

NC Council on Developmental Disabilities

FINAL

Executive Committee Minutes

Date: Monday, April 15, 2024

Time: 10:30AM – 12:00PM

Members Present: Jon D'Angelo, Bryan Dooley (Chair), Charlrean Mapson, D. Min., Marjorie Serralles-Russell, Nessie Siler, Bethany Smith, Donna Spears

Member(s) Absent: Tony Hall

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

Guests/Council members Present:

I. CALL TO ORDER

Bryan Dooley (Chair) called the meeting to order and welcome the members.

II. APPROVAL OF MINUTES

MOTION: Marjorie Serralles-Russell made a motion to approve the draft minutes for the March 18, 2024, Executive Committee meeting.

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

III. ED Update

Talley Wells provided updates, discussion, and motions were entertained for the following:

- Change June EC Meeting Date – Executive Committee agreed to move the June Executive Committee Meeting Date from June 17, 2024 to June 24, 2024.
- Supported Living Guidebook Update/Waiver of Match

MOTION: Jon D’Angelo made a motion to update NCCDD’s March 18, 2024 motion authorizing NCCDD to enter into a sole-source contract for up to \$20,000.00 of FFY 2024 funds with FIRSTwnc to update and complete the Supported Living: A How-to Guidebook initiative’s efforts on the Supported Living Guidebook, its companion website, and related videos, to note that the up to \$20,000 sole source contract will waive NCCDD standard requirements for 25% non-federal matching funds.

March 18, 2024 Motion:

Authorize NCCDD to enter into a sole-source contract for up to \$20,000.00 of FFY 2024 funds with FIRSTwnc to update and complete the Supported Living: A How-to Guidebook initiative’s efforts on the Supported Living Guidebook, its companion website, and related videos. NCCDD would like to contract with FIRSTwnc through sole source funding for the following reasons:

NCCDD would like to contract with FIRSTwnc through sole source funding for the following reasons:

- FIRSTwnc is one of the only providers of Supported Living for individuals with I/DD at all three levels (Levels 1, 2, and 3) in western North Carolina. In fact, three of the individuals that appear in videos on the Supported Living Guidebook website are individuals receiving services from FIRSTwnc.
- FIRSTwnc was highly ranked in its initial application to do this work when NCCDD released the Request for Applications (RFA) for this initiative, and, furthermore remained involved and invested in this work throughout the initial contract.
- The Supported Living: A How-to Guidebook initiative involved significant work and efforts across numerous deliverables and this work is more narrow in scope, funding, and effort than would normally be included in an RFA, with immediate action needed to achieve the complete the prior initiative’s desired outcomes in advance of 2025.
- Janet Price-Ferrell, Executive Director of FIRSTwnc, has been participating in the Supported Living Level 2 & 3 Action Team meetings and the quarterly Stakeholders meetings. Janet brings a unique and high level of system knowledge as both a parent of an individual who uses Supported Living and as a provider of Supported Living services.

NCCDD will negotiate the exact amount of funding to complete this initiative with FIRSTwnc. FIRSTwnc will be recommended to utilize the website vendor, Refocus Information Technology, through their quote of approximately \$1,100.00 to complete additional work to the Guidebook that NCCDD staff have identified. FIRSTwnc will also be recommended to collaborate with NCCDD to use the videographer, FIASCO Pictures, to complete one longer how-to video and three short social media clips. The rest of the funds will be used to support FIRSTwnc staff time to update the Guidebook and possibly provide subject matter updates or determine additional website and video needs. FIRSTwnc will have until September 30th 2024 to complete this work.

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

- I/DD Legislative Caucus

MOTION: Jon D’Angelo made a motion to authorize the Executive Director of NCCDD to approve Council Development Fund requests relating to the DD Legislative Caucus, tentatively anticipated on May 14, 2024, provided the requests come in to NCCDD before Friday, April 26, at 5PM EST and that the Executive Director also update the Chair and Vice Chairs of the approvals and totals via e-mail prior to the Legislative Event.

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

IV. Financial Report and Expenses/Match Update

Shar’ron Williams provided the financial update.

V. Conference Funding Requests

A. Insightful Visionaries, Inc.

MOTION: Donna Spears made a motion to approve using In-House Conference Funds to support the Insightful Visionaries, Inc. “Afternoon Tea with the Unstoppable Divas: Diverse Abilities, Inspirational, Victorious, Accomplished” event on May 4, 2024 at BOCC Dream Center on 5616 Fox Rd., Raleigh, NC, for up to \$1,700.00 (\$150 in Speakers Fees, \$900 for Accommodations, \$400 for Audio/Visual, and \$250 for Podium/Rental Space).

Dr. Charlrean Mapson seconded the motion. The motion was approved by unanimous vote.

B. University of North Carolina at Chapel Hill Frank Porter Graham Child Development Institute

MOTION: Jon D’Angelo made a motion to approve using In-House Conference Funds to support the UNC-CH Frank Porter Graham Child Development Institute’s “International Early Childhood Inclusion Institute” event on May 7-9, 2024 at the William and IDA Friday Center for Continuing Education, Chapel Hill, NC for up to \$1,500 (Speaker’s Fees).

Dr. Charlrean Mapson seconded the motion. The motion was approved by unanimous vote.

VI. Council Meeting/Member Survey Review

David Ingram reviewed the draft agenda for the upcoming May Council meeting that is scheduled to be held in Charlotte, NC.

VII. Performance Evaluation for Executive Director

David Ingram reviewed the sample survey. It was decided that more edits were needed (to include NCCDD Staff, etc.).

VIII. Ad Hoc Committees/Updates

David discussed starting a Council Membership Ad Hoc Committee. Bethany Smith and Donna Spears both express interest in serving on this committee.

VI. Adjourn

The meeting adjourned at 11:37AM.