

NC Council on Developmental Disabilities

FINAL

Executive Committee Minutes

Date: September 18, 2023

Time: 10:30AM – 12:30PM

Members Present: Bryan Dooley (Chair), Aldea LaParr, Charlrean Mapson, D. Min., Marjorie Serralles-Russell, Nessie Siler, Donna Spears

Members Absent: Tony Hall, Ryan Rotundo

Staff Present: Pam Dempsey, Chris Hendricks, David Ingram, Irlanda Ruiz, La'Quadia Smith, Melissa Swartz, Talley Wells, Shar'ron Williams, Philip Woodward, Letha Young

Guests/Council members Present: Keith Carney

I. Call to Order

Bryan Dooley called the meeting to order and welcomed the members calling in.

II. Approval of Minutes

MOTION: Marjorie Serralles-Russell made a motion to approve the draft minutes for the August 21, 2023 Executive Committee meeting.

Aldea LaParr seconded the motion. The motion was approved by unanimous vote.

III. HBCU Proposal with NC Black Disabilities Network

MOTION: Charlrean Mapson made a motion for NCCDD to respond to its Historically Black Colleges and Universities (HBCU) Inclusive Postsecondary Education (IPSE) August 2023 Council meeting motion and approve NCCDD's *NCBDN_HBCU IPSE Training Doc* proposal to provide sole-source funding to the North Carolina Black Disabilities Network, with the requirement that they collaborate with one or more leaders in the IPSE communities (e.g., Southeastern Postsecondary Education Alliance and North

Carolina Postsecondary Education Alliance) and engage in the work in an amount totaling up to \$80,000 with 25% in non-federal matching funds to 1) support NCCDD in revising its HBCU IPSE RFA in preparation and intention to re-release it before October 1, 2024 as well as to 2) engage in and implement across North Carolina's 11 HBCUs, IPSE-specific education and awareness on topics including, but not limited to, *What is an IPSE, Starting an IPSE, IPSE Funding, IPSE Collaborations Available*, with the sole-source contract to initiate as close to October 1, 2023 as reasonable and to conclude on or before September 30, 2024.

Nessie Siler seconded the motion. The motion was approved by unanimous vote.

IV. Hispanic Disability Advocate Proposal **(HISPANIC ADVOCATE LEADERSHIP RESOURCES MOTION)**

MOTION: Marjorie Serralles-Russell made a motion to amend the July 2023 Executive Committee Motion amending the May 2022 Council Meeting Motion on Hispanic/Latinx Liaison and Resource Contractor Proposal to allow NCCDD programmatic funds (i.e., up to \$3,000 from Conference Funding and up to \$2,000 from Council Development Funds) to cover up to \$5,000 in reasonable costs for resources related to the work of the Hispanic/Latinx Liaison and Resource Contractor not otherwise covered through the Expanding the Public Health Workforce within the Disability Network for State Councils on Developmental Disabilities Administration for Community Living Funds, through June 30, 2024, with required minimum matching non-federal funds waived due to the in-house nature of this Hispanic Advocate Leadership Resources initiative and work.

Donna Spears seconded the motion. The motion was approved by unanimous vote.

V. NO COST EXTENSIONS

MOTION: Aldea LaParr made a motion to approve the NCCDD to engage in No-Cost Extensions, at a time no sooner than receiving Administration for Community Living (ACL) approval, with the initiatives contained within ACL's No-Cost Extension *potential* approval expected to NCCDD prior to September 30, 2023, with

an end-date not to exceed the date included in ACL's notice and approval.

Nessie Siler seconded the motion. The motion was approved by unanimous vote.

VI. North Carolina Advocacy Leaders Network Response to Contingencies Approval

MOTION: Aldea LaParr made a motion to approve the recommendation of the RFA Review Committee and **NC Council** to award AKALAKA, Inc. the North Carolina Advocacy Leaders Network initiative in the amount of up to \$90,000 in NCCDD Funds, with AKALAKA, Inc. responsible for 25% in non-federal matching funds (e.g., \$30,000) with Year 1 (of 3) intended to begin on October 1, 2023 and end on September 30, 2024, due to AKALAKA meeting the contingencies, as outlined below and required by the **NC Council** during its August 2023 Council meeting, in advance of the September 18, 2023 Executive Committee Meeting:

- On or before September 11, 2023, revise the DD Suite Application, with NCCDD Staff support and guidance available, to include the following:
 - Increased alignment with RFA Deliverables, using plain, clear, and concise language.
 - Marketing Plan
 - Sustainability Plan
- On or before September 11, 2023, attach to the revised DD Suite Application a clear description of the Leadership Empowerment and Advocacy Development-Extension of Community Healthcare Outcomes (LEAD-ECHO) Model and its alignment with implementing the revised DD Suite Application and RFA Deliverables (e.g., advocacy development, advocacy education for systems changes, and policy education related to I/DD).
- Include an updated Budget incorporating the DD Suite Application revisions, using NCCDD's Budget Template, which will be sent with this Notice of Award (with Contingencies).
- The revised DD Suite Application will require Executive Committee review and approval with the review anticipated to occur during its (the Executive Committee's) September 18, 2023 meeting.

Marjorie Serralles-Russell seconded the motion. The motion was approved by unanimous vote.

VII. CONFERENCE ACCOMMODATION FUNDING

MOTION: Marjorie Serralles-Russell made a motion to authorize either the Executive Director or the Director of Operations to approve accommodation-only requests for NCCDD Conference Funds regarding meetings or events to be attended by a Council Member or Staff Member on behalf of the Council for amounts up to but not exceeding \$750 for meetings or conferences without further Executive Committee approval, up to \$3,000 in total through June 30, 2024. Such approvals will be for events and conferences that are not already funded by the Council and for which there is a reasonable basis for the outside organization to seek funding from the Council rather than paying for the accommodation without Council funding. The expectation will be that the organization will arrange for and pay for the accommodation and then seek reimbursement with documentation.

Donna Spears seconded the motion. The motion was approved by unanimous vote.

VIII. Conference Funding Request – None at this time

IX. November Council Meeting

Talley Wells and David Ingram reviewed the agenda for the November Council Meeting with the EC.

X. Adjourn

MOTION: Marjorie Serralles-Russell made a motion to adjourn the Executive Committee meeting. Aldea LaParr seconded the motion. The motion was approved by unanimous vote.

Bryan Dooley adjourned the meeting at 12:19PM.