](https://ow.ly/i6mMH)



**TxCnIDevDisabilities**

@TxCDD

Today is the Texas My Medicaid Matters March & Rally! Can't make it? Tune in to the live stream at 11:15am CST. [ow.ly/inFba](https://ow.ly/inFba)



**TxCnIDevDisabilities**

@TxCDD

TCDD recommends an Employment First Policy: competitive employment at living wage in general workforce. #txlege [ow.ly/izzSD](https://ow.ly/izzSD)



**TxCnIDevDisabilities**

@TxCDD

Walter is becoming a certified direct support professional thanks to a TCDD grant project [ow.ly/jjOg4](https://ow.ly/jjOg4) [ow.ly/i/1JKXM](https://ow.ly/i/1JKXM)

**Background:**

The Council adopted Public Policy Recommendations in February relating to:

- prohibiting organ transplant recipient discrimination on the basis of certain disabilities
- the establishment of an employment-first policy and task force that promote opportunities for individuals with disabilities to earn a living wage with competitive employment

Both recommendations are addressed in legislation under consideration by the 83<sup>rd</sup> Texas Legislature, SB 1112 & SB 1226 respectively.

<b><u>Committee of the Whole</u></b> <b><u>Agenda Item 6. A.</u></b>	<b><u>Expected Action:</u></b> The Committee will receive a report on legislative activity.
<b><u>Public Policy Committee</u></b> <b><u>Agenda Item 7.</u></b>	<b><u>Expected Action:</u></b> The Committee will receive updates on legislative activity related to these topics.
<b><u>Council Meeting</u></b> <b><u>Agenda Item 12.</u></b>	<b><u>Expected Action:</u></b> The Council will receive an update on the Committee report.

By: Zaffirini

S.B. No. 1112

A BILL TO BE ENTITLED

AN ACT

relating to prohibiting organ transplant recipient discrimination on the basis of certain disabilities.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. The heading to Subchapter S, Chapter 161, Health and Safety Code, is amended to read as follows:

SUBCHAPTER S. ALLOCATION OF KIDNEYS AND OTHER ORGANS AVAILABLE FOR TRANSPLANT

SECTION 2. Section 161.471, Health and Safety Code, is amended to read as follows:

Sec. 161.471. DEFINITIONS [~~DEFINITION~~]. In this subchapter:

(1) "Disability" has the meaning assigned by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12101 et seq.).

(2) "Organ [~~organ~~ procurement organization" means an organization that is a qualified organ procurement organization under 42 U.S.C. Section 273 that is currently certified or recertified in accordance with that federal law.

SECTION 3. Subchapter S, Chapter 161, Health and Safety Code, is amended by adding Section 161.473 to read as follows:

Sec. 161.473. DISCRIMINATION ON THE BASIS OF DISABILITY PROHIBITED. (a) A person with a disability who is otherwise eligible for an organ transplant may not be denied the transplant

1 solely based on the person's physical or mental disability, unless  
2 a physician who examines and evaluates the person finds the  
3 disability to be medically significant to the provision of the  
4 organ transplant.

5 (b) For purposes of Subsection (a), a person's inability to  
6 independently comply with post-transplant medical requirements is  
7 not medically significant if the person has the necessary  
8 assistance to ensure compliance.

9 (c) The department may enforce compliance with this  
10 subchapter.

11 (d) This section does not require referrals or  
12 recommendations for, or the performance of, medically  
13 inappropriate organ transplants.

14 SECTION 4. This Act takes effect September 1, 2013.

1-1 By: Zaffirini S.B. No. 1226  
 1-2 (In the Senate - Filed March 6, 2013; March 13, 2013, read  
 1-3 first time and referred to Committee on Health and Human Services;  
 1-4 April 8, 2013, reported adversely, with favorable Committee  
 1-5 Substitute by the following vote: Yeas 8, Nays 0; April 8, 2013,  
 1-6 sent to printer.)

1-7 COMMITTEE VOTE

	Yea	Nay	Absent	PNV
1-8				
1-9	X			
1-10	X			
1-11	X			
1-12	X			
1-13	X			
1-14			X	
1-15	X			
1-16	X			
1-17	X			

1-18 COMMITTEE SUBSTITUTE FOR S.B. No. 1226 By: Zaffirini

1-19 A BILL TO BE ENTITLED  
 1-20 AN ACT

1-21 relating to the establishment of an employment-first policy and  
 1-22 task force to promote competitive employment opportunities that  
 1-23 provide a living wage for individuals with disabilities.

1-24 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

1-25 SECTION 1. Subchapter B, Chapter 531, Government Code, is  
 1-26 amended by adding Sections 531.02447 and 531.02448 to read as  
 1-27 follows:

1-28 Sec. 531.02447. EMPLOYMENT-FIRST POLICY. (a) It is the  
 1-29 policy of the state that earning a living wage through competitive  
 1-30 employment in the general workforce is the priority and preferred  
 1-31 outcome for working-age individuals with disabilities who receive  
 1-32 public benefits.

1-33 (b) The commission, the Texas Education Agency, and the  
 1-34 Texas Workforce Commission shall jointly adopt and implement an  
 1-35 employment-first policy in accordance with the state's policy under  
 1-36 Subsection (a). The policy must:

1-37 (1) affirm that an individual with a disability is  
 1-38 able to meet the same employment standards as an individual who does  
 1-39 not have a disability;

1-40 (2) ensure that all working-age individuals with  
 1-41 disabilities, including young adults, are offered factual  
 1-42 information regarding employment as an individual with a  
 1-43 disability, including the relationship between an individual's  
 1-44 earned income and the individual's public benefits;

1-45 (3) ensure that individuals with disabilities are  
 1-46 given the opportunity to understand and explore options for  
 1-47 education or training, including postsecondary, graduate, and  
 1-48 postgraduate education, vocational or technical training, or other  
 1-49 training, as pathways to employment;

1-50 (4) promote the availability and accessibility of  
 1-51 individualized training designed to prepare an individual with a  
 1-52 disability for the individual's preferred employment;

1-53 (5) promote partnerships with employers to overcome  
 1-54 barriers to meeting workforce needs with the creative use of  
 1-55 technology and innovation;

1-56 (6) ensure that the staff of public schools,  
 1-57 vocational service programs, and community providers are trained  
 1-58 and supported to assist in achieving the goal of competitive  
 1-59 employment for all individuals with disabilities; and

1-60 (7) ensure that competitive employment, while being

2-1 the priority and preferred outcome, is not required of an  
 2-2 individual with a disability to secure or maintain public benefits  
 2-3 for which the individual is otherwise eligible.

2-4 Sec. 531.02448. EMPLOYMENT-FIRST TASK FORCE. (a) The  
 2-5 executive commissioner shall establish an interagency  
 2-6 employment-first task force, or may use an existing committee or  
 2-7 task force, to promote competitive employment of individuals with  
 2-8 disabilities and the expectation that individuals with  
 2-9 disabilities are able to meet the same employment standards,  
 2-10 responsibilities, and expectations as any other working-age adult.

2-11 (b) If the executive commissioner establishes a task force  
 2-12 for the purposes described by Subsection (a), the executive  
 2-13 commissioner shall determine the number of members on the task  
 2-14 force. The executive commissioner shall appoint at least the  
 2-15 following as members, subject to Subsection (e):

2-16 (1) an individual with a disability;

2-17 (2) a family member of an individual with a  
 2-18 disability;

2-19 (3) a representative of the commission;

2-20 (4) a representative of the Department of Assistive  
 2-21 and Rehabilitative Services;

2-22 (5) a representative of the Department of State Health  
 2-23 Services;

2-24 (6) a representative of the Department of Aging and  
 2-25 Disability Services;

2-26 (7) a representative of the Department of Family and  
 2-27 Protective Services;

2-28 (8) a representative of the Texas Workforce  
 2-29 Commission;

2-30 (9) a representative of the Texas Education Agency;

2-31 (10) an advocate for individuals with disabilities;

2-32 and

2-33 (11) a representative of a provider of integrated and  
 2-34 competitive employment services.

2-35 (c) A member of a task force established under this section  
 2-36 serves at the will of the executive commissioner.

2-37 (d) The executive commissioner shall designate a member of a  
 2-38 task force established under this section to serve as presiding  
 2-39 officer.

2-40 (e) At least one-third of a task force established under  
 2-41 this section must be composed of individuals with disabilities, and  
 2-42 no more than one-third of the task force may be composed of  
 2-43 advocates for individuals with disabilities.

2-44 (f) A task force established under this section or an  
 2-45 existing committee or task force used for purposes of this section  
 2-46 shall:

2-47 (1) design an education and outreach process targeted  
 2-48 at working-age individuals with disabilities, including young  
 2-49 adults with disabilities, the families of those individuals, the  
 2-50 state agencies listed in Subsection (b), and service providers,  
 2-51 that is aimed at raising expectations of the success of individuals  
 2-52 with disabilities in integrated, individualized, and competitive  
 2-53 employment;

2-54 (2) develop recommendations for policy, procedure,  
 2-55 and rules changes that are necessary to allow the employment-first  
 2-56 policy described under Section 531.02447(b) to be fully  
 2-57 implemented; and

2-58 (3) not later than September 1 of each even-numbered  
 2-59 year, prepare and submit to the office of the governor, the  
 2-60 legislature, and the executive commissioner a report regarding the  
 2-61 task force's findings and recommendations, including:

2-62 (A) information that reflects the potential and  
 2-63 actual impact of the employment-first policy on the employment  
 2-64 outcomes for individuals with disabilities; and

2-65 (B) recommendations for improvement of  
 2-66 employment services and outcomes, including employment rates, for  
 2-67 individuals with disabilities based on the reported impact of an  
 2-68 employment-first policy under Paragraph (A) that may include:

2-69 (i) recommendations relating to using any

3-1 savings to the state resulting from the implementation of the  
3-2 employment-first policy to further improve the services and  
3-3 outcomes; and

3-4 (ii) recommendations developed under  
3-5 Subdivision (2) regarding necessary policy, procedure, and rules  
3-6 changes.

3-7 (g) A member of a task force established under this section  
3-8 is not entitled to compensation. Members may be reimbursed for  
3-9 expenses as follows:

3-10 (1) a member described by Subsection (b)(1) or (2) is  
3-11 entitled to reimbursement for travel and other necessary expenses  
3-12 as provided in the General Appropriations Act;

3-13 (2) a member appointed as a representative of a state  
3-14 agency is eligible for reimbursement for travel and other necessary  
3-15 expenses according to the applicable agency's policies; and

3-16 (3) a member described by Subsection (b)(10) or (11)  
3-17 is entitled to reimbursement for travel and other necessary  
3-18 expenses to be paid equally out of available money appropriated to  
3-19 the commission and to health and human services agencies.

3-20 (h) The commission and the health and human services  
3-21 agencies shall provide administrative support and staff to a task  
3-22 force established under this section.

3-23 (i) The executive commissioner, the commissioner of  
3-24 education, and the Texas Workforce Commission shall evaluate  
3-25 recommendations made by a task force or committee under this  
3-26 section and adopt rules as necessary that are consistent with the  
3-27 employment-first policy adopted under Section 531.02447.

3-28 (j) This section expires September 1, 2017.

3-29 SECTION 2. Not later than January 1, 2014, the executive  
3-30 commissioner of the Health and Human Services Commission shall  
3-31 appoint the members of the employment-first task force under  
3-32 Section 531.02448, Government Code, as added by this Act, if the  
3-33 executive commissioner establishes a task force under that section.

3-34 SECTION 3. This Act takes effect immediately if it receives  
3-35 a vote of two-thirds of all the members elected to each house, as  
3-36 provided by Section 39, Article III, Texas Constitution. If this  
3-37 Act does not receive the vote necessary for immediate effect, this  
3-38 Act takes effect September 1, 2013.

3-39

\* \* \* \* \*



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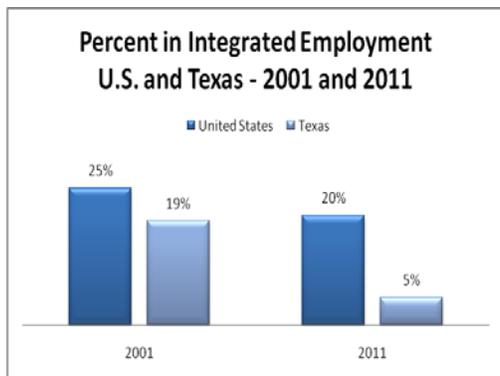
Mary Durham, Chair  
Andrew D. Crim, Vice Chair  
Roger A. Webb, Executive Director

**Public Comment**  
**Senate Health and Human Services Committee**  
**April 2, 2013**  
**Senate Bill 1226**

The Texas Council for Developmental Disabilities (TCDD) is established by federal law in the Developmental Disabilities Assistance and Bill of Rights Act and is governed by a 27 member board, appointed by the Governor, 60 percent of whom are individuals with developmental disabilities or family members of individuals with disabilities. TCDD’s purpose in law is to encourage policy change so that people with disabilities have opportunities to be fully included in their communities and exercise control over their own lives.

The Council adopted Employment First as one of its 2013 public policy recommendations. Employment First, as the name suggests, is a philosophy that says that integrated competitive employment should be the expected outcome for people with developmental and other disabilities who want to work. Establishing competitive employment as a goal is the starting point. We know that achieving those outcomes for individuals will not happen overnight, but it is important to set the goal so that our service delivery systems review existing policies and procedures and adopt strategies that successfully lead in this direction. Only then will people with significant disabilities have opportunities to be integrated into the workforce.

**People Want to Work** - As a result of IDEA (Individuals with Disabilities Education Act) more people with disabilities have the same goals as their peers without disabilities. Employment is the great equalizer. Through employment, people gain an important point of entry into their community, a sense of being valued, wages and job benefits, friends and social connections. With these tangible and intangible rewards from employment, people secure greater independence and freedom from public support systems. Work means the same for people with and without disabilities. According to National Core Indicators, 47% of Texas respondents reported that they do not have a job in the community but would like one, which is consistent with the average of all NCI states (46%). Eighty- three percent of Texas respondents reported that they do not have integrated employment as a goal in their service plan, which is higher than the average of all NCI states (77%).<sup>i</sup> The current low participation rate of citizens with disabilities in the workforce is unacceptable. Advances in education and community living cannot be fully leveraged or realized when so few people with disabilities actually work in the community.



**We Can Do Better** - Between 2001 and 2011, Texas has more than doubled the number of persons with intellectual and developmental disabilities receiving services from the Department of Aging and Disability Services. However, during that same time period, the number of persons served in integrated employment decreased by half. In 2001, 20% of those receiving services were in an integrated

employment setting. In 2011, only 5% of those receiving services were in integrated employment. Some states are now providing integrated employment to 40% of those receiving services.<sup>ii</sup> Texas can do better.

People with disabilities are routinely placed in non-integrated settings instead of community-based employment despite the availability of common accommodations.<sup>iii</sup> SB 1226 sets a policy direction for employment as the first option to be considered for individuals with disabilities receiving public benefits so that the legislature is able to hold agencies accountable for creating a culture of work for people with disabilities. It means that planning teams are going to seriously talk about what people want to do with their days and how to realign policy and process so that integrated competitive employment can become a reality for those wanting to work. Starting with competitive employment as the goal does not mean that employment will be achieved tomorrow - or next week. And if it does not happen, it does not mean that the system has failed, but it does not mean that we are going to stop trying either. Establishing employment as the goal will focus efforts on that goal.

An Employment First statewide policy will result in the inclusion of more persons with developmental disabilities in the workforce. The Texas Legislature has created opportunities for Texas to be attractive to business, drawn, in part, by a workforce educated by our world-class university system. TCDD's goal is to ensure that those businesses also find an educated, prepared workforce that includes Texans with disabilities.

Adopting an Employment First policy for the state can make an important contribution to raising expectations, improving outcomes and increasing self-sufficiency for people with intellectual and developmental disabilities.

Respectfully submitted,

Jessica Ramos  
Public Policy Director

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<sup>i</sup> "NCI State Report: Texas 2009-10." *National Core Indicators*. Human Services Research Institute and The National Association of State Directors of Developmental Disabilities Services. Web. <http://www.nationalcoreindicators.org/>.

<sup>ii</sup> Butterworth, J., Smith, F., A., Hall, A.C., Migliore, A., Winsor, J., Domin, D., Sulewski, J. (2013). *StateData: The national report on employment services and outcomes*. Boston, MA: University of Massachusetts Boston, Institute for Community Inclusion.

<sup>iii</sup> *Ibid.*



For the past five years, TCDD funded Community Healthcore's Texas Customized Self-Employment Project, a unique initiative providing instruction in becoming self-employed for individuals with intellectual, developmental and other disabilities. Mark completed the training and is now a successful entrepreneur.

# TCDD Grant Project Helps Local Businessman Succeed

**M**ark Puckette is your everyday small business owner. He has all of the qualities you'd expect in an entrepreneur: drive, dedication and determination.

Owner of Not A Mark window cleaning in Longview, Texas, Mark has successfully grown his business to more than 20 clients since starting his company in October of 2008.

"It's grown over the years and started slow," Mark said. "Basically I went business to business talking in person to store owners to see if they needed my services.

"The Longview Chamber of Commerce also helped me get new clients," Mark continued. "They had a Business After Hours meet and greet. What was so great about it was that it allowed me to do networking."

At the Longview Chamber's meet and greet, Mark was able to network and personally talk with local business owners to see if they could use his window cleaning services.

"It takes courage to go and talk to different people and try to get them as

---

***Mark's "Yes I Can" attitude and continued success as a small business entrepreneur is an inspiration to anyone interested in starting their own business.***

---

clients," Mark said. "So, basically, I worked toward that goal."

Mark found out about the Longview Chamber's meet and greet through Community Healthcore, a nonprofit organization which serves as the mental health and intellectual disability authority for 9 counties in East Texas. Community Healthcore

assists people with mental health and intellectual disabilities and their families achieve maximum independence in all aspects of their lives.

For the past five years, TCDD funded Community Healthcore's Texas Customized Self-Employment

Project, a unique initiative providing instruction in becoming self-employed for individuals with intellectual, developmental and other disabilities. Mark completed the training and is now a successful entrepreneur.

"Community Healthcore basically helped me with my business plan and helped me purchase a GPS and

insurance for my business,” Mark said. “They also helped with funding for my business cards and shirts.

“Most of the equipment I bought myself online or over the phone,” Mark added. “There’s a company in Dallas that sells window cleaning supplies. Squeegees, towels, buckets; whatever fits your style.”

Mark worked at a couple of different companies before starting Not A Mark. These experiences helped inspire and motivate him to go into business for himself.

“Before I started my business,” Mark said, “I worked for Neiman Marcus at their facility here in Longview. They ship out jeans and jewelry. I helped packing boxes. It was great working for them, but in January and February business was slow, so they laid me off.

“After Neiman Marcus,” Mark continued, “I also helped with a construction company helping with their clean up, but it was very hard work.

However, it helped me get to where I am. Cleaning is hard work.”

As a small business owner, Mark isn’t afraid of hard work.

“It makes me feel good,” Mark said. “It allows me to interact with clients and I don’t have to worry about being laid off because of slow business.

“I’m looking to get more clients,” Mark continued, “but I have to be careful as to how many I get. I don’t have any employees so I have to be careful not to have too many clients so I can handle the work.”

