



NCCDD
North Carolina Council on
Developmental Disabilities

Quarterly Council Meeting

*Improving the opportunities and lives
of North Carolinians with I/DD and their families
through advocacy, capacity building
and systems change*



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Hilton Garden Inn
131 Columbus Avenue
Cary, NC 27518

Phone: 919-377-0440

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**NCCDD
STAFF ON CALL**



NCCDD
North Carolina Council on
Developmental Disabilities



2018 COUNCIL COMMITTEE MEMBERSHIP

EXECUTIVE COMMITTEE

Alex McArthur: Chair

Wing Ng, M.D.: Vice-Chair

Cheryl Powell: Vice-Chair

Aldea LaParr: Secretary

Amanda Bergen: Chair, Financial Asset Development

Kerri Eaker: Chair, Community Living

Nessie Siler: Chair, Advocacy Development

Individual with DD

Parent/Guardian

Individual with DD

Parent/Guardian

Parent/Guardian

Parent/Guardian

Individual with DD

Staff: Chris Egan

FINANCIAL ASSET DEVELOPMENT COMMITTEE

Amanda Bergen, Chair

Karen Armstrong

Wayne Black; Alternate: Teresa Strom

Anna Cunningham

Senator Valerie Foushee

Myron Michelle Gavin

William Hussey; Alternate: Dreama McCoy

William Miller

Tara Myers; Alternate: Jim Swain

Wing Ng, M.D.

Dave Richard, Deputy Secretary; Alternate: Vacant

Kelly Woodall

Paula Woodhouse

Parent/Guardian

Public At Large

Agency: Div. of Social Services

Parent/Guardian

Other: Legislative (Senate)

Parent/Guardian

Agency: Dept. Public Instruction

Individual with DD

Agency: Div. of Voc. Rehabilitation

Parent/Guardian

Agency: DHHS

Individual with DD

Parent/Guardian

Staff: Travis Williams

COMMUNITY LIVING COMMITTEE

Kerri Eaker, Chair

Katherine Boeck

Christina Dupuch; Alternate: Andrea Misenheimer

Joshua Gettinger, M.D.

Michael Groves

Brendon Hildreth

Aldea LaParr

Vicki Smith

James Stephenson

Peggy Terhune, Ph.D.

Sandra Terrell; Alternate: Deb Goda

Jason Vogler, Ph.D.; Alternate: Mya Lewis

Vacant

Parent/Guardian

Individual with DD

Non-Profit Agency

Parent/Guardian

Individual with DD

Individual with DD

Individual with DD

Agency: Disability Rights NC

Parent/Guardian

Local Non-Governmental Agency

Agency: Div. Medical Assist.

Agency: Div. of MH/DD/SAS

Parent/Guardian

Staff: Philip Woodward

ADVOCACY DEVELOPMENT COMMITTEE

Nessie Siler, Chair

Eric Chavis
NaKima Clark
Bryan Dooley
Mary Edwards; Alternate: Joseph Breen
Jason Faircloth
Katie Holler
Representative Verla Insko
Gary Junker, Ph.D.
Kelly Kimple, M.D.; Alternate: Danielle Matula
Joe Piven, M.D.; Alternate: Deborah Zuver
Cheryl Powell
Daniel Smith

Individual with DD
Individual with DD
Parent/Guardian
Individual with DD
Agency: Aging & Adult Services
Individual with DD
Parent/Guardian
Legislative Representative
Dept. of Public Safety
Agency: W/C Health
Agency: Carolina Institute on DD
Individual with DD
Parent/Guardian

Staff: Melissa Swartz

STAFF

Chris Egan
Cora Gibson
Melissa Swartz
JoAnn Toomey
Yadira Vasquez
Shar'ron Williams
Travis Williams
Philip Woodward
Letha Young

Executive Director
Administrative Assistant
Systems Change Manager
Director of Operations
Business Officer
Business Services Coordinator
Systems Change Manager
Systems Change Manager
Office Assistant



Meeting: NC Council on Developmental Disabilities
Location: Hilton Garden Inn, Cary, NC

FINAL
AGENDA
THURSDAY, MAY 10, 2018
BRADFORD C & D

- 8:30 – 8:45 AM **WELCOME**Alex McArthur, NCCDD Chair
(Buffet Breakfast Provided)*
- 8:45 – 9:15 AM **ADMINISTRATIVE AND PROGRAM MANAGEMENT BUDGETS**Yadira Vasquez,
NCCDD Business Officer
- 9:15 – 10:30 AM **POLICY UPDATE**Erika Hagensen and Jill Hinton,
NCCDD Policy Coordinators
- 10:30 – 11:00 AM **BREAK**
- 11:00 – 12:00 PM **DIGITAL LOOKBOOK UPDATE**Kay McMillan and Devika Rao,
O’Neill Communications
- 12:00 – 1:00 PM **LUNCH** (Buffet Lunch Provided)*
- 1:00 – 2:30 PM **INITIATIVE UPDATES**
- Cross-System Navigation in a Managed Care Environment RFA
 - Transportation RFA
 - Rethinking Guardianship: Expanding Rights Sole Source**Kerri Eaker,**
Chair of Community Living Committee

 - NC Employment Collaborative RFA**Amanda Bergen,**
Chair of Financial Asset Development Committee

 - NC ADA Network Coordination, Technical Assistance and Fiscal Intermediary RFA
 - Hispanic Language Accessibility and Outreach Update
 - Leadership Development Training RFA
 - NC Empowerment Network Update**Nessie Siler,**
Chair of Advocacy Development Committee
- 2:30 – 3:00 PM **BREAK**
- 3:00 – 5:00 PM **COMMITTEE MEETINGS**
- Advocacy Development**Bradford A**
 - Community Living**Bradford B**
 - Financial Asset Development**Bradford C**
- 5:00 – 5:30 PM **BREAK**
- 5:30 – 8:00 PM **MEMBER RECEPTION** (Buffet Dinner Provided)8
- Financial Asset Development/Education and Member
Development.....**Michael Roush,**
National Disability Institute and Donna Gallagher, The Collaborative

*Council meetings are open to the public. However, we are a federally-funded program and cannot reimburse individuals who are not Council members or invited guests for transportation, meals, lodging, etc. Meals that are included in the agenda are for Council members and invited guests and cannot be provided to members of the public due to budgetary constraints.



Meeting: NC Council on Developmental Disabilities
Location: Hilton Garden Inn, Cary, NC

FINAL
AGENDA
FRIDAY, MAY 11, 2018
BRADFORD CID

8:30 – 9:00 AM	WELCOME, CONFLICT OF INTEREST & SAFETY AND PREPAREDNESS	Alex McArthur
9:00 – 9:10 AM	ROLL CALL	Aldea LaParr
9:10 – 9:15 AM	APPROVAL OF MINUTES	Aldea LaParr
9:15 – 9:30 AM	DIRECTOR’S REPORT	Chris Egan
9:30 – 9:40 AM	FINANCIAL REPORT	Alex McArthur
9:40 – 10:00 AM	LEGISLATIVE UPDATE	Rep. Insko/Senator Foushee
10:00 – 10:15 AM	PUBLIC COMMENT*	
10:15 – 10:45 AM	BREAK	
10:45 – 11:30 AM	COMMITTEE REPORTS	
	• Executive Committee	Alex McArthur
	• Community Living	Kerri Eaker
	• Financial Asset Development	Amanda Bergen
	• Advocacy Development	Nessie Siler
11:30 – 12:25 PM	NEW BUSINESS	
	• Administrative and Program Management Budgets	Chris Egan
	• DD Network Partners Update	
	➤ Disability Rights NC	
	➤ Carolina Institute for Developmental Disabilities	
12:25 – 12:30 PM	OLD BUSINESS	
	• Ad Hoc Committees Update	
	➤ Communications and Membership Development	
	➤ Five-Year Plan Ad Hoc	
12:30 PM	ADJOURN	

*The North Carolina Council on Developmental Disabilities (NCCDD) is committed to offering members of the general public an opportunity to make public comments. NCCDD members who would like to comment during this period of the meeting must be recognized by the Council Chair and are limited to three minutes per speaker.



NCCDD
North Carolina Council on
Developmental Disabilities



DRAFT

NC COUNCIL ON DEVELOPMENTAL DISABILITIES

www.nccdd.org

Quarterly Council Meeting Minutes

Hilton Garden Inn, Cary, NC

February 9, 2018

MEMBERS PRESENT: Karen Armstrong, Amanda Bergen, Katherine Boeck, Eric Chavis, Anna Cunningham, Bryan Dooley, Kerri Eaker, Mary Edwards, Jason Faircloth, Myron Gavin, Joshua Gettinger, Michael Groves, Dreama McCoy (for William Hussey), Danielle Matula (for Kelly Kimple), Aldea LaParr, Alex McArthur, William Miller, Jim Swain (for Tara Myers), Wing Ng, Deb Zuver (for Joseph Piven), Cheryl Powell, Nessie Siler, Vicki Smith, Peggy Terhune, Mya Lewis (for Jason Vogler), Kelly Woodall, Paula Woodhouse

MEMBERS ABSENT: Wayne Black, Nakima Clark, Christina Dupuch, Senator Valerie Foushee, Brandon Hildreth, Katie Holler, Rep. Verla Insko, Dave Richard, Dan Smith, James Stephenson, Sandra Terrell

STAFF PRESENT: Chris Egan, Cora Gibson, David Ingram, Melissa Swartz, JoAnn Toomey, Yadira Vasquez, Travis Williams, Philip Woodward, Letha Young

CONTRACTORS/GRANTEES PRESENT: Devika Rao

GUESTS: Kenneth Bausell, Brian Beauchamp, LaToya Chancey, Karen Cook, Natalie Davis, Darcy Hildreth, John Marens, David Owen, Ryan Rhoads, Amy Spence, Douglas Stoll

WELCOME AND ATTENDANCE

Alex McArthur, NCCDD Chair, welcomed the members and asked that any Council member with a potential conflict of interest regarding items on the agenda to identify the specific conflict for documentation in the minutes and recuse, as necessary. She thanked the members for their participation on Thursday. She also reminded members of the emergency exits at the Hilton Garden Inn. Aldea LaParr, NCCDD Secretary, conducted the roll call.

APPROVAL OF COUNCIL MINUTES

Aldea LaParr asked for approval of the November 2017 Council meeting minutes. A copy of the minutes had previously been made available to Council members.

