

Background:

The Council will review the minutes from the May 8, 2015, Council meeting and May 7, 2015, Committee of the Whole meeting.

Council

Agenda Item 3. A.

Expected Action:

The Council will review, revise as appropriate, and approve the minutes from the May meetings.

**COUNCIL MEETING
DRAFT MINUTES
MAY 8, 2015**

COUNCIL MEMBERS PRESENT

Mary Durham, Council Chair	Mary Faithfull, DRT	Michael Peace
Hunter Adkins	Stephen Gersuk	Brandon Pharris
Kimberly Blackmon	Ivy Goldstein, DSHS	Amy Sharp, A&M CDD
Kristine Clark	Barbara Kaatz, TEA	Cindy Swain, TEA
Gladys Cortez	Jennifer Kaut, DARS	David Taylor
Kristen Cox	Penny Larkin, DADS	Lora Taylor
Andrew Crim	Ruth Mason	Rick Tisch
Elaine Eisenbaum, UT CDS	Scott McAvoy	Nancy Walker, HHSC

COUNCIL MEMBERS ABSENT

Mateo Delgado	Dana Perry
Diana Kern	John Thomas

STAFF MEMBERS PRESENT

Roger Webb, Executive Director	Cynthia Ellison	Joshua Ryf
Martha Cantu	Ashley Ford	Koren Vogel
Belinda Carlton	Linda Logan	
Joanna Cordry	Jessica Ramos	

GUESTS PRESENT

Analee Chaumont	Shiloh Gonzales, DARS	Darryl Powell
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CALL TO ORDER

The Texas Council for Developmental Disabilities convened on Friday, May 8, 2015, in the Salon A Ballroom of the Marriott Austin South Hotel, 441 South IH 35, Austin, TX 78745. Council Chair Mary Durham called the meeting to order at 9:01 AM.

1. INTRODUCTIONS

Council members, staff and guests were introduced.

2. PUBLIC COMMENTS

No public comments were offered to the Council. Council Vice-Chair Kristen Cox raised the issue of Council member absences and asked if there was a way to differentiate between a reported absence and an excused absence. Project Development Committee Chair Gladys Cortez reported that this issue was discussed during that Committee meeting and it was noted that there was no action that could be taken even if a member has a significant amount of unexcused absences because members serve at the will of the Governor. It was suggested that a group of members could be appointed to contact members who are consistently absent and encourage their attendance.

3. CONSENT ITEMS

Chair Durham recommended approval of the consent items for the meeting which include the minutes of the February 6, 2015, Council meeting and the February 5, 2015, Committee of the Whole meeting as well as the excused absences of Mateo Delgado, Dana Perry and John Thomas.

Chair Durham noted that she also received notification from Diana Kern, who has been serving in a holdover capacity since the end of her term in February 2015, that she is no longer able to serve or attend meetings due to health issues.

MOTION: To approve the minutes of the February 6, 2015, Council meeting and February 5, 2015, Committee of the Whole meeting as well as the excused absences as noted.

MADE BY: Mary Durham

SECOND: Lora Taylor

The motion **passed** unanimously.

4. CHAIR'S REPORT

Chair Durham discussed the NACDD conference and AIDD Technical Assistance Institute to be held July 21-23, 2015, in Sparks, NV. TCDD Planning Coordinator Joanna Cordry and Communications Coordinator Joshua Ryf will attend along with Council members Michael Peace and Lora Taylor. As members of the Executive Committee, Peace and Taylor may attend training for Council leadership in addition to other conference activities.

5. EXECUTIVE DIRECTOR'S REPORT

Executive Director Roger Webb provided a brief update of TCDD Sunset legislation noting that HB 167 to continue TCDD as an agency was passed from the Senate Health and Human Services Committee and is waiting to be heard by the full Senate.

Webb provided updates on TCDD staff and noted that an updated staff organization chart was included in meeting handouts. Ashley Ford was recently selected as Public Policy Assistant and began that position on May 1, 2015. Interviews have been conducted and a selection is pending for the newly created position of Planning Specialist. This staff member will assist Planning Specialist Cordry with RFP development, state plan activities, federal reporting and other duties. Webb also noted that Grants Management Director Sonya Hosey has been out on medical leave since February, working from home part-time as she can and hopes to return to the office soon.

Webb reported that the final notice of grant award for FY 2015 was received in the amount of \$4,742,116. This was approximately \$61,000 less than FY 2014 even though TCDD expected a slight increase based on congressional appropriations. Webb and other state executive directors questioned AIDD on this but have been assured that the formula to determine each state's allotment was applied appropriately. This may be revised in the future specifically regarding the "hold harmless" provision.

Webb expressed his appreciation for the recognition activities celebrating his upcoming retirement.

6. PRESENTATION: TEXAS ABLE ACT

TCDD Public Policy Director Jessica Ramos presented information on the Texas ABLE (Achieving a Better Life Experience) Act. She noted that federal law has established flexible tax-free savings accounts for people with disabilities to cover qualified expenses and the state must now pass legislation to enact ABLE accounts. SB 1664 by Perry will establish 529-like savings accounts for

qualified individuals with disabilities under the umbrella of the Texas Tomorrow Fund. These accounts allow independence for the account owner to accumulate savings of up to \$100,000 to be used for certain expenses and still maintain Medicaid eligibility.

7. FY 2012- FY 2016 STATE PLAN AMENDMENTS

Council Chair Durham reviewed the Committee of the Whole discussion and action regarding revisions to the FY 2012 – FY 2016 State Plan Goals and Objectives.

MOTION: To accept revisions to the FY 2012 – FY 2016 State Plan Goals and Objectives as presented.