Mark’s hard work is paying off. He is able to save some of the money he earns to put toward traveling and other personal interests.

“In 2010, I was able to go with a group of people to Italy. I spent 10 days there and had the time of my life,” he said.

Additionally, Mark has been able to visit New York City and family in Connecticut. He also was able to buy

a new car this year with the money he saved from Not A Mark.

His business success has helped Mark achieve some of his dreams and set some goals for his future.

“My plans down the road are to get a place of my own,” said Mark, “and to continue to grow my business.”

When asked what advice he might have for someone who wants to start their own business, Mark was very encouraging.

“My advice for someone with special needs who wants to start their own business is to take one step at a time,” Mark recommended. “Allow your family to help you and people who know you. You need all the support you can get; it doesn’t hurt. My final advice is to have a ‘Yes I Can’ attitude.”

Mark’s “Yes I Can” attitude and continued success as a small business entrepreneur is an inspiration to anyone interested in starting their own business.



Learn more about the Texas Customized Self Employment Project: [txselfemp.com/work/](http://txselfemp.com/work/)

Read TCDD’s Employment First Policy Recommendation: [tcdd.texas.gov/public-policy/policies-recommendations/employment-first/](http://tcdd.texas.gov/public-policy/policies-recommendations/employment-first/)

Read TCDD’s Employment Position Statement: [tcdd.texas.gov/public-policy/position-statements/position-statement-employment/](http://tcdd.texas.gov/public-policy/position-statements/position-statement-employment/)



*Project HIRE students spent a day with business mentors from the City of McAllen Public Works Department. Left to right: Joe Aranda, Joey Elizondo Jr., Gabriel Rios, Javier Galindo.*

# PROJECT HIRE - Joey Elizondo Jr.

**A**s a junior at La Joya High School in 2010, **Jose (Joey) Elizondo Jr.** applied for services from the Texas Department of Aging and Rehabilitative Services to help him attend college and become a mechanic. While he was eager to attend South Texas College in McAllen, Joey anticipated his developmental disability would make it difficult to succeed. His special education counselors — who continue to be involved in his progress — recommended Joey for Project HIRE.

“Joey has blossomed from a quiet, shy young man to someone who advocates for himself quite well ... to make sure that he is helped with whatever is needed so that he can reach his ultimate goal of passing his classes and working as a mechanic,” Maria Morin, the lead educational coach from The University of Texas Pan American, said.

Joey completed the project’s seven-week summer training prior to starting college, and he received strong support from his family, even when his father had a stroke. Joey took three classes in the fall — introduction to

mechanics, developmental reading and college success. While he struggled with the reading class, he benefitted from the Project HIRE services — especially the educational coaches and private tutoring — and passed all his classes.

The Division for Rehabilitation Services of Texas Department of Aging and Rehabilitative Services is supplementing its Vocational Rehabilitation Program with wrap-around services through **PROJECT HIRE**, which started in January 2012 in Hidalgo County. Project HIRE provides college and employment readiness, educational coaches, and individual and family support to help students with developmental disabilities succeed at South Texas College, in job training and ultimately in employment.

Twelve participants started classes in the fall of 2012, majoring in certificate programs, such as welding, childcare, mechanics and drafting. These students have vision and hearing impairments, learning disabilities, cerebral palsy and other disabilities. Each took two to three classes in the first semester and had an educational coach in at least one class. To prepare for college, they attended a series of workshops during the summer, visited local work sites and spent time with local business mentors to get experience in their chosen career fields.

**Background:**

**A. State Policy Issues**

TCDD staff will provide an update regarding recent public policy activities related to the 83<sup>rd</sup> Legislature that convened on January 8, 2013, during the Committee of the Whole, with continued discussion during the Public Policy Committee.

Discussion topics include legislation and funding relating to:

- SB 7
- Interest List Reduction
- Education (PBIS)
- Long Term Services and Supports
- Mental Health

**B. Update on State Supported Living Center Activities**

The Committee will receive an update on recent Department of Justice activities and introduced legislation relating to State Supported Living Centers.

**C. Federal Policy Issues**

TCDD Public Policy staff will provide an overview of the status and implementation of various federal legislative initiatives that impact people with developmental disabilities. Additional information is provided in meeting materials.

<p><b><u>Committee of the Whole</u></b></p> <p><b><u>Agenda Item 6. B.</u></b></p>	<p><b><u>Expected Action:</u></b></p> <p>The Committee will receive a report on legislative activity.</p>
<p><b><u>Public Policy Committee</u></b></p> <p><b><u>Agenda Item 8.</u></b></p>	<p><b><u>Expected Action:</u></b></p> <p>The Committee will receive updates on these items and may make recommendations for consideration by the Council.</p>
<p><b><u>Council</u></b></p> <p><b><u>Agenda Item 12. B.</u></b></p>	<p><b><u>Expected Action:</u></b></p> <p>The Council will receive a report from the Public Policy Committee and consider any recommendations offered from the Committee.</p>



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### KEY FEATURES OF SB 7 (Updated 4/20/2013)

**SB 7 requires the transfer of the Medicaid long term services and supports for people with intellectual and developmental disabilities (IDD) into a single managed care system by 2020. This includes HCS, CLASS, DBMD and TxHmL waivers and the ICF/IID program, but not State Supported Living Centers.**

**Acute Medical Services:** Medicaid acute care services would be provided through a capitated managed care program [STAR, STAR Kids, or STAR+PLUS] operated by a Managed Care Organization (MCO -generally operated by large insurance companies).

**Medically Dependent Children's Program (MDCP):** MDCP would be eliminated. MDCP would be replaced by a mandatory STAR Kids capitated managed care program for children. As written, SB 7 does not clearly state that all services currently available in MDCP would be provided in the new program, however, legislative staff have clearly stated that the intent is that all services would be available.

**Texas Home Living (TxHmL):** TxHmL would be transferred to the managed care system first - no later than Sept. 1, 2017. HHSC would be required to determine whether to cease operating the TxHmL waiver because all of the waiver's services are provided via managed care as an entitlement, whether to continue operating the TxHmL waiver to provide those services that are not included in managed care, or eliminate a portion of the services currently available to people receiving services from the TxHmL waiver.

**Residential Changes to Reduce Costs:** SB 7 would require **prior authorization** before a person could receive services in a group home in order to restrict access to only those that cannot be served in a less restrictive setting. SB 7 would also require the development of housing options, including the most restrictive settings, to reduce the cost of residential services.

**Voluntary Transition to Managed Care** – HCS, CLASS and DBMD waiver participants would not be required to transition to managed care. Persons receiving waiver services may choose to remain in their waiver program or transition to managed care. However, participants who choose to transition from their waiver program to managed care **will not be permitted to transfer back** to their previous waiver program.

The Commission would decide whether to continue to operate the waivers and the ICF/IID program for the purpose of providing supplemental services not available in managed care (Star+Plus) or for only those who choose to remain in a waiver program.

**Pilot Capitated Managed Care Strategies for Persons with Intellectual and Developmental (IDD):** DADS may test capitated, managed care strategies with a private provider by Sept. 1, 2016 for no longer than two years. The pilots would coordinate services provided through community ICFs and Medicaid waiver programs, and integrate long term services and supports with acute care services. A waiver program recipient's pilot participation would be voluntary.

**Community First Choice:** A basic attendant and habilitation service for 11,902 people with IDD would be administered by managed care organizations. Cost projections indicate that wages for those that provide habilitation services would be about 25% less than current HCS habilitation wages. IDD Local Authorities would coordinate the new CFC service, but would not provide the CFC service. Current CLASS, HCS and TxHmL providers would be eligible to provide the new IDD service.

**Comprehensive Assessment:** SB 7 would require DADS to implement a comprehensive assessment and resource allocation process that would provide a uniform mechanism to provide recommendations relating to type, intensity and duration for appropriate and available services based on each person's functional needs.



**March 15, 2013**

**Presented in response to a request for comments and suggestions regarding CSSB 7 by Senator Nelson:**

### **ASSESSMENTS**

**Sec. 533.0335 related to the Comprehensive Assessment And Resource Allocation Process:** This section limits use of the tool to waiver services only.

**Recommendation:** Add intent that the end result should be a single comprehensive assessment for all ICF, waiver and CFC recipients.

**Recommendation:** Add language about how to handle the assessment for the CFC service that is not based on a medical model and timeline to ensure that it is chosen/developed prior to implementation. The assessment used at implementation may need to be an intermediary measure until a comprehensive tool is adopted; but it still needs to be valid, reliable and not based on a medical model.

**Recommendation:** Add language to reflect that the comprehensive assessment process should be coordinated by IDD local authorities per Section 533.0355 (b) 3 for individuals with intellectual and developmental disabilities. In this manner, the enhanced assessment process will compliment and inform the HCS Person Directed Planning process.

**Recommendation:** The HCS Person Directed Planning process and tool developed with substantial stakeholder input should be included in the future of the IDD system. As part of the ongoing implementation of Sec. 48 Rider provision (2009), stakeholders have developed and refined a PDP process and tool that should be expanded to the other programs in the system (including SSLCs).

**Recommendation:** Add language to reflect intent for the Department/Commission to consult with the Advisory committee in the development and implementation of the comprehensive assessment instrument. CSSB 7 expects that consultation only with respect to developing the resource allocation process.

### **ADVISORY COMMITTEES**

**STAR Kids stakeholder input eliminated - Sec 534.152** - this section deleted a subsection re: stakeholder input. Not sure if that's now expected from the new advisory committee, or just dropped.

**Recommendation:** Add an advisory process specific to STAR Kids. The STAR Kids transition is a BIG issue that needs its own stakeholder process. Recommend a broad stakeholder advisory committee specific to the transitions of SSI kids with complex needs.

**IDD Advisory Committee & CFC Option:** Although Section 534.053 states that the Advisory Committee will advise HHSC and DADS on the redesign of the IDD system under this chapter, there is no reference to its involvement in the development and implementation of the CFC Option under Section 534.152 or in Section 1.04 related to the final report that is due to the legislature not later than June 1, 2016 regarding the CFC Option.

**Recommendation:** Add language regarding the role of the Advisory Committee in the implementation of CFC.

**Advisory Committee Composition:** Sec. 534.053 (a) (3) (E) specifies that the committee shall include a representative from NorthStar.

**Question:** What is the relevance of NorthStar to this committee?

**Recommendation:** If the intention is to include mental health providers, identify mental health providers. Membership of the IDD stakeholder advisory committee should be limited to actual IDD stakeholders.

**Advisory Committee Travel:** Not addressed.

**Recommendation:** In order to ensure meaningful participation by self-advocates and families, reimbursement for travel expenses for self-advocates and families of persons with disabilities appointed to that Committee should be authorized by the bill and via contingency rider.

## NETWORK ADEQUACY

**Sec. 534.202. Transition Of ICF/IID And Medicaid Waiver Recipients To Managed Care Program:** Subsection (f) requires that before transitioning the provision of Medicaid program benefits for children, an MCO providing services under the managed care program delivery model must demonstrate to the satisfaction of the commission that the MCO's network of providers has experience and expertise in the provision of services to children with IDD.

**Recommendation:** The above required IDD experience should apply regardless of the person's age. There should also be a requirement that the MCOs have demonstrated experience providing management of care for persons with IDD.

**Recommendation:** Network adequacy standards need to be strengthened. There is little confidence in the accuracy of network provider lists in the current system. An independent (not affiliated with HHSC or DADS) ombudsperson should be authorized to routinely deploy "mystery shoppers", by region, to contact listed providers' offices to verify that they are a member of the network and that they are accepting new patients. This was identified by AARP as Promising Best Practice and would help to mend consumer confidence.

[http://www.aarp.org/content/dam/aarp/research/public\\_policy\\_institute/health/keeping-watch-building-state-capacity-to-oversee-medicaid-managed-Itss-AARP-ppi-health.pdf](http://www.aarp.org/content/dam/aarp/research/public_policy_institute/health/keeping-watch-building-state-capacity-to-oversee-medicaid-managed-Itss-AARP-ppi-health.pdf)

## HOLD HARMLESS

**Secs 534.201 and 534.202 related to Transition Of Recipients of Texas Home Living (TxHmL) ICF-IID and Medicaid Waiver Program Recipients To Managed Care:** At various forums it has been stated that current programs and services would not change or go away.

**Recommendation:** The language in the bill does not track these assertions. If the intent is not to eliminate services for current participants, the bill should provide explicitly that the intent of the bill is for the current array of services to be maintained in the future either through a managed care model, the current waiver(s), or a new waiver program for that purpose.

**Recommendation:** The decisions for transferring services to managed care or maintaining in an existing or new waiver should be delegated to the legislature by specific language. This and the previous recommendation will reassure families that it is not the intent of the bill to “take away” critical services for their family members.

## OTHER

### **Eliminate Choice of Health Plan for “Certain Persons”**

Section 2.01 - 533.025 (f) – (h) allow the commission to study and implement auto enrollment for “certain populations” into a managed care plan.

**Recommendation: Remove.** It seems that this would remove “certain” persons’ ability to choose the plan with the individuals’ traditional significant health providers.

**Independent Ombudsperson** – The last time the state introduced managed care to a new population an independent organization was created to assist Texans with health care access and health education, and to ensure their rights in a managed care system.

**Recommendation:** Include a provision that requires an independent (not affiliated with HHSC/DADS and MCOs) ombudsperson to operate a toll-free helpline to assist people with cognitive disabilities with health care access and health education, and to ensure their rights in a managed care system. This entity should also be authorized to routinely deploy “mystery shoppers”, by region, to contact listed providers’ offices to verify that they are a member of the network and that they are accepting new patients.

**Pilot Projects** - There is no reference to how pilot providers will be monitored to ensure health and safety or reference to rules to which they must adhere.

**Questions:** There are substantial concerns about the “flexibility” that will be provided to pilot providers. Monitoring and accountability, including a sanctioning process, to ensure health and safety are vital to achieving the goals of SB 7. What rules and regulations will they be operating under? Will local oversight be provided? Are we taking a step backward by allowing a person to only have a provider in their life?

**Recommendation:** Add language to reflect intent for local IDD authorities to continue their role and responsibilities for individuals with intellectual and developmental disabilities as provided by Health and Safety Code Sec. 533.0355. *(FYI – that includes access, intake, eligibility functions, enrollment and initial person centered assessment, safety net, service coordination function, and monitoring.)*

**Parent Premiums** -SB 7 would require parents to pay a premium for long term services and support provided to a child. Under federal law a co-pay cannot be charged for institutional services. SB 7 would thus expect a co-pay from parents for only services in community based waivers and other community long term services programs. Families stated that it would be unfair to have premiums for parents whose children use community-based long term services and supports unless premiums are also applied to institutional services.

**Recommendation:** Make parent premiums contingent on equitable application across programs.

**Section 544.054 - Annual Report** - Now Dec 1 each year, previously Sept 1.

**Recommendation:** Return the reporting back to September rather than December. Legislators and stakeholder should have ample opportunity to understand the scope of the reports. In the event that substantial change occurs between September and December, agencies can turn in supplemental reports.

**Provider Base Expansion** - Home care providers are aggressively seeking to exclude providers without HCSSA licensure from providing the new CFC service. Self-advocates and families have been clear that they want providers with demonstrated experience providing services specific to people with IDD.

**Recommendation:** Affirmatively state that the intent is to expand the provider base and deem both licensed and certified DADS providers with demonstrated experience working with people with IDD as eligible CFC providers. And identify CLASS, HCS and TxHmL providers as significant traditional providers for the purposes of LTSS managed care for people with IDD.

**Habilitation** - Resource regarding the difference between habilitation and rehabilitation at: <http://www.tcdd.texas.gov/public-policy/public-policy-input/public-input-provided-in-2012/public-input-to-the-texas-department-of-insurance-nov-21-2012/>



# TEXAS COUNCIL *for* DEVELOPMENTAL DISABILITIES

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The Texas Council for Developmental Disabilities has supported a number of projects to address access to healthcare for people with complex medical needs and developmental disabilities. Three projects and their outcomes are highlighted below including Baylor College of Medicine Transition Medicine Clinic, Project DOCC Houston and Texas Parent to Parent Medical Education.

### **Baylor College of Medicine Transition Clinic** ([www.bcm.edu/medpeds/transitional.html](http://www.bcm.edu/medpeds/transitional.html))

*In January 2005, Baylor's Combined Medicine-Pediatric Program started a Transition Medicine Clinic with the goals of:*

- Delivering a medical home to adolescents and young adults with chronic illnesses who are transitioning their health care from pediatrics to the adult health care system.
- Assisting adolescents, young adults and their families to transition services from the pediatric-subspecialist to the adult-subspecialist.

Social worker support started in January 2006. The clinic takes care of patients with diagnoses such as spina bifida, sickle cell disease, congenital heart disease, autism, Down syndrome, cerebral palsy, and survivors of childhood cancer; collaborates with Texas Children's Hospital, Shriners' Hospital, Harris Health System and their Adolescent Medicine Clinic, and the City of Houston; trains primary health care providers in the specific expertise needed to deliver age-appropriate health care services to adolescents and young adults who have chronic diseases or disabilities of childhood; and has become a resource for the community on transitioning youth with special health care needs.

With the funding provided by TCDD, the Transition Medicine Program was able to offer consultative services to **266 patients**, ages 14-25, transitioning from pediatric to adult healthcare; educate physicians on transition issues/services; provide training & outreach to health professionals & community providers; and provide **311 people** with needed health services.

### **Project DOCC Houston** ([www.projectdocchouston.org](http://www.projectdocchouston.org))

*Project DOCC Houston recruits, trains and assigns duties to parent teachers who provide "training" to the pediatric residents by meeting with the residents and facilitating home visits. They also provide a comprehensive understanding of life with a child with chronic illness or disabilities.*

- During their period of grant funding from TCDD (2002-2007), Project DOCC Houston presented 13 Grand Rounds Panel Presentations (GRPP) at a variety of hospitals and universities.
- All pediatric residents were scheduled for the Project DOCC training as a part of their curriculum.
- The Resource Guide for Parents of Children with Disabilities, Houston and Surrounding Areas, along with information on Medical Home concept and the principles of Family-Centered Care were provided for all the pediatric residents.

**Evaluation information from TCDD funded project:** Data was collected from the pediatric residents' pre- and post-evaluations of their participation in Project DOCC and the parent teacher evaluations of the residents from 2003 to 2007.

- After participating in Project DOCC, residents were more likely to believe that the parents of children with chronic illness or disability should have an active and equal role with physicians in making all decisions related to their child's care.
- An overwhelming majority of the residents rated the parent educators very high, **87% to 98%**.
- A majority of the residents indicated that participating in Project DOCC made them more willing to work with children with chronic illness/disabilities and their families, **75% to 84%**.
- A very strong majority of parent teachers, **95% to 96%**, described the residents as showing interest in the discussions held during the home visit or parent interviews.
- A very strong majority of parent teachers, **87% to 97%**, described the residents as asking relevant questions during the interviews.
- **85% to 91%** of the parent teachers reported that the residents appeared to understand the parents' perspective.
- Finally, **77% to 98%** stated that the residents appeared to be open to the "*principle of partnering with a parent of a child with a chronic illness or disability.*"

**Texas Parent to Parent Medical Education Program** ([www.txp2p.org/training/med.html](http://www.txp2p.org/training/med.html))

*Texas Parent to Parent (TxP2P) provides Pediatric and Family Practice Residents and other members of the medical community with a comprehensive understanding of life with a child with chronic illness or disabilities.*

*TxP2P created 5 different Medical Residency Programs (MEd.) in collaboration with 4 hospitals; 3 Pediatric, 1 Family Practice and 1 Osteopathic Program. Each program had different numbers of residents and family faculty. Several programs also provided presentations to nursing classes and ECI programs.*

**Evaluation Information:**

- Almost all of the residents indicated that they were impressed by the love and dedication of the parents to their children.
- Residents learned that the orders they wrote were sometimes difficult to carry out at home.
- Residents learned that they could do more to help than just treat the child - by providing resources and support for the family, the child will be in a better environment and do better.