MOTION: Amanda Bergen made a motion to approve the November 2017 Council meeting minutes. Paula Woodhouse seconded the motion. The motion was approved by unanimous vote.

DIRECTOR'S REPORT

Chris Egan delivered his report to the members highlighting how ideas become initiatives, and how initiatives lead to learning and systems change, often addressing both expected and unexpected outcomes. In addition, he described the complexity of engaging in systems change initiatives including the importance of the successes but also the difficulties or barriers that are experienced along the way. He provided examples of two initiatives including the successes and the barriers and the learning that has occurred.

FINANCE REPORT

Alex McArthur reminded members to complete their reimbursement forms and submit them to staff. She gave a brief report on the financial status of the Council. A copy of the report had previously been made available and reviewed with Council members.

LEGISLATIVE UPATE/PUBLIC POLICY

Erika Hagensen gave a brief update on the spending bill that was just passed early in the morning and discussed H.R. 620, the ADA Education and Reform Act.

PUBLIC COMMENT

Amy Spence from Methodist University expressed how grateful she was for the opportunity to visit with the Council and shared her interest in partnering with the Council and is excited to learn about new opportunities in Fayetteville and in NC.

Ryan Rhoads from Healthy Blue-Blue Cross/Blue Shield thanked the Council for their work, commitment and passion.

COMMITTEE REPORTS

Alex McArthur requested presentation of committee reports. Please refer to the committee minutes for a detailed description of the committee's work, including motions made in committee.

EXECUTIVE COMMITTEE

The Executive Committee members met November 27, 2017 and January 22, 2018. Copies of the minutes were made available to Council members and Alex McArthur asked members to review the minutes.

ADVOCACY DEVELOPMENT COMMITTEE

Committee Chair Nessie Siler presented the Advocacy Development Committee report. She thanked all committee members and staff and gave a brief update on the discussions from the Thursday meeting and initiative updates. The following motions were presented on the floor for Council consideration:

MOTION: Anna Cunningham made a motion for staff of the Council to have authority to release the RFA regarding the Leadership Development Training initiative, with the funding level to be offered within the range of \$150,000 up to \$195,000 per year with a required minimum of 25% non-federal matching funds for a period of up to three years. In addition, Council staff will have authority to extend the due date for applications, if necessary. Nessie Siler seconded the motion. The motion was approved by unanimous vote.

MOTION: Mary Edwards made a motion for staff of the Council to have authority to release the RFA regarding the NC ADA Network-Fiscal Agent/Intermediary initiative, in an amount up to \$40,000 per year with a required minimum of 25% non-federal matching funds for a period of up to three years. In addition, Council staff will have authority to extend the due date for applications, if necessary. Anna Cunningham seconded the motion. The motion was approved by unanimous vote.

COMMUNITY LIVING COMMITTEE

Committee Chair Kerri Eaker presented the Community Living Committee report. She thanked all committee members and staff and gave a brief update on the discussions from the Thursday meeting and initiative updates. The following motion was presented on the floor for Council consideration:

MOTION: Eric Chavis made a motion for staff of the Council to have authority to release the RFA regarding the Cross-System Navigation in a Managed Care Environment initiative in an amount up to \$125,000 per year with a required minimum of 25% non-federal matching funds for a period of up to two years. In addition, Council staff will have authority to extend the due date for applications, if necessary. Cheryl Powell seconded the motion. The motion was approved by unanimous vote.

FINANCIAL ASSET DEVELOPMENT COMMITTEE

Committee Chair Amanda Bergen presented the Financial Asset Development Committee report. She thanked all committee members and staff and gave a brief update on the discussions from the Thursday meeting and initiative updates. The following motion was presented on the floor for Council consideration:

MOTION: Vicki Smith made a motion that the I/DD Employment Collaborative and Informational Website RFA as it is currently written be rescinded, and that Council staff conduct research on a more community focused, evidence based approach, to increasing competitive integrated employment for individuals living with I/DD and other disabilities. The Financial Asset Development Committee request that Council staff report results of research and present findings at the May 2018 Council meeting. Anna Cunningham seconded the motion. The motion was approved by unanimous vote.

NEW BUSINESS

Chris Egan presented the Cross-Cutting Initiatives due for continuation funding. The following motions were presented on the floor for Council consideration:

MOTION: Kelly Woodall made a motion for continuation funding of the In-House Public Policy Initiative for the period of July 1, 2018 - June 30, 2019 for an amount up to \$60,000 with match requirement waived since this is an in-house initiative of the Council. Eric Chavis seconded the motion. The motion was approved by unanimous vote.

MOTION: Joshua Gettinger made a motion for continuation funding of the In-House Council Development Fund Initiative for the period of July 1, 2018 - June 30, 2019 for an amount up to \$40,000 with match requirement waived since this is an in-house initiative of the Council. Cheryl Powell seconded the motion. The motion was approved by unanimous vote.

MOTION: Paula Woodhouse made a motion for continuation funding of the In-House Conference Funding Initiative for the period of July 1, 2018 - June 30, 2019 for an amount up to \$15,000 with match requirement waived since this is an in-house initiative of the Council. Eric Chavis seconded the motion. The motion was approved by unanimous vote.

MOTION: Vicki Smith made a motion for continuation funding of the In-House Jean Wolff-Rossi Fund for Participant Involvement Initiative to support individuals with I/DD or their families to attend conferences or leadership development opportunities for the period of July 1, 2018 - June 30, 2019 for an amount up to \$30,000 with match requirement waived since this is an in-house initiative of the Council. Will Miller seconded the motion. The motion was approved by unanimous vote.

MOTION: Eric Chavis made a motion to approve funding of the NCCDD Communications contract for \$135,000 annually, with a required minimum of 25% non-federal matching funds, for a period of up to three years, secured through the Department of Health and Human Services' RFP process. Funding for Year 1 will begin October 1, 2018 and end September 30, 2019. Amanda Bergen seconded the motion. The motion was approved by unanimous vote.

DEVELOPMENTAL DISABILITIES NETWORK PARTNERS UPDATES

Vicki Smith gave an update on the investigations of the PRTFs. She also provided an update on the partnership with the Department of Public Instruction.

Deb Zuver gave an update on the University Center for Excellence in Developmental Disabilities and their focus on post-secondary education, self-advocacy and inclusion. She also expressed her continued support of the NC Empowerment Network.

OLD BUSINESS

Members gave happy birthday wishes to Joshua Gettinger, Michael Groves, and Aldea LaParr for their February birthdays.

ADJOURN

Alex McArthur asked for a motion to adjourn the meeting.

MOTION: Kelly Woodall made a motion to adjourn the meeting. Amanda Bergen seconded the motion. The motion was approved by unanimous vote and the meeting was adjourned.

Approved: _____

Aldea LaParr, Secretary

Date: _____

Executive Committee



NCCDD
North Carolina Council on
Developmental Disabilities



NC Council on Developmental Disabilities

FINAL

Executive Committee Minutes

Date: March 19, 2018

Time: 10:00 AM – 11:00 PM

Members Present: Amanda Bergen, Kerri Eaker, Aldea LaParr, Wing Ng, Cheryl Powell, Nessie Siler

Members Absent: Alex McArthur

Staff Present: Chris Egan, JoAnn Toomey, Yadira Vasquez

I. Call to Order

At the request of Chair Alex McArthur, Vice-Chair Cheryl Powell opened the meeting of the Executive Committee (EC) and welcomed the members calling in.

II. Approval of Minutes

The draft minutes of the February 19, 2018 Executive Committee were reviewed.

MOTION: Amanda Bergen made a motion to approve the January 18, 2018 minutes. Aldea LaParr seconded the motion. The motion was approved.

III. Council Meeting/Member Survey or Agenda Review

Chris Egan reviewed the draft May Council meeting agenda. He informed the members that the application due dates for the current Request for Applications have all been extended to April 4, 2018 but these items will remain part of the May agenda as the RFA process continues. The members agreed that the draft agenda looked fine at this point. Nessie Siler stated that she is hopeful for the NC Empowerment Network and Cheryl Powell agreed that there is positive movement forward.

IV. Conference Funding Requests

Members reviewed a conference funding request from The Autism Spectrum Disorder (ASD) College Awareness Conference being held April 7, 2018 at the Donald Julian Reaves Student Center in Winston-Salem NC. The request is to fund up to 2 speakers (fees) for up to \$200.

MOTION: Amanda Bergen made a motion to approve the conference funding request from The Autism Spectrum Disorder (ASD) College Awareness Conference being held April 7, 2018 at the Donald Julian Reaves Student Center in Winston-Salem NC. The request is to fund up to 2 speakers (fees) for up to \$200. Wing Ng seconded the motion. The motion was approved.

Members reviewed a revised conference funding request from Disability Rights North Carolina for the 2018 Disability Advocacy Conference being held April 19, 2018 at The Friday Center, Chapel Hill, NC. The request is to fund up to one speaker (fees & travel) for up to \$2,616.90.

MOTION: Wing Ng made a motion to approve the revised conference funding request from Disability Rights North Carolina for the 2018 Disability Advocacy Conference being held April 19, 2018 at The Friday Center, Chapel Hill, NC. The request is to fund one speaker (fees & travel) for up to \$2,616.90. Nessie Siler seconded the motion. The motion was approved.

V. Personal Services Contract Review/Approval

Chris Egan updated the members about the need to revise the approach to contracting with the Texas DD Council (TCDD) for disaster relief efforts and a process was agreed upon and approved by DHHS. A contract has been sent to the TCDD for the \$25,000 approved by the Council in November 2017.

VI. Ad Hoc Committees/Updates

Chris Egan informed the members that a meeting for the Communications and Member Development Ad Hoc Committee has been scheduled for today in the afternoon and staff to the Five-Year Plan Ad Hoc Committee have sent out a doodle poll to meet the week of April 9th. He also said that staff communicated with the chairs and/or co-chairs of both committees to draft agendas.

VII. Other

Chris updated the members on the potential for a sole-source contract with the Jordan Institute to address additional outcomes of the Rethinking Guardianship initiative for a period of 18 months, beginning July 1, 2018. Funding in the total of \$115,000 would be comprised of NCCDD \$30,000, partnering with DHHS Money Follows the Person (MFP) \$75,000 and DHHS Transitions to Community Living Initiative (TCLI) funding \$10,000. The MFP and TCLI contributions would serve as over-match to the NCCDD commitment. A proposal will be provided during the April EC meeting for formal review of the initiative and the NCCDD's sole-source policy requirements. With EC approval, the proposal will be reviewed by the Community Living Committee and full Council Membership in advance of the May Council meeting.