MADE BY: Mary Durham for the Committee of the Whole (motions from Committee do not need a second)

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

8. EXECUTIVE COMMITTEE REPORT

Executive Director Webb reviewed the Independent Audit Status Report and Grants Monitoring Exceptions Report noting that no concerns were found with either report. No concerns were noted with the Risk Assessments of grant projects that were considered for continuation grant funding.

Webb reported that four stipends were approved during the previous quarter and are available for review in the meeting materials. No new grant projects were approved this quarter by the Executive Committee. The Executive Committee approved continuation funding for Educational Solutions Inspiring Communities (Enabling Technology), Strategic Education Solutions (Enabling Technology), Imagine Enterprises (Self-Advocates as Speakers), Coalition of Texans with Disabilities (Developmental Disabilities Policy Fellows), Epilepsy Foundation of Texas (Health and Fitness), and Region 1 Education Service Center (Family Involvement in Schools). Additional information was provided in a handout and four projects will be considered for continuation funding at the August Executive Committee meeting.

TCDD Operations Director Martha Cantu reviewed the TCDD Quarterly Financial Report noting that minimal funds from FY 2014 need to be obligated to grant projects by September 30, 2015. The balance of remaining FY 2015 funds will be available for projects through FY 2016. Cantu also noted that the deficit reflected on the report for FY 2016 can be managed with savings in operating expenses this year and with funds budgeted but not needed by some grant projects. Cantu reported that 46% of operating expense funds have been spent for FY 2015 at the half-way point of the fiscal year and there are no concerns that TCDD will stay within the budget.

The Executive Committee reviewed the staff and Council member Conflict of Interest Disclosure reports and no concerns were noted. Members were reminded to update their information as appropriate.

9. PROJECT DEVELOPMENT COMMITTEE REPORT

Project Development Committee Chair Gladys Cortez reported on Committee discussions including a letter from Project SAVE (Texas Advocates) requesting additional leadership development and advocacy skills training projects with a specific focus on state supported living center residents. TCDD staff response noted that Texas Advocates would be eligible to apply for future projects and

the idea could be considered as an activity during the development of the FY 2017 – F 202 State Plan.

As background development for future leadership and advocacy training projects, staff are discussing options for modifying the Partners in Policymaking program with Colleen Wieck, Minnesota DD Council Executive Director who developed the national PIP training program model.

Committee members Cindy Swain and Manda Hall discussed the upcoming Texas Parent to Parent Conference and Swain also discussed a 2-day stakeholder meeting o secondary school transition activities.

Cortez reported that she attended the most recent kick-off activity for Project HIRE and that DARS plans to expand that project to other areas, starting in El Paso.

10. PUBLIC POLICY COMMITTEE REPORT

Public Policy Committee Chair Lora Taylor reported that the Committee received updates o current legislation, Community First Choice options, Employment First taskforce, CARE Act and the possibility that the Biennial Disability Report may n longer be required in statute pending legislative outcome.

Public Policy Director Ramos and HHSC representative Nancy Walker further discussed the Community First Choice option that will create an entitlement program for people with intellectual and developmental disabilities for attendant and habilitation services and is expected to begin June 1, 2015.

11. ANNOUNCEMENTS AND UPDATES

Council members discussed dates of future meetings August 5-7, 2015, at the Embassy Suites in San Marcos as well as November 4-6, 2015, February 3-5, 2016 and May 4-6, 2016.

ADJOURN

Council Chair Durham adjourned the meeting at 10:15 AM.

Roger A. Webb
Secretary to the Council

Date

Attachments

**TCDD FY2012 – 2016 State Plan:
Progress in Year 3 (FY 14) and Suggested Next Steps**

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 9/30/16.		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<i>Original Objective 1, deleted in FY 14 plan: 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 2/28/14.</i>	Project IDEAL 6/1/07 – 9/30/12 www.projectidealonline.org continued to be maintained and was reportedly still useful in FY 14. TCDD's funding for this project was completed 9/30/12.	<i>NONE - Objective deleted following decision not to spend additional funding on evaluation of Project IDEAL.</i>
Objective 1 Identify two indicators of educational success and key criteria to solicit interest from organizations for partnering on activities in a region, by 9/30/12.	Completed in FY 2012.	Continue to monitor data from Region 17 and Texas.
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 9/30/16.	One grant project: Region 17 Education Service Center Families in Schools 6/1/13 - 5/31/18	Continue to monitor, provide technical assistance as needed, and evaluate.
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 in Region 17 and determine next steps by February 28, 2014.	In FY 13, language was included in SB 460 that was informed in part by work done through PBIS projects. Following the session, TCDD asked staff to promote widespread use of PBIS. Staff worked with Disability Rights TX, The Arc of TX, EveryChild, Inc., and Easter Seals on a LAR recommendation to increase the availability of PBIS; were quoted in a Texas Tribune article (8/9/13) on mental health interventions; and worked with a member of the State Board of Education to explore adding PBIS and related services to the administrative code of services that school districts may provide in a mainstream setting.	Objective completed. Consider language changes to the Activities under this Objective to reference continued staff work to support widespread use of PBIS.

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 9/30/16.

Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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 3/31/16.</p>	<p>Three grant projects continued to be on track to achieve success and are receiving a significant attention:</p> <p>DARS Project Hire 1/1/2012-12/31/2016</p> <p>Texas Tech Project CASE 10/1/2011-9/30/2016</p> <p>Texas A&M Bridge to Career in Human Service 1/1/2012-12/31/2016</p> <p>DARS may expand Project HIRE to other regions. Additionally, staff from legislative offices have expressed interest in promoting Higher Ed options for students with disabilities, and Sunset Commission staff noted the promise of Project HIRE in their report on DARS.</p> <p>Advocates discussed strategies to develop other college programs and create a network of such programs.</p> <p>TCDD Public Policy staff recommended that the Higher Education Coordinating Board catalog opportunities for higher education for people with IDD.</p>	<p>Continue to monitor, provide technical assistance as needed, and evaluate.</p> <p>Consider collaborating with state agencies and boards to develop a high-quality evaluation of the three projects (and possibly others), to include an exploration of whether the models used are likely to be as successful if implemented in other parts of the state.</p> <p>Explore providing funds to develop infrastructure for a network of Higher Education programs.</p>
<p>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 3/31/16.</p>	<p>Two grant projects continued to be on track to achieve success:</p> <p>Strategic Educational Solutions Virtual Job Coach 4/1/12 – 3/31/17</p> <p>Educational Programs Inspiring Communities, Inc. Application to take inventory 3/1/12-2/28/17</p> <p>Council members Andy Crim, Scott McAvoy, and John Morris have assisted staff in reviewing the projects' progress.</p>	<p>Continue to monitor, provide technical assistance as needed, and evaluate.</p>

Goal 2: (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
Objective 3 Partner with other organizations to expand and evaluate the impact of Project SEARCH in Texas, by 9/30/16.	One grant project continued to be on track to achieve success: Admin Support for Project SEARCH Texas Tech 10/1/2012 – 9/30/2017	Continue to monitor, provide technical assistance as needed, and evaluate.

<p>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.</p>	<p>TCDD approved the Executive Summary “Understanding Employment Options and Supports” for a grant project to develop training materials to help families understand various supports related to employment and benefits 10/ 25/13.</p> <p>TCDD staff participated on the DADS IDD Workgroup which discussed HCS waiver amendments related to supported employment and employment assistance.</p> <p>TCDD Executive Director chaired the Employment First Task Force which completed and submitted its first required report to the TX Legislature in Fall 2014.</p> <p>TCDD staff conducted a TETN presentation on Disability and Employment Law: Practical Information for Job Applicants with Disabilities, watched by people at 20 Regional Education Services Centers; and co-presented a webinar entitled “Social Media, Disabilities, and Employment Protections” through the UNT WISE program for 31 participants (primarily vocational rehabilitation counselors).</p>	<p>Consider adding an Objective to reference “Understanding Employment Options and Supports” project.</p> <p>Continue to participate in advocacy efforts.</p>
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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	Status as of 9/30/2014	Suggested Next Step(s)
<p>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 9/30/14.</p>	<p>TCDD selected “Accessible Parking” as the first campaign topic. Access Empowerment and Travis County received \$40,000 grants for 6 months (1/1/14 – 6/30/14) to develop strategic public awareness plans. Neither organization was approved for funding for Phase 2. An appeal from Travis County is pending.</p>	<p>Discuss outcomes, lessons learned, and next steps from the Accessible Parking campaign effort.</p> <p>Begin discussion of possible topic for second educational campaign or determine if the State Plan should be amended to reflect only one campaign.</p>
<p>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.</p>	<p>Not applicable (there was no legislative session in FY 14.).</p>	<p>No action recommended. The 84th session of the Texas Legislature begins January 2015.</p>
<p>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 9/30/16.</p>	<p>Staff continued to work with Circle of 10, OneStar Foundation, and West Central Texas Regional Foundation. TCDD is also exploring the possibility or partnering with the Center for Elimination of Disparities and Disproportionality.</p> <p>Staff provided training on “Volunteers with Disabilities – Legal Aspects of Disability Inclusion” for the OneStar Foundation Advanced Disability Inclusion Training.</p>	<p>Continue to work with organizations, as needed and appropriate, to help them better understand how to include people with developmental disabilities.</p>

Goal 3 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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 9/30/16.</p>	<p>Four “Inclusive Faith-Based Communities” grantees continued to assist faith-based communities to better include people with IDD:</p> <p>OneStar Foundation 2/1/12-1/31/15</p> <p>West Central Texas Regional Foundation 2/1/12-1/31/15</p> <p>Arc of Greater Tarrant County 5/1/12-4/30/15</p> <p>Jewish Family Services of Dallas 3/1/12-4/30/15</p> <p>TCDD contracted with an expert on disability inclusion in faith-based environments to provide technical assistance to these grantees. TCDD staff also facilitated a connection between this expert and chaplains at Texas SSLCs.</p> <p>TCDD awarded at least 7 stipends to support approximately 22 speakers (on disability issues) at conferences.</p> <p>Other forms of technical assistance were requested of TCDD staff by community organizations and were provided as staff were able. For example, staff were invited to present at the Austin Human Resources Management Association.</p> <p>TCDD Executive Committee discussed the benefits of offering resources to organizations to translate certain materials into other languages.</p>	<p>Consider “next steps” for this effort.</p> <p>Continue to offer stipends.</p> <p>Consider re-writing Goal 3 activities to also include forms of technical assistance other than materials provision.</p> <p>Develop policies and procedures to allow organizations to request assistance to translate certain resources to other languages.</p>

Goal 4: In at least one Health and Human Service (HHS) region, increase the percentage 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 9/30/16.

Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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 9/30/15.</p>	<p>In October 2013, the Project Development Committee approved an Executive Summary for a project to build the capacity of local communities to improve transportation in their areas. This activity was ranked as a lower priority than other projects; the RFP has not yet been posted.</p>	<p>Consider amending the objective to reflect the intended project if necessary.</p> <p>Post RFP.</p> <p>Track activity and share information around the expiration of MAP-21 (MAP-21 is federal legislation that dictates how much the country will spend on transportation) in the Fall of 2014.</p>
<p>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 9/30/16.</p>	<p>In October 2013, the Project Development Committee approved an Executive Summary for a project to build the capacity of local communities to improve transportation in their areas. This activity was ranked as a lower priority than other projects; the RFP has not yet been posted.</p>	<p>Same as above.</p>

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 9/30/16.

Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>Objective 1 Determine evaluation methodology and gather baseline data.</p>	<p>Building Community Capacity through Collaboration (BC3) projects funded to work in East Texas (Region 4), West Texas (Region 1), Far West Texas (Region 10) and the Gulf Coast (Region 6).</p>	<p>Continue as planned. Record baseline data for Regions using Core Indicators and SSLC admissions.</p>
<p>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 9/30/16.</p>	<p>Five BC3 grantees developed and submitted strategic plans for Phase 2 funding:</p> <p>Circle of 10 (Region 6) Phase 1 1/1/13 – 8/31/14</p> <p>TX Tech (Region 1) Phase 2 1/1/14 – 12/31/18</p> <p>Volar CIL (Region 10) Phase 2 10/1/14 – 9/30/19</p> <p>Community Healthcore (Region 4) Phase 2 9/1/14 – 8/31/19</p> <p>East Texas Center for Independent Living (Region 4) Phase 1 1/1/13 – 2/28/14</p> <p>The Gulf Coast of TX African American Family Support Conference project hosted a conference, provided Mental Health First Aid training to clergy, and held a one hour education and awareness discussion on Facebook.</p> <p>TCDD staff worked with the TX Hogg Foundation for Mental Health to support pastors of African American Churches to educate congregants about mental health. The Hogg Foundation awarded \$850,000 to help 10 African American churches educate congregants.</p>	<p>Continue reviewing proposals for Phase 2 activities and consider funding requests.</p> <p>Continue to monitor, provide technical assistance as appropriate, and evaluate.</p> <p>Evaluate processes and lessons learned from two-phase project design.</p> <p>Determine if additional support is needed to establish sustainability.</p> <p>Determine if TCDD funding is needed to expand support for the Hogg Foundation’s effort.</p>

Goal 5 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>Objective 3 Pilot at least 5 different strategies to support IDD and their families to be able to have increased control over their personal health and well-being by 9/30/16.</p>	<p>Volunteer-Supported Decision-Making Arc of San Angelo 4/1/11-3/31/14 <i>This project was extended six months in order for project staff to gather at least 10 personal stories that can be used in efforts to improve policies and practices around guardianship.</i></p> <p>Meaningful Relationships project: SafePlace 2/1/11-1/31/14 Final report received and to be used in public policy advocacy</p> <p>“Health and Fitness for People with Developmental Disabilities” SILC 4/1/12-3/31-17</p> <p>“Any Body Can Wellness Program” Any Baby Can 3/1/12-2/28/17</p> <p>“Get Fit Texas” Epilepsy Foundation 4/1/12-3/31/17</p> <p>Gulf Coast of TX African American Family Support Conference Helpful Interventions 9/1/12-8/31/15</p> <p>An Executive Summary for Culturally Competent Family Supports was approved 5/3/13.</p> <p>Staff developed “Tools for Self-Advocates for Healthcare” that was provided to HHSC and shared with others.</p> <p>Disability Rights TX, The Arc of TX, EveryChild, Inc., Texas Advocates, and Easter Seals provided LAR recommendations to fund activities for self-advocates to be empowered to have control over their healthcare. TCDD also provided rule comments recommending the use of peer support in HCBS settings.</p>	<p>Continue to monitor, provide technical assistance to projects as needed, and evaluate.</p> <p>Consider further investigation of the need for education for people with developmental disabilities around sexual health, including surviving sexual assault (self-advocates have requested this type of resource).</p> <p>Post RFP for Culturally Competent Family Supports.</p> <p>Consider encouraging agencies to implement a health empowerment project that would provide training to people with developmental disabilities to take greater control over their health care, incorporating insight gained through the health and fitness projects and the resources provided in the “Tools...” document.</p> <p>Consider promoting Peer Support as a Medicaid service.</p>

Goal 5 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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.</p>	<p>Public Policy staff participated in numerous workgroups and advisory committees, offered testimony as appropriate, and provided information to legislative staff as requested. Workgroups included: DADS IDD System Improvement Workgroup; HHSC Children’s Policy Council and Taskforce on Children with Special Health Care Needs; Community-based Services Interest List Stakeholders; ADRC & Lifespan Respite Services Advisory Committees; Council for Children and Families; HCS Medical Advisory Committee; Board of Nursing Delegation Task Force; the Traumatic Brain Injury Advisory Committee; and the Employment First Task Force. Staff are also engaged in meetings with managed care providers and have had requests from at least two legislative offices to provide information on managed care.</p> <p>Staff worked with Disability Rights TX, The Arc of TX, EveryChild, Inc., Texas Advocates, and Easter Seals on LAR recommendations to engage in comprehensive capacity building of community services, to add intervener services, ABA, hospital level care, and family-based residential supports to all waivers, and to raise the cost cap for waivers.</p> <p>TCDD, as a part of a DD Network Partners Collaboration, is enabling staff of State Supported Living Centers and state agencies to become Person Centered Thinking Certified Trainers.</p>	<p>Continue and track efforts.</p>

