

Background:

- **TCDD Planning Calendar** - An updated planning calendar is again enclosed that includes various key items that will be discussed in Council or Committee meetings during the next year. A few staff activities completed are also included.
- **Grants Monitoring Reports** – Two reports are enclosed that will be reviewed with members by Grants Management Director Patrice LeBlanc:
 - ✓ Independent Audit Status Report
 - ✓ Grants Monitoring Exceptions Report
- **Stipends Grants Applications Approved** - TCDD Policies provide for the Executive Director to make final decisions about applications for Stipend Grants. Stipend applications were approved during this quarter from the following three organizations:
 1. Texas Parent to Parent for \$6,000 for the 6th Annual Parent to Parent Conference that will occur June 25-26, 2010 in San Marcos.
 2. Autism Society of Greater Austin for \$5,168 for the 41st National Autism Conference that will occur July 7-10, 2010 in Dallas.
 3. American Association on Intellectual and Developmental Disabilities – Texas Chapter (AAIDD-TX) for \$6,000 for the 2010 AAIDD Convention that will occur July 7-9, 2010 in Houston.
- **Attendance Report** – A quarterly summary of attendance of Council members at meetings is also enclosed.

Important Terms:

Stipends Grants: Organizations may apply for up to \$6000 to pay for conference registration, hotel rooms, attendants, respite, etc. for self-advocates and their family members to attend conferences and other events.

Executive Committee**Agenda Item 5.****Expected Action:**

The Executive Committee review the information provided and may provide guidance to staff.

TCDD Planning Calendar

May 2010

May 2010

- **Quarterly Meetings**
 - **Council**
 - ✓ **Approve Draft State Plan / Amendments for Public Comments** – Proj Dev. Committee
 - ✓ **2010: Review Position Statements** – Public Policy Committee
 - ✓ 2011 Only: Review of TCDD Sunset Review Process; Timeline for Self-Evaluation
 - ✓ 2012: TCDD Sunset Review Update
 - **Executive Committee**
 - ✓ **Consideration of Continuation Grant Awards**
 - **Public Policy Committee**
 - ✓ Initial Consideration of Biennial Report Special Focus, if any (odd-numbered years)

June 2010

- **Beginning of Grant Projects Annual Budget Cycle (most projects)**
- Texas Legislature Adjourns Sine Die after 160 days in session (odd-number years)

August 2010

- **Quarterly Meetings**
 - **Council**
 - ✓ **Approve Operating Expense Budget for Following Year** – Executive Committee
 - ✓ **Preliminary Review of Biennial Disability Report Recommendations** (even-numbered years) – Committee of the Whole
 - ✓ **Approve State Plan / Amendments** – Project Development Committee
 - ✓ **Approve extension and/or revisions to Memorandum of Understanding with TEA** – Executive Committee
 - ✓ 2011: Review of TCDD Position Statements (Public Policy Committee)
 - ✓ Approve Biennial Disability Report Special Focus, if any, (odd-numbered years) – Public Policy Committee
 - ✓ **Consideration of Possible TCDD Projects or Activities (every year);** Summary of Texas Legislative Session (odd-number years)– Public Policy Committee
 - **Executive Committee**
 - ✓ **Review/Approve & Continuation Grant Awards**
 - ✓ 2012: Initial Review of TCDD Rules for Re-adoption
 - **Audit Committee**
 - ✓ **Review Status of Internal Auditing Activities for Current Year**
 - **Project Development Committee**
 - ✓ **Consideration of Unsolicited Ideas**
- **State Plan / Amendments** – submitted electronically to ADD by August 15th
- 2011: TCDD Sunset Self-Evaluation Submitted (est.)

September 2010

- **State Fiscal Year begins**

October 2010

- **Council and Federal Fiscal Year begins October 1**
- **Audit Committee Reviews and Approves Annual Internal Audit Report & Internal Audit Plan**

November 2010

- **Annual Internal Audit Report and Audit Plan submitted to SAO & others by November 1st**
- **Quarterly Meetings**
 - **Council**
 - ✓ **Nominating Committee established**
 - ✓ **Approval of prior year Internal Audit Report and current year Internal Audit Plan**
 - ✓ **Biennial Report Recommendations Finalized** (even-numbered years) – C.O.W.
 - ✓ **Approval of TCDD Public Policy Priorities** (even-numbered years) – Public Policy Committee
- **Executive Committee – Approve Pool of Review Panel Members** (even-numbered years)
- 2011: Review TCDD Sunset Review Staff Report; public hearing schedule, etc.
- 2012: Approval to Publish TCDD Rules for Re-adoption

December 2010

- **Biennial Report submitted to Governor, Lt. Governor, Speaker, and HHSC Executive Commissioner** – December 1st of even numbered years

January 2011

- **Annual Report (PPR) submitted electronically submitted to ADD by January 1st**
- Texas Legislature convenes on 2nd Tuesday of odd-numbered years
- 2013 Only: Monitor Sunset Legislation to Reauthorize TCDD during 82nd Legislature