JoAnn Toomey updated the members that the Alliance of Disability Advocates will not be spending the full \$30,000 ADA Network budget, allocated for grassroots events in NC. There was discussion of several Spring conferences that members will attend with registration and hotel assistance. Resources will be shifted from the ADA efforts to in the amount of \$4,500 to support members of the Council and Rossi Fund participants for upcoming conferences.

MOTION: Wing Ng made a motion to give permission to the Alliance of Disability Advocates to complete a budget realignment, moving \$5,000 from the \$30,000 ADA Network budget to the \$4,500 area of their budget, increasing it to \$9,500, to allow members to attend conferences in the Spring of 2018. Aldea LaParr seconded the motion. Kerri Eaker and Cheryl Powell recused themselves since they will be attending two of the conferences discussed. The motion was approved.

Chris also updated the members that they will have the opportunity to review

the NCCDD Communications scope of work that will be included in the Request for Proposals (RFP) being issued by the DHHS as soon as it is available. The draft RFP has been sent to DHHS and we are waiting to hear back from them. The initiative will be for up to three years with an option to renew an extra two years.

He also discussed his upcoming annual evaluation and the procedures necessary to complete it. Anna Cunningham has agreed to lead the 360-degree evaluation with members and staff. Amanda Bergen and Nessie Siler offered to assist Anna if needed. Wing Ng offered to assist Alex McArthur in drafting the performance evaluation to DHHS, since this will be her first opportunity to go through the process.

VIII. Adjourn

Cheryl Powell thanked everyone for their participation in the meeting and asked for a motion to adjourn the meeting.

MOTION: Aldea LaParr made a motion to adjourn. Amanda Bergen seconded the motion. The motion was approved.

**Upcoming 2018 EC Meetings—10:00 AM-12:00 PM:
April 16, May 21, June 18, July 16, August 20,
September 17, October 15, November 19, December 17**

NC Council on Developmental Disabilities

FINAL

Executive Committee Minutes

Date: February 19, 2018

Time: 10:00 AM – 11:00 PM

Members Present: Amanda Bergen, Kerri Eaker, Aldea LaParr, Alex McArthur, Wing Ng, Cheryl Powell, Nessie Siler

Staff Present: Chris Egan, JoAnn Toomey

I. Call to Order

Chair Alex McArthur opened the meeting of the Executive Committee (EC) and welcomed the members calling in.

II. Approval of Minutes

The draft minutes of the January 18, 2018 Executive Committee were reviewed.

MOTION: Cheryl Powell made a motion to approve the January 18, 2018 minutes. Wing Ng seconded the motion. The motion was approved.

III. Council Meeting/Member Survey or Agenda Review

Chris Egan provided an overview of the responses of the electronic and paper surveys from the February 2018 Council meeting. The responses were positive overall. Some of the suggestions were:

- Ask hotel staff to make sure the tables that are to be used in committee meetings are cleaned off during the break before the meetings start.
- Display the hotel internet access code/instructions.
- Accessibility, regarding room set up, visibility of screens, navigation and using google docs.
- Having more time for members to be together.
- Staff to provide talking points for committee report outs.
- Members to connect more with agency partners.

The EC members discussed the suggestions and instructed staff to incorporate them into the next Council meeting where possible.

IV. Conference Funding Requests

Members reviewed a conference funding request from Disability Rights North Carolina for the 2018 Disability Advocacy Conference being held April 19, 2018 at The Friday Center, Chapel Hill, NC. The request is to fund up to one speaker (fees & travel) for up to \$947.80.

MOTION: Amanda Bergen made a motion to approve the conference funding request from Disability Rights North Carolina for the 2018 Disability Advocacy Conference being held April 19, 2018 at The Friday Center, Chapel Hill, NC. The request is to fund one speaker (fees & travel) for up to \$947.80. Aldea LaParr seconded the motion. The motion was approved.

Members reviewed a conference funding request from the NC Association of Persons Supporting EmploymentFirst for the NC APSE 2018 Spring Conference being held April 3-5, 2018 at Courtyard by Marriott Carolina Beach, Carolina Beach, NC. The request is to fund one speaker (fees & travel) for up to \$1038.29.

MOTION: Wing Ng made a motion to approve the conference funding request from the NC Association of Persons Supporting EmploymentFirst for the NC APSE 2018 Spring Conference being held April 3-5, 2018 at Courtyard by Marriott Carolina Beach, Carolina Beach, NC. The request is to fund up to one speaker (fees & travel) for up to \$1038.29. Amanda Bergen seconded the motion. The motion was approved.

Members reviewed a conference funding request from the Triangle Down Syndrome Network for workshops they are sponsoring in Greenville and Raleigh on Sex Education for Individuals with Intellectual Disabilities being held March 2, 2018 in Greenville, NC and March 3, 2018 in Raleigh, NC. The request is to fund one speaker (fees & travel) for up to \$1600.

MOTION: Cheryl Powell made a motion to approve the conference funding request from the Triangle Down Syndrome Network for workshops they are sponsoring in Greenville and Raleigh on Sex Education for Individuals with Intellectual Disabilities being held March 2, 2018 in Greenville, NC and March 3, 2018 in Raleigh, NC. The request is to fund one speaker (fees & travel) for up to \$1600. Wing Ng recused himself from the vote since he is a member of the Triangle Down Syndrome Network. Amanda Bergen seconded the motion. The motion was approved.

V. Personal Services Contract Review/Approval

The agenda was amended at this time to reflect that there are two Personal Services Contracts to review and approve since the Council approved the in-house Public Policy initiative at the February meeting in the amount of up to \$60,000. Members discussed the contracts for Erika Hagensen and Jill Hinton as co-coordinators.

MOTION: Aldea LaParr made a motion to approve the Council entering into Personal Services Contracts with Erika Hagensen and Jill Hinton to be co-coordinators of the NCCDD In-House Public Policy initiative in an amount of up to \$30,000 each, for the period of July 1, 2018 to June 30, 2019. Nessie Siler seconded the motion. The motion was approved.

VI. Ad Hoc Committees/Updates

No new business to report at this time. Chris Egan informed the members that there is a plan to schedule meetings for the Communications and Member Development Ad Hoc and the Five-Year Plan Ad Hoc Committees.

VII. Other

Chris Egan updated the members that the EC members will have the opportunity to review the NCCDD Communications scope of work that will be included in the Request for Proposals being issued by the DHHS as soon as it is available.

He also discussed his upcoming annual evaluation and the procedures necessary to complete it. Wing Ng offered to assist Alex McArthur since this will be her first opportunity to go through the process.

Kerri Eaker reminded the group that there will need to be more discussion about planning for the August Council meeting that is scheduled to occur in Asheville, NC. She also recommended that the EC support an additional year for Rethinking Guardianship initiative to support several additional outcomes by the initiative. Both topics will be on the agenda for the March 19th EC meeting.

VIII. Adjourn

Chair Alex McArthur asked for a motion to adjourn the meeting.

MOTION: Wing Ng made a motion to adjourn. Kerri Eaker seconded the motion. The motion was approved.

NC Council on Developmental Disabilities

FINAL

Executive Committee Minutes

Date: January 22, 2018

Time: 10:00 AM – 11:30 PM

Members Present: Aldea LaParr, Alex McArthur, Wing Ng, Cheryl Powell, Nessie Siler

Members Absent: Amanda Bergen, Kerri Eaker

Staff Present: Chris Egan, JoAnn Toomey, Yadira Vasquez

Guests Present: Eric Chavis

Chair Alex McArthur presided over the Executive Committee meeting and welcomed the members calling in and wished them a Happy New Year.

I. **Approval of Minutes**

The draft minutes of the November 27, 2017 Executive Committee were reviewed.

MOTION: Nessie Siler made a motion to approve the November 27, 2017 minutes. Cheryl Powell seconded the motion. The motion was approved.

II. **Financial Report and Expenses/Match Update**

Yadira Vasquez provided the financial report update for the NCCDD. She presented a new graphic presentation for the current and projected federal budgets and expenses. The members found the visuals contained in the report to be useful in helping show the major budget categories over multiple fiscal years. Yadira will include this report going forward for Executive Committee and Council meetings. There was discussion on the 2016-2019 FFY balances and initiative expenditures. There is projected to be \$191,016 available between FFYs 2017 and 2019 for new initiatives.

The members reviewed the initiative report and noted that there were no match issues needing attention. Alex asked the members if there were any other questions or comments. Nessie asked about the impact to the NCCDD with the current federal shutdown. Chris advised the committee that we will not be impacted at this time and do have a plan in place if there is a prolonged shutdown. He also stated that we will be making contingency plans for at least a 5% reduction in the projected FFY 2019 award (beginning October 1, 2018). There were no further questions.

III. **Council Meeting/Member Survey or Agenda Review**

Chris Egan reviewed the draft agenda for the February Council meeting. Aldea and Cheryl Powell will be leading the Member Development Activity, with staff support, at the beginning of the day on Thursday. He reviewed the Thursday morning presentations and the afternoon initiative/RFA updates that will lead into the afternoon committee meetings. Regarding the RFA's that are scheduled for approval to be released, he said that we will word the

motions to include that initial deadlines for receipt of applications may be extended if needed.

Friday's agenda was reviewed with no updates or changes.

IV. Conference Funding Requests

Members reviewed a request from the Appalachian District Health Department for the 1st Annual Autism & Neurodiversity Conference – being held September 21, 2018 in Boone, NC. The request is to fund up to 2 speakers (fees & travel) for up to \$2,450.00.

MOTION: Aldea LaParr made a motion to approve the conference funding request from the Appalachian District Health Department for the 1st Annual Autism & Neurodiversity Conference – being held September 21, 2018 in Boone, NC. The request is to fund up to 2 speakers (fees & travel) for up to \$2,450.00. Wing Ng seconded the motion. The motion was approved.

The members then reviewed the request from the Arc of North Carolina for the 2018 Rooted in Advocacy Conference – being held March 23-34, 2018 at the Embassy Suites in Winston Salem, NC. The request is to fund up to 2 speakers (fees & travel) for up to \$1,350.00.

