

Background:

Minutes of the May 5, 2016, 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 5, 2016
FINAL DRAFT MINUTES**

COMMITTEE MEMBERS PRESENT

Gladys Cortez, Chair	Barbara Kaatz	David Taylor
Mateo Delgado	Scott McAvoy	Rick Tisch
Ivy Goldstein	Meghan Regis	

COMMITTEE MEMBERS ABSENT

Kimberly Blackmon	Jennifer Kaut	John Thomas
Manda Hall	Dana Perry	

STAFF PRESENT

Martha Cantu	Danny Fikac	Josh Ryf
Joanna Cordry	Wendy Jones	Beth Stalvey
Cynthia Ellison	Fernando Rodriguez	

CALL TO ORDER

The Project Development Committee met on Thursday May 5, 2016, at the Doubletree Austin Northwest – Arboretum 8901 Business Park Drive, Austin, Texas 78759. Chair Gladys Cortez called the meeting to order at 1:37 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 4, 2016, Project Development Committee meeting.

MOTION: To approve the minutes of the February 4, 2016, Project Development Committee.

MADE BY: Rick Tisch

SECOND: Scott McAvoy

The motion **passed** unanimously.

4. CHAIR'S REMARKS

Chair Cortez updated the committee on the status of absent members and notified the

committee that John Thomas has agreed to become the Vice-Chair to the Project Development Committee.

5. MEMBER UPDATES

Scott McAvoy recently attended a public policy seminar at which he obtained very useful information.

Rick Tisch attended the Disability Policy Seminar in Washington, D.C. with Beth Stalvey and Ashley Ford (TCDD Staff). They made contacts with Texas Representatives in Congress. Mr. Tisch announced he resigned from the Center governing board but continues to help with their bike ride fundraiser from Oregon to D.C. He has been in contact with other DD Councils and agencies about the fundraiser.

In April, Ivy Goldstein attended the Association of Maternal & Child Health Programs (AMCHIP) national conference in Washington, D.C. She informed the committee that AMCHIP awarded the Dr. Laura McPherson Leadership Award to Laura Warren, Executive Director from Texas Parent to Parent and one of TCDD's grantees.

Chair Cortez participated on the focus group for the City of Mission Parks and Recreation for their 10-year Master Plan. Cortez continues to advocate for accessible inclusive parks and recreation areas.

6. STAFF REPORTS

A. Status of New/Approved Projects

Cynthia Ellison, Grants Management Director, reported that no new projects have started and June 1, 2016 is the scheduled begin date for the National Disability Institute employment project.

B. Projected Available Funds

Martha Cantu, Operations Director, reported that the Project Development Committee is on track to assign and spend the FY 2016 funds in the sum of 1.6 million dollars according to our federal timelines. The executive summaries approved during this meeting will use FY 2016 funds. Cantu entertained questions about the process for assigning funds to grants.

C. Other Updates

Josh Ryf, Communications Director, reported on TCDD marketing and outreach activities, including posting of RFPs and TCDD employment opportunities for the vacant Grant Specialist and Public Policy Specialist. These activities also included email blasts, social media and use of job boards. Ryf discussed the Side-By-Side Campaign in March during Developmental Disability Awareness Month. TCDD provided multiple pictures during the campaign, created content and branding, and

worked with DD Network Partners. Ryf is working on next year's campaign and strategies to get an earlier start on the outreach activities.

7. FUTURE ACTIVITIES FOR STATE PLAN IMPLEMENTATION

A. State Plan Projects List

Joanna Cordry, Planning Coordinator, updated the committee on the State Plan implementation and objectives. Several of the objectives are currently being addressed by Executive Summaries. The Committee reviewed the list and Cordry addressed their questions. Cordry provided an update on the status of the partnership with the DD network agencies that include Disability Rights Texas, University of Texas Center for Disability Studies, and Texas A&M University Center on Disability and Development. Cordry agreed to provide additional information on siblings support networks for a potential Executive Summary at future Project Development Committee meetings.

B. Executive Summaries

1. Youth Leadership Development

The committee discussed this project which funds up to three organizations that would each reach at least 150 people with developmental disabilities between the ages of 14 and 21 years old. The committee discussed the age of participants and whether to include participant's ages 21-30 years old. The committee agreed to increase the age to 22 to correspond to TEA guidelines. The goal of the project is to help the participants gain and share information, develop skills, and establish personal plans using an experiential based program. The committee noted that it would be difficult for rural areas to achieve 150 youth per organization. There were concerns that age 14 may be too young to begin and it may be difficult to sustain their involvement.

