

Background:

Minutes of the February 9, 2012, 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 9, 2012

DRAFT MINUTES

COMMITTEE MEMBERS PRESENT

Susan Vardell, Chair	Kristine Clark	John C. Morris
Dana Perry, Vice Chair	Andrew Crim	Cindy Swain, TEA
Kimberly Blackmon	Kathy Griffis-Bailey	

COMMITTEE MEMBERS ABSENT

Kristen Cox	Diana Kern
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GUESTS PRESENT

Gina Fuller – Attendant	James Faragoza - Attendant
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STAFF PRESENT

Jeri Barnard	Cynthia Ellison	Wendy Jones
Martha Cantu	Sonya Hosey	Melissa Loe
Joanna Cordry		

CALL TO ORDER

The Project Development Committee met on Thursday, February 9, 2012, in the Bluebonnet Room at the Austin Marriott South at 4415 South IH-35, Austin, Texas 78744. Chair Susan Vardell called the meeting to order at 1:20 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 November 3, 2011, Committee meeting.

MOTION: To approve the minutes of the November 3, 2011, Project Development Committee meeting minutes as presented.

MADE BY: Kathy Griffis-Bailey

SECOND: Dana Perry

The motion **passed** unanimously.

4. CHAIR'S REPORT

Committee Chair Susan Vardell reviewed discussions of the Executive Committee including public comments from Thelma Scott, Rachel Nava, and Craig Spradling. Executive Director Webb briefed the Executive Committee on plans for a regional Self Advocacy Summit hosted by the Administration on Developmental Disabilities in Chicago April 19-20, 2012. TCDD is a member of the Summit Team and is providing financial support for some self advocate team members to attend. The Summit is planned as a way

to assess what is currently happening in the states to support self-advocacy efforts and to develop plans to strengthen efforts at the state level. Acting Council Chair John Morris has approved Webb to represent TCDD, and TCDD will need to help with travel expenses for 2-4 self advocates.

5. GRANTS AND PROJECTS REPORT

A. Staff Activities Report

Planning Coordinator Joanna Cordry briefly reviewed a summary of feedback received by TCDD staff from a peer review of the State Plan. Grants Management Director Sonya Hosey provided information about continuation grant awards approved by the Executive Committee: SafePlace's Meaningful Relationships project and The Arc of San Angelo's Alternatives to Guardianship project. Hosey and Cordry provided information about a Capacity Building contract that was awarded to the Circle of 10. They will work with Leadership & Advocacy training grantees to help them to increase their resources, by providing intensive 3 day trainings, offering individualized assistance in grant writing, and helping grantees network with other organizations. Hosey noted that negotiations have been completed for 14 out of 16 grant projects approved at the November meeting.

B. Projected Available Funds

Operations Director Martha Cantu reviewed the TCDD Quarterly Financial Report including the Summary of Funds for FY 2009-2012; FY 2011 Expense Budgets; Current Grants and Contracts Projections; and Stipends Expenditures.

6. PUBLIC INFORMATION REPORT

Communications Coordinator, Melissa Loe provided updates on materials distributed, social media, and website visits.

7. MEMBER UPDATES

The Committee received reports from Andrew Crim and Vice Chair Dana Perry about advocacy-related activities in which they were involved. Perry successfully advocated for a DADS on-site review of a local residential facility that had an infestation of bedbugs; action was taken to correct the issue.

8. STATE PLAN IMPLEMENTATION AND FUTURE FUNDING ACTIVITIES

The Committee reviewed progress made on State Plan Goals and Objectives and action to be taken in the next 3-6 months.

A. Next Steps – Outreach and Development Activities

Crim summarized discussion of a workgroup established to develop recommendations for "next steps" based on efforts of TCDD outreach and development projects (Attached). The Committee discussed the recommendations and directed staff to explore what would be required to implement them.

MOTION: To endorse the overall recommendations of the workgroup report and ask the workgroup to continue their work and explore implementation strategies with staff, and to include a member of the Public Policy committee in the workgroup.

MADE BY: Kathy Griffis-Bailey

SECOND: Kristine Clark

The motion **passed** unanimously.

B. Health Goal Activities

Cordry reviewed the State Plan Goal 5, which reflects an intention to build the capacity of communities to support individuals with developmental disabilities and prevent unnecessary state supported living center admissions. Staff have already begun to gather data regarding related strengths and needs in different HHSC regions, and TCDD is currently working to strengthen communities through activities such as funding 4 new projects to promote inclusive faith-based communities. Staff intend to gather information on admissions to State Supported Living Centers, including the reasons why people are admitted. Additionally, the Council will hear a presentation from Eric Jacobson, Georgia DD Council Executive Director, in May about actions that the Georgia Council has taken to strengthen communities. Staff recommend that the Committee also request ideas from previous and current grantees who implemented Project DOCC and/or similar programs, the Transition Medicine Clinic, and PBIS projects to get their input and recommendations for future projects related to this Goal. The Committee asked staff to get input from those grantees, and others who worked with them, including recommendations for future projects. The Committee discussed other possible ideas to address the goal and decided to wait until further information was available before taking any further action.