MOTION: Wing Ng made a motion to approve the conference funding request from the Arc of North Carolina for the 2018 Rooted in Advocacy Conference – being held March 23-34, 2018 at the Embassy Suites in Winston Salem, NC. The request is to fund up to 2 speakers (fees & travel) for up to \$1,350.00. Aldea LaParr seconded the motion. The motion was approved.

V. Personal Services Contract Review/Approval

None at this time.

VI. Ad Hoc Committees/Updates

No new business to report at this time. Chris Egan informed the members that there is a plan to schedule meetings for the Communications and Member Development Ad Hoc and the Five-Year Plan Ad Hoc Committees soon after the February Council meeting.

VII. Other

Chris Egan updated the members that David Ingram will join the NCCDD staff as the new Systems Change Manager on February 1st.

Alex McArthur discussed the need for future discussions on potential RFA's and funding – particularly around sex education training.

VIII. Adjourn

Chair Alex McArthur asked for a motion to adjourn the meeting. Wing Ng made a motion to adjourn. Aldea LaParr seconded the motion. The motion was approved.

Community Living Committee



NCCDD
North Carolina Council on
Developmental Disabilities



North Carolina Council on Developmental Disabilities

Community Living Committee Agenda

May 10, 2018

3:00 p.m. – 5:00 p.m.

Hilton Garden Inn Cary, NC

3:00 p.m. – 3:15 p.m.

Introduction

- Welcome
- Approval of February minutes
- Member Development

Kerri Eaker, Chair

3:15 p.m. – 3:35 p.m.

Initiative Updates

- From Planning to Action: Integrated, Collaborative Care for People with Intellectual and Developmental Disabilities initiative

*Karen Luken,
The Arc of NC*

3:35 p.m. – 3:55 p.m.

- Supported Living: Making the Difference initiative

*Jesse Smathers,
Vaya Health*

3:55 p.m. – 4:35 p.m.

Motion Items

- RFA Discussion
 - Cross-System Navigation in a Managed Care Environment (Case/Care Management)
 - Transportation (RFA Update)

*Kerri Eaker, Chair
Philip Woodward, Staff*

4:35 p.m. – 4:55 p.m.

- Sole Source
 - Rethinking Guardianship: Expanding Rights

4:55 p.m. – 5:00 p.m.

Wrap Up and Reminders

- Completion of Financial Forms
- Reminder: Next Council meeting –
 - August 9-10, Hilton Garden Inn, Asheville

Kerri Eaker, Chair

COMMUNITY LIVING COMMITTEE

Kerri Eaker, Chair

Katherine Boeck

Christina Dupuch; Alternate: Andrea Misenheimer

Joshua Gettinger, M.D.

Michael Groves

Brendon Hildreth

Aldea LaParr

Vicki Smith

James Stephenson

Peggy Terhune, Ph.D.

Sandra Terrell; Alternate: Deb Goda

Jason Vogler, Ph.D.; Alternate: Mya Lewis

Vacant

Parent/Guardian

Individual with DD

Non-Profit Agency

Parent of Child with DD

Individual with DD

Individual with DD

Individual with DD

Agency: Disability Rights NC

Parent/Guardian

Local Non-Governmental Agency

Agency: Div. Medical Assist.

Agency: Div. of MH/DD/SAS

Parent/Guardian

Staff: Philip Woodward

**Community Living Committee
DRAFT MINUTES**

Thursday, February 8, 2018

3:00 p.m. to 5:00 p.m.

Hilton Garden Inn, Cary, NC

Members Present: Kerri Eaker, Aldea LaParr, Michael Groves, Mya Lewis, Vicki Smith, Joshua Gettinger, Peggy Terhune, Katherine Boeck

Members Absent: Christina Dupuch, Brendon Hildreth, James Stephenson, Sandra Terrell, Jason Vogler, Andrea Misenheimer

Staff in Attendance: Philip Woodward, Yadira Vasquez, JoAnn Toomey, Chris Egan, David Ingram

Guests: Kenneth Bausell (here for Sandra Terrell and Deb Goda), LaToya Chancey, Linda Kendall Fields, Kate Walton, Karen Luken, Steve Strom

Introduction:

Kerri Eaker opened the meeting welcoming the members and doing an icebreaker activity focused on a string connection and what members have done for the past six months for NCCDD.

The minutes from the November 2017 Community Living Committee meeting were reviewed.

MOTION: Aldea LaParr made the motion to approve the minutes as read, and Kerri Eaker seconded the motion. The motion was approved.

Initiative Updates:

Supported Living: Making the Difference

Jesse Smathers from Vaya Health provided a Supported Living: Making the Difference update by phone. As of December 31st, 2017, 21 people with I/DD had moved into their own homes with Supported Living. The initiative is working with 13 others. There are six webinars scheduled for 2018, and each provider webinar will show an individual who transitioned and how that individual made the transition. The initiative will develop a user manual or a handbook to share with all seven Local Management Entities/Managed Care Organizations (LMEs/MCOs) in North Carolina. This will be a statewide document that will help reduce barriers. Each LME/MCO has a different interpretation about Supported Living, and there have been some barriers with Supported Living Level 3. There are three group homes in the discussion of transitioning to Supported Living. He also mentioned the stakeholder advisory group meeting on November 30th. The

group had no questions. Philip Woodward said the webinar links will be posted on NCCDD's website and shared as they become available. He also said they are e-mailed to the Learning Community listserv; he asked members to let him know if they want to be added to this list.

Kerri Eaker shared a comment card from member Paula Woodhouse: "If Vaya was granted the contract and they had an individual outside their catchment area, and this created issues, perhaps we should have addressed that in the RFA. And should address this going forward with RFAs. We should have anticipated this if indeed we allowed LME/MCOs to bid on the RFA. A lesson learned." Mya Lewis mentioned that the issue is that the providers involved brought in individuals from their area. Linda Kendall Fields noted that she was involved from the beginning and noticed the issue with proprietary information not being allowable with Cardinal Innovations' involvement.

Kerri Eaker expressed concern about an individual from another state accessing an Innovations Waiver slot trying to access Supported Living services.

Joshua Gettinger said this initiative is supposed to be statewide but was given to one grantee. He said what we learn in one area can be applied to another area – how do we do this well? Vicki Smith said identifying a model program does not need to be statewide, and Kerri Eaker said this shows the need for some kind of centralization of services so that it can be done statewide. Mya Lewis said the issue is not unique. Vicki Smith said how you provide Supported Living Services in Asheville is not the same as how you provide it in Charlotte. Kenneth Bausell said Vaya Health is more strongly connected to those individuals getting Supported Living services in Vaya's catchment area. He added that there has been a lot of tension with those agencies doing it statewide, and he said the Learning Community is intended to be statewide. Kerri Eaker asked, why is Vaya Health trying to serve individuals in another area because the entity is not responsible for getting paid to coordinate care in that area? Kenneth Bausell said someone will just move somewhere else to access services because one agency might provide care differently than another agency. Mya Lewis said it sounds as if Vaya Health is doing what it needs to do.

The Committee received another comment card related to the above discussion: "LME/MCOs appear to be inconsistent in how they administer services. Why is this allowed? Shouldn't these be standardized? Should we be more engaged in this? It could have avoided the Cardinal fiasco." No discussion followed.

Rethinking Guardianship: Building a Case for Less Restrictive Alternatives

Linda Kendall Fields provided an update and distributed the two-page Executive Summary. She showed the committee the North Carolina Court System website and the first five minutes of the captioned *Understanding Guardianship* video at: <http://www.nccourts.org/Training/Guardianship.asp>. She mentioned the current

statutory language used such as calling individuals under a guardianship “wards” and the push for legislative reform to update the language.

Joshua Gettinger asked about specific training for the Administrative Office of the Courts. Linda Kendall Fields said the UNC School of Government provides training. Peggy Terhune asked if the work is done, and Linda Kendall Fields said no. Peggy Terhune shared a personal story about one of her children aging out of foster care, and she was asked to become her guardian, but she refused. Linda Kendall Fields said the initiative has a connection to the Department of Social Services (DSS) and its welfare system. She also mentioned efforts to protect against exploitation of elders within the guardianship system. The first meeting post-NCCDD funding will be February 20th. She said guardianship is one of the Division of Aging and Adults Services’ (DAAS) priorities, said there’s momentum and interest, and mentioned the recommendations the workgroup made. Vicki Smith said this was an amazing project; she was concerned at the beginning, but this project changed minds. Joshua Gettinger is interested in hearing where this goes – the stories that will come up in three years since this initiative can take seven to ten years to make its full impact.

From Planning to Action: Integrated Collaborative Care for People with Intellectual and Developmental Disabilities (I/DD)

Karen Luken provided an update. She mentioned a UNC TEACCH hub in Halifax that started in January with cohorts that will generate real cases. TEACCH joined a national ECHO and autism collaborative. She mentioned MOC – Maintenance of Certification and Federally Qualified Health Centers (FQAC). She said the Duke project is providing psychiatric access by phone. She highlighted the collaboration between UNC and Duke. She said there is a Massachusetts Child Psychiatry Access Project (MCPAP) funded by Cardinal Innovations. She said there will be a glossary of terms, and there is a focus not just on healthcare but health in general. She recently met with Disability Rights North Carolina to discuss children with complex needs. She mentioned a federal workforce development grant. She also went to the Campbell University Rural Health Summit that focused on dental needs. Vicki Smith asked her why there are so many single dental offices; can integrating them together help physical health needs? Karen Luken said they are small businesses, but some dentists accept Medicaid. The group discussed dental insurance not providing enough coverage.

Kerri Eaker said it’s amazing to see the systems change that will happen. Karen Luken said almost everyone in the committee meeting is connected to this initiative.

Fiscal Update:

Yadira Vasquez provided the fiscal report. The committee likes the colorful graph – good for visual learners.

Motion Items:

RFA Discussion:

Cross-System Navigation in a Managed Care Environment (Case/Care Management)

Prior to the meeting, Kerri Eaker informed all of the Council members that NCCDD received an additional background comment from a member that will be incorporated into the background section of the RFA. Joshua Gettinger asked who the recommendations are intended for. Chris Egan said we will have forums to collect what we know to provide information to the North Carolina Department of Health and Human Services (DHHS). Chris Egan mentioned a legislative commission named the Legislative Research Commission (LRC) and DHHS documents becoming public documents available to the General Assembly. Joshua Gettinger said the idea is the grantee will give us some recommendations that we will share with DHHS. Vicki Smith talked about sharing reports and how this process becomes the remedy later.