MEd., TxP2P, was invited to join the Medical Home Work Group through the Department of State Health Services Children with Special Health Care Needs Program (CSHCN). This enabled them to train Family

Faculty and they, in turn, could train the Residents. They have been able to provide the Group with a parent perspective on medical and insurance issues and education on parent/family supports.

# SB 1

The Texas House of Representatives and Senate have each passed their respective versions of SB 1, the 2014-2015 biennial budget. The House included \$1B more in public education and \$840M less in Medicaid than the Senate. A conference committee will be appointed to work out their differences. Overall the Legislative Budget Board finds the budget will provide 3% less funding than the 2012-2013 budget when population growth and inflation are factored in. For people with disabilities both proposed budgets funded many of the health and human services Exceptional Items that were requested to restore or expand services. This document includes a comparison of funding levels for selected health and human service programs important for people with developmental disabilities.

## Department of Aging and Disability Services (DADS)

### Medicaid Waiver Programs

DADS requested funding to provide services to 20% of the persons waiting on HCS and CLASS interest lists who are likely eligible for services, and funding to increase services by 10% over August 2013 caseload levels for the other waivers. The House and Senate each funded 20% of the DADS request for HCS and CLASS in their respective budgets, or services for only 4% of those waiting on interest lists. As of February 28, 2013, there were 105,264 unduplicated persons waiting on interest lists.

Community Expansion			
Waiver	Request	House	Senate
HCS	5,566	1,114	1,114
CLASS	3,056	612	612
TxHmL	574	114	3,000
CBA	982	114	262
STAR+PLUS	1,116	1,474	490
MDCP	238	48	120
DBMD	16	4	100
Other	5,083	1,018	-
<b>Total Svcs</b>	<b>16,631</b>	<b>4,908</b>	<b>5,698</b>
<b>Total \$\$</b>	<b>\$220M</b>	<b>\$54.7M</b>	<b>\$66.2M</b>

### Community First Choice

Both chambers funded a basic attendant and habilitation service for 11,902 people with IDD that would be delivered by managed care organizations (insurance companies).

### Promoting Independence

Both chambers agreed to fully fund the DADS request for diversions and transitions from institutions into community waiver programs. New this session are HCS services for persons with IDD to transition from nursing facilities and Child Protective Services group homes. The \$28.1M for promoting independence will be used to:

- Transition 400 people from large and medium ICFs into HCS services
- Transition 192 children aging out of foster care into HCS services
- Provide HCS services to 300 persons in crisis to prevent SSLC placement
- Provide CBA services to 100 persons in crisis to prevent nursing home placement
- Provide HCS services to 360 people with IDD in nursing homes
- Provide HCS services to 25 kids living in Child Protective Services group homes

# Department of Assistive and Rehabilitative Services (DARS)

### Early Childhood Intervention

ECI provides services to eligible children with developmental delays that assist them to gain skills or improve development. The ECI request was fully funded to address the increase in the average cost of services that occurred as a result of the 82nd Legislature’s decision to narrow eligibility.

### Autism Program

The DARS Autism Program provides intensive, evidence-based treatment to children ages 3-8 with a diagnosis of Autism Spectrum Disorder. The House fully funded the DARS request to provide services to 260 children for \$4.8M. The Senate did not fund the request, but expressed an interest in finding a more cost effective means of providing the services.

### Independent Living Centers

Neither the House nor the Senate funded the DARS request for \$2M for three new ILCs primarily because no evidence was presented to support the request. Instead, a rider was added to require DARS to report on the actual and projected numbers of recipients served by each center and the types of services provided and make recommendations to improve the measurement, collection, and reporting of outcome data related to the centers.

Department of Assistive and Rehabilitative Services (DARS)			
Exceptional Items	General Revenue		
	Request	House	Senate
1. Maintain ECI Current Services	\$10.8M	\$10.8M	\$10.8M
2. Expand Autism Services to Unserved Areas	\$4.8M	\$4.8M	\$0
3. Expand Independent Living Centers	\$2M	\$0	\$0
4. Access to Interpreter Services for the Deaf	\$1.3M	\$1.3M	\$0
5. Deaf & Hard of Hearing Resource Specialists	\$840K	\$420K	\$0
<b>Workgroup Initiative - Comp Rehab \$11.8 M</b>	<b>NEW</b>	<b>General Revenue</b>	
Comprehensive Rehab Services for 206 persons.	\$0	\$11.8M	\$0

### Deaf and Hard of Hearing Services

The House funded DARS’ full request for Access to Interpreter Services and half of the request to improve Access to Deaf and Hard of Hearing Services. The Senate funded neither request.

### Comprehensive Rehabilitation Services

Individuals with a traumatic brain injury or spinal cord injury can receive post-acute rehabilitative services in the CRS program. The House added funding to provide CRS services to an additional 206 persons. This item was not addressed by the Senate.

# Department of State Health Services (DSHS)

### Children with Special Health Care Needs

The CSHCN program covers services to children with extraordinary medical needs, disabilities, and chronic health conditions. The program pays for medical care,

family support services, and related services not otherwise covered. The House funded 60% of the request. The Senate did not provide any additional funding for the CSHCN program.

## Department of State Health Services (DSHS) (Cont.)

### Adult and Children’s Mental Health Waiting Lists

The House and Senate fully funded the DSHS request to address the waiting lists for mental health services.

### Supplemental Mental Health Funding

The Senate and the House each committed additional funding beyond the Base and Exceptional Items requests, \$115.5M and 129.5M respectively.

Department of State Health Services (DSHS)		
Workgroup Initiatives	House	Senate
Public MH Awareness Campaign	-	\$4M
School-based training for teachers and staff in prevention and early identification of MH.	-	\$2M
Crisis Services	\$25M	\$30M
Expand Community MH for Adults and Children	\$20M	\$20M
Youth Empowerment Service (YES) Waiver Statewide Expansion	\$32.5M	\$32.5M
Collaborative Public-Private Partnerships	\$25M	\$10M
Expand Local MH Authorities to Serve Persons Who Are Underserved	\$17M	\$17M
Expand NorthSTAR to Serve Persons Who Are Underserved	\$6M	-
Fund MH Services for Veterans	\$4M	-
<b>NEW Investment in Mental Health Services</b>	<b>\$129.50</b>	<b>\$115.50</b>

## Health and Human Services Enterprise

### Acquired Brain Injury

Both chambers provided funding for the Office of Acquired Brain Injury and to add Cognitive Adaptive Therapies to all of the Medicaid waivers.

### Attendant Wages

The Senate included \$41M to raise the floor for attendant wages to \$7.75 in the second year of biennium, 50 cents above minimum wage. The House included \$63.7M to raise the floor by 50 cents to \$7.85. The original request was for \$176M for a 50 cent an hour across the board wage increase.

## Texas Department of Housing and Community Affairs (TDHCA)

Texas Department of Housing and Community Affairs			
	Request	House	Senate
Housing Trust Fund	\$11.7M	\$11.4M	\$12.1M
Amy Young Architectural Barrier Removal should receive \$4-\$5 M during the biennium.			

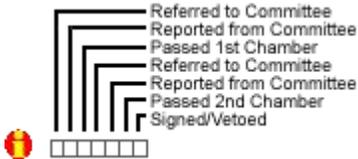
The Housing Trust Fund uses general revenue for two programs: Amy Young Barrier Removal and Bootstrap Loan. State statute requires \$3M per year go to Bootstrap. After setting aside \$6M for Bootstrap, a self-help home mortgage program, the balance will be available to fund architectural accessibility modifications in individual homes or rental units through the Amy Young program.



## Tx Council/Developmental Dis. Bill Status Report

04-16-2013 - 14:23:33

- Action in the date range - Link to Related Information ( ) - Priority



### May Mtg - SSLCs

HB 3312

Collier, Nicole(D)

Relating to an evaluation of the state supported living center system.

**Companions:** [SB 1045](#) Rodriguez, Jose (Identical)  
3-12-13 S Introduced and referred to committee on Senate Health and Human Services

**Remarks:** Would require evaluation of SSLCs for closure or consolidation based on proximity to each other; marketability of property; condition of buildings; ease of client transfer and other employment options for current employees.

**Bill History:** 03-19-13 H Introduced and referred to committee on House Human Services

HB 3527

Klick, Stephanie(R)

Relating to the criteria and requirements for the closure, consolidation, or consolidation plan of state supported living centers.

**Remarks:** Would require criteria for closure or consolidation of SSLCs based on costs, census, compliance with federal law and a strategy to minimize adverse effects on community, employees and residents.

**Bill History:** 03-20-13 H Introduced and referred to committee on House Human Services

HB 3528

Klick, Stephanie(R)

Relating to the creation of the State Supported Living Center Realignment Commission.

**Companions:** [SB 729](#) Rodriguez, Jose (Identical)  
2-25-13 S Introduced and referred to committee on Senate Health and Human Services

**Remarks:** Would establish the State Supported Living Center Realignment Commission comprised of public, agency, parent and community services stakeholders to evaluate and recommend consolidation or closure of SSLCs.

**Bill History:** 03-20-13 H Introduced and referred to committee on House Human Services

SB 32

Zaffirini, Judith(D)

Relating to individuals with intellectual disabilities committed to state supported living centers.

**Remarks:** Requires that an SSLC commitment order expire after 12 months.

**Bill History:** 01-28-13 S Introduced and referred to committee on Senate Health and Human Services

SB 33

Zaffirini, Judith(D)

Relating to the electronic monitoring of residents at state supported living centers.

**Companions:** [HB 1740](#) Naishtat, Elliott (Identical)  
3- 4-13 H Introduced and referred to committee on House Human Services

**Remarks:** SSLC rules re electronic monitoring of private spaces.

**Bill History:** 04-15-13 H Referred to House Committee on House Human Services

SB 34

Zaffirini, Judith(D)

Relating to the administration of psychoactive medications to persons receiving services in certain facilities.

**Companions:** [HB 1739](#) Naishtat, Elliott (Identical)  
4- 8-13 H Reported favorably from committee on House Public Health

**Remarks:** SSLC resident right to refuse psychoactives unless under guardianship or court ordered w/due process.

**Bill History:** 04-16-13 S First placement on Senate Intent Calendar for

SB 1766

Rodriguez, Jose(D)

Relating to the criteria and requirements for the closure, consolidation, or consolidation plan of state supported living centers.

**Remarks:** Would establish criteria for recommending closure or consolidation of SSLC's.

**Bill History:** 03-25-13 S Introduced and referred to committee on Senate Health and Human Services

May Mtg Education

HB 617

Rodriguez, Eddie(D)

Relating to transition and employment services for public school students enrolled in special education programs.

**Companions:** [SB 37](#) Zaffirini, Judith (Identical)  
1-28-13 S Introduced and referred to committee on Senate Education

**Remarks:** Would require an independent school district to designate one staff for transition and employment; collaboration with other state agencies to produce a statewide transition guide; and that transition planning include employment information. Could align nicely with Employment First.

**Bill History:** 04-22-13 H Set on the House Calendar

HB 642

Patrick, Diane(R)

Relating to [continuing education](#) requirements for certain educators.

**Remarks:** Would add various continuing education requirements for teachers, counselors and principals. It includes instruction in educating diverse populations, including students with disabilities.

**Bill History:** 03-28-13 H Reported from committee as substituted House Public Education

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HB 918

Walle, Amando(D)

Relating to requiring a school district to report data regarding citations issued to and arrests made of students.

**Remarks:** Would require schools to report total citations and arrests of students by race, ethnicity, special education eligibility and limited English proficiency. A citation is defined as a Class C misdemeanor or higher.

**Bill History:** 04-02-13 H Committee action pending House Public Education

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SB 43

Zaffirini, Judith(D)

Relating to consideration of school district disciplinary placement information in evaluating district performance.

**Remarks:** Would amend Section 39.301(c) Education Code (school indicators) to require schools to report the percentage of students subject to disciplinary action, whether discretionary or mandatory and student status in special education.

**Bill History:** 01-28-13 S Introduced and referred to committee on Senate Education

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SB 115

Williams, Tommy(R)

Relating to a school choice program for certain students with disabilities.

**Companions:** [HB 1175](#) Capriglione, Giovanni (Identical)  
2-20-13 H Introduced and referred to committee on House Public Education

**Remarks:** Would allow the use of vouchers for elementary and secondary students with disabilities to attend private schools.

**Bill History:** 04-11-13 S Voted favorably from committee as substituted Senate Education

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SB 460

Deuell, Bob(R)

Relating to inclusion of instruction in the detection and education of students with mental or emotional disorders in the requirements for educator training programs.

**Companions:** [HB 3224](#) Coleman, Garnet (Identical)  
3-19-13 H Introduced and referred to committee on House Public Education

**Remarks:** Would add a social emotional course requirement for teacher certification. The committee substitute includes PBIS.

**Bill History:** 04-17-13 S Meeting set for 8:30 A.M., E1.012 Senate Higher Education

May Mtg LTSS

HB 1088



Martinez, Armando(D)

Relating to consumer protection provisions applicable to Medicaid managed care contracts.

**Remarks:** Would prohibit managed care organizations (MCO) from reducing reimbursement rates and value added services in the first year. It requires MCOs to notify participants of a rate/service reduction 60 days in advance and advise them of their right to switch MCOs. It also requires the MCO to restore rates and services to the levels in effect at the beginning of the contract before allowing an MCO to expand to a new area.

**Bill History:** 02-19-13 H Introduced and referred to committee on House Public Health

SB 7



Nelson, Jane(R)

Relating to improving the delivery and quality of certain health and human services, including the delivery and quality of Medicaid acute care services and long-term care services and supports.

**Remarks:** See Handout.

**Bill History:** 04-02-13 H Referred to House Committee on House Human Services

SB 41



Zaffirini, Judith(D)

Relating to the administration and provision of consumer-directed services under certain health and human services programs.

**Remarks:** Would add individualized budgeting for the purchase of goods and services - a Consumer Directed Services workgroup recommendation.

**Bill History:** 01-28-13 S Introduced and referred to committee on Senate Health and Human Services

SB 45



Zaffirini, Judith(D)

Relating to the provision of employment assistance and supported employment to certain Medicaid waiver program participants.

**Remarks:** Would add supported employment and employment assistance to all waivers.

**Bill History:** 04-16-13 H Referred to House Committee on House Human Services

SB 49



Zaffirini, Judith(D)

Relating to transitional living assistance for children with disabilities who reside in general residential operations.

**Remarks:** Would provide promoting independence for children with developmental disabilities in Department of Family and Protective Services General Residential Operations (Sec. 42.002, Human Resources Code.) The substitute clarifies language in the bill. Senator West signed on as co-sponsor.

**Bill History:** 04-08-13 H Referred to House Committee on House Human Services

SB 50  
■ ■ ■ ■

Zaffirini, Judith(D)

Relating to the Children's Policy Council, including the composition of the council.

**Remarks:** Would add a person up to 25 years who has used mental health services to the member makeup of the Children's Policy Council.

**Bill History:** 04-08-13 H Referred to House Committee on House Human Services

SB 1112  
■

Zaffirini, Judith(D)

Relating to prohibiting organ transplant recipient discrimination on the basis of certain disabilities.

**Remarks:** Would prohibit discrimination based on disability in order to qualify for an organ transplant.

**Bill History:** 03-12-13 S Introduced and referred to committee on Senate Health and Human Services

SB 1226  
■ ■

Zaffirini, Judith(D)

Relating to the establishment of an employment-first policy and task force that promote opportunities for individuals with disabilities to earn a living wage with competitive employment.

**Remarks:** Would require Employment First Policy.

**Bill History:** 04-18-13 S Set on the Local Calendar

**May Mtg Mental Health**

HB 376  
■ ■

Strama, Mark(D)

Relating to the regulation of child-care providers by the Texas Workforce Commission and local workforce development boards.

**Companions:** SB 1588 Zaffirini, Judith (Identical)  
3-19-13 S Introduced and referred to committee on Senate Health and Human Services

**Remarks:** Would improve the child care subsidy system by ensuring kids who qualify receive high quality early learning, school readiness preparation and social emotional development.

**Bill History:** 04-10-13 H Reported from committee as substituted House Human Services

SB 44  
■

Zaffirini, Judith(D)

Relating to maintaining and reporting certain information regarding certain child abuse or neglect cases.

**Remarks:** As filed would have prohibited the inclusion of parents in the abuse and neglect registry because of Refusal to Accept Parental Responsibility (RAPR) if parents relinquished custody as the only option access MH treatment. As a result of the fiscal note on the introduced bill, the substitute removes the exclusion of names from the registry; requires the Council on Children and Families to recommend solutions; requires DFPS to offer joint conservatorship; and requires DFPS and DSHS to jointly study and implement changes to prevent RAPR.

**Bill History:** 04-16-13 S Meeting set for 9:00 A.M., SENATE CHAMBER Senate Health and Human Services

SB 58  
■ ■ ■ ■

Nelson, Jane(R)

Relating to integrating behavioral health and physical health services provided under the Medicaid program using managed care organizations.

**Remarks:** Would integrate health and behavioral health into Medicaid managed care. Does not include NorthSTAR.

**Bill History:** 04-15-13 H Referred to House Committee on House Public Health

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SB 126  
■ ■ ■ ■

Nelson, Jane(R)

Relating to the creation of a mental health and substance abuse public reporting system.

**Remarks:** Would require a public reporting system for adult and children's mental health services provided by local mental health authorities, managed care mental health and contractors for substance abuse services.

**Bill History:** 04-08-13 H Referred to House Committee on House Public Health

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SB 152  
■ ■ ■ ■

Nelson, Jane(R)

Relating to the protection and care of persons who are elderly or disabled or who are children.

**Remarks:** A mental health hospital patient safety bill that would require employee training in recognizing and reporting abuse. A substitute added trauma informed care training and extended the deadline for Inspector General to hire investigators.

**Bill History:** 04-10-13 H Referred to House Committee on House Human Services

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SB 421  
■ ■ ■ ■

Zaffirini, Judith(D)

Relating to the Texas System of Care and the development of local mental health systems of care for certain children.

**Companions:** [HB 3684](#) Naishtat, Elliott (Identical)  
4-10-13 H Committee action pending House Public Health

**Remarks:** Would expand statewide the Texas Integrated Funding Initiative (TIFI) that integrates state, federal, local and other funds to establish local systems of care for children and youth with complex mental health needs.

**Bill History:** 04-15-13 H Referred to House Committee on House Public Health

- End of Report -

<b>Consideration of Minutes</b>	<b>Tab 16</b>
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**Background:**

The Council will review the minutes from the February 8, 2013, Council meeting and February 7, 2013, Committee of the Whole meeting.

<b><u>Council</u></b>	<b><u>Expected Action:</u></b>
<b><u>Agenda Item 3. A.</u></b>	The Council will review, revise as appropriate, and approve the minutes from the October meetings.