Goal 5 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p><u>Objective 5</u> Beginning in FY13, 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.</p>	<p>TCDD staff have explored the following projects:</p> <ul style="list-style-type: none"> • training for medical personnel • increasing availability of appropriate dental services • adapting Mental Health First Aid training to address how mental health needs may present in people with developmental disabilities <p>Staff are currently exploring initiative(s) to train attorneys, doctors, and other professional staff about alternatives to guardianship.</p> <p>Staff developed “Tools for Medical Professionals and Managed Care Organizations” that was provided to HHSC and others, including managed care organizations. Staff also provided the FL DD Council’s “health passport” to MCOs prior to expansion of managed care. People with Intellectual or Developmental Disabilities will receive help to fill it out.</p>	<p>Continue to gather information to present to the Project Development Committee.</p> <p>Continue to review other relevant grant projects in progress and projects that are completed to determine which resulted in information or models that should be disseminated.</p>
<p><u>Objective 6</u> Evaluate and share broadly the outcomes achieved and knowledge gained through the Alternatives to Guardianship/Supported Decision Making project.</p>	<p>The Alternatives to Guardianship project received a 6 month extension to gather personal stories to be used in advocacy work. In FY14, the Project Director was invited to speak at the World Congress on Guardianship.</p> <p>TCDD staff served on the Texas Working Interdisciplinary Network of Guardianship Stakeholders (WINGS) and a stakeholders group (GSDM). GSDM developed policy recommendations around the guardianship system and revisions to the Texas Probate Code, including a Bill of Rights for wards, supported decision making agreements, and alternatives to guardianship. Their work has been shared in articles, presented to the Office of Court Administration; and provided to the Administration on Community Living. Guardianship Reform and Supported Decision Making selected as a TCDD Public Policy Priority for FY15.</p>	<p>Continue to work with others to develop and promote the use of alternatives to guardianship.</p> <p>Support efforts to train attorneys, doctors, and other professional staff about guardianship issues and alternatives to guardianship.</p>

Goal 5 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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.</p>	<p>TCDD contracted with Austin Travis County Integral Care to produce a video about individuals who transitioned from the Austin State Supported Living Center into the community.</p> <p>TCDD, as a part of a DD Network Partners Collaboration, is enabling staff of State Supported Living Centers and state agencies to become Person Centered Thinking Certified Trainers.</p>	<p>Continue efforts and consider new activities as appropriate.</p>

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	Status as of 9/30/2014	Suggested Next Step(s)
<p>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.</p>	<p>One grant project continued work: TX Advocates Project SAVE 3/1/12-2/28/15</p> <p>RFP posted for “Self-Advocate Community Organizing Project”; grantee expected to start in January or February of 2015.</p> <p>Staff worked with Disability Rights TX, The Arc of TX, EveryChild, Inc., the Texas Advocates, and Easter Seals on LAR recommendations to included funding for waiver participants to participate in a self-advocacy/self-determination curriculum that provides education and training on the history of the disability movement; self-determination; and self-advocacy.</p>	<p>Continue to monitor, provide technical assistance as needed, and evaluate.</p>
<p>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.</p>	<p>Two “Self Advocates as Speakers” projects:</p> <p>Imagine Enterprises 5/1/13 – 4/30/17</p> <p>VSA Texas 5/1/13 – 4/30/17</p> <p>Project SAVE (see above) and presenters stipends also meet Objective.</p>	<p>Continue to monitor, provide technical assistance as needed, and evaluate.</p>

Goal 6: (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p><u>Objective 3</u> Each year of the State Plan, support and expand participation of individuals with developmental disabilities in cross-disability and culturally diverse leadership coalitions.</p>	<p>TCDD continued to offer financial support for people with developmental disabilities to serve on boards, committees, and workgroups. In FY14, TCDD expanded the type of support offered, including support for technical assistance for self-advocates. For example, TCDD, the Arc of TX, EveryChild, and DRTx collaborated to host a welcome lunch for self-advocate members of a SB 7 workgroup and staff of these organizations have worked with self-advocate members individually to ensure that they are receiving any support needed. The Disability Policy Consortium sent a letter to HHSC noting that no member from the deaf-blind community had been appointed to the SB 7 Advisory Committee even though they had been very active. Following the letter, a family member was added.</p> <p>“Culturally Competent Family Supports” will include activities to identify and support people who identify with ethnic minority groups to become active leaders.</p>	<p>Determine how to evaluate whether leadership coalitions are “cross-disability and culturally diverse,” as expected by AIDD.</p> <p>Continue to explore specific support needs as workgroups are appointed.</p> <p>Post Request for Proposals for “Culturally Competent Family Supports.”</p>

Goal 6 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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.</p>	<p>Staff monitored leadership development and advocacy grant projects: NAMI 2/1/12 – 7/15/14 Arc of Dallas 4/1/12-3/31/15 TAMU 6/1/12 – 5/31/15 Arc of Texas 3/1/12 – 2/28/15 TX Parent to Parent 2/1/11-1/31/16 SILC 2/1/12-1/31/15</p> <p>Public Policy Fellowships Arc of Texas 8/1/14 – 7/31/16</p> <p>Public Policy Fellowships CTD 8/1/14 – 7/31/16</p> <p>TCDD approved an Executive Summary for up to four new Leadership and Advocacy Training projects on 8/8/14.</p> <p>TCDD awarded Outreach and Development grants to groups of people who strongly identify with an ethnic or racial minority group: ALMA 1/1/13 – 12/31/13 REACH 9/1/13 – 8/31/14 ARCF 7/1/13 – 6/30/14 Moody Clinic 1/1/14 – 12/31/14 Arc del Paso 1/1/14 – 12/31/14 Growing Roots 7/1/14 – 6/30/14 Nuevo Horizontes de Starr County 9/1/14 – 8/31/15</p> <p>Circle of 10 (1/1/12 – 12/31/14) assisted these grantees to develop sustainability.</p> <p>TCDD provided funding to help people with IDD or family members to attend conferences or to serve on boards, committees, and workgroups.</p> <p>Staff provided mentoring as able to individuals with developmental disabilities and family members who are involved in public policy work.</p>	<p>Continue to monitor, provide technical assistance as needed, and evaluate.</p> <p>Post RFP for second round of Public Policy Fellowships.</p> <p>Post Leadership Development and Advocacy Training RFP.</p> <p>Continue to work to address disparities and disproportionality experienced by people who are black, Asian, Hispanic, or Native American.</p> <p>Consider other activities to assist grantees establish sustainability and track outcomes, as appropriate.</p> <p>Continue to provide stipends and to support individuals to serve on boards, committees, and workgroups as necessary.</p> <p>Continue to provide mentoring as able.</p>
<p>Goal 7: Each year the Council and its Committees receive staff and administrative support to effectively implement the activities for at least 90% of all identified objectives noted under Goals 1-6, by</p>		