MOTION: Peggy Terhune made a motion for staff of the Council to have authority to release the RFA regarding the Cross-System Navigation in a Managed Care Environment initiative in an amount up to \$125,000 per year with a required minimum of 25% non-federal matching funds for a period of up to two years. Council staff have approval to extend the due date for applications, if necessary. Katherine Boeck seconded the motion. The motion was approved by unanimous/majority vote.

New Initiatives:

Transportation (Application Update)

Philip Woodward told the committee six individuals representing four different entities participated in the Bidders' Workshop, but we received one application. Kerri Eaker asked if we will follow up with those entities who attended the Bidders' Workshop but did not submit an application to find out why. Philip Woodward will follow up.

Philip Woodward mentioned the RFA Application Review Committee lists in the packet folder and invited the members to participate if interested. Katherine Boeck expressed an interest in joining the Transportation RFA Application

Review Committee. Vicki Smith asked if we need to give the RFA Application Review Committee list back? Philip Woodward said no, keep it safe and confidential. Chris Egan followed up talking about fairness in the process, and after it ends, the materials will become part of the record. Philip Woodward said to shred it instead of recycling it.

Natural Supports

Philip Woodward provided an update on the contract with FIRST. He has drafted the scope of work and is waiting for the final budget. FIRST will hold several events to find individuals with I/DD, family members, and professionals such as Community Navigators and Care Coordinators who are interested in the development of natural supports. Twenty-five professionals will take the training, and each will select an individual with I/DD to participate. FIRST will subcontract with the Asset Based Community Development (ABCD) Institute to adapt the PLAN Curriculum for North Carolina. Joshua Gettinger said this initiative will produce both data and stories.

Mya Lewis requested a copy of the Natural Supports RFA, and Philip Woodward will send it to her.

Wrap Up and Reminders

Kerri Eaker went over the conference list of relevant conferences and the travel forms and motioned to adjourn. The meeting was adjourned at 4:55.

Financial Asset Development Committee



NCCDD

North Carolina Council on
Developmental Disabilities



North Carolina Council on Developmental Disabilities

Financial Asset Development Committee Agenda

May 10, 2018

3:00 p.m. – 5:00 p.m.

Hilton Garden Inn, Cary, NC

3:00 p.m. – 3:15 p.m.	Introduction <ul style="list-style-type: none">WelcomeApproval of February Minutes	<i>Amanda Bergen, Chair</i>
3:15 p.m. – 4:00 p.m.	Updates and Motion Items <ul style="list-style-type: none">Conversation on intent, concept and evolution of Employment Collaborative and Employment Services Website RFA	<i>Amanda Bergen, Chair and Travis Williams, Staff</i>
4:00 p.m. – 4:25 p.m.	<ul style="list-style-type: none">NDI Update on Expansion Activity	<i>Michael Roush, NDI Donna Gallagher, The Collaborative</i>
4:25 p.m. – 4:45 p.m.	<ul style="list-style-type: none">Update on Inroads to Employment Initiative	<i>Pat Keul NCBLN</i>
4: 45p.m. – 5:00 p.m.	Wrap Up and Reminders <ul style="list-style-type: none">Completion of Financial FormsReminder: August 9-10th, 2018 next Council meeting Hilton Garden Inn Downtown Asheville, NC	<i>Amanda Bergen, Chair and Travis Williams, Staff</i>

Financial Asset Development Committee

Amanda Bergen, Chair

Karen Armstrong

Wayne Black; Alternate: Teresa Strom

Anna Cunningham

Senator Valerie Foushee

Myron Michelle Gavin

William Hussey; Alternate: Dreama McCoy

William Miller

Tara Myers; Alternate: Jim Swain

Wing Ng, M.D.

Dave Richard, Deputy Secretary; Alternate: VACANT

Kelly Woodall

Paula Woodhouse

Parent/Guardian

Public At Large

Agency: Div. of Social Services

Parent/Guardian

Other: Legislative (Senate)

Parent/Guardian

Agency: Dept. Public Instruction

Individual with DD

Agency: Div. of Voc. Rehabilitation

Parent/Guardian

Agency: DHHS

Individual with DD

Parent/Guardian

Staff: Travis Williams

Financial Asset Development
DRAFT Minutes
February 9, 2018
3:00-5:00 PM
Hilton Garden Inn, Cary, NC

Members Present: Karen Armstrong, Kelly Woodall Beauchamp, Amanda Bergen, Anna Cunningham, Bryan Dooley, Myron Gavin, Dreama McCoy (for William Hussey) Alex McArthur, Will Miller, Jim Swain (for Tara Myers), Paula Woodhouse

Members Absent: Teresa Strom (for Wayne Black), Senator Valerie Foushee, Dave Richard

Guests: Brian Beauchamp, Brittany Mangham

Staff/Contractors: Kate McMillan, David Ingram, Yadira Vasquez, Travis Williams

Introduction

Committee Chair, Amanda Bergen, welcomed the members and called the meeting to order. She introduced an ice breaker exercise then asked everyone to go around the table and introduce themselves. Minutes from the November 2, 2017 committee meeting were reviewed.

MOTION: Jim Swain made a motion to accept the minutes from the November 2, 2017 committee meeting. Will Miller seconded the motion. The motion was approved by unanimous vote.

Fiscal Report

Yadira Vasquez gave the fiscal report to the members and reviewed the detailed report on each initiative funded out of the Financial Asset Development Committee. Members did not have questions and they thanked Yadira for her update.

Updates and Motion Items

Conversation on intent, concept, and evolution of Employment Collaborative and Employment Services Website RFA:

Amanda Bergen continued to fielded questions from committee members regarding the Employment Collaborative and Employment Services Website RFA. Overwhelming consensus was reached that the committee could not support this RFA as it is currently written and requested that it be rescinded. The committee highlighted the need for a more local, targeted approach to providing employment related services and supports information, with specific outreach focused on bridging the gap between the business

community and jobseekers as being preferable to a web site. Travis Williams recommended that committee members review the summary in their folders which described an “employment hub concept” for transition focused efforts in New York City. Efforts were also described by Travis for a similar approach currently underway in rural areas of Virginia. Committee requested that staff complete more research in this area.

MOTION: Myron Gavin made a motion that the I/DD Employment Collaborative and Informational Website initiative as it is currently written be rescinded, and that Council staff conduct research on a more community focused targeted approach, to increasing competitive integrated employment for individuals living with I/DD and other disabilities. Specifically, the Financial Asset Development Committee members requested research focus on an employment hub concept that would serve the needs of self-advocates, family members and advocates, as well as the business community. The Financial Asset Development Committee requested that Council staff report results of research and present findings at the May 2018 Council Meeting. Jim Swain seconded the motion. The motion was approved by unanimous vote.

Upward to Financial Stability Initiative/NDI Update on Expansion Activity:

Travis Williams gave an update on the National Disability Institute (NDI) initiative, Upward to Financial Stability expansion activities. Travis discussed the expansion activities that include outreach to the Latino population in the state and he handed out a sheet with descriptions and dates for the expansion activities. NDI is on target to complete all expansion activities by June 2018 and they have started their four-part webinar series. They are translating into Spanish some of the materials, including worksheets – but not the curriculum because there are so many pieces that change from year to year. NDI does not want to produce incorrect information or information that is constantly changing.

Their train-the-trainer events this year will occur over two days and will occur in Raleigh on March 7-8, 2018. The people trained must take the information back to their community to the people who need this information and they will track who becomes Master Trainers and any technical issues that come up. The extension of this initiative runs until the end of June 2018.

Questions and discussion occurred regarding this NDI initiative and the members thanked Travis for the update.

Update on Contract Development for Innovative Employment: Making Inroads to Employment Initiative:

Travis Williams provided an update to the Financial Asset Development Committee regarding progress NCBLN is making on their contract, which is set to begin on March 1st, 2018.

Future Concept Discussions

Travis Williams, along with Amanda Bergen continued discussion and review of the “To help students with disabilities transition to adulthood, New York City is opening new resource hubs in every borough” article. Information was shared on Virginia’s similar program which will focus on filling the gaps in transition services in their rural areas.

Wrap Up and Reminders

Amanda Bergen read a comment card from earlier in the afternoon; “What is the feasibility of locating temp agencies that specialize in working with individuals living with disabilities?” Comment was made that explained such an arrangement would allow employers to try out potential hires before they hire them. The second comment submitted on the comment card for the FADC, “Could we be partnering with all or some of the colleges or universities in the area to gather data on employment for people living with disabilities?” That card also suggested that a graduate student could be recruited to assist with data collection.

Amanda reminded the members to fill out tax forms and to look for an electronic survey that will be sent out next week. The next meeting will be May 10-11, 2018.

Paula Woodhouse made a motion to adjourn the meeting. Kelly Beauchamp seconded the motion. The motion was approved. Amanda Bergen adjourned the meeting at 5:00 PM.

Advocacy Development Committee



NCCDD

North Carolina Council on
Developmental Disabilities



Draft Advocacy Development Committee Agenda

May 10, 2018

3:00 p.m. – 5:00 p.m.