**COUNCIL MEETING  
DRAFT MINUTES  
FEBRUARY 8, 2013**

**COUNCIL MEMBERS PRESENT**

Mary Durham, Chair	Stephen Gersuk	Amy Sharp, A&M CDD
Hunter Adkins	Kathy Griffis-Bailey, DSHS	Cindy Swain, TEA
Kimberly Blackmon	Jeff Kaufmann, DADS	David Taylor
Kelly Chirhart, UT CDS	Sara Kendall, DARS	Lora Taylor
Gladys Cortez	Kate Leyman, HHSC	Richard Tisch
Kristen Cox	Scott McAvoy	
Mary Faithfull, DRT	John Morris	

**COUNCIL MEMBERS ABSENT**

Kristine Clark	Cindy Johnston	Joe Rivas
Andrew Crim	Diana Kern	Susan Vardell
Mateo Delgado	Dana Perry	

**STAFF MEMBERS PRESENT**

Roger A. Webb, Executive Director	Belinda Carlton	Melissa Loe
Jeri Barnard	Joanna Cordry	Susan Mahalik
Martha Cantu	Cynthia Ellison	Jessica Ramos
	Wendy Jones	Koren Vogel

**GUESTS PRESENT**

Cassie Fisher, DARS	Linda Harmon
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**CALL TO ORDER**

The Texas Council for Developmental Disabilities convened on Friday, February 8, 2013, in Room 104 of the AT&T Executive Education & Conference Center, 1900 University Ave, Austin, TX 78705. Council Chair Mary Durham called the meeting to order at 10:55 AM.

**1. INTRODUCTIONS**

Council members, staff and guests were introduced.

**2. PUBLIC COMMENTS**

No public comments were offered to the Council.

**3. CONSENT ITEMS**

Chair Durham reported that requests for excused absences for the meeting were received from Kristine Clark, Andrew Crim, Mateo Delgado, Cindy Johnston, Diana Kern, Dana Perry, Joe Rivas, and Susan Vardell. Durham asked for a motion to approve these absences and minutes of the October Council and Committee of the Whole meetings.

**MOTION:** To approve the excused absences as noted and minutes of the October 26, 2012, Council and October 25, 2012, Committee of the Whole meeting.

**MADE BY:** Rick Tisch

**SECOND:** Lora Taylor

The motion **passed** without opposition. Amy Sharp abstained from voting.

**4. CHAIR'S REPORT**

Chair Durham reported that the Texas Department of State Health Services designated Dr. Manda Hall as the Council representative from the agency. Dr. Hall has attended orientation and is thus eligible to vote.

Durham discussed positive reports from Council member visits with state legislators. She encouraged members to keep in contact with their representatives regarding disability issues and noted that staff will inform members of specific opportunities for input during the legislative session.

**5. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Webb recognized TCDD Project Development Assistant Jeri Barnard for five years of service to the agency. He noted that a decision has not yet been made regarding the vacant Public Policy Specialist position and that staff are in the process of posting the Public Policy Assistant position. TCDD has contracted for a part-time, temporary employee to assist with some of those job functions and that position is currently filled by Richard Welch.

Webb discussed the federal budget and noted that Congress has passed a Continuing Resolution funding most domestic discretionary programs at FY 2012 levels thru March 27, 2013, with a 0.612% reduction. That reduction is approximately \$30,000 for TCDD. It is unknown at this point if another Continuing Resolution will be passed for the remainder of FY13. Congress also agreed to defer "sequestration" action until March 1, 2013. If no agreement is reached, that action is expected to result in an 8.2% reduction in funds for most domestic programs, or approximately \$415,000 for TCDD. Disability Rights Texas representative Mary Faithfull noted that DRTx has received information that the sequestration reductions will be approximately 5% for DD Councils, Protection & Advocacy agencies, and University Centers for Excellence in Developmental Disabilities. Webb noted that TCDD can absorb the first year reductions through unspent funds due to staff vacancies and delaying the start of grant projects.

Webb referred members to a handout of bills before the Texas Legislature that would have administrative impact on state agencies.

Webb noted that an interim Executive Committee will be scheduled to consider continuation grant awards as well as other topics. A date will be determined following the election of a new Council Vice-Chair.

Webb next discussed opportunities for Council members to attend out-of-state events. The Disability Policy Seminar will be held in Washington DC, April 15-17, 2013. The Association of People Supporting EmploymentFirst (APSE) will hold its national conference in Indianapolis, June 25-27, 2013. And the NACDD annual conference will be held in conjunction with the AIDD Technical Assistance Institute in Washington DC in July. Member Faithfull noted that the National Disability Rights Network (NDRN) will hold its annual conference in San Antonio, June 2-6, 2013. NDRN is the national organization for protection and advocacy agencies. The Disability Rights Texas Board will

meet in conjunction with this conference. Mary Faithfull encouraged members to consider attending.

**6. ELECTION OF COUNCIL VICE-CHAIR**

Durheim reminded members that the nominating committee this year was comprised of John Morris, David Taylor & Rick Tisch. That committee nominates members for Council Vice-Chair and Consumer Member-at-Large to the Executive Committee. The Committee met during the past quarter and selected Morris as Chair. Durheim also noted that Morris has served as Council Vice-Chair for the past two years and is therefore ineligible to be nominated for another consecutive term. She thanked Morris for his service to the Executive Committee and Council as well as his service as a board member for NACDD.

**MOTION:** To nominate Andrew Crim for the position of Council Vice-Chair.

**MADE BY:** John Morris for the Nominating Committee (motions from Committee do not need a second)

There being no nominations from the floor, Kathy Griffis-Bailey recommended electing Crim by acclamation. The motion **passed** unanimously.

**7. ELECTION OF CONSUMER MEMBER-AT-LARGE TO THE EXECUTIVE COMMITTEE**

Durheim thanked Hunter Adkins who has served as the Consumer Member-at-Large for the past two years for her service to the Executive Committee and Council. This position does not contain a term limit.

**MOTION:** To nominate Diana Kern for the position of Consumer Member-at-Large.

**MADE BY:** John Morris for the Nominating Committee (motions from Committee do not need a second)

No nominations were offered from the floor. The motion **passed** unanimously. Morris noted that both of the nominees were contacted and agreed to serve if elected.

Durheim then discussed individuals to serve as Chair for Public Policy and Project Development Committees. Durheim recommended Kristen Cox as Chair of Public Policy Committee and Gladys Cortez as Chair of Project Development Committee. Council members agreed with these nominations by acclamation.

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

Acting Project Development Committee Chair Gladys Cortez discussed renewing funding approval for Outreach and Development projects. The Committee recommends continuing these projects for the next three years with no more than five projects funded at one time. The Committee recommends projects be funded for up to 18 months and recommends up to \$10,000 per project. Durheim noted that although these are small grants, they are time-intensive for staff but the benefits for the grantee and for the Council to learn from these projects are great.

**MOTION:** To fund Outreach and Development projects for up to \$10,000 per project for up to 18 months with no more than five awards at one time with funds available for the next three years.

**MADE BY:** Gladys Cortez for the Project Development Committee

The motion **passed** unanimously.

Cortez reported that no other new projects were recommended for funding. The Project Development Committee did not make revisions to the Future Funding Activities Priority List.

#### **9. PROPOSED STATE PLAN AMENDMENTS FOR PUBLIC COMMENT**

Durheim noted that amendments to the TCDD State Plan are to be submitted to AIDD no later than August 15, 2013. Any revisions must first be posted for a 30-day public comment period and those comments will need to be reviewed prior to submitting final amendments to AIDD. Therefore amendments need to be approved for posting at this meeting. Durham asked the Committee Chairs to summarize discussions on this topic from their meetings. Public Policy Committee Chair Kristen Cox reported that the Committee recommends approving all staff recommended revisions with the addition of a numbering correction on Goal 1. The Committee also recommends that Goal 5, Objective 3, Activity 4 be revised to not refer to specific regions to allow efforts in other areas of the state. Project Development Committee Chair Cortez also recommended a similar change to Goal 1, Objective 3 so those activities are not limited to the Region 17 Education Service Center area. No further revisions were recommended.

**MOTION:** To approve revisions as recommended by Committees to proposed amendments to the TCDD State Plan to post for public comment.

**MADE BY:** Kristen Cox for the Public Policy Committee and Gladys Cortez for the Project Development Committee.

The motion **passed** unanimously.

#### **10. TCDD CRIMINAL COMPETENCY POSITION STATEMENT**

Public Policy Committee Vice-Chair Cox reported that the Committee recommended approval of the Criminal Competency Position Statement as presented. She also noted Beth Mitchell, an attorney with Disability Rights Texas, helped with the proposed revision to this position statement.

**MOTION:** To approve the Criminal Competency Position Statement as presented.

**MADE BY:** Kristen Cox for the Public Policy Committee

The motion **passed** unanimously

#### **11. PUBLIC POLICY RECOMMENDATIONS**

Cox presented a proposed public policy recommendation on Organ Transplants which calls for an end to discrimination against people with disabilities as organ recipients. The Committee recommends adoption of this recommendation as presented.

**MOTION:** To approve the Public Policy Recommendation on Organ Transplants as presented.

**MADE BY:** Kristen Cox for the Public Policy Committee

The motion **passed** unanimously.

Vice-Chair Chair Cox also reviewed a proposed policy recommendation on Employment First. Committee members recommend Council approval of the policy recommendation in concept and ask that a workgroup approve final revisions to emphasize the Council's priority for a goal of meaningful employment. Cox noted that four members of the Public Policy Committee volunteered for this workgroup and asked for volunteers from the Project Development Committee.

**MOTION:** To approve the Public Policy Recommendation on Employment First with the understanding that final revisions to the language but not overall content will be approved by a workgroup.

**MADE BY:** Kristen Cox for the Public Policy Committee

The motion **passed** without opposition.

## 12. EXECUTIVE COMMITTEE REPORT

Chair Durham reviewed the Grants Activities reports which include the Grants Monitoring Exceptions Report, the Independent Audit Status Report and the Risk Assessment for new and continuing projects. No serious concerns were noted. Grants staff are making efforts to obtain reports requested from the SER Jobs for Progress Expansion of Leadership Development and Advocacy project. SER has not submitted requested documentation but also has not asked for funding reimbursement.

Webb reviewed stipend grants approved this quarter and noted that in addition to Events stipends, Disability-Related Presentations stipends were approved for the first time. Event stipends grants were approved for the following applicants (see Executive Committee minutes):

- Texas A & M University
- The Arc of Texas
- Attention Deficit Disorders Association Southern Region
- Austin Travis County Integral Care
- Coalition of Texans with Disabilities

Disability-Related Presentations grants were approved for:

- Austin Travis County Integral Care
- Jewish Family Services

New and continuation grant awards were approved during the Executive Committee meeting for:

- New grant funding of up to \$75,000 per year for up to five years to Region 17 Education Service Center for a Family Involvement in Schools Project.
- New grant funding of up to \$125,000 per year for up four years to VSA of Texas and Imagine Enterprises for Self-Advocates as Speakers projects.
- Any Baby Can for up to \$228,610 for year two of a five year Health and Fitness Project.

- Texas SILC for up to \$250,000 for year two of a five year Health and Fitness Project.
- Jewish Family Services for up to \$75,000 for the second year of a three year Inclusive Faith-Based Communities Symposium.
- NAMI Texas for up to \$74,791 for the second year of a three year Leadership Development and Advocacy Skills Training project.
- TX SILC for up to \$75,000 for the second year of a three year new Leadership Development and Advocacy Skills Training project.
- Arc of Dallas for up to \$75,000 for the second year of a three year Leadership Development and Advocacy Skills Training project.
- Arc of Texas for up to \$75,000 for the second year of a three year Leadership Development and Advocacy Skills Training project.
- Texas Parent to Parent for up to \$58,700 for the third year of a five year Public Policy Collaboration project.

Executive Director Webb reviewed the quarterly financial reports and noted that approximately \$7,120 was not obligated from FY 2011 funds because TCDD staff were not notified of the unexpended funds in time to reobligate this amount to other projects. Webb further reviewed the status for FY 2012 and FY 2013 funds. He explained that savings from the FY 2012 Operating Expense budget were due to staff vacancies, decreased cost of computer and office supply contracts, etc. Funds not expended from the Operating Expense budget become available for grant projects. Webb and Durham reminded members that they are welcome to individually contact staff if they have questions or want additional information on Council finances.

The Executive Committee reviewed the Conflict of Interest disclosure reports and had no concerns. Durham reminded members to review their information and provide updates as necessary. Members were encouraged to review all TCDD grants projects as well as stipends to determine any potential conflicts.

Durham noted that the Executive Committee had a preliminary discussion on options to initiate projects, particularly when funds need to be obligated in a timely manner. This is in response to recommendations from the past internal audit. Staff will further explore options such as providing funds for informational projects, extending funding for current grantees to increase the impact of those projects, language translations of disability materials and internships for people with developmental disabilities. These activities may take initial time to set up but once established would ideally provide quick routes to obligate funds when necessary.

### **13. PROJECT DEVELOPMENT & PUBLIC POLICY COMMITTEE REPORTS**

The Committee Chairs did not have further reports from their committees. Public Policy Director Jessica Ramos discussed advocacy opportunities for Council members specifically related to Senate Bill 7. Council member Amy Sharp discussed a list of online resources related to legislative activity on disability issues. DADS representative Jeff Kaufmann informed members of the 2013 Texas Autism Research to take place July 12-13, 2013 in San Marcos, TX. This conference is sponsored by the Texas Autism Research and Resource Center and will provide education about current research on Autism Spectrum disorders from state and national experts.

**14. ANNOUNCEMENTS AND UPDATES**

Council members discussed the dates of the upcoming meetings which include May 1-3, 2013, August 7-9, 2013 & October 23-25, 2013.

**ADJOURN**

Chair Durham adjourned the Council meeting at 12:07 PM.

\_\_\_\_\_  
Roger A. Webb  
Secretary to the Council

\_\_\_\_\_  
Date

# **Attachment 1**

## Funding Proposal Executive Summary Grants for Outreach and Basic Development

### Background

Over the last two and a half years, the Texas Council for Developmental Disabilities (TCDD) has offered \$10,000 Grants for Outreach and Basic Development designed to develop a better understanding of how culture influences the effectiveness of service systems. Recognizing that it would be necessary to develop relationships with “cultural brokers” to provide guidance, TCDD offered these grants only to groups of people who strongly identify with a specific ethnic culture and are working to promote culturally competent disability-related supports for people who also identify with that same ethnic group. Some of these grantees have presented at Council meetings, and many Council members expressed appreciation for the accomplishments achieved by these small, mostly-volunteer organizations. Council members have also acknowledged that much has been learned through the relationships created through these grants.

Prior to offering these small grants, TCDD had initiated multiple efforts to develop connections with diverse cultural groups with the goals of increasing input received from people who are ethnic minorities and broadening the diversity of the people who are reached by and benefit from TCDD grants. However, the Grants for Outreach and Basic Development effort was the first TCDD strategy to be successful. The relationships developed through these grants have had a significant positive impact for both the communities reached by the grant and on TCDD’s ability to work towards its mission statement, “so that **all** people with disabilities are fully included in their communities...” Additionally, through these grants, these mostly volunteer-run groups had the opportunity to learn how to manage grants - many for the first time.

At the Council meeting October 26, 2012, the Council approved funding for up to five “Culturally Competent Family Supports” projects to build on the successes achieved through the Council’s outreach efforts. Grants will be awarded up to \$75,000 per year for up to four years to assist five of these small groups to establish or further develop their infrastructure and to expand the availability of culturally-competent supports for families of people with developmental disabilities. Additionally, the grantees will support families and individuals to become active advocates or self-advocates. TCDD developed the proposed projects based on input received from the former Outreach and Basic Development grantees; this most likely would not have been possible without the original \$10,000 grants serving as an early and important step toward building capacity.

As of January 2013, eight of the ten \$10,000 grants originally authorized have been awarded; three are currently active, and funds for two additional projects remain available. Our experience thus far is that these grantees are generally smaller organizations that benefit from active support from TCDD grants staff. Based on the experience supporting and monitoring these eight grants, TCDD grants management staff recommend limiting the number of active Outreach and Basic Development grants to five at any one time to allow grants staff to provide that extra level of support required. Staff recommend that the

Council continue to offer these grants in order to connect to diverse communities around the state, but limit the number of grants to five each grant year, and award them in such a manner that no more than five are active at any one time.

### **State Plan Goal and Objective**

**Goal 7** Each year the Council and its Committees receive staff and administrative support to effectively implement activities for at least 90% of all identified objectives noted under Goals 1-6, by September 30, 2016.

**Objective 2** Each year of the State Plan, coordinate the Council's planning, project development, evaluation, and reporting processes, with special attention to strategies to address issues related to the diversity of ethnicity, age, income, and geographic areas of Texas.

### **Expected Outcome**

The Council will develop and implement projects and activities that more accurately reflect the diversity that exists in Texas.

### **Project Description**

TCDD will continue to accept proposals submitted in response to the Grants for Outreach and Basic Development RFP and initiate approved grants so that there are no more than five active projects at any one point in time.

Organizations receiving grants under this RFP would be required to:

- Hold public meetings at least once every 3 months and work with TCDD staff to develop a deeper understanding of the needs and values of their members who have disabilities.
- Allow TCDD staff to attend at least one meeting to gather information directly from members.
- Pay for one person, representing the group, to speak to the TCDD Council members at a meeting in Austin if requested.
- Give TCDD ideas for actions to increase the diversity of the people who work with TCDD.
- Work to make positive changes that will help people with disabilities and their families to have more control over their lives.

### **Proposed Funding Amount**

Up to \$10,000 per project, for up to five projects each year, for fiscal years 2014, 2015, and 2016. Grantees will be expected to provide match as per TCDD guidelines.

### **Proposed Duration**

Each grant may last no more than 18 months.

### **Other Considerations**

# **Attachment 2**

**TCDD FY 2012-2016 State Plan**  
**Goals and Objectives as approved May 2012**  
**Proposed Amendments for FY 2014**

**Goal 1: Build collaborations within at least one geographic region served by an Education Service Center (ESC) to demonstrate ways to create measurable improvement in at least two identified indicators of educational success for students with developmental disabilities by 9/30/2016.**

~~**Objective 1:** Evaluate achievements of Project IDEAL relative to the impact the program might have on the identified indicators of educational success and determine next steps by February 28, 2014.~~

~~**Activity 1:** Fund, monitor, and provide technical assistance for Project IDEAL.~~

~~**Activity 2:** Work with grantee to create final report for Council to include analysis of relationship between achievements and identified indicators of educational success.~~

~~**Activity 3:** Determine next steps and consider amendments to State Plan if needed.~~

*Recommend deleting Objective 1. The Project Development Committee determined that other activities are higher priorities for funding.*

**Objective 21:** Identify two indicators of educational success and key criteria to solicit interest from organizations for partnering on activities in a region, by September 30, 2012.

**Activity 1:** Determine process through which indicators and criteria will be identified.

**Activity 2:** Identify availability/accessibility of data that will be used to measure indicators.

**Activity 3:** Use process to identify at least four indicators and three regions.

**Activity 4:** Select two to three indicators and one region and record baseline data.

**Objective 2:** In the selected ESC region, provide training and/or intervention to support active engagement by at least one family member for every four students who have developmental disabilities, by 9/30/2016.