September 30, 2016.		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p>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.</p>	<p>Staff researched and provided input on 100% of all requests related to TCDD Public Policy Priorities.</p> <p>In addition to activities noted previously, TCDD: collaborated with others to provide input Greg Abbott's gubernatorial campaign's Director of Policy and hosted a Disability Issues Forum and survey for candidates for the offices of Governor, Lieutenant Governor, and Attorney General; provided comments on rules that have a high impact on people with developmental disabilities; provided grantees with technical assistance related to public policy implications; set up congressional visits and prepared leave behind folders for the TX delegation at the DD Network Policy Seminar in D.C.; provided conflict resolution training for disability rights advocates; mentored individual advocates (including self-advocates); and provided technical assistance to individuals and organizations as requested.</p>	<p>Continue to implement and track activities.</p>

Goal 7 (Continued)

Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p><u>Objective 2</u> 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 area of Texas and provide updates to the Council on State Plan implementation at least four times yearly.</p>	<p>TCDD submitted an updated State Plan and an Annual Program Performance Report on time, with no corrections or changes required.</p> <p>Four Executive Summaries were prepared, reviewed, and approved. Three RFPs were posted and independent review panels held for each. A special review panel (independent experts, staff, and Council members) was facilitated for two proposals, and in-house review panels were facilitated for four Outreach and Development Proposals.</p> <p>Discussions were initiated regarding the use of info-graphics to make materials more easily understandable.</p>	<p>Continue to implement and track activities.</p>
<p><u>Objective 3</u> 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.</p>	<p>TCDD does not expect to lapse funds equal to or greater than 1.5%. 0.06% of total funds lapsed in FY 12; 0.257% in FY 11.</p> <p>Grants management staff provided support and oversight to approximately 38 different organizations conducting approximately 44 different projects plus 18 stipends grants. Grants staff completed:</p> <ul style="list-style-type: none"> • thirteen grantee independent audit and financial reviews • Negotiations for eight new grant projects • Continuations, extensions, or proposals for additional "Phase 2" funding for at least 32 projects • Wrap-ups for approximately seven projects • Monitoring for three different contracts to provide additional support to grantees • Processing of 18 stipends grants. 	<p>Continue to implement and track activities.</p>

Goal 7 (Continued)		
Objective	Status as of 9/30/2014	Suggested Next Step(s)
<p><u>Objective 4</u> 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.</p>	<p>TCDD held 4 quarterly Council meetings and 15 Committee meetings in FY14.</p> <p>TCDD hired three new staff and used the services of two temporary employees in FY14.</p> <p>TCDD completed a self-review and began undergoing an external review by the Texas Sunset Commission staff.</p>	
<p><u>Objective 5</u> 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.</p>	<p>In FY14, TCDD's Twitter followers grew from 995 to 1165 (a 17% increase). Facebook fans expanded from 1198 to 1558 (30% increase). TCDD's email list expanded from 919 to 863 (6% decrease). Website visits grew from 81,766 to 120,884 (48% increase).</p> <p>TCDD published 27 new web posts, the FY 2013 Annual Report, and the 2013 Higher Education Guide for Students with Disabilities.</p>	<p>Continue to implement and track activities.</p>

**COMMITTEE OF THE WHOLE
DRAFT MINUTES
MAY 7, 2015**

COUNCIL MEMBERS PRESENT

Mary Durham, Council Chair
Hunter Adkins
Kimberly Blackmon
Kristine Clark
Gladys Cortez
Kristen Cox
Andrew Crim
Elaine Eisenbaum, UT CDS

Mary Faithfull, DRT
Stephen Gersuk
Manda Hall, DSHS
Jennifer Kaut, DARS
Penny Larkin, DADS
Ruth Mason
Scott McAvoy
Michael Peace

Brandon Pharris
Amy Sharp, A&M CDD
Cindy Swain, TEA
David Taylor
Lora Taylor
Richard Tisch
Nancy Walker, HHSC

COUNCIL MEMBERS ABSENT

Mateo Delgado
Diana Kern

Dana Perry
John Thomas

STAFF MEMBERS PRESENT

Roger Webb,
Executive Director
Barbara Booker
Martha Cantu
Belinda Carlton

Joanna Cordry
Cynthia Ellison
Ashley Ford
Wendy Jones
Linda Logan

Susan Mihalik
Jessica Ramos
Fernando Rodriguez
Joshua Ryf
Koren Vogel

GUESTS PRESENT

Annalee Chaumont
Susanne Elrod
Ivy Goldstein, DSHS

Shiloh Gonzales, DARS
Jan Newsom
Darryl Powell

Carl Risinger

CALL TO ORDER

The Committee of the Whole of the Texas Council for Developmental Disabilities convened on Thursday, May 7, 2015, in the Salon C/D Room of the Marriott Austin South, 441 South IH 35, Austin, TX 78745. Council Chair Mary Durham called the meeting to order at 9:35 AM.