Hilton Garden Inn Cary, NC

3:00 p.m. – 3:20 p.m.	Introductions <ul style="list-style-type: none">• Welcome Guide to Productive Meeting• Approval of February Minutes	<i>Nessie Siler, Chair</i>
3:20 p.m. – 3:35 p.m.	Initiative Updates <ul style="list-style-type: none">• NC Empowerment Network	<i>Nessie Siler Cheryl Powell</i>
3:35 p.m. – 4:35 p.m.	Motion Items <ul style="list-style-type: none">• Selection Committee Recommendation: Leadership Development Training• RFA Discussion: NC ADA Network Coordination Technical Assistance and Fiscal Intermediary	<i>Nessie/NCCDD Staff Chris Egan, E.D. NCCDD Staff</i>
4:35 p.m. – 4:50 p.m.	Future Investments Update <ul style="list-style-type: none">• Outreach to Hispanic/Latino Communities	<i>Melissa Swartz, Staff</i>
4:50 p.m. – 5:00 p.m.	Wrap Up and Reminders <ul style="list-style-type: none">• Completion of Financial Forms• Reminder August 9 & 10, 2018 Council meeting in Asheville at Hilton Garden Inn	<i>Nessie Siler Committee Members</i>

ADVOCACY DEVELOPMENT COMMITTEE

Nessie Siler, Chair

Eric Chavis

NaKima Clark

Bryan Dooley

Mary Edwards; Alternate: Joseph Breen

Jason Faircloth

Katie Holler

Representative Verla Insko

Gary Junker

Kelly Kimple, M.D.; Alternate: Danielle Matula

Joe Piven, M.D.; Alternate: Deborah Zuver

Cheryl Powell

Daniel Smith

Individual with DD

Individual with DD

Parent/Guardian

Individual with DD

Agency: Aging & Adult Services

Individual with DD

Parent/Guardian

Legislative Representative

Dept. of Public Safety

Agency: W/C Health

Agency: Carolina Institute on DD

Individual with DD

Parent/Guardian

Staff: Melissa Swartz

Advocacy Development Committee

DRAFT MINUTES

Thursday, February 8, 2018

3:00pm-5:00pm

Hilton Garden Inn, Cary, NC

Members Present: Bryan Dooley Eric Chavis, Mary Edwards, Jason Faircloth, Kelly Kimple, Cheryl Powell, Nessie Siler, Daniel Smith, Deborah Zuver

Members Absent: NaKima Clark, Katie Holler, Rep. Verla Insko,

Staff in Attendance: Melissa Swartz, Chris Egan, JoAnn Toomey, Yadira Vasquez, Douglas Stoll (intern)

Guests: Rusty Bradstock, DiAngelo, Kay MacMillan, Hannah, Dave Owen,

Welcome and Introductions:

Committee Chairperson Nessie Siler called the meeting to order, and welcomed all members, including new members, and guests.

Approval of Minutes:

Eric Chavis made a motion to approve the November 2017 Advocacy Development Committee minutes. Cheryl Powell seconded the motion. The motion was approved.

Initiative Update: North Carolina Empowerment Network (NCEN)

Bryan Dooley, Chair of the NC Empowerment Network (NCEN) provided a status update of the emerging organization's activities toward reestablishing a recognized state-wide self-advocacy organization. Since November 30th the NCEN held three (3) meetings of the full board and seven (7) meetings of the executive committee. Accomplishments this quarter include identifying officers; establishing and implementing three (3) subcommittees: The Policy and Procedure Manual committee; Partners and Collaborators committee; and the Membership and Standards committee. The NCEN also accepted an invitation to present a panel at the March 24, 2018 Self-Advocacy Conference in Winston-Salem.

In addition, the NCEN discussed the differing opinions posed by NCCDD members about the logo used by the NCEN. In reminder, at the November meeting, the NCCDD Advocacy Development Committee discussed issues presented via input/feedback cards that the raised/clenched fist logo might generate controversy.

Per the Advocacy Development Committee, a summary offering a balanced representation of information regarding the historical use of this logo was developed by NCCDD staff and member representatives and presented to the NCEN board by Nessie Siler, ADC chair and NCEN member on November 30th. Discussion continued January

18th and January 31st with consensus reached and the following statement approved on the 31st: [NCCDD member and NCEN Chair, Bryan Dooley presented [in excerpt]:

The NCEN board takes your [NCCDD] feedback very seriously... After a great deal of [discussion and] thought, we ...will continue to use the current logo ... but we will continue to assess the response to this logo... [and] engage ... a formal assessment of the response to this logo and possible replacement of the logo.

The first opportunity for assessment will be at the March 24th self-advocacy conference in Winston-Salem where along with conducting a panel to give information, the NCEN will survey the self-advocate audience on many items, including the organization's branding.

Draft RFA Discussion: ADA Network Fiscal Agent/Intermediary initiative

Chris Egan opened discussion about the RFA Draft for the ADA Network Fiscal Agent/Intermediary initiative. Members asked questions about and discussed the activities of the ADA Network initiative. Chris provided information about the history of the unique structure of the in-house ADA Network initiative and Fiscal Agent/Intermediary role.

MOTION: Mary Edwards made a motion for staff of the Council to have authority to release the RFA regarding the NC ADA Network-Fiscal Agent/Intermediary initiative, in an amount up to \$40,000 per year with a required minimum of 25% non-federal matching funds for a period of up to three years. In addition, Council staff will have authority to extend the due date for applications, if necessary. Eric Chavis seconded the motion. The motion was approved by unanimous vote.

Draft RFA Discussion: Leadership Development Training

Nessie Siler opened discussion about the Leadership Development Training for People with Intellectual and Other Developmental Disabilities (I/DD), Parents, Professionals and Other Stakeholders draft RFA. Committee members emphasized the importance of RFA features including multiple location trainings, self-advocate lead roles, and use of technology. Deb Zuver recommended and members agreed that verbiage revision include terms/descriptors: *interactive learning* and *universal design* in appropriate places determined by staff and intern Douglas Stoll. Mary Edwards recommended and members agreed that the successful contractor provide a status update/report at every meeting of the ADC after the contract starts.

MOTION: Deb Zuver made a motion for staff of the Council to have authority to release the RFA regarding the Leadership Development Training initiative, with the funding level to be offered within the range of \$150,000 up to \$195,000 per year with a required minimum of 25% non-federal matching funds for a period of up to three years. In addition, Council staff will have authority to extend the due date for applications, if necessary. Cheryl Powell seconded the motion. The motion was approved by unanimous vote.

Application Review Committee Member Recommendations

Melissa Swartz discussed the review process for applications received in response to RFAs. Review committees formed with Council members, stakeholders, and topic experts come together for an orientation and discussion meeting. Members reviewed and gave input to application review committee member recommendations.

Fiscal Report

Yadira Vasquez, NCCDD Business Officer provided an overview of the Advocacy Development Committee initiative budgets.

Future Investments Update

Melissa provided a status update on address of the Council's 5-Year State Plan targeted disparity objective, specifically outreach and inclusion of the Hispanic/Latino disability community. To date, only one NCCDD member responded to requests for volunteers for the workgroup for the development of a NCCDD Language Access Plan (LAP). Members offered suggestions for generating interest and forward movement including a panel presentation to the Council and/or considering an initiative to "jump start" progress.

Adjournment:

Motion to adjourn was made by Mary Edwards. The motion was seconded by Cheryl Powell. The motion was approved.

Ad Hoc Committees



NCCDD
North Carolina Council on
Developmental Disabilities



NC COUNCIL ON DEVELOPMENTAL DISABILITIES

Communications and Membership Development Ad Hoc Committee Meeting

March 29, 2018

Members Present: Amanda Bergen, Cheryl Powell, Mary Edwards

Staff Present: Travis Williams, David Ingram

Guests Present: Devika Rao (O'Neill Communications)

Amanda Bergen opened the tele-conference meeting through welcoming the members and calling the meeting to order. Amanda reviewed the general agenda for the meeting, which included:

1. Discuss strategy to increase public awareness for the Hefner and Riddle awards.
2. Discuss strategy for gathering feedback from Council members regarding adding a category to recognize self-advocate leaders as part of the awards program.
3. Strategize an approach and discuss ideas for making the application submission as inclusive as possible for the public submitting nominees.
4. Update committee on leveraging our communications contractor for awards ceremony and report out for Council sponsored conferences and trainings.

Co-Chair Amanda Bergen facilitated discussions. Devika Rao and Amanda Bergen outlined the potential action items resulting from the discussions, as follows:

1. David Ingram and Travis Williams will work with Devika Rao to develop an updated 'Hefner, Riddle, and Self Advocate of the Year' award applications.
2. Once the 'Hefner, Riddle, and Self Advocate of the Year' award applications are updated, Devika Rao will create a training video that will demonstrate how to complete the award applications.
3. The NCCDD's staff and contractor(s) will work to open the awards nominations in late May, after the May Council meeting, and close the awards nominations after the August Council meeting. It is expected for these award nominations to also include and solicit nominations on a 'Self Advocate of the Year' (name to be determined in upcoming Communications and Membership Development Ad Hoc Committee Meeting(s)).

4. Discussion was had around how to get input on conference through using a Survey tool.
5. Travis Williams will send out a Doodle Poll to the Ad Hoc Committee to select the date and time of the next Communications and Membership Development Ad Hoc Committee.
6. Amanda Bergen will follow-up with Chris Egan and/or the EC to initiate conversations around the NCCDD's staff and contractors working to create an 'ADA 30th Anniversary Disability Rights Movement History' video.

Cheryl made a motion that these action items be adopted and enacted. Amanda Bergen seconded the motion. There were no objections.

Amanda Bergen and the NCCDD staff thanked those in attendance for their input. Meeting was adjourned.

NC COUNCIL ON DEVELOPMENTAL DISABILITIES

Communications and Membership Development Ad Hoc Committee Meeting

April 4, 2018

Members Present: Amanda Bergen, Eric Chavis, Anna Cunningham, Mary Edwards, Cheryl Powell

Staff Present: Chris Egan, David Ingram, JoAnn Toomey, Travis Williams

Guests Present: Devika Rao (O'Neill Communications)

Amanda Bergen and Anna Cunningham opened the teleconference meeting through welcoming the members and calling the meeting to order. Anna Cunningham referenced the tentative agenda that was e-mailed out and initiated conversations on each topic.