**Activity 1:** Develop relationships with partner organizations that can reach the identified populations, and members of the appropriate Texas Advanced Leadership and Advocacy Conference (TALAC) regional leadership teams, taking into account the demographics of the region and strategies suggested by the demographics.

**Activity 2:** Explore partnership and roles for Developmental Disabilities Assistance and Bill of Rights Act of 2000 (DD Act) Network Partners (the State P&A and the University Centers on Excellence) in establishing project.

**Activity 3:** Determine what type of training, information, and/or technical assistance is to be provided and develop implementation plan.

**Activity 4:** Implement plan.

**Activity 5:** As possible, provide training, information, and technical assistance to other regions.

~~**Objective 4:** Partner with other organizations to develop and evaluate a user-friendly template for a summary report of educational outcomes of students with developmental disabilities within a school district or school that may be used by organizations to provide information to parents, by 9/30/2015.~~

~~**Activity 1:** Work with other stakeholder organizations, including the DD Act Network Partners and TALAC regional leadership teams, to determine the scope and identify the necessary components of the summary report.~~

~~**Activity 2:** Monitor and participate as possible in workgroups and/or task forces to advocate for widespread adoption of a summary report model.~~

~~**Activity 3:** Review existing data, including data available through Lonestar Reports.~~

**Activity 4:** Develop and pilot summary report and user instructions.

**Activity 5:** Evaluate and refine as necessary.

**Activity 6:** Determine next steps.

*Recommend deleting Objective 2. Information is easily available through a searchable database called the [Academic Excellence Indicator System](#) on the TEA website. Organizations desiring such information to share with parents can access this system.*

**Objective 3:** Review state policy initiatives related to the use of positive behavioral interventions and support (PBIS) in schools and the outcomes of TCDD PBIS projects and other related efforts and determine next steps by February 28, 2014.

**Activity 1:** Monitor policy initiatives related to positive behavioral supports in schools.

**Activity 2:** Provide information to legislative and agency staff regarding outcomes and lessons learned from TCDD PBIS projects.

**Activity 3:** Collaborate with others to review and evaluate potential opportunities or threats resulting from passed legislation.

**Activity 4:** Determine appropriate action to take to maximize the outcomes achieved by TCDD PBIS projects.

*Recommend adding Objective 3 to reflect Council members' desire to build on the successes of the Council's PBIS projects.*

**Objective 5-4:** Demonstrate how appropriate assistive technology can enable students with developmental disabilities to reach their educational goals, by 3/31/2016.

**Activity 1:** Collaborate with other stakeholders, review relevant policy to develop scope of work.

**Activity 2:** Develop Executive Summary outlining planned activities.

**Activity 3:** Select contractor(s), grantee(s), and/or partner(s) to implement activities.

**Activity 4:** Monitor implementation.

**Activity 5:** Evaluate success of plan and determine next steps.

*Recommend that the Council discuss possible re-posting the Enabling Technology RFP (or a similar RFP) that was originally posted as a way to meet Objective 5. No responses for education-related proposals were received. If the RFP is not re-posted, staff recommend deleting Objective 5.*

**Goal 2: Establish at least two programs that assist Texans with developmental disabilities to gain competitive employment and/or to increase their personal income and assets, and that continue to operate after the completion of a maximum of 3-5 years of TCDD funding, by 9/30/2016.**

**Objective 1:** Implement a program that provides supports and on-the-job learning opportunities to students with developmental disabilities in a post-secondary program that results in at least 80 percent of students who participate for two or more years in the program gaining jobs related to their desired careers within six months of completing their education, by 3/31/2016.

**Activity 1:** Continue to fund, monitor, and offer technical assistance to the selected grantee(s).

**Activity 2:** Track development and success of other programs that offer support for education for students with developmental disabilities learning in a post-secondary environment.

**Activity 3:** Develop comparison report for existing programs.

**Objective 2:** Develop and implement a plan to demonstrate to employers, people with developmental disabilities, and/or family members how available assistive technology can increase job performance and employment options, by 3/31/2016.

**Activity 1:** Collaborate with other stakeholders and review relevant policy to develop scope of work.

**Activity 2:** Develop Executive Summary outlining planned activities.

**Activity 3:** Select contractor(s), grantee(s), and/or partner(s) to implement activities.

**Activity 4:** Evaluate success of plan and determine next steps.

**Objective 3:** Partner with other organizations to expand and evaluate the impact of Project SEARCH in Texas, by 9/30/2016.

**Activity 1:** Collaborate with other stakeholders and review relevant policy to determine plan of action.

**Activity 2:** Develop Executive Summary outlining planned activities.

**Activity 3:** Select contractor(s), grantee(s), and/or partner(s) to implement activities.

**Activity 4:** Evaluate success of plan and determine next steps.

**Objective 4:** Each year, advocate for legislative and/or policy change to increase the assets a person receiving SSI and/or Medicaid can retain without losing benefits and to remove other policy-related barriers to full-time or part-time employment.

**Activity 1:** Monitor and/or participate in multiagency workgroups related to policy regarding SSI and assets.

**Activity 2:** Partner with other organizations to explore and evaluate the impact of other asset and/or income development models and job options other than full time work, by 9/30/2015.

**Activity 3:** Provide recommendations related to legislative and/or policy change as appropriate.

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**Goal 3: Conduct ongoing educational campaigns in collaboration with community leaders, organizations, and businesses to enable them to better support, include, and/or provide services to people with developmental disabilities by 9/30/2016.**

**Objective 1:** Develop, implement, and evaluate at least two targeted educational campaigns to increase awareness of specific issues and/or to reduce stigma that may negatively impact the life of a person who has a developmental disability, by 9/30/2014.

**Activity 1:** Develop process by which issues will be selected.

**Activity 2:** Develop and maintain data to be used to identify specific goals, define target populations, develop successful strategies, and evaluate resulting outcomes.

**Activity 3:** Establish and maintain partnerships with organizations that are highly motivated to create change and/or are able to have a significant impact in their community.

**Objective 2:** Provide increased level of support to TCDD during legislative sessions as needed to implement communication activities and to provide information requested by members of the legislature and/or the media.

**Objective 3:** Provide information and/or technical assistance to at least four organizations that promote general community development, so that they may better include, support, and address the needs of community members who have developmental disabilities by 9/30/2016.

**Activity 1:** Establish partnerships with organizations that are motivated to improve their ability to include, support, and address the needs of community members who have developmental disabilities.

**Activity 2:** Identify technical assistance needs, develop and implement technical assistance plans.

**Objective 4:** Work with others to provide information to at least 200 community organizations and/or businesses to better support inclusion of people with developmental disabilities more fully by 9/30/2016.

**Activity 1:** Collaborate with DD Act Network Partners and others to determine information products to be developed and/or updated.

**Activity 2:** Develop and/or update materials to be provided to community organizations and/or businesses to support inclusion of people with developmental disabilities in the community by 9/30/2013.

**Activity 3:** Implement dissemination plan and track demand of product(s).

**Activity 4:** Provide opportunities for groups organizing conferences to apply for stipends to support disability-related presentations.

*Recommend adding Activity 4 to describe stipends made available effective 9/1/2012.*

**Goal 4:** In at least one Health and Human Service (HHS) region, increase by 1% the percent of people with developmental disabilities surveyed who report they have access to the transportation they need to participate in their community in the manner they wish, by 9/30/2016.

**Objective 1:** Partner with disability advocacy groups, public transportation advocacy groups, and/or leadership and advocacy training programs to increase the number of individuals with disabilities who serve on transportation planning entities and are active in transportation planning by 9/30/2015.

**Activity 1:** Publicize the success of past Council transportation efforts to increase interest in participation.

**Activity 2:** Develop and post a Request for Proposals for at least one project to increase the number of individuals with disabilities who serve on transportation planning entities and are active in transportation planning efforts.

**Activity 3:** Implement, monitor, and evaluate project(s).

**Objective 2:** Build the capacity of at least four local organizations in the selected Region to provide transportation training to people with developmental disabilities by 9/30/2016.

**Activity 1:** Develop and post a Request for Proposals for at least one project to assist organizations to build the capacity to provide transportation training to people with developmental disabilities.

**Activity 2:** Select contractor(s), grantee(s), and/or partner(s) to implement planned activities.

**Activity 3:** Monitor implementation.

**Activity 4:** Evaluate success of plan and determine next steps.

**Goal 5:** Demonstrate how to prevent unnecessary admissions to State Supported Living Centers (SSLC) by supporting community organizations in at least 1 HHS Region to increase their capacity to provide community-based services that support people with developmental disabilities to improve and maintain their health and to have access as needed to necessary healthcare, behavior supports, and/or respite, by 9/30/2016.

**Objective 1:** Determine evaluation methodology and gather baseline data.

**Activity 1:** Explore use of National Core Indicators, data on the numbers of people entering State Supported Living Centers from various HHS regions and the reasons they are entering, information from Community Centers that serve individuals with Intellectual and Developmental Disabilities, and/or input from other stakeholders.

**Activity 2:** Identify 3 possible target HHS region(s) based on data.

**Activity 3:** Select HHS region(s) in which activities will be implemented.

**Objective 2:** Provide funding to enable at least 10 organizations working in the target region(s) to implement plans that will increase their capacity to provide **culturally appropriate** healthcare services, behavior supports, and/or respite to support people with developmental disabilities living in the community by 9/30/2016.

**Activity 1:** Facilitate, to the extent feasible, collaboration between previous TCDD healthcare-related grantees (Project DOCC grantees, PBIS projects, Baylor College of Medicine), other interested partners, and organizations from the selected HHS region(s) to explore strategies and to develop a cohesive plan that will maximize available resources.

**Activity 2:** Facilitate implementation of selected strategies.

**Activity 3:** Provide support to non-medical community leaders (such as ministers) & service providers (such as speech pathologists) to collaborate with others to support the full inclusion of people with developmental disabilities and to support people with developmental disabilities to gain access to necessary healthcare services, behavior supports, and/or respite.

**Objective 3:** Pilot at least 5 different strategies to support individuals with developmental disabilities and their families to be able to have increased control over their personal health and well-being by September 30, 2016.

**Activity 1:** Pilot at least one strategy to support individuals with developmental disabilities to develop and maintain meaningful relationships based on common interests.

**Activity 2:** Pilot at least one strategy to support individuals with developmental disabilities to choose and participate in activities to improve their health and physical fitness.

**Activity 3:** Support completion of the initiated Alternatives to Guardianship/Supported Decision-Making Project and evaluate the supported decision making process as a way to facilitate individuals with developmental disabilities making their own decisions about their health.

**Activity 4:** Work with Austin Travis County Integral Care and other partners to establish additional African American Family Support Conferences in other regions of the state that are modeled after ATCIC's Central Texas African American Family Support Conference.

**Activity 5:** Provide support to at least five organizations to improve the availability of culturally-competent services and supports for families of people with developmental disabilities who strongly identify with a specific ethnic community.

*Recommend adding Activity 4 and 5 to specifically describe activities that are currently taking place for the purposes of clarity and transparency.*

**Objective 4:** Each year of the plan, advocate for reallocation and/or more efficient use of existing resources, necessary policy changes, and/or increased funding to enable individuals with developmental disabilities to access necessary healthcare services, behavioral supports, and respite in the communities in which they wish to live and to prevent unnecessary institutionalization.

**Objective 5:** Beginning in FY 2013, develop opportunities to partner with people who have developmental disabilities, families, providers, medical schools, licensing and certification boards, agencies, and/or community-based organizations to provide or develop training and/or practice guidelines that include knowledge related to disability and incorporate components of successful TCDD projects.

**Objective 6:** Evaluate and share broadly the outcomes achieved and knowledge gained through the Alternatives to Guardianship/Supported Decision Making project.

**Objective 7:** Collaborate with DD Network Partners, local I/DD authorities, and Texas State agencies to support successful transitions for individuals living in State Supported Living Centers who choose to move to an inclusive community.

*Recommend the addition of Objective 6 and Objective 7 to include current activities or which may increase the impact of the Council's current work.*

**Goal 6: Work with others to double the number of identified leadership development and advocacy training programs that are able to provide culturally appropriate training for people with developmental disabilities without ongoing grant funding from TCDD, by 9/30/2016.**

**Objective 1:** Each year of the plan, provide funding or technical assistance to establish and/or strengthen at least one program for the direct funding of a state self-advocacy organization led by individuals with developmental disabilities.

**Activity 1:** At least once every 2 years, provide funding for at least one specific public policy advocacy activity implemented by individuals who have developmental disabilities and are working with a state self-advocacy organization led by individuals with developmental disabilities.

**Activity 2:** At least once every 2 years, offer funding to support individuals with developmental disabilities to work with a state self-advocacy organization to implement a grassroots effort to organize and/or educate members of their community.

**Activity 3:** Each year, evaluate the effectiveness of Council efforts to establish and strengthen state self-advocacy organization(s) and consider alternate strategies.

**Objective 2:** Each year of the plan, support opportunities for individuals with developmental disabilities who are considered leaders to provide leadership training to individuals with developmental disabilities who may become leaders.

**Activity 1:** Each year provide opportunities for groups organizing disability-related conferences to apply for stipends to support speakers, mentors, or facilitators who have developmental disabilities and who have a philosophy consistent with that of TCDD.

**Activity 2:** Evaluate the feasibility and possible benefits of working with groups and/or individuals who offer training to improve presentation and/or training, to adapt their training to meet the needs of individuals with developmental disabilities.

**Objective 3:** Each year of the State Plan, support and expand participation of individuals with developmental disabilities in cross-disability and culturally diverse leadership coalitions.

**Activity 1:** As appropriate, provide direct funding to support people with developmental disabilities to serve on cross-disability and culturally diverse boards, committees, and workgroups.

**Activity 2:** Develop and/or provide support for at least one cross-disability and culturally diverse leadership coalition.

**Objective 4:** Each year of the plan, support individuals who have developmental disabilities, their family members, and their allies to improve their skills related to self-advocacy, public advocacy, and leadership.

- Activity 1:** Develop at least 5 new culturally competent leadership and advocacy training programs for people who strongly identify with a specific ethnic minority culture and have a developmental disability and/or have a family member who has a developmental disability.
  - Activity 2:** Continue to provide funding to support and/or expand leadership development and advocacy training programs that serve diverse groups of people.
  - Activity 3:** Continue to promote coordination between grantees and other organizations that provide leadership development and advocacy skill training so they may share information and maximize resources.
  - Activity 4:** Provide opportunities for groups organizing conferences to apply for stipends to support participation by people with developmental disabilities and family members.
  - Activity 5:** As appropriate and as deemed necessary, provide direct funding for people with Developmental Disabilities or family members of people with developmental disabilities to be on boards, committees, and workgroups.
  - Activity 6:** Provide technical assistance and/or information to assist leadership and advocacy grantees to develop sustainability for leadership and advocacy training programs.
  - Activity 7:** Each year of the plan, continue to provide support to maintain Advocacy U, an online clearinghouse that maintains current information about leaders and advocacy training programs.
  - Activity 8:** As funding allows, support collaborative public policy activities conducted in collaboration with people who have developmental disabilities, their family members, and their allies.
- 

**Goal 7: Each year the Council and its Committees receive staff and administrative support to effectively implement activities for at least 90% of all identified objectives noted under Goals 1-6, by September 30, 2016.**

**Objective 1:** Each year of the State Plan, provide input representing the philosophies and positions of the Council on public policy issues affecting people with developmental disabilities at ninety percent (90%) of occasions and, when possible, offer concrete policy alternatives to ensure that individuals and families can access and maintain self-directed community-based services and supports of their choice.

- Activity 1:** Provide information and technical assistance to Council members to support Council decision-making processes and to assist individual members in advocacy activities.
- Activity 2:** Research and provide input on policies and legislation as requested.
- Activity 3:** Participate in workgroups at the state and national level.
- Activity 4:** Produce required reports and policy analyses.
- Activity 5:** Provide grantees with technical support and information related to policy, legislation, and/or advocacy strategies.

**Objective 2:** Each year of the State Plan, coordinate the Council's planning, project development, evaluation, and reporting processes, with special attention to strategies to address issues related to the diversity of ethnicity, age, income, and geographic areas of Texas and provide updates to the Council on State Plan implementation at least four (4) times yearly."

- Activity 1:** Provide information and technical assistance to Council members to facilitate planning, project development and evaluation activities.

- Activity 2:** Coordinate outreach activities to ensure that Council members and TCDD staff receive relevant and timely public input from diverse audiences.
- Activity 3:** Support the Council to develop and fund projects to explore innovative ideas and/or provide timely solutions to emerging needs, as funds allow.
- Activity 4:** Work with outside entities, as appropriate, to evaluate Council activities.
- Activity 5:** Provide information and technical assistance as appropriate to grantees and/or organizations applying for a grant from TCDD.
- Activity 6:** Coordinate development and submission of TCDD's 5 Year State Plan, Annual Amendments, and the Annual Program Performance Report

**Objective 3:** Each year of the State Plan, support the Council to effectively use grant funding to reach identified goals with no lapse of funds greater than 1.5% in any fiscal year.

- Activity 1:** Provide information and technical assistance to Council members to facilitate oversight of grant projects.
- Activity 2:** Monitor grant projects to ensure that budgetary requirements are met and program activities are implemented as planned.
- Activity 3:** Provide information and technical assistance, as appropriate, to help grantees reach goals and to support use of best practices.
- Activity 4:** Work with other staff to develop and implement strategies to maximize the impact of grantee projects.

**Objective 4:** Each year of the State Plan, support and coordinate at least 4 quarterly Council meetings and at least 12 meetings of the Council Committees and provide leadership and administrative coordination to implement Council approved activities.

- Activity 1:** Support the Council and Committees to conduct business.
- Activity 2:** Support Council members to participate in national level workgroups, conferences, and/or trainings as appropriate.
- Activity 3:** Provide oversight of staff activities.

**Objective 5:** Implement outreach and strategic communication activities to reach specific goals, with at least a 3% increase in established connections to organizations and individuals each year.

- Activity 1:** Provide information and technical assistance to Council members to identify specific strategic communication goals.
- Activity 2:** Develop and maintain productive relationships with other representatives from other organizations to maximize the impact of outreach and strategic communication efforts.
- Activity 3:** Coordinate external communications related to staff, Council member, and grantee activities to implement the strategic communication plan.
- Activity 4:** Coordinate messaging, marketing, and branding activities as directed by the Council.
- Activity 5:** Evaluate the effectiveness of specific strategic communication activities; review increases in Facebook Fans, Twitter Followers, website traffic, and email subscribers as a measure of progress; and provide recommendations to the Council for improvement as necessary.

# **Attachment 3**



## **Criminal Justice Position Statement**

People with intellectual, developmental and/or mental health disabilities who are victims, suspects or witnesses, like other residents of the United States, have the right to justice and fair treatment in all areas of the criminal justice system, including reasonable accommodations as necessary. While those with intellectual disabilities comprise 2% to 3% of the general population, they represent 4% to 10% of the prison population, with an even greater number in juvenile facilities and jails, and are 4 to 10 times more likely to be victims of crime than those without disabilities<sup>1</sup>.