C. Leadership and Advocacy Training Network

The Committee reviewed Goal 6 and discussed activities to promote leadership and advocacy. Staff noted that since these activities were placed on this list, several new related strategies have been implemented, including: TCDD's involvement in the Self-Advocacy Summit in Chicago; staff facilitation of monthly conference calls and sharing of information via a Yahoo group that includes leadership and advocacy training grantees; the initiation of a contract with Circle of 10 to help grantees increase their revenue; and reviewing the lessons learned through the Outreach and Development grants. Other possible activities have been identified in the State Plan or by staff but have not yet been implemented, such as providing support for organizations holding conferences to have speakers who are self-advocates and/or exploring how social media is being used to help people around the state participate in hearings at the Texas Senate. Committee members noted that social media provides avenues for collaboration and information-sharing that did not previously exist. Staff recommended that the Committee consider removing the Statewide Advocacy Training Network and the Regional Network Development activities from the list of Future Funding Activities, make funds that are currently reserved for those activities available for other activities, and revisit the idea at a later date, after TCDD can review the outcomes of current activities.

MOTION: To remove the Statewide Advocacy Training Network and the Regional Advocacy Training Network development activities from the list of future funding activities and in calculations when estimating projected available funds.

MADE BY: John Morris

SECOND: Andrew Crim

The motion **passed** without opposition; Susan Vardell abstained.

The Committee also expressed the intention to revisit the need for advocacy training networks and/or advocacy networks in the future. The Committee also discussed the

need to support younger, “up and coming” self-advocates to be leaders, and directed staff to develop a project idea to ensure that individuals who would make strong leaders in the future are identified and supported to develop their skills.

9. FUTURE PROJECT FUNDING PRIORITIES

The Committee reviewed and agreed by consensus to remove #3: Statewide Advocacy Training Network and #7: Regional Advocacy Training Network development activities from the Future Funding Activities Priorities list. All other items on the list will remain the same.

ADJOURN

There being no further business, Chair Susan Vardell adjourned the meeting at 3:25 PM.

Roger A. Webb, Secretary to the Council

Date

Outreach and Development Workgroup
Recommendations for “Next Steps”
Feb 3, 2012

During the November 3, 2011, Project Development Committee meeting, Committee members established a workgroup (Gladys Cortez; Andy Crim; John Morris; and Cindy Swain) to recommend how the Council might build on the “lessons learned” from Outreach and Development grantees and to suggest related “Next Steps.”

The workgroup reviewed a summary of related activities conducted by Councils in ten other states, as well as TCDD’s past efforts, ideas, and accomplishments. Workgroup members developed the recommendations below for consideration by members on both Committees. The workgroup also recommends that the existing workgroup continue to work together to plan the implementation of activities, monitor progress, and share information with both Committees; and the workgroup requests the Public Policy Committee appoint at least one member of their Committee to participate in the workgroup.

Those activities marked with * are currently happening to some degree.

1. Increase the participation of individuals from diverse backgrounds in Council activities and take steps to get input from diverse groups of people into the Council’s planning processes, grant projects, policy discussions, and other activities.
 - a. Approach past Outreach and Development grantees to see if they would be willing to work as partners with the Council in any of the following activities:
 - i. Serve as part of a focus group or advisory committee to work with the Council. Activities might include:
 1. *Attend Council meetings occasionally and/or meet with Council members about specific issues;
 2. *Provide feedback to staff and/or the Council on planning activities, projects, policy issues, needs, alternate approaches to meeting needs;
 3. *Provide feedback about Council processes/procedures to eliminate any unnecessary barriers to collaboration; and/or
 4. Provide training to grantees to enable them to conduct outreach and project activities in culturally appropriate ways.
 - ii. Assist the Council to meet and/or partner with other groups or individuals representing groups typically underserved or unserved.
 - iii. Suggest ideas for Council activities.
 - b. Request that state agency representatives who are Council members assist by bringing/sending to Council meetings people from their agency who can provide input representative of groups typically considered underserved or unserved.
 - c. Build partnerships with organizations that work with diverse communities.
2. Develop active processes and/or activities that will help TCDD (members and staff) continue to become more knowledgeable about cultural diversity/cultural competence.

- a. Consider asking Council members to provide feedback (through a brief survey or discussion) after meetings about opportunities that arise during Council meetings that they believe were “teachable moments.” The idea of “teachable moments” can be introduced using a story provided by another Council about a person who took his elderly mother to the polling place in her wheelchair and who failed to make the connection that accessibility is a “disability issue.” Increased participation and more creative thinking could be stimulated by drawing attention to an often overlooked type of diversity (like economic circumstances or age). Survey/discussion questions might include:
 - i. What went well and what needs improvement?
 - ii. What were some transformative moments that anyone experienced as an “aha” during the last three days?
 - iii. What were some teachable moments we let go by (because it was too much trouble, we didn’t want to call someone out, etc.) and wish we had taken advantage of?
 - b. As soon as possible after Council members hear a presentation (such as the ones given in November), Council members should take the opportunity to discuss what was learned and what actions might be taken in response to what was learned, and key points should be written down at that time. Workgroup members would then follow up with a teleconference to determine what follow-up should be done, if any.
 - c. Grantees whose grants are ending could participate in an exit interview of some sort or complete a follow-up survey.
3. Provide support to the groups with whom we work to help them to advocate for themselves and their families as effectively as possible.
 - a. *Make funds available for groups made up of, and/or working with, non-English speakers to ensure that they have important information about services, supports, rights, and other disability issues available to them in their native language.