February 2011

- **Quarterly Meetings**
 - **Council**
 - ✓ **Vice-Chair elected**
 - ✓ **Consumer Member-at-large to Executive Committee elected**
 - ✓ Feb 2012: TCDD Sunset Review Update
 - **Project Development Committee**
 - ✓ **Consideration of Unsolicited Ideas**
 - **Executive Committee**
 - ✓ **Executive Session re: Personnel Matters**
 - **Public Policy Committee: Review of TCDD Position Statements**
 - Time allowed for Members to visit Senator and/or Representative (odd years)
- Terms of 1/3 of public members expire February 1 of odd years
- 2012: TCDD Sunset Report submitted to 82nd Texas Legislature
- 2012: Final approval of TCDD Rules for Re-adoption

March 2011

- **Audit Committee Meeting**

April 2010

- **Executive Committee**
 - **Consideration of Continuation Grant Awards**

TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES

INDEPENDENT AUDIT STATUS REPORT

GRANTEE	FYE	AUDIT FIRM	EXCEPTIONS NOTED	RECOMMENDATIONS/RESOLUTIONS
NAMI Texas	8/31/2009	Allman & Associates	None.	Forwarded for Desk Review.
Texas Advocates	12/31/2008	Dunagan Jack LLP	None.	Forwarded for Desk Review.
Texas Advocates	12/31/2009	Dunagan Jack LLP	None.	Forwarded for Desk Review.

Key: Audits were submitted to TCDD during the fiscal year (Oct. 1, 2009 – Sept. 30, 2010). Independent Audit Reports are due not later than nine months after the end of the grantee's fiscal year(s) for which an audit is performed. This document includes audits that were received after the due date, but during the fiscal year.

GRANTS MONITORING EXCEPTIONS REPORT

GRANTEE <i>PROJECT TITLE</i>	TYPE OF ONSITE	DATE OF ONSITE	CONCERNS NOTED	CORRECTIVE ACTIONS	STATUS
Imagine Enterprise <i>Youth Leadership & Advocacy Project</i>	Follow-up	10/29/09	Need clarification for Grant Related Income, Personnel Activity Report and Project Advisory Committee. Need evidence of fiscal control procedures, accrual reporting, match cost and service agreements. The Independent Audit report is due at completion.	Documents requested: 11/09/09 Documents received: 12/28/09 Additional information requested: 1/07/09 Documents received: 2/24/10	Complete
United Cerebral Palsy Association of Texas <i>Disability Policy Consortium</i>	Follow-up	11/05/09	Need clarification for the Management Team Committee, Equipment Inventory List, and match reported.	Documents requested: 11/20/09 Documents received: 12/03/09 Additional clarification for match requested: 12/03/09 Documents received: 2/5/10	Complete
Family to Family Network, Inc. <i>Leadership and Advocacy Training</i>	Initial	12/09/09	Need to submit Photocopy log and revised Organizational chart.	Documents requested: 12/23/09 Documents due by 1/23/10 Documents received: 1/23/10	Complete
Imagine Enterprise <i>Self-Determination</i>	Final	03/11/10	Need evidence for match reported e.g., invoices, donation time sheets, receipts, specific match detail report and other financial reports.	Documents requested: 3/11/10 Documents received: 3/17/10	Complete

CONSUMER STIPENDS PROPOSALS

Date: 2/10/10

Executive Director Review

ITEM: 1

Organization: Texas Parent to Parent
City, State: Austin, TX

Federal: \$ 6,000
Match: \$

9,748

Event: Conference: 6th Annual Texas Parent to Parent Conference
Date: June 25-26, 2010
Location: Embassy Suites
City, State: San Marcos, Texas

Previously Funded: Yes: 2005, 2006, 2007, 2008, 2009
Comments: We will provide information to parents, siblings, and youth/young adults with disabilities on advocacy, special education law, Medicaid Waiver Programs, transition to adulthood, self-determination, resources, and health care issues.

Considerations: The conference sponsors propose to provide stipends to cover:

Lodging – 36 individuals	
(36 @ \$83.33/individual for 2 nights)	= \$ 6000.00
Total lodging fee per person is \$85	
Total cost (federal):	= \$ 6000.00

Applicant match registration difference, child care & meals:	
Lodging – 36 individuals	
(36 @ \$1.67/individual for 2 nights)	= \$ 120.00
Child Care – 80 individuals	
(25 providers @ \$120/day for 2 days + \$100 Supplies)	= \$ 6100.00
Meals –	
(36 @ \$9.00/breakfast for 2 days)	= \$ 648.00
(36 @ \$18/lunch for 2 days)	= \$ 1296.00
(36 @ \$44/dinner)	= \$ 1584.00
Total cost (match):	= \$ 9748.00

Recommendation: Staff recommends funding with the understanding that TCDD staff will coordinate with the Texas Parent to Parent staff to ensure that participants receiving assistance have disabilities that also meet the definition of a developmental disability and that a priority is given to individuals who have not previously received stipend support from the Council. Proposal received 90 days prior to event.