Tentative Agenda Items:

1. Review/Discuss – Progress on updating Hefner, Riddle, and Self Advocate of the Year award applications.
2. Timeline Review - Creating a training video that will demonstrate how to complete the award applications.
3. Confirmation of Dates - Awards nominations open and close dates and inclusion of Self Advocate of the Year award.
4. Review/Discuss – Progress on updating information included in annual survey(s).
5. Discussion – Progress on NCCDD's staff and contractors working to create an 'ADA 30th Anniversary Disability Rights Movement History' video.
6. Review/Approve/Edit – 03-19-18 Communications and Member Dev. Ad Hoc Meeting Minutes.
7. Other Topics/Conversations: To Be Determined (TBD)

Co-Chair Anna Cunningham facilitated discussions. The discussions resulted in either action items or updated information, as follows:

1. David Ingram and Travis Williams will send out the updated Hefner, Riddle, and Self-Advocate of the Year award application templates upon conclusion of the call. The Communications and Membership Development Ad Hoc Committee members will review the templates and recommend edits as soon as possible and no later than Monday, April 9, 2018. Co-chair Anna Cunningham requested that members recommend

- ways to distinguish the Hefner and the Self-Advocate of the Year awards from each other. The responses and decisions will go to Anna and Amanda to take to the EC call scheduled in April of 2018. Anna and Amanda will seek approval(s) to use the updated information and forms.
2. Once the 'Hefner, Riddle, and Self Advocate of the Year' award applications are updated, Devika Rao will update the Ad Hoc Committee via e-mail on the timeline(s) required to create a training video on how to complete the award applications, tentatively planning on it being completed in time for the May NCCDD meeting. Devika Rao and Chris will also share opportunities for highlighting other NC partner and area awards that occur throughout the year that would be of interest to the NC DD Community. Chris shared that there may be opportunity to put these on our website and perhaps encourage cross-collaboration as well.
 3. The NCCDD's staff and contractor(s) confirmed that they will plan to accept awards nominations beginning the Monday after the May Council meeting, and close the awards nominations the Monday after the August Council meeting. It is expected for these award nominations to also include and solicit nominations on a 'Self Advocate of the Year' (name to be determined in upcoming Communications and Membership Development Ad Hoc Committee Meeting(s)).
 4. Anna Cunningham will put into an online survey monkey format the existing already developed and EC approved conference feedback form. This 'Conference Feedback' report/survey format will be designed so that the NCCDD might better solicit feedback from Rossi Fund recipients through e-mailing a link to the 'Conference Feedback' survey.
 5. Chris Egan and/or the EC will work to initiate conversations around the NCCDD's staff and the National Association of Councils on Developmental Disabilities and NCCDD's and NACDD's contractors working to create an 'ADA 30th Anniversary Disability Rights Movement History' video. There was discussion about including a special focus on individuals and events specific to North Carolina's Disability Rights history as well.

Co-chairs Amanda Bergen and Anna Cunningham thanked the Council staff as well as those in attendance for their input. Amanda made a motion for the March minutes to receive approval(s) with edits. Anna Cunningham adjourned the April meeting.

NC COUNCIL ON DEVELOPMENTAL DISABILITIES

Five-Year State Plan Ad Hoc Committee

April 12, 2018

Members Present: Bryan Dooley, Kerri Eaker, Daniel Smith, Sandra (Sandy) Terrell **Members Absent:** Eric Chavis, Christina Dupuch, Dr. Joshua Gettinger, Mya Lewis, Kelly Woodall
Staff Present: David Ingram, JoAnn Toomey

Committee Chair Sandra (Sandy) Terrell opened the teleconference meeting by welcoming the members and calling the meeting to order. Sandy updated the Five-Year State Plan Ad Hoc Committee (5YSPAHC) that the goal of the call included deliverables for discussion and requests for feedback and input that will drive a second 5YSPAHC meeting, to occur prior to the May Council Meeting on the 10th and 11th.

Tentative Agenda Items:

1. Soliciting Five-Year Plan Feedback Comments.
2. NCCDD's Progress with its Hispanic Language Access Plan.
3. NCCDD's Progress and Assessments – 2017 Goal Achievement.

Chair Sandy Terrell facilitated discussions. The discussions resulted in either action items or updated information, as follows:

1. NCCDD continues to seek input using its 'Idea Portal' on its website. NCCDD staff discussed plans to create an additional web-based means for individuals to review and comment on the Five-Year Plan, sending out an 'Action Alert' including a link to the opportunity, as well as including said link in the NCCDD's April Highlights and Hot Topics. Discussion occurred around NCCDD staff, David Ingram, confirming with O'Neill Communications as to the most effective method of soliciting responses and highlighting the opportunities prior to posting and making updates. 'Action Items' associated with #1 are as follows:
 - a. NCCDD staff will provide laminated Talking Points to members at the May Council – which will include information on the Five-Year Plan as well as information soliciting feedback and resources.
 - b. NCCDD staff will discuss with O'Neill Communications methods of demonstrating progress on the Five-Year Plan within the website in an effective manner and with more presence on NCCDD's website and will report back to the 5YSPAHC as to the O'Neill's suggestions.
2. Discussion occurred on the NCCDD utilizing a contract position with an individual who is bilingual (Spanish and English), has knowledge and experience in Human Services, and who is connected to the Hispanic community in North Carolina to convene Listening Sessions, Collaborative Meetings, and other such activities to create effective suggestions and solutions for the NCCDD to utilize in implementing and updating its

Hispanic Language Access Plan, which is a federal mandate for Targeted Disparity. Action Items associated with #2 are as follows:

- a. Sandy Terrell will seek input from DHHS Leadership and State contacts as to information on other individuals or divisions within NC working on these activities and their ability/abilities to provide their time and/or collaborate on it with the NCCDD.
 - b. David Ingram, will seek to put together a number of options as to methods to implement using a contract position and providing clarification on the Scope of Work (SOW). NCCDD staff were asked to take into consideration the benefits of a position being time-limited and with a narrow focus. Discussion occurred around the pros and cons of a Part-Time staff for 12 months vs. a Full-Time staff for 6 months as far as managing costs while obtaining the best product and outcome.
3. NCCDD staff updated the 5YSPAHC that National Association of Councils on Developmental Disabilities sent an update on Tuesday April 10, 2018 confirming that the Annual Reporting system and interface are not complete and as such, Councils, including NCCDD, should await additional instruction and that the Annual Reporting cannot occur until that instruction is provided. Once that information is updated, NCCDD staff will bring the information to the 5YSPAHC. 'Action Items' associated with #3 are as follows:
- a. NCCDD staff will engage with the O'Neill Communications Group and seek ideas on making the annual report understandable at a glance, creating a narrative or more user-friendly manner of presenting the status on the goals and progress (see 1 above as well), making the report more accessible and visible to visitors to the site, and ideas on which strategies are possible to use so that NCCDD can continue to build on its engagement and solicit additional feedback. NCCDD staff will report on the responses to the 5YSPAHC during the next meeting.

Sandy Terrell and the 5YSPAHC requested another meeting occur prior to the May 10th and 11th Council meeting, from 3-3:30 with the NCCDD staff sending out a Doodle Poll with 2 or 3 potential dates sent out, soon. Sandy adjourned the meeting.

Fiscal Reports



NCCDD
North Carolina Council on
Developmental Disabilities



**NC Council on Developmental Disabilities - Grantee's Initiative by Committee
Advocacy Development
As of May 2018**

ALLIANCE OF DISABILITY ADVOCATES - NC ADA NETWORK: FISCAL AGENT			
NCCDD Staff:	Philip Woodward	Current Year:	Year 3 of 3
Contract Period:	07/01/17 - 09/15/18	Paid From:	2016 FFY
Last Invoice Received:	March 31, 2018		
Purpose:	This initiative is designated to distribute funds to the ADA Network affiliates, to the ADA Network Coordinator and at the request of the ADA Network Coordinator.		
FEDERAL FUNDS			
BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Sub-Contract	\$ 10,000.00	\$ -	\$ 10,000.00
Other	\$ 30,000.00	\$ 6,926.23	\$ 23,073.77
FEDERAL FUNDS TOTAL	\$ 40,000.00	\$ 6,926.23	\$ 33,073.77
MATCH	\$ 13,333.00	\$ 188.43	\$ 13,144.57
TOTAL	\$ 53,333.00	\$ 7,114.66	\$ 46,218.34
Target % Expenses	67%		
Actual % Spent	17%		
Match % Spent	1%		
NOTE: The April Request for Reimbursement is due May 15, 2018.			

IN-HOUSE - NC ADA NETWORK			
NCCDD Staff:	Philip Woodward	Current Year:	on-going
Contract Period:	07/01/17 - 06/30/18	Paid From:	2016 FFY
Last Update:	January 31, 2018		
Purpose:	This initiative is designated to promote voluntary compliance with the Americans with Disabilities act (ADA) through a statewide, grassroots network of local affiliates.		
FEDERAL FUNDS			
BUDGET	EXPENSES	BALANCE	
\$30,000.00	\$697.25	\$29,302.75	
MATCH	N/A		
Target % Expenses	67%		
Actual % Spent	2%		
NOTE: Estimated upcoming travel to the Arts Access ADA project training; ADA and accessible tourism presentation at the Visit NC 365 Conference in Winston-Salem; National ADA Symposium; follow up with the CIL in Reidsville on Belk store restroom accessibility and CIL in Franklin on Cullasaja Campground; NC Dept. of Natural and Cultural Resources; and ADA Coordinator Training Certification Program. This initiative is 25% or more below the target expenditure. No match requirement for in-house initiatives.			

NC Council on Developmental Disabilities - Grantee's Initiative by Committee
Community Living
As of May 2018

THE ARC OF NC - FROM PLANNING TO ACTION			
NCCDD Staff:	Philip Woodward	Current Year:	Year 2 of 3
Contract Period:	01/01/18 - 12/31/18	Paid From:	2018 FFY
Last Invoice Received:	March 31, 2018		
Purpose:	This initiative uses the information and recommendations gathered in the Medical/Health Home initiative to launch demonstration programs that will advance the innovation and care in services for people with I/DD.		
FEDERAL FUNDS			
BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 5,000.00	\$ 1,250.01	\$ 3,749.99
Supplies	\$ 100.00	\$ -	\$ 100.00
Travel	\$ 400.00	\$ -	\$ 400.00
Sub-Contract	\$ 117,375.00	\$ 18,590.00	\$ 98,785.00
Other	\$ 1,775.00	\$ -	\$ 1,775.00
Media/Communications	\$ 350.00	\$ -	\$ 350.00
FEDERAL FUNDS TOTAL	\$ 125,000.00	\$ 19,840.01	\$ 105,159.99
MATCH	\$ 52,925.00	\$ -	\$ 52,925.00
TOTAL	\$ 177,925.00	\$ 19,840.01	\$ 158,084.99
Target % Expenses	17%		
Actual % Spent	16%		
Match % Spent	0%		
NOTE:	The April Request for Reimbursement is due May 15, 2018.		