People with intellectual, developmental and/or mental health disabilities may have functional support needs in one or more spheres of mental functioning that involve perceptual, memory, and judgment modalities. Their ability to process and retain information and to relate cause and effect may be affected. A disability does not necessarily mean a person is incompetent to stand trial, but it is incumbent upon counsel and the court to raise competency as an issue in appropriate cases and at any point in the proceedings where the defendant's competency is in question. Attorneys and judges often lack adequate and appropriate knowledge of due process protections available for people with disabilities prior to, during, and after being found incompetent to stand trial. Additionally, with the increased pressure to privatize services, there is a need to ensure competency and mental health treatment is not compromised.

TCDD supports the position that timely, appropriate, and adequate care and treatment must be provided to individuals determined incompetent to stand trial, with particular attention to the following:

- Early intervention that includes a valid and clinically appropriate disability screening prior to, during, and following arrest, and comprehensive officer training in booking and intake procedures of individuals with intellectual, developmental and/or mental health disabilities.
- Ensuring competency restoration is provided in appropriate therapeutic settings that facilitate recovery.
- Reduction on the reliance of non-medically necessary outpatient treatment conditions.
- Reduction in the amount of time the criminal court retains jurisdiction over an alleged offender.
- Ongoing training of criminal justice professionals on Code of Criminal Procedure Article 46B, with special emphasis on post incompetency legal requirements.
- Reasonable accommodations at all stages of criminal proceedings to assist the individual in understanding and participating in the proceedings and their defense.

The Council recognizes that early intervention, due process protections, assistance and reasonable accommodations to participate in legal proceedings are overlapping components of a system that is responsive to the needs to people with disabilities and that these components must be available to victims, suspects or witnesses at all stages of the individual's involvement in the criminal justice system.

Reviewed February 8, 2013

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<sup>1</sup>Davis, Leigh A. People with Intellectual Disabilities in the Criminal Justice System: Victims & Suspects.2009. Retrieved October 1, 2012 from <http://www.thearc.org/page.aspx?pid=2458>

# **Attachment 4**

## TCDD 2013 Public Policy Recommendation

### PROHIBIT ORGAN RECIPIENT DISCRIMINATION

The State of Texas should prohibit transplant facilities from discriminating against a prospective organ transplant recipient solely on the basis of a disability.

An individual who is a candidate to receive an organ transplant should not be deemed ineligible to receive an organ solely because of the individual's physical, developmental, mental health or intellectual disability, except to the extent that disability has been found by a physician or surgeon, following an individualized evaluation of the potential recipient, to be medically significant to the provision of the organ. If an individual has the necessary support system to assist in complying with post-transplant medical requirements, an individual's inability to independently comply with those requirements should not be deemed to be medically significant.

A 2006 study demonstrates that patients with cognitive disabilities are equally likely to have successful organ transplants as other patients. However, in 2012, two people received national media attention after being denied life saving organ transplants based on a disability diagnosis rather than universally accepted medical criteria for transplant exclusion.

A New Jersey three-year-old with a rare genetic disorder was denied a kidney transplant from her mother based on the child's intellectual disability. A Children's Hospital of Philadelphia medical committee denied Amelia Rivera the transplant because she is "mentally retarded" and has "brain damage."

Penn Medicine denied Paul Corby, a 23-year-old man with autism, a heart transplant. His denial specifically cited "his psychiatric issues, autism, the complexity of the process and multiple procedures and the unknown and unpredictable effect of steroids on behavior."

Texas Statute does not address the conditions under which a potential organ transplant recipient may be approved or denied. Although the United Network for Organ Sharing (UNOS) established guidelines that transplant centers must follow, each transplant facility creates its own policies for determining selection of patients for receiving organs.

# **Attachment 5**

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## TCDD 2013 Public Policy Recommendation

### EMPLOYMENT FIRST

The State of Texas should adopt a policy that competitive employment at a living wage<sup>1</sup> in the general workforce is the first and preferred outcome of publicly-funded services for all working-age Texans with disabilities, regardless of disability. This policy will ultimately reduce per-capita costs of publicly funded services for Texans with disabilities by assisting them in preparing for, finding and maintaining positions in the workforce. A Texas Employment First Policy must include clear provisions that ensure:

- Individuals with disabilities, particularly students, understand and are given the opportunity to explore further training, including graduate and post-graduate education, as a pathway to employment;
- Individualized training and supports in the preferred line of work are available and accessible;
- Resources to understand the effect of earned income on their public benefits are available and accessible; and
- Competitive employment, while the first and preferred option of services, is not required to secure and maintain necessary health care and supports.

TCDD also recommends that an interagency task force be established to (1) design a process in a finite period of time to raise expectations through education and outreach to individuals with disabilities, families, agencies and service provider staff concerning the ability of individuals to succeed in integrated, individualized, competitive employment; (2) develop recommendations for policy and procedure changes necessary across state agencies for an Employment First Policy to be fully implemented; and (3) produce a report on the reduction in publicly-funded services when competitive employment is the first and preferred option of service.

#### **Benefits of Employment First**

An Employment First Policy holds individuals with disabilities to the same employment standards, responsibilities, and sets of expectations as any working-age adult. Employment First is a declaration of both philosophy and policy stating that competitive employment is the first and preferred outcome of publicly-funded services for people with disabilities. Access to jobs paying a living wage is essential if citizens with disabilities are to avoid lives of poverty, dependence and isolation. When people with disabilities are employed and living more independently, they are less reliant on government payments and contribute to the economy.

The Texas Legislature has created opportunities for Texas to be attractive to business, drawn, in part, by a workforce educated by our world-class university system. TCDD's goal is to ensure that those businesses also find an educated, prepared workforce that includes Texans with disabilities. Prioritizing employment would result in increased spending by the expanded workforce and would minimize the

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<sup>1</sup> Living Wage is the minimum income necessary for a worker to meet basic needs including food, clothing, shelter and comforts essential to an acceptable standard of living.

social services used. Innovation, creative thinking and determination are traits people with disabilities develop in response to the many challenges and obstacles experienced in their day to day life. As employees, they add to the range of viewpoints businesses need to succeed, offering fresh ideas on how to solve problems, accomplish tasks and implement strategies.<sup>i</sup>

### **Issues Addressed by Employment First Policy**

National surveys show that the majority of people with disabilities want to have a job in the community. The current low participation rate of citizens with disabilities in the workforce is unacceptable. For example, National Core Indicators survey data shows that 74 percent of individuals with intellectual and developmental disabilities do not have a community job and 47 percent of those without a job would like one. Advances in education and community living cannot be fully leveraged or realized when so few people with disabilities actually work in the community.

People with disabilities are routinely placed into non-integrated settings instead of community-based employment despite the availability of common accommodations. Segregated programs and sheltered workshop environments often pay sub-minimum wage and fail to cultivate a person's potential. Costs associated with these programs and the other publicly-funded supports needed when an individual is not able to reach their full potential for independence in the community could be avoided with the implementation of an Employment First Policy.

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<sup>i</sup> Office of Disability Employment Policy, "Diverse Perspectives: People with Disabilities Fulfilling Your Business Goals". Accessed: August 3, 2011. <http://www.dol.gov/odep/pubs/fact/diverse.htm>

**COMMITTEE OF THE WHOLE  
DRAFT MINUTES  
FEBRUARY 7, 2013**

**COUNCIL MEMBERS PRESENT**

Mary Durham, Chair  
Hunter Adkins  
Kimberly Blackmon  
Kelly Chirhart, UT CDS  
Gladys Cortez  
Kristen Cox  
Mary Faithfull, DRT  
Frank Genco, HHSC

Stephen Gersuk  
Manda Hall, DSHS  
Jeff Kaufmann, DADS  
Sara Kendall, DARS  
Diana Kern  
Scott McAvoy  
John Morris  
Dana Perry

Joe Rivas  
Amy Sharp, A&M CDD  
Cindy Swain, TEA  
David Taylor  
Lora Taylor  
Richard Tisch

**COUNCIL MEMBERS ABSENT**

Kristine Clark  
Andrew Crim

Mateo Delgado  
Cindy Johnston

Susan Vardell

**STAFF MEMBERS PRESENT**

Roger A. Webb,  
Executive Director  
Martha Cantu  
Belinda Carlton

Joanna Cordry  
Wendy Jones  
Melissa Loe  
Susan Mihalik

Jessica Ramos  
Koren Vogel  
Lucy Walker

**GUESTS PRESENT**

Chester Beattie  
Leah Chapa  
Brenda Coleman-Beattie  
Cassie Fisher, DARS  
Maria Granados

Kathy Griffis-Bailey, DSHS  
Linda Harmon  
Marie Livingston  
Leticia McPherson  
Leslie Pool

Marissa Quist  
Jason Sabo  
Tanya Winters

**CALL TO ORDER**

The Committee of the Whole of the Texas Council for Developmental Disabilities convened on Thursday, February 7, 2013, in Room 301 of the AT&T Executive Education and Conference Center, 1900 University, Austin, TX 78705. Council Chair Mary Durham called the meeting to order at 9:13 AM.

**1. INTRODUCTIONS**

Council members, staff and guests were introduced.

**2. PUBLIC COMMENTS**

Tanya Winters of the Travis County Constables Precinct #5 Office provided public comments on the accessible parking enforcement program. The program has approximately 30 volunteers who have been deputized to report violations of accessible parking and they are hoping to expand the program. Winters is interested in learning more about a potential TCDD grant project on accessible parking.

Marie Livingston and Marie Chapa of Down Syndrome Education Institution discussed their organization's efforts to encourage a reading literacy program for students with Down Syndrome.

### **3. CHAIR AND EXECUTIVE DIRECTOR REMARKS**

Chair Durham invited members to speak on recent activities:

- Joe Rivas will provide a presentation to the North Central Texas Aging and Disability Resource Center on hiring and managing attendants.
- Jeff Kaufmann discussed the Act Early Grant in which DADS will be collaborating with other entities to discuss autism research.
- Kristen Cox discussed her son's plans to be the first member of the Fighting Aggie Band using a wheelchair in the fall of 2014. The A&M College of Engineering is developing a wheelchair that will allow Kyle to participate with the band on the field.
- Stephen Gersuk discussed a project with the Denton State Supported Living Center Volunteer Services Council to provide entertainment for residents who are not able to leave the SSLC. Student artists from Texas Women's University will perform for residents and the Volunteer Services Council will make contributions to the University's scholarship program.
- Other members shared personal events in their lives.

Executive Director Roger Webb various discussed staff activities including the completion and submission of the 2012 Biennial Disability Report, the new TCDD website, and the completion of the TCDD Annual Report.

Planning Coordinator Joanna Cordry provided a brief overview of Committee discussions on proposed state plan amendments for public comment.

### **4. GRANTEE PRESENTATION: ARC OF SAN ANGELO VOLUNTEER SUPPORTED DECISION-MAKING PROJECT**

Grants Specialist Wendy Jones introduced Leticia McPherson, project coordinator from the Arc of San Angelo Volunteer Supported Decision-Making Project (Alternatives to Guardianship). McPherson discussed the goals of the project to reduce the number of assigned guardianships for individuals with disabilities and the barriers that were encountered with the project. Volunteers were carefully screened for this program and trained to assist individuals while upholding self-determination principles.

### **5. PRESENTATION – TAILORING THE MESSAGE**

The Committee received a third presentation from Jason Sabo on Public Policy Advocacy Strategies. Sabo provided guidance to members on telling their story during legislative visits and how to convey the message of the Council. He discussed how to educate members in different ways including a "30 second elevator speech", a 3-minute conversation, and a formal meeting with time for details. Sabo provided Council members with expectations for their time at the Capitol and suggestions for certain situations. Members had a role-play exercise to prepare for the legislative visits.

### **6. RECOGNITION OF FORMER CHAIR BRENDA COLEMAN-BEATTIE**

Executive Director Webb recognized former Council member and Chair Brenda Coleman-Beattie for her tenure on the Council and her service to people with disabilities. Webb presented Coleman-Beattie with a resolution from Governor Perry recognizing her service to the State and a plaque for her years of service to TCDD. Webb and Chester Beattie presented Ms. Coleman-Beattie with an original work of art in celebration of her considerable efforts on behalf of individuals with

disabilities. Coleman-Beattie expressed appreciation for these recognitions and provided encouragement for current Council members in their endeavors.

**ADJOURN**

Council Chair Durham adjourned the Committee of the Whole at 12:55 PM.

\_\_\_\_\_  
Roger A. Webb  
Secretary to the Council

\_\_\_\_\_  
Date

**Background:**

Agency Succession Planning Documents were developed with assistance from the AIDD Technical Assistance grant and established TCDD procedures to be implemented in times of vacancies in key staff positions. These procedures were initially approved in 2010 but have been updated to reflect changes in some positions. The Executive Committee reviewed these documents at the April 2, 2013 meeting and recommends them for Council approval.

**Council**

**Agenda Item 9.**

**Expected Action:**

The Council will review recommendations from the Executive Committee to adopt revisions to agency succession planning documents.

## **Management Team Emergency Backup At-A-Glance**

This document provides an overview of the standing appointees and first backups of the Management Team. See the emergency backup plans for each individual position for details.

### **Martha Cantu, Operations Director**

- 1<sup>st</sup> Backup: Roger Webb, Executive Director
- 2<sup>nd</sup> Backup: Barbara Booker, Budget Specialist

### **Joanna Cordry, Planning Coordinator**

- 1<sup>st</sup> Backup: Sonya Hosey, *Grants Management Director*
- 2<sup>nd</sup> Backup: Cynthia Ellison, *Senior Grants Specialist*

### **Sonya Hosey, Grants Management Director**

- 1<sup>st</sup> Backup: Cynthia Ellison, *Senior Grants Specialist*
- 2<sup>nd</sup> Backup: Joanna Cordry, *Planning Coordinator* with Grants Specialists support

### **Jessica Ramos, Public Policy Director**

- 1<sup>st</sup> Backup: Melissa Loe, *Communications Coordinator* (Public information activities) and Roger Webb, *Executive Director* (Policy activities)
- 2<sup>nd</sup> Backup: Lucy Walker, *Public Information Specialist* and Belinda Carlton, *Public Policy Specialist*

**Approval and Annual Update:** Responsibility of the appropriate management team member and the Executive Director.

**Approved by:**

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Roger Webb, Executive Director

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Date

# **Texas Council for Developmental Disabilities**

## **Executive Director Succession Procedure**

### **Introduction**

A change in executive leadership is inevitable for all organizations. An executive transition is a time of both risk and opportunity. It is a period in an organization's history when Council members and/or the Chair must increase their level of engagement. It is also a time when some may seek assurance of the organization's viability and long-term sustainability.

A succession procedure for the Executive Director position is a routine risk management and sustainability planning tool. The Procedure ensures organizational sustainability by providing a proactive, orderly plan for executive leadership transitions.

To that end, the Texas Council for Developmental Disabilities (TCDD) is adopting this succession procedure for purposes of:

- Focusing Council attention on leadership team development through annual communications between the Executive Director and Council about the depth of staffing and succession plans for Management Team positions, and
- Establishing principles, role clarity and procedures to support positive leadership transitions that foster good endings and beginnings with departing and arriving leaders and build organizational capacity when a planned or unplanned executive leadership change occurs.

The Council Chair shall be responsible for overseeing the implementation of this procedure and any related procedures, and for ensuring that the procedure is reviewed at least annually and updated as needed.

In the event of a planned or unplanned leadership transition, the Council shall immediately appoint a Transition Committee which shall plan and manage the transition, including the search for a new Executive Director.

### **Guiding Principles**

- The Texas Council for Developmental Disabilities is open to and will consider both internal and external candidates when filling the Executive Director position. A competitive search will be conducted unless the Board concludes that a current staff member is appropriate and available for the job.
- In organizations such as Texas Council for Developmental Disabilities, the Executive Director's position is often shaped by the incumbent's talents and areas of specialized interest. That person's departure might necessitate other organizational changes including the creation of new positions and/or realignment of current positions.
- The preeminent goal of a transition to a new Executive Director is maintaining continuity of Texas Council for Developmental Disabilities' mission-related work.

- In conducting the executive search and hiring process for the Executive Director position, the Texas Council for Developmental Disabilities has agreed to follow the job posting and recruitment procedures of the Councils' designated state agency, the Texas Education Agency (TEA), as applicable to this specific situation. Those procedures may include training of the interview team on recruitment and interview process.

### **Lines of Authority**

1. The selection of the Executive Director is the responsibility of the Council.
2. The current Executive Director has the responsibility to continuously identify, encourage, and help to develop senior management within the organization who are qualified to meet future leadership needs.
3. The current Executive Director has the responsibility to plan for the orderly transition of all senior management.

### **Emergency Backup Plan**

1. Related to the position of Executive Director: To be prepared at all times for a leadership transition, the organization shall maintain an up-to-date Emergency Backup Plan with guidelines for the planned or unplanned, short-term and long-term absence of the Executive Director. This plan is approved by the Executive Committee on behalf of the Council and should be reviewed annually. The plan can also serve as the Transition Plan when there is a vacancy in the Executive Director position.
2. Related to Management Team Positions: To be prepared at all times for a senior management transition, the Executive Director shall maintain an up-to-date Emergency Backup Plan with guidelines for the planned or unplanned, short-term and long-term absence of members of the Management Team. Those plans are approved by the Executive Director with input from the Council Chair and Executive Committee and shall be made available to the Council.

### **Council Board Action in the Event of Vacancy in the Executive Director Position**

1. Organizational Assessment: The Council Board or Executive Committee shall take time to fairly assess the leadership needs of the organization before the search for a new Executive Director is conducted. The assessment shall include a review and update (if needed) of the organization's future directions and the current Executive Director position description. The assessment will be designed to help assure the selection of a qualified and capable leader who fits well with the organization's mission, vision, values, culture, goals, and objectives, and who has the necessary skills to lead the organization. The Committee or Board will also determine an appropriate outreach strategy to recruit qualified applicants with skills necessary to carry out the organization's mission, vision, values, goals and objectives.
2. Option of appointing an Acting or Interim Executive Director: To assure the organization's operations are not interrupted while the Council assesses the leadership needs and recruits a new Executive Director, the Executive Committee may determine to appoint an Acting Executive Director from among senior management staff or hire an Interim Executive Director from outside the organization.

3. Duties of the Acting/Interim Executive Director: Among such duties will be to ensure that the organization continues to operate without disruption and that all organizational commitments previously made are appropriately executed, including but not limited to, grant and contract obligations, financial monitoring and reporting, program reports, speaking engagements, coordination and support for meetings of the Council and Committees, and other obligations to funders and other stakeholders.
4. Simultaneous transitions for the Executive Director and Senior Management Positions: Should the Executive Committee determine to appoint an Acting or Interim Executive Director from within, the Council may make other temporary senior management appointments from among other senior management staff, external hires, or whatever combination of those options best assures continuity in leadership and program success through the transition period and afterwards.

### **Preparation Time Frame for Replacement of the Executive Director**

1. The optimal period for the Executive Director to announce his/her departure from that role – or proposed commencement of a new role in the organization – is at least six to twelve months before the date of departure.
2. The Council understands that the time required for successfully completing a planned leadership transition is approximately eight to twelve months.

### **Role of the Outgoing Executive Director in Planned Transitions**

The departing Executive Director, unless otherwise directed by the Transition Committee, will be involved in some transition-related activities such as communicating with funders and other stakeholders, and briefing the incoming Executive Director. The departing Executive Director's role during the transition and after the new Executive Director starts shall be developed in consultation with the Council Chair and/or Transition Committee and communicated to the Council.