1. INTRODUCTIONS

Council members, staff and guests introduced themselves.

2. PUBLIC COMMENTS

No public comments were offered.

3. CHAIR AND EXECUTIVE DIRECTOR REMARKS

Council members provided information about advocacy activities as well as personal updates of their family members.

TCDD Communications Coordinator Joshua Ryf introduced new Public Policy Assistant Ashley Ford who started in that position May 1, 2015. Ford has a Bachelor's Degree in Public Administration and did a year-long internship with State Representative Zerwas during the 83rd Texas Legislature.

Chair Durham discussed Committee assignments for members and noted that Lora Taylor has agreed to Chair the Public Policy Committee. She replaces Kristen Cox who was elected as Council Vice-Chair. Taylor has asked Kristine Clark to serve as Vice-Chair of that Committee. Other Committee assignments include Andy Crim to the Project Development Committee noting that he was not assigned to a Committee in his previous terms as Council Vice-Chair. New members Ruth Mason, Michael Peace and Brandon Pharris have requested assignment to the Public Policy Committee and John Thomas has requested assignment to the Project Development Committee. To maintain a balance of members on each Committee, Mateo Delgado and DARS representative Jennifer Kaut have agreed to move to the Project Development Committee. Council Vice-Chair Cox becomes Chair of the Audit Committee and past Committee Chair Crim remains on that Committee along with Scott McAvoy and John Thomas. Taylor rotates off the Audit Committee to serve as Chair of the Public Policy Committee.

MOTION: To approve Lora Taylor as Chair of the Public Policy Committee and to approve assignments to TCDD Committees as presented.

MADE BY: Mary Durham

SECOND: Brandon Pharris

The motion **passed** unanimously.

Chair Durham reported on the search for a new TCDD Executive Director. She noted that 123 applications were received of which 35 were found to meet the minimum qualifications in education and experience. The selection team scored those 35 on the documented knowledge, skills and abilities and then selected 7 for interviews. Those interviews are scheduled to take place May 27-29, 2015. The selection team expects to select 2-3 finalists for a second round of interviews to take place in early June. Durham noted that there is expected to be a gap in time between current Executive Director Roger Webb's retirement on June 12, 2015, and the date a new Executive Director will begin. The Executive Committee approved TCDD Operations Director Marta Cantu to serve as Acting Executive Director during this time period to ensure the organization continues to operate without disruption. Cantu will have signature authority for various business items and will be the point of contact to coordinate efforts of the TCDD management team.

Executive Director Webb reported on Sunset legislation for TCDD. HB 1679 to continue TCDD as an agency until 2027 was previously passed unanimously in the House and then heard in the Senate Health and Human Services Committee on Wednesday, May 6, 2015. HB 1679 was recommended by the Sunset Commission with unanimous support and passed in the House without opposition. It was also passed unanimously by the Senate Committee and is expected to be placed on the intent calendar for passage then will go to the Governor's office. There is no need for a conference committee between the House and Senate providing that the Senate approves the House version of the bill.

4. 84th TEXAS LEGISLATURE UPDATE

Public Policy Director Jessica Ramos provided an overview of key efforts of the 84th Texas Legislature. Ramos noted that with 25 days left in the session only 31 bills have been sent to the Governor. She provided key dates left in the session including the final days for the House and Senate to consider all bills. June 1, 2015 is the last day of the session and June 21, 2015 is the last day that the Governor can sign or veto any bill.

TCDD Public Policy Specialist Linda Logan reviewed legislation that would impact people with disabilities in the areas of mental health and employment. She discussed SB 1854 related to positive behavior supports and noted that it limits criteria regarding the use of restraints on students. Logan also discussed HB 2789 on Trauma Informed Care Training in state supported living centers and intermediate care facilities with the goal of reducing restraints on residents, and SB 188 which would remove parents' names from the child abuse and neglect registry for relinquishment of custody of children to state care in order to obtain mental health services. She also discussed employment bills on historically underutilized businesses and state implementation of the Workforce Innovation and Opportunity Act.

Ramos discussed budget items of interest including reductions to the interest lists for programs administered by the Department of Aging and Disability Services (DADS), Promoting Independence initiatives, attendant care wages, autism services and state supported living centers (SSLCs). She noted that a restructuring commission has been recommended to review the SSLC system and that Austin SSLC is recommended for closure by August 31, 2017. Ramos also reviewed the Sunset Commission recommendations and the Strike Force report on the restructure of Health and Human Services agencies. She noted that recommendations are constantly changing and staff would provide the latest information through the TCDD website with a final report at the end of the session.

TCDD Public Policy Specialist Belinda Carlton provided information on activities related to Guardianship Reform and Supported Decision Making. She reviewed the seven recommendations of the Guardianship Reform and Supported Decision Making (GRSDM) workgroup including that courts determine if guardianship alternatives work, courts determine if supports are available for the person, persons under guardianship should be allowed to determine where they live, a Bill of Rights for individuals under guardianship be established, agreements on Supported Decision making be developed, guardians visit individuals in institutions on a monthly basis, and language be changed from "ward" to "person under guardianship". Carlton reviewed legislation regarding these recommendations noting that HB 39, which unanimously passed the House, includes the provisions on requiring courts to determine if guardianship alternatives work and if supports are available as well as allowing individuals to make decisions on living arrangements. HB 3 also incorporated provisions establishing supported decision-making as a new alternative to guardianship. Carlton noted that this legislation provides a good chance that the first four recommendations from the GRSDM workgroup will become law. It is possible that a Bill of Rights could be established but she expects the last two recommendations will still need to be addressed in future legislative sessions. Carlton also noted that self-advocates provided testimony on these bills and played a video of one advocate's testimony.

