

Background:

Minutes of the February 6, 2014, 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, FEBRUARY 6, 2014
DRAFT MINUTES**

COMMITTEE MEMBERS PRESENT

Gladys Cortez, Chair	Scott McAvoy	David Taylor
Kristine Clark	John C. Morris	
Manda Hall, DSHS	Cindy Swain, TEA	

COMMITTEE MEMBERS ABSENT

Andrew Crim	Rick Tisch	Diana Kern
Diana Perry	Susan Vardell	

ATTENDANTS

Gina Fuller

STAFF PRESENT

Martha Cantu	Sonya Hosey	Sandra Justice
Joanna Cordry	Wendy Jones	
Cynthia Ellison	Susan Mihalik	

CALL TO ORDER

The Project Development Committee met on Thursday, February 6, 2014, at the Hilton Austin Airport Hotel at 9515 Hotel Drive, Austin, Texas 78719. Committee Chair Gladys Cortez called the meeting to order at 2:15 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 to the Committee.

3. APPROVAL OF MINUTES

The Committee reviewed minutes of the October 24, 2013, Project Development Committee meeting.

MOTION: To approve the minutes of the October 24, 2013, Project Development Committee meeting as presented.

MADE BY: Scott McAvoy

SECOND: John C. Morris

The motion **passed** unanimously.

4. CHAIR'S REMARKS

Chair Gladys Cortez reported a quorum was not present at the February 5, 2014, Executive Committee meeting. Therefore, the Committee did not vote on any items. Chair Cortez indicated that Mary Durham will make final decisions regarding continuation applications after reviewing comments from Committee members present. Cortez referred members to Texas Council for Developmental Disabilities (TCDD) Council Policies which describe the authority of the Chair to act for the Committee.

5. STAFF REPORTS

A. Public Information Report

Planning Coordinator Joanna Cordry presented the Public Information Report that included updates on grant publicity, materials distribution and TCDD's use of social media to share pertinent news stories, resources and policy information. She also announced that Jessica Ramos, Public Policy Director, is in the process of posting to refill the Communications Coordinator position.

B. Status of New/Approved Projects

Grants Director Sonya Hosey reported on the status of several new and approved projects. Grant awards were finalized for the Cultural Outreach and Development projects to the Moody Clinic in Brownsville and The Arc Del Paso, in El Paso. Both projects started January 1, 2014.

Ms. Hosey reported that TCDD finalized awards to two Accessible Parking projects for up to \$40K each for a six month period to develop proposed public awareness activities. Both projects started January 1, 2014, and are expected to end June 30, 2014. She indicated that staff will report back on those projects in August.

Ms. Hosey also provided updates on several current grant projects. Funds awarded to A Circle of Ten for the final year of a Building Capacity project did not include the \$25,000 approved for a Funders forum and conference. TCDD staff determined that TCDD staff time required to support the Funders forum was not realistic given other priorities. A Circle of Ten will complete training initially with grantees included during years one and two of the project but will not add additional grantees during year three.

Ms. Hosey reported that NAMI Texas decided to not continue the third year of the Leadership Development and Advocacy Skills Training project due to internal changes and inadequate infrastructure. The project will end June 30, 2014.

Ms. Hosey and Grants Specialist Susan Mihalik provided an update from the last Council meeting regarding concerns discussed with the Executive Committee during the consideration for continuation funding of the West Central Texas Inclusive Faith Based project. Mihalik reported that the project has met their intended accomplishments and addressed TCDD concerns in a positive manner. She reported that project activities are back on track and the Inclusive Faith Based Symposium is on target.

C. Projected Available Funds

Operations Director, Martha Cantu reviewed staff projections of Projected Available funds for FY 13 and FY 14.

D. Other Updates

Chair Gladys Cortez called attention to proposed revisions to TCDD position statements regarding Employment, Guardianship, Public Transportation Systems and Aging with Developmental Disabilities. The Public Policy Committee will recommend revisions to the Council. David Taylor voiced concerns on the impact of the new Texas Success Initiative (TSI) requirements, which change the college entrance requirements and will who may receive financial aid for College or Technical school. Chair Cortez recommended altering the Employment Position Statement if needed in the future.

6. FUTURE ACTIVITIES FOR STATE PLAN IMPLEMENTATION

Planning Coordinator Joanna Cordry reported that Public Policy and Communications staff have begun to look at ways that TCDD can use visuals to relay information typically presented only in text format. Visual representation of information, sometimes called “infographics,” can be used either instead of or in addition to text to communicate the same information in a different manner or to help people grasp concepts more quickly. Ms. Cordry referenced handouts provided in the handout folder as examples of the work TCDD Communications staff has produced. Ms. Cordry noted that Austin Travis County Integral Care’s Strategic Plan uses infographics and suggested that the Committee might wish to explore using visuals to develop the State Plan. She requested feedback from the Committee about their interest in using a combination of pictures, images and words for the 2017 State Plan Goals and Objectives. Members requested examples of how to make the State Plan more understandable. Ms. Cordry will bring example graphs to the May Committee meeting.

7. FUTURE PROJECT FUNDING PRIORITIES

The Committee reviewed and approved the Future Project Funding Priorities List as is and determined that no changes to priorities were needed:

1. Understanding Employment Options and Supports
2. Self Advocate Grassroots Community Organizing
3. Culturally Competent Family Support
4. Partnership with African American Clergy to Support Families
5. Accessible Transportation

MOTION: To recommend acceptance of the Future Funding Priorities in the current order as presented.

MADE BY: John C. Morris

SECOND: Scott McAvoy

The motion **passed** unanimously.

ADJOURN

There being no further business, Chair Gladys Cortez adjourned the meeting at 3:18 p.m.

Roger A. Webb, Secretary to the Council

Date