### **Initial Implementation of the Transition Plan**

1. Within fifteen (15) days of the announcement of a planned departure, the Council Chair shall make recommendations to the Executive Committee for the membership of an Executive Transition Committee. The Executive Committee shall make the final determination of membership of the Executive Transition Committee and the appointment of that committee's chair. The Executive Transition Committee shall be comprised of at least two Executive Committee members and three council members. Other Council members, TCDD staff, and a representative of the Texas Education Agency may be recruited to advise or assist the Committee at the discretion of the Council Chair and Executive Committee.
2. The Executive Transition Committee shall be responsible for implementing this transition plan and further developing the plan based on state processes as needed. The responsibilities of this committee include:
  - Plan and oversee the executive director transition process including determining the need for, contracting with and supervising the work of any external search or transition consultant(s).

- Work with the Executive Committee to review and revise the executive director job description and qualifications to ensure they reflect TCDD's current and future leadership needs, including:
  - Minimum knowledge, skills and abilities required for the position.
  - Education and experience requirements.
- Ensure that a robust pool of candidates is developed for the Executive Director position.
- Coordinate or conduct the interview and selection process and, in a timely fashion, bring a recommended candidate to the Council for ratification.
- Provide support and counsel to the Acting or Interim Executive Director; the Acting or Interim Executive Director reports to the Council Chair, but receives advice and counsel from the Transition Committee as it relates to the transition process and preparing the organization to work effectively with the next Executive Director.
- Determine the role and substantive involvement of senior staff in the transition planning process and how they may be consulted in the selection process.

The Executive Transition Committee may also be given additional direction by the Executive Committee.

The Executive Transition Committee will sunset upon completion of the onboarding process of the new Executive Director, expected to be on or before 90 days after the new Executive Director's start date.

3. The Executive Transition Committee, or a subset of its members, will serve as the Interview Panel in accordance with TEA procedures. Composition of the Interview Panel shall include, at a minimum, the Council Chair as the hiring manager and at least two other council members or staff. The Interview Panel's responsibilities include:
  - Developing the job posting and determining the length of posting.
  - Developing the interview questions, application screening matrix, and job simulation exercise as appropriate.
4. The Texas Open Meetings Act allows discussions concerning certain personnel matters, including discussions to deliberate the appointment or employment of employees, to be held in a closed meeting.
5. Pursuant to federal and state statutes establishing TCDD, the Council shall be responsible to recruit and hire the Executive Director, when the position becomes vacant, to and supervise and evaluate the Executive Director. Council recruitment and hiring shall be conducted in a manner consistent with Federal and State nondiscrimination laws, and consistent with State personnel policies.
6. The Executive Transition Committee and/or Committee Chair shall coordinate with TEA concerning training on job posting and recruitment procedures and an orientation for the entire selection team.
7. The Interview Panel will identify a recommended finalist who will be considered for appointment to the Executive Director position by the Council in an open meeting..

8. As needed, the Council Chair shall authorize an organizational assessment and schedule a Council Board Retreat to review and refresh the organization's long range plan and strategic direction.

**Texas Council for Developmental Disabilities Commitment Regarding Diverse Candidates and Staff Leader Development**

1. In order to provide career advancement for staff, the organization shall encourage the professional development of current TCDD employees.
2. In order to support the Council's due diligence and ensure that the best possible candidate is hired, the organization shall implement a search and selection process that is open to internal and external candidates.
3. In order to develop a finalist pool that is reflective of the community, the organization shall work proactively to develop a diverse pool of candidates for the Executive Director position.
4. The Council shall fully comply with the nondiscrimination provisions of all federal and state laws and regulations.

Adopted by the Council Board on the 10<sup>th</sup> day of August, 2010.

Revised and adopted by the Council Board on the \_\_\_ day of \_\_\_\_\_, 2013.

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Mary Durham, Council Chair

# Texas Council for Developmental Disabilities

## Executive Director EMERGENCY BACKUP SUCCESSION PLAN

### Guideline for the Appointment of an Acting Executive Director in the Event of an Unplanned Absence of the Incumbent

#### 1. Rationale

The Executive Director position in an organization is a central element in the organization's success. Therefore, ensuring that the functions of the Executive Director are well understood and shared among the executive team and senior staff is important to ensure organizational stability and leadership continuity in the event of unplanned and unexpected change. This kind of risk management is equally helpful in facilitating a smooth leadership transition even when it is predictable and planned.

The purpose of this plan is to ensure the continuous coverage of duties critical to the ongoing successful operations of the Texas Council for Developmental Disabilities (Texas Council). The Council has adopted policies and procedures that allow for the temporary appointment of an Acting Executive Director in the event of an *unplanned and extended absence* of the Executive Director when it is in the best interest of the Council. The Council Chair, or Council Vice Chair in the absence of the Council Chair, may determine the appropriate time to initiate the implementation of this plan.

While the Council acknowledges that such an absence is highly improbable and certainly undesirable, they believe that due diligence in exercising executive-level management functions requires that it have an emergency backup succession plan in place. It is expected that this plan will ensure continuity in the administration of the organization's day-to-day programs and operations, management of external relationships and supervision of staff and finances.

#### 2. Priority functions of the Executive Director position at Texas Council

The full Executive Director position description is attached. *(See Attachment 1)*

Of the duties listed in the position description, the following are considered to be examples of the key functions of the Executive Director, and therefore, have a corresponding temporary staffing strategy. Functions to be covered by an Acting Executive Director are attached. *(See Attachment 2: Emergency Backup Succession Plan Detail: Executive Director)*

The positions assigned in the Temporary Staffing Strategy are based on TCDD organizational structure as displayed in the organizational chart of April 2013. In the event this plan is implemented and those assigned are no longer available or positions are vacant, the Council Chair may select other senior staff to support each of the key Executive Director functions. It is the responsibility of the Executive Director to ensure that positions have appropriate cross-training to successfully implement the temporary staffing strategy.

### 3. Business as Usual

This emergency backup succession plan and the staffing structure at TCDD are intended to minimize disruption in quality service and maintain business as usual to the extent possible. In the absence of the Executive Director, unless otherwise determined by the Council Board, business as usual includes maintenance of the following.

(See Attachment 2):

- A. ~~Delivery of services~~ [TCDD Program Activities](#)
- B. Fiscal Matters: Budgets, Purchase Orders, Planning and Accounting
- C. Grants Matters: ~~Fundraising Federal Allotment Activities~~ & Grant Management
- D. ~~Maintain relations with Council and government offices~~ [Support quarterly Council & Committee meetings, Chair and Committee Chairs](#)
- E. Personnel Matters
- F. Public Policy [and relations with State Policymakers](#)

### 4. Emergency Backup Succession Plan Implementation

The Council authorizes the Council Chair to make a determination that it is in the best interest of the Council to implement the terms of this emergency backup succession plan in the event of a planned or unplanned temporary, short-term absence of the Executive Director. The Vice Chair is authorized to implement this plan in the event that the Council Chair unavailable or cannot be reached..

As soon as feasible, following notification of an unplanned temporary or short-term absence, the Council Chair may convene an Executive Committee meeting to affirm the procedures prescribed in this plan, or to modify them if needed.

While this timeline may vary based on circumstances, the suggested steps for implementation are:

- The Operations Director informs the Council Chair immediately of unplanned absence.
- The Council Chair appoints an Acting Executive Director.
- The Council Chair informs the Council of the Acting Executive Director appointment.
- The Council Chair (and potentially other officers) consults with the Acting Executive Director on the circumstances of the absence, organizational situation and related factors.
- After the Council Chair and Acting Executive Director consult, stakeholders will be notified following the communications plan outlined below.

### 5. Definitions

- A temporary absence is one in which it is expected that the Executive Director will return to his/her position once the events precipitating the absence are resolved.
- An unplanned absence is one that arises unexpectedly, in contrast to a planned leave, such as a vacation, a planned medical procedure, or a sabbatical.
- A short-term absence is three months or less.
- A long-term absence is one that is expected to last more than 3 months.

- A permanent absence is one in which it is firmly determined that the Executive Director will not be returning to the position.

## 6. Emergency Backup plan in event of a temporary, unplanned absence (SHORT-TERM)

### A. Who may appoint the Acting Executive Director?

1. The Council authorizes the Council Chair to make a determination that it is in the best interest of the Council to implement the terms of this emergency backup succession plan in the event of the unplanned absence of the Executive Director.
2. In the event of an unplanned absence of the Executive Director, a member of the management team shall immediately inform the Council Chair of the absence.
3. As soon as is feasible, the Council Chair may convene a meeting of the management team to affirm the procedures prescribed in this plan or to make modifications the Council Chair and team deems appropriate.
4. The Council Chair may consult with other members of the Executive Committee as he/she may deem necessary.

### B. First backup to the position of Executive Director

Due to the organizational structure of TCDD, the backup designated as the Acting Executive Director will serve as the primary “Point of Coordination” for the team, lead specific functions, and defer to other directors for matters in their areas of responsibilities and expertise. (See *Emergency Backup Detail* for complete listing.)

The Council Chair may designate Martha Cantu, Operations Director, to the position of Acting Executive Director. Her position description will specify that she may serve as Acting Executive Director in the absence of the Executive Director unless otherwise decided by the Council Chair. She will have an emergency backup succession plan with designated appointees if she becomes Acting Executive Director or if she is otherwise unable to serve her own functions as Operations Director.

### C. Second backup for the position of Executive Director

The Council Chair may also consider splitting duties among designated appointees based on the primary functions to be carried out. (See *Emergency Backup Detail* for complete listing.)

Sonya Hosey, Grants Management Director and Jessica Ramos, Public Policy Director may jointly serve as second backups for the position of Acting Executive Director. They may serve should Martha Cantu, Operations Director, be unable or unwilling to serve as Acting Executive Director or otherwise decided by the Council Chair. They will have emergency backup succession plans with designated appointees.

### D. Cross-training plan for designated appointees

The Executive Director, in collaboration with the Council Chair, will develop a plan for training the potential appointees in the priority functions of the Executive Director which are listed in section 2 above. The cross-training plan will be attached to this document when the plan is completed. The TCDD Operations Director, will have the responsibility of handling the logistics of the plan's implementation.

#### E. Authority and restrictions of the appointee

The person appointed as Acting Executive Director may have the same authority for day-to-day decision making and independent action as the Executive Director as provided in existing policy and procedures except as further defined by the Council Chair. Decisions that will be made in consultation with the Council Chair or other appropriate committee chairs include senior management staff hiring and terminations, financial issues that may arise, taking on a new project or program, on behalf of TCDD, and taking public policy positions on behalf of the organization.

#### F. Compensation

The Council Chair, in consultation with the Executive Committee, may consider a salary adjustment for the Acting Executive Director to the extent allowed by state personnel policies and practices.

#### G. Council Chair responsibility for oversight and support to the Acting Executive Director

As with the Executive Director, the Council Chair and Council will have the responsibility for monitoring the work of the Acting Executive Director. The Acting Executive Director will provide regular updates and meet with the Council Chair as necessary. The Council Chair will also be alert to the special support needs of the Acting Executive Director serving in this temporary leadership role and act to address them.

#### H. Communications plan

Within eight (8) hours after an Acting Executive Director is appointed, the Council Chair and the Acting Executive Director will meet to implement an external communications plan to announce the organization's temporary leadership structure, including the kind of information that will be shared and with whom (e.g. councils, state agencies, government officials). (For a full overview of the communications plan, see *Attachment 2: Emergency Backup Succession Plan Detail: Executive Director.*)

Within 24 hours after an Acting Executive Director is appointed, the Council Chair and Acting Executive Director will implement the communications plan to announce the organization's temporary leadership structure to the management team, the Council and the Advisory Boards.

Notifications will take place in sequence on the following timetable:

- Within 24 hours, the Acting Executive Director will notify the Council Chair, staff, and the Executive Committee.

- Within 48 hours, the Acting Executive Director will notify the governor's office, TEA, and Council Members.
- Within seven days, the Acting Executive Director will notify AIDD and the disability and advocate community.
- Within seven days, the Planning Coordinator will notify other developmental disability councils.
- Within two weeks, the Acting Executive Director will notify grantees as needed, state agency colleagues and other parties/constituents.

Updated Key Contact information will be maintained in the organization's Outlook, listserves, directories, and rosters for easy access on an ongoing basis by a member designated by the Executive Director.

**7. Emergency Backup plan in event of a temporary, unplanned absence (LONG-TERM)**

The procedures and conditions to be followed will be the same as for a short-term absence with one addition: The Council Chair will give immediate consideration, in consultation with the management team, to temporarily back-filling the position left vacant by the Acting Executive Director. This is in recognition of the fact that, for a term of more than three months, it may not be reasonable to expect the Acting Executive Director to carry the duties of both positions. The position description of a temporary appointment would focus on covering the priority areas in which the Acting Executive Director needs assistance.

**8. Emergency Backup plan in event of a PERMANENT unplanned absence**

The procedures and conditions will be the same as for a long-term temporary absence with one addition: The Council Chair may appoint a Transition and Search Committee of no less than five members in accordance with the terms outlined in the TCDD Succession Procedure.

**9. Approvals and maintenance of record**

**A. Emergency Backup plan approval**

This emergency backup plan will be approved by the full Council and reviewed annually by the Executive Committee which shall recommend to the Council any needed changes in the designated appointees serving as backups. The Council Chair may review and amend the plan at other times if a designated appointee is no longer available to serve in an Acting Executive Director capacity. The Council Chair may reevaluate the plan when new designees are appointed.

**B. Signatories**

This plan will be signed by the Council Chair, the Executive Director, the Operations Director and the designated appointees serving as backups in this plan.

C. Maintenance of record

Copies of this plan will be maintained by the Council Chair, the Executive Director, the Operations Director and the designated appointees serving as backups in this plan.

| [Adopted by the Council Board on the 10<sup>th</sup> day of August, 2010.](#)

| [Revisions ~~Approved~~ approved](#) by Texas Council for Developmental Disabilities on \_\_\_\_\_.

\_\_\_\_\_  
Mary Durham, Council Chair

\_\_\_\_\_  
Roger Webb, Executive Director

**I acknowledge that I have reviewed this plan:**

\_\_\_\_\_  
Martha Cantu, Operations Director

Executive Director  
Position Description

<b>Functional Title</b>	<b>Executive Director</b>	<b>(Roger Webb)</b>
<b>Classification Title &amp; No.</b>	Director II / 1621	
<b>Office Name &amp; Address</b>	Texas Council for Developmental Disabilities 6201 E. Oltorf, Suite 600, Austin, TX 78741	
<b>Salary Group</b>	B-27	
<b>FLSA Status</b>	Executive Exempt	
<b>Position No.</b>	02463	

**General Description**

The Executive Director serves as the chief executive officer of the Texas Council for Developmental Disabilities (TCDD). The Executive Director is selected by the TCDD Executive Committee of the Council and works under the limited direction of the Council Chair. The Executive Director performs a wide range of highly advanced senior level managerial work overseeing TCDD daily operations and public policy, planning, advocacy, public information and grants activities; serves as the TCDD chief audit officer; and coordinates TCDD fiscal, and administrative affairs. The Executive Director is the lead TCDD public liaison with various external publics, directs programmatic activities of TCDD staff consistent with Council directives, and oversees personnel functions of TCDD staff. The Executive Director coordinates development of the Council's State Plan and the formulation of policies and positions of the Council consistent with the intent of federal law, the Developmental Disabilities Assistance and Bill of Rights Act, development of innovative activities to implement the Council's State Plan, and evaluation of TCDD activities.

The Executive Director works under general direction, exercising extensive latitude for the use of initiative and independent judgment in the planning and managing of TCDD activities as authorized by state and federal law. The Executive Director coordinates directly with designated state agency concerning administrative services and supports provided to TCDD and ensures that TCDD administrative procedures are in accordance with the Memorandum of Understanding between TCDD and the designated agency and coordinates internal audit and legal affairs matters.

The Executive Director is responsible for coordinating with the Governor's office; state legislators; state and federal agencies; and consumer and provider organizations to ensure implementation of activities in the Council's approved State Plan. The Executive Director assures compliance with applicable state and federal regulations. Frequent overnight travel is required. Performs other duties as may be assigned and required by the Council to maintain effective operations.

**Key Job Functions**

1. Provides direction, guidance, and assistance to initiate innovative program activities to implement the TCDD State Plan including:
  - Public policy advocacy and public information activities;
  - Developing, monitoring and reporting on the TCDD *State Plan* ;
  - Planning and policy development activities, and related reporting requirements; and
  - Development, implementation and monitoring of DD funded grant projects.
  - a. Assures consistency with TCDD policy direction and approved State Plan.
  - b. Proposes and assists the Council in the formulation of organizational policy, position statements, program priorities, and annual operating budgets.
  - c. Provides status reports to the Council.
  - d. Assures consistency with requirements of the DD Act.

