

**Background:**

Minutes of the May 2, 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**  
**THURSDAY, MAY 2, 2013**  
**DRAFT MINUTES**

**COMMITTEE MEMBERS PRESENT**

Gladys Cortez, Chair	Diana Kern	David Taylor
Kristine Clark	Scott McAvoy	Rick Tisch
Manda Hall	John C. Morris	

**COMMITTEE MEMBERS ABSENT**

Kimberly Blackmon	Dana Perry	Susan Vardell
Andrew Crim	Cindy Swain, TEA\	

**STAFF PRESENT**

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

**CALL TO ORDER**

The Project Development Committee met on Thursday, May 2, 2013, at the DoubleTree Hotel, Austin, Texas 78752. Committee Chair Gladys Cortez called the meeting to order at 1:03 p.m. A quorum was present.

**1. INTRODUCTION OF COMMITTEE MEMBERS, STAFF AND VISITORS**

Committee members, staff and guests were introduced.

**2. PUBLIC COMMENTS**

No public comments were offered.

**3. APPROVAL OF MINUTES**

The Committee reviewed minutes of the February 8, 2013, Project Development Committee meeting.

**MOTION:** To approve the minutes of the February 8, 2013, Project Development Committee meeting minutes as presented.

**MADE BY:** Scott McAvoy

**SECOND:** Kristine Clark

The motion **passed** unanimously.

**4. CHAIR'S REMARKS**

**A. Review of Committee Responsibilities**

Chair Cortez briefly reviewed the responsibilities of the Project Development Committee according to Council Policies.

**B. Committee Member Icebreaker**

Members of the Committee and staff shared personal stories about why they chose to be on the Council or why they chose to work for TCDD.

**5. MEMBER UPDATES**

Chair Cortez updated the Committee that Rick Tisch had been asked and agreed to join the Project Development Committee.

**6. STAFF REPORTS**

**A. Public Information Report**

Communication Coordinator Melissa Loe presented the Public Information Report, which shows how people are getting to the TCDD website and the top 20 most frequently viewed pages. The report also provides the top 25 referral sources and the average time spent on reviewing each page. Ms. Loe also mentioned that March was Developmental Disability month, and that TCDD had collaborated with other organizations and agencies in activities to raise awareness.

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

Grants Management Director Sonya Hosey reported on the status of the new projects approved by the Executive Committee at the Interim meeting in April. Ms. Hosey also informed the Committee that the organization with whom TCDD has been working to initiate a planning project related to transportation has withdrawn from the project.

**C. Projected Available Funds**

Operations Director Martha Cantu reviewed staff projections of Projected Available funds.

**D. Other Updates**

Planning Coordinator Joanna Cordry reported on the progress on activities previously approved. Cordry reported that the contract with Data Momentum to continue to host the "Advocacy U" website at [www.AdvocacyU.org](http://www.AdvocacyU.org) has been finalized, and staff are working on an Executive Summary for a related project to expand the use of this site.

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

**A. Self-Advocate Community Organizing Project**

The Committee reviewed and recommended Council approval of the Executive Summary for the Self-Advocate Community Organizing Project for funding of \$100,000 per year for up to 3 years.

**MOTION:** To recommend Council approval of the Executive Summary for a Self-Advocate Community Organizing Project as presented with funding of up to \$100,000 per year for up to 3 years.

**MADE BY:** Rick Tisch

**SECOND:** Scott McAvoy

The motion **passed** unanimously.

**B. Partnership with African American Clergy to Support Families**

The Committee reviewed and recommended Council approval of the Executive Summary for the Partnership with African American Clergy to Support Families for funding of \$75,000 per year for up to 5 years.

**MOTION:** To recommend Council approval of the Executive Summary as presented for Partnership with African American Clergy to Support Families with funding up to \$75,000 per year for up to 5 years.

**MADE BY:** Scott McAvoy

**SECOND:** Kristine Clark

The motion **passed** unanimously.

**C. Future Public Policy Advocacy Projects**

The Committee discussed the “Future Public Policy Advocacy Projects” and asked staff to provide them with additional information at a future meeting.

**5. FUTURE PROJECT FUNDING PRIORITIES**

The Committee reviewed the Future Funding Priorities chart, added the Self-Advocate Community Organizing and the Partnership with African American Clergy to Support Families Projects to the bottom of the chart in that order, and recommended no other changes.

**MOTION:** To recommend acceptance of the Future Funding Priorities as presented, with the Self-Advocate Community Organizing and the Partnership with African American Clergy to Support Families Projects added to the bottom of the list in that order.

**MADE BY:** John Morris

**SECOND:** Kristine Clark

The motion **passed** unanimously.

**ADJOURN**

There being no further business, Chair Gladys Cortez adjourned the meeting at 4:08 p.m.

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Roger A. Webb, Secretary to the Council

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Date