

Background:

Minutes of the May 8, 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, MAY 8, 2014
DRAFT MINUTES**

COMMITTEE MEMBERS PRESENT

| | | |
|----------------------|----------------|------------------|
| Gladys Cortez, Chair | Diana Kern | Cindy Swain, TEA |
| Kimberly Blackmon | Scott McAvoy | David Taylor |
| Kristine Clark | John C. Morris | |
| Mary Durham | Dana Perry | |

COMMITTEE MEMBERS ABSENT

| | | |
|-------------|------------|---------------|
| Andrew Crim | Rick Tisch | Susan Vardell |
| Manda Hall | | |

ATTENDANTS

Gina Fuller

STAFF PRESENT

| | | |
|-----------------|------------------|---------------|
| Martha Cantu | Theresa Esquivel | Susan Mihalik |
| Joanna Cordry | Sonya Hosey | |
| Cynthia Ellison | Wendy Jones | |

CALL TO ORDER

The Project Development Committee met on Thursday, May 8, 2014, at the Holiday Inn Austin-Midtown at 6000 Middle Fiskville Road, Austin, Texas 78752. Gladys Cortez called the meeting to order at 1:30 p.m. A quorum was present.

1. INTRODUCTION OF COMMITTEE MEMBERS, STAFF AND VISITORS

Committee members, staff and guests were introduced. Sonya Hosey introduced Theresa Esquivel, the new Project Management Assistant.

2. PUBLIC COMMENTS

No public comments were offered.

3. APPROVAL OF MINUTES

The Committee reviewed minutes of the February 6, 2014, Project Development Committee meeting.

MOTION: To approve the minutes of the February 6, 2014, Project Development Committee meeting and correct the spelling of Dana Perry's name listed under "Committee Members Absent."

MADE BY: Kristen Clark

SECOND: Dana Perry

The motion **passed** unanimously.

4. CHAIR'S REMARKS

Chair Cortez talked about Project HIRE's 3rd Kickoff. She reported that the organization is up to speed on goals and they will be presenting at the 2014 NACDD Annual Conference. She spoke to them about vacancies in the Council and encouraged their participation. Susan Mihalik, Grants Specialist reported that OneStar Foundation will also be speaking at the 2014 NACDD Annual Conference.

5. MEMBER UPDATES

The Committee received member updates from Chair Mary Durham. Chair Durham reported that Kathy Griffis-Bailey will no longer be on the Committee. Her replacement will be Ivy Goldstein.

STAFF REPORTS

A. Public Information Report

Planning Coordinator Joanna Cordry presented the Public Information Report, which included recent public information staff activities relating to creating awareness and building connections on Twitter and Facebook. She also reported that Public Information staff has completed the public version of TCDD's Annual Report. Chair Cortez suggested Public Policy staff place more focus on whether the visuals being used are making an impact, if they are being re-tweeted, and whether or not it is worth the time and effort to move forward with using infographics.

B. Status of New/Approved Projects

Grants Management Director Sonya Hosey gave an update on the six continuation applications and one Outreach and Development project that was approved at the Executive Committee interim Council meeting on April 4. Hosey reported that Nuevos Horizontes de Starr County has had challenges in starting because of some problems contacting main staff. The grants specialist has attempted to contact them several times and gave them a deadline of May 7 to submit a plan and take corrective actions. Hosey also gave an update on the continuation award that was approved for A Circle of Ten, Phase 1, for up to \$40,000. She reported that there were concerns about the strategic plan that was submitted by the grantee. The organization is supposed to go back and address some of the concerns and bring that plan back at the November Council meeting.

Hosey also reported that at the Executive Committee meeting on May 7 the Council approved three new awards. The Committee approved awarding up to \$67,500 per year for up to two years to the Coalition of Texans with Disabilities and the Arc of Texas, pending successful negotiation of a final workplan and budget, for the Developmental Disabilities Policy Fellows grant. Growing Roots in Travis/Williamson Counties was approved for up to \$10,000 for up to 18 months for an Outreach and Development grant.

Three continuation awards were also approved. Epilepsy Foundation Texas (Health and Fitness project) was approved for year 3 of 5 for up to \$250,000; Imagine Enterprises (Self Advocacy as Speakers project) was approved for year 2 of 4, for up to \$125,000; and Region 17 Education Service Center (Families in Schools project) was approved for year 2 of 5, for up to \$300,000.

The Committee suggested that a Leadership and Advocacy grantee give a presentation at the next Council meeting. Hosey suggested Texas Advocates or the Arc of Texas since they are both in year 3 of 3.

The Committee discussed the decision that was made by the Executive Committee to not approve Baylor Autism Resource Center for funding for an Outreach and Development grant. Chair Cortez encouraged the Committee members to sit in on the Executive Committee meetings.

C. Projected Available Funds

Operations Director Martha Cantu reviewed staff projections of funds available in future years.

D. Other Updates

Cordry discussed the plan to evaluate the Accessible Parking Campaign submissions that will be presented to staff in July. The Executive Committee recommended the use of a review panel that includes two independent marketing experts, 2-3 Council members and 2-3 staff members. The panel will review the plans, receive presentations from the proposers, and make funding recommendations to the Executive Committee in August.

Wendy Jones Grants Specialist announced that National Geographic is covering the Access Empowerment projects. Wendy will keep the Council informed of the air date.

6. FUTURE ACTIVITIES FOR STATE PLAN IMPLEMENTATION

The Committee discussed ways to re-obligate funds that are returned to TCDD from grantees. They discussed developing webinars, podcast or interactive materials on various topics or offering scholarships or internships to people with developmental disabilities or family members and selected others. Currently, TCDD does not provide any funding for these types of activities although individuals who are interested in attending conferences can apply for stipends through an organization. The Committee discussed the possible pros and cons related to funding training and research. The Project Development Committee directed staff to draft executive summaries for projects to create training and informational products and to provide financial support for research that would provide data related to State Plan Goals and Objectives.

Cordry also reported the leadership and advocacy development training projects will all be completed by the summer of 2015. The Committee discussed the projects that have ended or will end in the near future. Staff will draft an executive summary for additional leadership and advocacy training projects that will provide training to people in their local communities.

Cordry provided several examples of infographics for the Committee to review. The Committee reviewed and discussed the use of visuals in planning and discussed the different types of infographics they preferred. A majority of the members favored a simple “snapshot” along with some explanatory information rather than too many graphics or information in small print.

7. FUTURE PROJECT FUNDING PRIORITIES

No changes

ADJOURN

There being no further business, Chair Gladys Cortez, adjourned the meeting at 3:28 p.m.

Roger A. Webb, Secretary to the Council

Date