MOTION: To recommend approval of Youth Leadership Development projects for a maximum funding amount of up to \$125,000 per year, per project for up to three projects, for up to five years.

MADE BY: Scott McAvoy

SECOND: Rick Tisch

The motion **passed** unanimously.

2. Outreach and Development

The committee reviewed and discussed this project that would fund at least five groups per year to improve access to culturally competent supports and services. The purpose of this grant is to:

- 1) Increase organizational capacity and build sustainability.

- 2) Support people to participate in TCDD Leadership and advocacy initiatives.
- 3) Promote practices that reduce cultural barriers.

The grantees who are awarded \$10,000 for the first year and who are successful would be able to apply for additional funding for year two in the sum of \$20,000. This funding will allow the grantees to continue working to build organizational capacity and support individuals participating in leadership and advocacy initiatives. Due the amount of time required by staff to monitor these grants, TCDD staff noted a concern that only five projects could be funded at one time. The maximum funding for all projects would not exceed \$70,000 per year. There was no further discussion.

MOTION: To recommend approval of the Grants for Outreach and Development projects as described in the Executive Summary, for a maximum funding amount of up to \$70,000 per year for maximum of five organizations per year for up to five years.

MADE BY: Scott McAvoy

SECOND: Mateo Delgado

The motion passed unanimously.

3. Peer Support Specialists for Person-Directed Planning

The committee reviewed and discussed this project that would develop and pilot a peer supports training program for individuals who want to live independently with the use of Home and Community Based Services (HCBS). The purpose of this grant is to ensure that people with disabilities understand their options and can lead their own person centered planning process. People with developmental disabilities who serve as peer support specialists will receive training and support from coaches. The committee discussed the need to ensure that TCDD reviews and approves the content the training modules.

MOTION: To recommend approval of one Peer Support Specialists for Person-Directed Planning Project for up to four years and funding up to \$100,000 for year one, and up to \$125,000 each year for years two through four.

MADE BY: Rick Tisch

SECOND: Scott McAvoy

The motion passed unanimously.

4. Translation Services

The committee reviewed and discussed this project to provide funding for translation services to non-for-profit community organizations or agencies, to help them serve

and support people with developmental disabilities and their families in the language they speak. This project is focused on increasing the number of individuals with disabilities and families who have access to appropriately translated materials.

MOTION: To recommend approval of funding not to exceed \$25,000 per year for up to three years for translation services as described in the Executive Summary.

MADE BY: Scott McAvoy

SECOND: Mateo Delgado

The motion passed unanimously.

C. Stipends Increase

The committee reviewed their recommendations from the February 2016 Project Development Committee meeting to increase the Event Stipends and Disability-Related Supports Stipends to \$7,500 per stipend for a total of \$100,000 for all stipends. This would increase the total number of stipends awarded to approximately 13 awards per year.

MOTION: To approve an increase in funding for Event Stipends and Disability-Related Support Stipends for up to \$7,500 per stipend, up to a total of \$100,000 per year for all stipends.

MADE BY: Rick Tisch

SECOND: David Taylor

The motion **passed** unanimously.

8. FUTURE PROJECT FUNDING PRIORITIES

The committee reviewed and discussed the current list of projects. The following priorities were added to the end of the current list of priorities:

- a) Youth Leadership
- b) Outreach Development
- c) Peer Support Specialists for Person Directed Planning
- d) Translation Services

Staff noted that funding for the Support for Full Participation of Self-Advocates on Workgroups is no longer needed and recommended that the Committee revoke the approval of this project. This would result in the project being removed from the Future Funding Activities Priority List.

Motion: To recommend that approval for funding for Support for Full Participation of Self-Advocates on Workgroups be withdrawn.

Made by: Rick Tisch

Second: Scott McAvoy

The motion passed unanimously.

Motion: To approve the future project funding priorities list with the addition of the projects listed as Youth Leadership (#6), Outreach Development (#7), Peer Support Specialists for Person Directed Planning (#8), Translation Services (#9).

Made by: Scott McAvoy

Second: David Taylor

The motion **passed** unanimously.

9. OTHER DISCUSSION ITEMS

The committee discussed the use of the set of questions in the new Idea Discussion Guide developed by TCDD Staff when addressing consideration of a new project idea. It was proposed that the form become a standard document in the Council Binder for everyone's use. The committee and TCDD staff intends to use the guide to discuss future projects and provide feedback/information to staff for the creation of Executive Summaries to meet the Council Five Year State Plan goals and objectives.

There was additional discussion on issues related to Colonias along the Texas border.

ADJOURN

There being no further business, Chair Gladys Cortez, adjourned the meeting at 04:03 p.m.

Beth Stalvey, Secretary to the Council

Date