Functional Title Classification Title & No.	Executive Director (Roger Webb) Director II / 1621
<ul style="list-style-type: none"> <li>e. Assures completion of key items.</li> <li>f. Maintains appropriate professional quality in all efforts.</li> <li>g. Coordinates Council Complaint Procedures to ensure enforcement of TCDD Rules and Policies.</li> </ul> <p>2. Directs and oversees fiscal affairs of the TCDD.</p> <ul style="list-style-type: none"> <li>a. Directs the development, implementation and management of the annual operating budget and legislative appropriations requests budget of the TCDD consistent with the budget and policy directives of the Council and in coordination with the DSA.</li> <li>b. Provides timely and accurate budget reporting and forecasting necessary for funds management by the TCDD.</li> <li>c. Assures all TCDD funds are fully obligated and liquidated within allowed timeframes.</li> <li>d. Oversees compliance with Council intent, Memorandum of Understanding and applicable state and federal law of all grant applications, reviews, awards, and project implementation and monitoring activities.</li> <li>e. Recommends staffing and funding to effectively carry out TCDD activities.</li> </ul> <p>3. Manages and oversees personnel functions of TCDD staff.</p> <ul style="list-style-type: none"> <li>a. Supervises the selection, supervision, and termination of TCDD staff within the staffing pattern authorized by the Council.</li> <li>b. Assures that TCDD staff comply with all personnel policies and procedures.</li> <li>c. Assures staff understanding of goals, priorities, and approved activities.</li> <li>d. Establishes policies and procedures to ensure Council staff carry out responsibilities and activities as approved by the Council in a timely and effective manner.</li> <li>e. Oversees completion of annual appraisals consistent with personnel procedures.</li> <li>f. Provides effective management and leadership of staff.</li> </ul> <p>4. Provides support and assistance to the Council, Council Committees, the TCDD Chair, and Council Members.</p> <ul style="list-style-type: none"> <li>a. Oversees and coordinates planning and preparation for Council and Committee meetings in a timely and effective manner.</li> <li>b. Coordinates preparation of meeting materials in a timely and effective manner.</li> <li>c. Supervises support provided to Council members which is flexible and responsive.</li> <li>d. Assures reasonable accommodations are provided to members and the public related to all Council activities.</li> <li>e. Provides assistance to the TCDD Chair necessary for conducting Council business in an orderly and effective manner.</li> <li>f. Oversees implementation of Council policies and directives and activities required by state or federal law.</li> </ul> <p>5. Ensures effective relationships with disability community, state agencies, Governor's office, state legislature and federal agency.</p>	
<ul style="list-style-type: none"> <li>a. Represents the Council in a professional and cordial manner.</li> </ul>	

<b>Functional Title</b>	<b>Executive Director</b>	<b>(Roger Webb)</b>
<b>Classification Title &amp; No.</b>	Director II / 1621	
<ul style="list-style-type: none"> <li>b. Represents the Policy Positions of the Council and oversees staff activities to assure consistency with Policy Positions.</li> <li>c. Maintains effective working relationships with Council members, grantees, legislators, disability organizations, agency personnel and the public.</li> <li>d. Serves as TCDD point of contact for other state and federal agencies.</li> <li>e. Coordinates with DSA personnel in a timely and professional manner regarding administrative services provided in support of the Council.</li> </ul>		
<b>Job Qualifications</b>		
As documented in personnel file, application for employment:		
<b>Knowledge, Skills, and Abilities</b>		
<p>Considerable knowledge of best practices in providing services and supports for people with developmental disabilities.</p> <p>Knowledge of the primary federal and state programs which provide funding mechanisms for services and supports for people with developmental disabilities, and of the health and human services delivery system in Texas.</p> <p>Knowledge of methods to develop action strategies and evaluation methods for projects and initiatives.</p> <p>Knowledge of state and federal government organization and administration.</p> <p>Knowledge of the intents and purposes of the developmental disabilities legislation and programs.</p> <p>Knowledge of accessibility issues for people with developmental disabilities.</p> <p>Skill in budgeting and fiscal management systems.</p> <p>Skill in managing and directing work activities of staff and consultants.</p> <p>Skill in providing support to volunteer Boards and Committees.</p> <p>Skill in identifying key public policy issues and presenting those issues and recommendations to policymakers.</p> <p>Ability to gain knowledge of regulations, policies and procedures related to administration of federal grant funds.</p> <p>Ability to plan, coordinate, and complete a complex project as scheduled.</p> <p>Ability to communicate orally and in writing.</p> <p>Ability to work effectively with individuals and groups holding divergent opinions in such a way as to obtain prescribed goals.</p> <p>Ability to perform complex, highly detailed tasks that involve budgets, payment requests, etc.</p> <p>Ability to gather and assimilate information from several sources and make decisions regarding funding programs, etc.</p> <p>Ability to work independently and manage time effectively.</p>		

<b>Education and Training</b>
Graduation from an accredited college or university with a master's degree in psychology, sociology, education, business, public administration, or related equivalent areas.
<b>Experience</b>
Eight years of progressively responsible professional or administrative experience in positions that provided a thorough working knowledge of the delivery of human services. At least four years experience in programs, services, or initiatives that foster independence and inclusion of individuals with developmental disabilities, and at least three years experience must have been in an administrative, managerial, public policy, or consultative capacity in a governmental or state agency position. Experience requirements may be concurrent.
<b>Career Progression Requirements</b>
Not applicable.

<b>Date of FJD Revision</b>
mo./yr. – new or revised
<b><i>Draft Revisions 10/05</i></b>
Approved: 02/06

## Emergency Backup Succession Plan Detail

**Name:** Roger Webb, *Executive Director*

**First Backup:** Martha Cantu, *Operations Director*

**First Backup Support:** Provides support in collaboration with Martha Cantu, *Operations Director*

- Public Policy: Jessica Ramos, *Public Policy Director*
- Grants: Sonya Hosey, *Grants Director*
- Planning & Project Development: Joanna Cordry, *Planning Coordinator*

**Second Backup(s):** Sonya Hosey, *Grants Management Director*  
And Jessica Ramos, *Public Policy Director*

**Second Backup Support:** Provides support in collaboration with First Backup Support

- Grants: Cynthia Ellison, *Senior Grants Specialist*
- Public Policy: ~~Belinda Carlton, *Public Policy Specialist*~~ Melissa Loe, *Communications Director*
- Planning & Project Development: Cynthia Ellison, *Senior Grants Specialist*

### Short-Term Staffing of Key Functions

Key Functions	Short Term Staffing Strategies <i>(Define short-term: Up to 2 months)</i>
Provides direction, guidance, & assistance to initiate program activities including: <ul style="list-style-type: none"> <li>- Public policy &amp; public information,</li> <li>- State Plan dev, monitor, report,</li> <li>- Planning &amp; project development, &amp;</li> <li>- Grants management</li> </ul>	Martha Cantu, <i>Operations Director</i> (in collaboration with)  Jessica Ramos, <i>Public Policy Director</i> Joanna Cordry, <i>Planning Coordinator</i> Joanna Cordry, <i>Planning Coordinator</i> Sonya Hosey, <i>Grants Management Director</i>
Directs and oversees fiscal affairs of the TCDD	Martha Cantu, <i>Operations Director</i>
Manages and oversees personnel functions	Martha Cantu, <i>Operations Director</i>
Provides support to the Chair, Council, Committees, and Council Members.	Martha Cantu, <i>Operations Director</i> <u>and/or</u> Koren Vogel, <i>Executive Assistant</i>
Ensures effective relationships with state agencies, disability community, Governor's office, state legislature and federal agency.	Martha Cantu, <i>Operations Director</i> Jessica Ramos, <i>Public Policy Director</i> <u>and</u> consultation with Council Chair

## Notifications

<b>Notify: Temporary Leadership Change</b>	<b>Accountability: Person to Send Notification</b>	<b>Timeline: Notification to be Made</b>
Family	Martha Cantu, <i>Operations Director</i> <u>or</u> Koren Vogel, <i>Executive Assistant</i>	ASAP
Chair	Martha Cantu, <i>Operations Director</i> <u>or</u> Koren Vogel, <i>Executive Assistant</i>	1-2 hours
Staff	Martha Cantu, <i>Operations Director</i> <u>or</u> Koren Vogel, <i>Executive Assistant</i>	1-2 hours
Executive Committee	Martha Cantu, <i>Operations Director</i> <u>or</u> Council Chair	1 <sup>st</sup> 4 hours
Council Members	Martha Cantu, <i>Operations Director</i> <u>or</u> Council Chair	1-2 days
TEA - HR/payroll, Adam, Shirley, Harvester, Others as appropriate	Martha Cantu, <i>Operations Director</i> <u>or</u> Koren Vogel, <i>Executive Assistant</i>	1-2 days
Governor's Office	Martha Cantu, <i>Operations Director</i> <u>or</u> Council Chair	1-2 days
ADD	Martha Cantu, <i>Operations Director</i> <u>or</u> Joanna Cordry, <i>Planning Coordinator</i>	1 <sup>st</sup> week
Disability/Advocate Community	Jessica Ramos, <i>Public Policy Director</i> <u>or</u> Martha Cantu, <i>Operations Director</i>	1 <sup>st</sup> week
Other DD Councils	Joanna Cordry, <i>Planning Coordinator</i> <u>or</u> Jessica Ramos, <i>Public Policy Director</i>	1 <sup>st</sup> week
Grantees as needed	Martha Cantu, <i>Operations Director</i> <u>or</u> Sonya Hosey, <i>Grants Management Director</i>	1-2 weeks
State Agency Colleagues	Martha Cantu, <i>Operations Director</i> <u>or</u> Jessica Ramos, <i>Public Policy Director</i>	1-2 weeks
Other Interested Parties	Martha Cantu, <i>Operations Director</i> <u>or</u> Koren Vogel, <i>Executive Assistant</i>	1-2 weeks

**Contact information for the above contacts is located in the following:**

- ◆ *Emergency contact information*
- ◆ *Council Roster*
- ◆ *Outlook Address List*
- ◆ *TEA Directory*
- ◆ *DPC Listserve*
- ◆ *NACDD Listserve*
- ◆ *Grantee Database*

**Required: Contact information lists for the above contacts to be developed:**

- ◆ *State Agency Colleagues*
- ◆ *AIDD Members*
- ◆ *Governor's Office*

## Cross-Training Plan (on Executive Director Role)

Training area	Staff to be Cross-Trained		Timeline
	Trainee	Trainer	
DD Act and Regs	Martha Cantu	Roger Webb	Ongoing Training: self review
Board relations activities and coordination	Council Chair Koren Vogel	Roger Webb	Ongoing
Issues/topics of Board, Council and Government office	TBD	Roger Webb	Ongoing
Understanding of how to develop agendas, etc.	Koren Vogel Martha Cantu	Roger Webb	ASAP Develop: written procedures

### Underlying Assumptions to remain “Business As Usual”

1. Delivery of services
2. Fiscal Matters: Budgets, Purchase Orders, Planning, Accounting, Approvals
3. Grants Matters: Fundraising Activities, Grant Awards, Workplan Activities
4. Maintain relations with board, council and government office
5. Personnel Matters: Appraisals, Personnel actions, leave, schedules, etc.
6. Coordinating workflow
7. Public Policy

Temporary Change/Hold During Absence: Any unusual or “special” projects should be considered for delay or cancellation.

Future Consideration: Coordinate Sunset Review (fall 2013 through 84<sup>th</sup> Texas Legislature) & Sunset for readoption of TCDD Rules through TX Register rules process by Aug 2016.

### Critical Relationships

Relationships must be maintained	Accountability: Maintained by...	Contact information
Council Members	Martha Cantu / Koren Vogel	Council Roster
Governor’s Office	Jessica Ramos <u>with</u> Council Chair	List Required
State Agencies	Jessica Ramos <u>and</u> Public Policy Staff	List Required
Legislative Offices	Jessica Ramos, Public Policy Staff <u>and</u> Council Chair	List Required
Sunset Commission (2013-2015)	Martha Cantu <u>and</u> Council Chair	
AIDD	Joanna Cordry <u>and</u> Council Chair	List Required
DPC member organizations	Jessica Ramos <u>and</u> Public Policy Staff	DPC Listserve
TX Council of Comm MHMR Centers	Jessica Ramos	
PPAT, PACSTx	Jessica Ramos	
Other advocate organizations	Jessica Ramos <u>and</u> Public Policy Staff	

## Annual Key Events/Milestones Calendar

<b>Month</b>	<b>Key Events/Milestones</b> <i>(directly involves: Executive Director position)</i>	<b>Key Associated Activities/Responsibilities</b> <i>(direct accountability: Executive Director position)</i>
<i>Monthly</i>		
<i>Bi-monthly</i>		
<i>Quarterly</i>	Quarterly Council & Committee Meetings (February, May, August & November)	Agendas posted 10 days before meeting in Tx Register; Materials Binder mailed to Members 7-10 days before meeting; Complete Meeting Highlights 2-3 wks after meetings; Prepare draft minutes of meetings prior to next binder; Prepare various meeting materials.
<i>January</i>	AIDD PPR (annual report) due by Jan 1 <sup>st</sup> Tx Legislature convenes 2 <sup>nd</sup> Tues, Odd-number years	Coordinate with Project Development Director as needed to ensure completed. Leg tracking system available; finalize priorities for session
<i>February</i>	Election of Vice-Chair and Consumer member	Preparations and notifications
<i>March</i>		
<i>April</i>	Executive Committee meeting (continuation grants)	Coordinate materials preparation as required by agenda items; Highlights and Minutes as above.
<i>May</i>		
<i>June</i>	Budget Planning & Preparation	Oversee preparation of next year OE budget.
<i>July</i>	Audit Risk Assessment Update	Review/update previous year's risk assessment with Auditor & Directors
<i>August</i>	Annual OE Budget MOU Amendments State Plan / Amendments Submitted	Oversee preparation of materials, highlights, minutes as per Feb. Oversee prep of proposed budget Coordinate with TEA re: any revisions Final approval by Council; final submit by Aug 15
<i>September</i>	Beginning of State Fiscal Year; End of Federal Fiscal Year Audit Report; Audit Plan Developed	Review re: 2 <sup>nd</sup> year to obligate; 3 <sup>rd</sup> yr to liquidate fed funds. Review and comment to auditor.
<i>October</i>	Beginning of Federal Fiscal Year Audit Committee Meeting (Audit Report, Audit Plan)	Coordinate meeting preparations and materials with Auditor
<i>November</i>	Final approval of Audit Plan Final Approval of Biennial Report Recommendations Audit Materials Submitted by Nov 1 <a href="#">Establish Council Nominating Committee</a>	Coordinate materials prep with Auditor Coordinate with Public Policy Director  Coordinate with Auditor to ensure submittal <a href="#">Coordinate with Chair</a>
<i>December</i>	Biennial Report – (even number years) DSA Submits federal financial reports to ADD by Dec 31 <sup>st</sup>	Submitted to State Leadership Dec 1 <sup>st</sup> Review of DSA's federal financial reports to ADD.

Note: Legislature meets every other year. Calendar varies when in session.

Attach Authorized Signatories Chart

*TCDD Policies allow the Executive Director to approve contracts under \$10,000 unless approved in the OE budget; and allow the Executive Director to make final decisions on stipend grant applications. Martha and Sonya should jointly review/approve stipends. Martha and a cognizant Director should jointly approve contracts. Executive Director designees should otherwise have the same authority vested in the Executive Director within the area of responsibilities outlined in this document with the understanding that the Chair will exercise additional oversight on various matters.*

Attach Public Policy Issues Chart

**Quarterly Council and Committee Meetings**

**Tentative Dates**

**August 7-9, 2013**

*Marriott Austin South*

**October 23-25, 2013**

*Wyndham Garden Hotel*

**February 5-7, 2014**

**May 7-9, 2014**

**Council Meeting**

**Agenda Item 13.**

**Expected Action:**

Discussion only; no action is anticipated.

**Background:**

Updated documents of Council Member Information.

- Council Roster
- Committee Roster
- Member Terms

<b>TCDD Staff</b>	6201 E. Oltorf, Suite 600 Austin, TX 78741-7509	1-800-262-0334 (512) 437-5432 (512) 437-5434 Fax	<a href="mailto:TCDD@tcdd.texas.gov">TCDD@tcdd.texas.gov</a>
Roger Webb	Executive Director	(512) 437-5440 Office (512) 468-4981 Cell	<a href="mailto:Roger.webb@tcdd.texas.gov">Roger.webb@tcdd.texas.gov</a>
Jeri Barnard	Project Development Assistant	(512) 437-5416	<a href="mailto:Jeri.barnard@tcdd.texas.gov">Jeri.barnard@tcdd.texas.gov</a>
Annette Berksan	Web Administrator	(512) 437-5433	<a href="mailto:Annette.berksan@tcdd.texas.gov">Annette.berksan@tcdd.texas.gov</a>
Barbara Booker	Systems Support Specialist	(512) 437-5438	<a href="mailto:Barbara.booker@tcdd.texas.gov">Barbara.booker@tcdd.texas.gov</a>
Martha Cantu	Operations Director	(512) 437-5439	<a href="mailto:Martha.cantu@tcdd.texas.gov">Martha.cantu@tcdd.texas.gov</a>
Belinda Carlton	Public Policy Specialist	(512) 437-5414	<a href="mailto:Belinda.carlton@tcdd.texas.gov">Belinda.carlton@tcdd.texas.gov</a>
Joanna Cordry	Planning Coordinator	(512) 437-5410	<a href="mailto:Joanna.cordry@tcdd.texas.gov">Joanna.cordry@tcdd.texas.gov</a>
Cynthia Ellison	Senior Grants Management Specialist	(512) 437-5436	<a href="mailto:Cynthia.ellison@tcdd.texas.gov">Cynthia.ellison@tcdd.texas.gov</a>
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Wendy Jones	Grants Management Specialist	(512) 437-5411	<a href="mailto:Wendy.jones@tcdd.texas.gov">Wendy.jones@tcdd.texas.gov</a>
Melissa Loe	Communications Coordinator	(512) 437-5441	<a href="mailto:Melissa.loe@tcdd.texas.gov">Melissa.loe@tcdd.texas.gov</a>
Susan Mihalik	Grants Management Specialist	(512) 437-5435	<a href="mailto:Susan.mihalik@tcdd.texas.gov">Susan.mihalik@tcdd.texas.gov</a>
Jessica Ramos	Public Policy Director	(512) 437-5417	<a href="mailto:Jessica.ramos@tcdd.texas.gov">Jessica.ramos@tcdd.texas.gov</a>
Koren Vogel	Executive Assistant	(512) 437-5416 (512) 948-2035	<a href="mailto:Koren.vogel@tcdd.texas.gov">Koren.vogel@tcdd.texas.gov</a>
Lucy Walker	Public Information Specialist	(512) 437-5415	<a href="mailto:Lucy.walker@tcdd.texas.gov">Lucy.walker@tcdd.texas.gov</a>

**TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES**

**COMMITTEE ROSTER**

**May 2013**

**Public Policy Committee<sup>1</sup>**

Kristen Cox, Chair

Hunter Adkins

Michael Benz (Amy Sharp-Alternate), Texas A&M Center on Disability and Development

Mateo Delgado

Mary Faithfull (Patty Anderson-Alternate), Disability Rights Texas (DRT)

Frank Genco, Health & Human Services Commission (HHSC)

Cindy Johnston

Jeff Kaufmann, Department of Aging & Disability Services (DADS)

Sara Kendall, Department of Assistive and Rehabilitative Services (DARS)

Joe Rivas

Penny Seay, (Kelly Chirhart-Alternate), UT-Austin Center for Disability Studies

Lora Taylor

Rick Tisch

**Project Development Committee<sup>1</sup>**

Gladys Cortez, Chair

Kimberly Blackmon

Kristine Clark

Manda Hall, MD (Kathy Griffis-Bailey-Alternate), Department of State Health Services (DSHS)

Diana Kern

Scott McAvoy

Dana Perry

Cindy Swain (Barbara Kaatz-Alternate), Texas Education Agency (TEA)

David Taylor

Susan Vardell

***Stephen Gersuk and John Morris have not been assigned to Committees at this point.***

**Audit Committee**

Andrew Crim, Chair

Jeff Kaufmann

Scott McAvoy

John Morris

Mary Durham (non-voting ex officio)

**Executive Committee**

Mary Durham, Chair

Andrew Crim, Vice-Chair

Gladys Cortez, Project Development Committee Chair

Kristen Cox, Public Policy Committee Chair

Diana Kern, Consumer Member-at-Large

<sup>1</sup> The Chair (Mary Durham) and Vice Chair (Andrew Crim) of the Council are voting, ex-officio members of the Public Policy and the Project Development Committees.

# TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES

## Ending Dates of Member Terms

Terms Expire February 1<sup>st</sup>

2013	2015	2017
Andrew Crim	Hunter Adkins	Kristine Clark
Mateo Delgado	Kimberly Blackmon	Gladys Cortez
Stephen Gersuk	Kristen Cox	Mary Durham (2011*)
Cindy Johnston	Diana Kern	Joe Rivas
John Morris	Scott McAvoy	David Taylor
Lora Taylor	Dana Perry	
Susan Vardell	Richard Tisch	

\* serving in a holdover capacity for a term that expired in 2011.

### **Agency/Organization Representatives (Alternates)**

Disability Rights Texas

Center for Disability Studies (UT)

Center on Disability and Development (A&M)

Texas Education Agency

Texas Health and Human Services Commission

Dept. of Aging and Disability Services

Dept. of Assistive and Rehabilitative Services

Dept. of State Health Services

Mary Faithfull (Patty Anderson)

Penny Seay (Kelly Chirhart)

Michael Benz (Amy Sharp)

Cindy Swain (Barbara Kaatz)

Frank Genco

Jeff Kaufmann

Sara Kendall

Manda Hall, MD (Kathy Griffis-Bailey)