Approved: **yes** **no** _____ **Date:** _____

Comments: _____

CONSUMER STIPENDS PROPOSALS

Date: 3/31/10

Executive Director Review

ITEM: 2

Organization: Autism Society of Greater Austin
City, State: Austin, TX

Federal: \$ 5,168
Match: \$ 646

Event: Conference: 4 1st National Autism Conference
Date: July 7-10, 2010
Hotel: Hyatt Regency Hotel
City, State: Dallas, Texas

Previously Funded: No

Comments: The National Conference of the Autism Society addresses a range of issues, including early intervention, education, employment, behavior, communication, social skills, biomedical interventions and others.

Considerations: The conference sponsors propose to provide stipends to cover:

Registration - 8 individuals (8 @ \$295.00/individual)	= \$ 2360.00
Lodging - 8 individuals (8 @ \$117.00/individual for 3 nights)	= \$ 2808.00
Total lodging fee per person for Dallas area \$117, balance to be paid by attendees	
Total cost (federal):	= \$ 5168.00
Applicant match covers registration, lodging expenses:	
Registration - 1 individuals (1 @ \$295.00/individual)	= \$ 295.00
Lodging - 1 individuals (1 @ \$117.00/individual for 3 nights)	= \$ 351.00
Total cost (match):	= \$ 646.00

Recommendation: Staff recommends funding with the understanding that TCDD staff will coordinate with Autism Society of Greater Austin staff to ensure that participants receiving assistance have disabilities that also meet the definition of a developmental disability and that a priority is given to individuals who have not previously received stipend support from the Council. Proposal received 90 days prior to event.

Approved: yes no _____ Date: _____

Comments: _____

CONSUMER STIPENDS PROPOSALS

Date: 4/12/10

Executive Director Review

ITEM: 3

Organization: American Association on Intellectual & Developmental Disabilities-Texas Chapter (AAIDD-TX)
City, State: Austin, TX

Federal: \$ 6,000
Match: \$ 4,350

Event: Conference: 2010 AAIDD-TX Convention
Date: July 7-9, 2010
Location: The Westin Galleria
City, State: Houston, Texas

Previously Funded: Yes: 2000, 2001, 2002, 2003, 2005, 2008, 2009
Comments: The convention's purpose is to provide attendees with information regarding best practices, technology, leadership, civil rights, and self-determination so that people with developmental disabilities can be better supported and empowered.

Considerations: The conference sponsors propose to provide stipends to cover:
Lodging – 18 individuals
 (18 @ \$115/night for 3 nights) = \$ 6,000
Total lodging cost = \$115/individual for a total of \$6,210 (the remainder will be met by matching funds)
Total cost (federal): = \$ 6,000

Applicant match registration difference:
Registration – 18 individuals
 (18 @ \$230/individual) = \$ 4,140
Lodging – 18 individuals
 (\$6,210 - \$6,000 = \$210) = \$ 210
Total cost (match): = \$ 4,350

Recommendation: Staff recommends funding. Proposal received 90 days prior to event.

Approved: **yes** **no** _____ Date: _____

Comments: _____

**TCDD QUARTERLY COUNCIL MEETINGS
ATTENDANCE REPORT
May 2008 – February 2010**

Council Member	2/10	11/09	08/09	05/09	02/09	11/08	08/08	05/08
B. Coleman-Beattie	EA-Th P-FR	P	P	P	P	EA	P	P
H. Adkins	P	P	P	P	NA	NA	NA	NA
K. Bissmeyer	P	P	P	EA	P	P	A	P
K. Blackmon	P	EA- Th P-Fr	P	P	NA	NA	NA	NA
K. Cox	P	P	P	P	NA	NA	NA	NA
A. Crim	P	EA	P	P	P	NA	NA	NA
M. Delgado	P	P	P	P	NA	NA	NA	NA
M. Durham	P	P	P	P	P	P	P	P
M. Dwyer	EA	P	P	P	P	EA	P	P
C. Johnston	P	P	P-Th EA-Fr	EA	P	P	P	P
D. Kern	P	P	P-TH EA-Fr	P	P	EA	P	EA
J. Morris	P	EA	P	P	EA	P	P	P
D. Perry	P	EA	P	P	EA	P	EA	P
D. Rasmussen	EA	P	P	P	NA	NA	NA	NA
J. Rivas	P	P	P	P	P	EA	EA	EA
L. Taylor	P	P	P	P	P	NA	NA	NA
R. Tisch	P	P	EA	P	P	P	P	P
S. Vardell	P	P	P	P	P	P	EA	P
M. Faithfull / P. Anderson, AI	EA-Th P-Fr	P	P	P	P	P	P	P
P. Seay, UT CDS	EA	P	P	EA	P	EA	P	EA
A. Sharp/M. Benz, A&M	P	P	P	P	P	P	P	P
DADS	P	P	P	P	A	P	P	P
DARS	P	P	P	EA	P	A	P	P
DSHS	P-Th EA-Fr	P	P	P	A	P	P	P
HHSC	P	P	P	P	P	P	P	P
TEA	P	P	P	P	EA	EA	P	P

Key: P = Present
A = Absent
EA = Excused Absence
NA= Not Applicable; prior to appointment.