5. COUNCIL MEMBER TRAINING: THE HISTORY OF TCDD AND THE DD ACT

Executive Director Webb provided an overview of the key changes to the DD Act and TCDD since 1971. He discussed how TCDD evolved from the Texas Governor’s Planning and Advisory Council on Developmental Disabilities with the Texas Department of Mental Health and Mental Retardation administering the state plan to Texas Rehabilitation Commission providing administrative support and finally to the establishment of Texas Education Agency as the designated state agency to provide administrative services. Through changes to the DD Act and state law, TCDD has become a stronger, more independent agency carrying out the state plan developed by the Council through grant projects and public policy activities. Webb reviewed the change in focus of TCDD activities from planning and construction activities to focus on community services. He discussed the importance of listening to constituents as well as including people with developmental disabilities in the decision making process. Webb reviewed the accomplishments of TCDD grant projects and noted how many organizations that are currently in existence and provide services to people with disabilities began as TCDD projects. These include Any Baby Can, EveryChild, Inc., Texas Council on Offenders with Mental Impairments, the state’s 211 Information and Referral Network, and personal assistance services and respite services programs. Webb noted challenges for TCDD on the issues of guardianship reform, employment, self-advocacy and cultural understanding. He also provided guidance for the future from his personal reflections.

Council members and staff recognized Webb for his 31 years of service to TCDD and people with disabilities. Members spoke about his impact in their lives. Council Chair Mary Durham and former Council Chair Jan Newsom discussed their admiration of his work and their appreciation for his dedication to the Council.

6. GRANT PROJECT HIGHLIGHTS

TCDD Grants Management Specialist Wendy Jones reviewed highlights of the leadership development and advocacy skills training grant projects. Five projects with the intent of creating programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families and allies are in the final year of a 3-year project. Project MOVE from the Arc of Texas partnered with local chapters and others to provide training for 234 individuals in eight communities during the first two years of the project. Project SAVE from Texas Advocates trained and supported SSLC residents and community organizations to create change for themselves and their communities. The Texas Statewide Independent Living Council developed the Independent Living Conference as a 2-day event targeting consumers, family members, service providers, rehabilitation counselors and other stakeholders. Grassroots Advocacy Information Network (GAIN) from the Arc of Dallas developed two 12-week sessions entitled iLead that has trained over 338 individuals in school districts as well as through provider agencies. Project LEAD from Texas A&M University has provided self-determination training for over 300 students in the Bryan/College Station area as well as parent seminars on issues such as higher education, health care and employment.

7. PUBLIC INFORMATION REPORT

TCDD Communications Coordinator Joshua Ryf reviewed public information activities during the previous quarter. Ryf discussed the Council’s social media efforts and updated members on the number of Facebook fans and Twitter followers who receive TCDD posts. He discussed the “Side-by-Side” campaign which was a national effort celebrating Developmental Disabilities Awareness month and showcased Council members and their families and friends as they engaged in activities that included individuals with disabilities. Ryf reviewed TCDD’s 2014 Annual Report which was

formatted with infographics to highlight Council activities. He also noted that over 5000 copies of the Higher Education Resource Guide were distributed in March.

8. TCDD STATE PLAN

TCDD Planning Coordinator Joanna Cordry discussed the TCDD State Plan and the process to develop goals and objectives for the next State Plan for F 201 – F 2021. The State Plan will take one year to develop with preliminary discussion taking place during the August 2015 meetings, goals will be selected during the November 2015 meetings and objectives will be developed during the February 2016 meetings. During the May 2016 meetings, the Council will review the draft goals and objectives and prepare to solicit public comment. The state plan will be posted for public comment between May and August 2016 with final approval at the August 2016 meetings allowing for the state plan to be submitted by the deadline in August. Cordry discussed the requirements of the plan and the need to include measurable outcomes noting that a current focus of the federal governing agency is on measurement in addition to self-advocacy and cultural responsiveness.

Cordry then discussed possible revisions to the F 201 – F 201 State Plan Goals and Objectives. She noted that recommended changes to the state plan reflect current work of the Council and are not “amendments” that would require public comment. She reviewed progress in the areas of education, employment, educational campaigns, transportation, community supports, leadership and advocacy, and staff support. Cordry recommended revisions to include:

- Goal 1, Objective 3 o Education by adding an activity of continuing to promote widespread use of positive behavior interventions and supports in schools and communities
- Goal 2, Objective 5 on Employment to initiate one activity on persons with developmental disabilities and their families understanding employment while maintaining benefits
- Goal 3 o Educational Campaigns to reduce the number of campaigns to one but to provide technical assistance to community members and organizations as needed.

Members briefly discussed the proposed revisions.

MOTION: To recommend Council approval of revisions to the F 201 – F 201 State Plan as presented.

MADE BY: Andy Crim

SECOND: Lora Taylor

It was suggested that this could be further discussed in the Public Policy Committee and Project Development Committee meetings but the majority of members did not feel this was necessary. The motion **passed** without opposition. Kristen Cox abstained from voting.

ADJOURN

Council Chair Durham adjourned the Committee of the Whole adjourned at 2:37 PM.

Roger A. Webb
Secretary to the Council

Date