VAYA HEALTH - SUPPORTING LIVING: MAKING THE DIFFERENCE			
NCCDD Staff:	Philip Woodward	Current Year:	Year 2 of 3
Contract Period:	01/01/18 - 12/31/18	Paid From:	2018 FFY
Last Invoice Received:	February 28, 2018		
Purpose:	This initiative is building capacity within North Carolina to design and implement Supported Living services in partnership with people with I/DD.		
FEDERAL/STATE FUNDS			
BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Sub-Contract	\$ 98,500.00	\$ 15,849.58	\$ 82,650.42
Media/Communications	\$ 1,500.00	\$ 688.33	\$ 811.67
FEDERAL/STATE FUNDS TOTAL	\$ 100,000.00	\$ 16,537.91	\$ 83,462.09
MATCH	\$ 68,239.00	\$ 8,536.17	\$ 59,702.83
TOTAL	\$ 168,239.00	\$ 25,074.08	\$ 143,164.92
Target % Expenses	17%		
Actual % Spent	17%		
Match % Spent	13%		
NOTE:	The March Request for Reimbursement is due April 15, 2018. Out of the \$100,000 funds, \$75,000 is state funds and \$25,000 is federal funds. All the match funds will be NCCDD match.		

FIRST - USING NATURAL SUPPORTS

NCCDD Staff: Philip Woodward **Current Year:** Year 1 of 3
Contract Period: 03/01/18 - 02/28/19 **Paid From:** 2017 FFY
Last Invoice Received: Due April 15, 2018

Purpose: This initiative is to focus on the importance of non-paid relationships in the lives of individuals with I/DD and foster opportunities for natural supports in the life of a person with I/DD. Specifically, understanding how natural supports develop and sustain themselves; creating strategies leading to community involvement and developing valuable and lasting interpersonal relationships; collaborating to advance the principles of community living, self-advocacy, and families involvement; and developing a frame work/blueprint to foster natural supports opportunities in rural and urban communities in North Carolina.

FEDERAL FUNDS			
BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 17,200.00	\$ -	\$ 17,200.00
Fringe Benefits	\$ 1,827.00	\$ -	\$ 1,827.00
Supplies	\$ 1,293.00	\$ -	\$ 1,293.00
Travel	\$ 1,000.00	\$ -	\$ 1,000.00
Sub-Contract	\$ 50,690.00	\$ -	\$ 50,690.00
Other	\$ 2,990.00	\$ -	\$ 2,990.00
FEDERAL FUNDS TOTAL	\$ 75,000.00	\$ -	\$ 75,000.00
MATCH	\$ 25,086.00	\$ -	\$ 25,086.00
TOTAL	\$ 100,086.00	\$ -	\$ 100,086.00
Target % Expenses		0%	
Actual % Spent		0%	
Match % Spent		0%	

NOTE:
 The March Request for Reimbursement is due April 15, 2018.

NC Council on Developmental Disabilities - Grantee's Initiative by Committee
Financial Asset Development
As of May 2018

NATIONAL DISABILITY INSTITUTE - UPWARD FINANCIAL STABILITY

NCCDD Staff: Travis Williams **Current Year:** Year 3 of 3
Contract Period: 10/01/16 - 06/30/18 **Paid From:** 2017 FFY
Last Invoice Received: February 28, 2018
Purpose:

This initiative promotes opportunities for people with I/DD to advance economic self-sufficiency by developing financial literacy and asset building skills.

FEDERAL FUNDS

BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 56,261.00	\$ 42,166.42	\$ 14,094.58
Fringe Benefits	\$ 11,251.00	\$ 8,924.77	\$ 2,326.23
Supplies	\$ 9,856.00	\$ 8,315.38	\$ 1,540.62
Travel	\$ 5,700.00	\$ 4,361.34	\$ 1,338.66
Sub-Contract	\$ 38,225.00	\$ 28,333.29	\$ 9,891.71
Other	\$ 2,000.00	\$ -	\$ 2,000.00
Indirect Cost	\$ 6,943.00	\$ 4,936.30	\$ 2,006.70
Utilities	\$ 2,764.00	\$ 1,445.95	\$ 1,318.05
Media/Communications	\$ 2,000.00	\$ 2,000.00	\$ -
FEDERAL FUNDS TOTAL	\$ 135,000.00	\$ 100,483.45	\$ 34,516.55
MATCH	\$ 45,000.00	\$ 29,616.60	\$ 15,383.40
TOTAL	\$ 180,000.00	\$ 130,100.05	\$ 49,899.95
Target % Expenses		81%	
Actual % Spent		74%	
Match % Spent		66%	

NOTE:
The March Request for Reimbursement is due April 15, 2018.

NC BUSINESS LEADERSHIP NETWORK - INNOVATIVE EMPLOYMENT

NCCDD Staff: Travis Williams **Current Year:** Year 1 of 3
Contract Period: 03/01/18 - 02/28/19 **Paid From:** 2017 FFY
Last Invoice Received: Due April 15, 2018

Purpose: This initiative produce up to three paid and registered apprenticeship programs in high demand, yet achievable fields; develop collaborations between two local public school systems to advance pre-employment transition service (Pre-ETS) in those local communities; and strengthen the relationship between disability services and career services within the community college system and provide business mentoring opportunities for college students with I/DD.

FEDERAL FUNDS			
BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 81,902.00	\$ -	\$ 81,902.00
Fringe Benefits	\$ 6,267.00	\$ -	\$ 6,267.00
Supplies	\$ 463.00	\$ -	\$ 463.00
Travel	\$ 4,368.00	\$ -	\$ 4,368.00
Sub-Contract	\$ 5,000.00	\$ -	\$ 5,000.00
Other	\$ 2,000.00	\$ -	\$ 2,000.00
FEDERAL FUNDS TOTAL	\$ 100,000.00	\$ -	\$ 100,000.00
MATCH	\$ 35,585.00	\$ -	\$ 35,585.00
TOTAL	\$ 135,585.00	\$ -	\$ 135,585.00
Target % Expenses		0%	
Actual % Spent		0%	
Match % Spent		0%	

NOTE:
The March Request for Reimbursement is due April 15, 2018.

BUDGET CATEGORIES DESCRIPTION

CATEGORY	DESCRIPTION
SALARIES	Salaries only for staff hired by the applicant organization to work specifically on the initiative. This may include professional staff, interns, paraprofessionals, and/or part-time/hourly employees.
FRINGE BENEFITS	Fringe Benefits only for staff hired working on the initiative and may include FICA, Unemployment, Worker's Compensation, Health Insurance and/or Retirement Benefits.
SUPPLIES	Supplies may include consumable items that are essential to the program. Examples of allowable supplies include office supplies, computer supplies, medical supplies, furniture, directories and/or journals.
TRAVEL	Travel costs only for staff hired as identified in the budget that is deemed reasonable and necessary to conduct project activities. Examples of travel include staff mileage relating to program operations, lodging, air fare, conference registration fees and meals.
RENT/COST OF SPACE	The Rent/Cost of Space may include rent or lease of office space, equipment, furniture, vehicles, and meeting or conference space cost to be used specifically for the program.
EQUIPMENT	Equipment should possess both of the following characteristics: it is not consumable or expendable and has an expected useful life of longer than one year. Examples of allowable equipment include communication, computers, laptops, iPads, printers, office, assistive technology, medical, vehicles, scientific, and others.
SUB-CONTRACT	Sub-Contract may include essential services which cannot be met by other program staff which specifically relate to the work of the program. Examples of Sub-Contract may include consultants/contractors, photocopy services, consultants/contractors travel and fiscal services. The Sub-Contract line item must be itemized based on the subcontract agreement. The Council must provide approval prior to grantee entering into any contracts. A copy of the contract must be included.

BUDGET CATEGORIES DESCRIPTION

CATEGORY	DESCRIPTION
OTHER	The Other category may include audit services, service payment such as stipends, costs incurred for conferences, postage/mail, internet, printing/copies, training/meetings, cleaning/janitorial, license fees, incentives, participants insurance and bonding and any other services or expenses that will not fit into another category.
INDIRECT COST	Indirect Cost rates negotiated with the Department of Health and Human Services Regional Comptroller or other similar federal agency may be used to compute allowable indirect costs. Expenditures included as indirect costs may not be duplicated elsewhere in the budget. A copy of the Negotiation Agreement must be included with the grant application. Indirect/overhead costs may not exceed 15% of the total project cost or \$20,000, whichever is less.
UTILITIES	The cost associated with water, electricity, gas, telephone, and services.
MEDIA/COMMUNICATIONS	The cost incurred for advertising, audio visual presentations, multimedia, tv, radio presentations, logos, promotional items, publications, public service announcements and ads, reprints, text translation into another language, websites, and web materials.
DUES/SUBSCRIPTIONS	Dues includes approved dues for company memberships in professional organizations and subscriptions includes the cost of subscriptions to newspapers, magazines, and periodicals.

FISCAL TERMS/DESCRIPTIONS

TERM	DESCRIPTION
FEDERAL FISCAL YEAR	This term is defined as the fiscal year for the federal government which begins on October 1 and ends on September 30.
FEDERAL AWARD	This term is defined as a financial grant for any federal program, project, service, or activity provided by the federal government that directly assists domestic governments, organizations, or individuals in the areas of education, health, public safety, public welfare, and public works, among others.
ENCUMBER PERIOD (2 Years)	This term is defined as a two year time period to budget and record expenses.
SPEND BY YEAR 3	This term is defined as all funds from a federal award that need to be spent by year 3 end date of the award.
APPROVED CONTRACT or ANTICIPATED BUDGET	These terms are defined as the contract amount approved to fund a program under a federal award. An anticipated budget is the best estimate of the funds needed to support the work described in a contract.
CURRENT EXPENSE	This term is defined as ongoing business expenses that are accounted for as they occur.
CURRENT UNEXPENDED BALANCE	This term is defined as the actual remaining balance of budgeted funds.
IDENTIFIED PENDING COUNCIL APPROVAL	This term is defined as the initiative dollar amounts that have been identified to propose to the Council for approval.
AVAILABLE FOR NEW INITIATIVES	This term is defined as funds available to seek new in-house initiatives or RFAs.
TOTAL PENDING & AVAILABLE BALANCE	This is the sum of the identified pending Council approval and the funds available for new initiatives.

For Your Information



NCCDD
North Carolina Council on
Developmental Disabilities



August Council Meeting

Date:

August 9 & 10, 2018

Location:

Hilton Garden Inn

309 College Street

Asheville, NC

Phone:

828-255-0001