



**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**

**Fax: 919-377-0445**



**NCCDD  
STAFF ON CALL**



**NCCDD**  
North Carolina Council on  
Developmental Disabilities



# 2019 COUNCIL ON DEVELOPMENTAL DISABILITIES

## EXECUTIVE COMMITTEE

### **Alex McArthur: Chair**

Myron Michelle Gavin: 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

*Staff: Executive Director (Vacant), JoAnn Toomey, Yadira Vasquez*

## FINANCIAL ASSET DEVELOPMENT COMMITTEE

### **Amanda Bergen, Chair**

Dawn Allen  
Anna Cunningham  
Myron Michelle Gavin  
William Miller  
Wing Ng, M.D.  
Dave Richard, Deputy Secretary, NC Medicaid  
Ryan Rotundo  
Daniel Smith  
Sherry Thomas; Alternate: Dreama McCoy  
Vacant; Alternate: Teresa Strom  
Kathie Trotter; Alternate: Jim Swain  
Kelly Woodall

*Staff: Travis Williams*

## COMMUNITY LIVING COMMITTEE

### **Kerri Eaker, Chair**

Katherine Boeck  
Allison Dodson  
Christina Dupuch; Alternate: Andrea Misenheimer  
Joshua Gettinger, M.D.  
Brendon Hildreth  
Kristy Locklear  
Virginia Knowlton Marcus  
Senator Mujtaba Mohammed  
James Stephenson  
Peggy Terhune, Ph.D.  
Sandra Terrell; Alternate: Deb Goda  
Vacant; Alternate: Mya Lewis

*Staff: Philip Woodward*

## APPOINTED POSITION/COUNTY

Individual with DD-Wake  
Parent-Craven  
Individual with DD-New Hanover  
Individual with DD-Wayne  
Parent-Mecklenburg  
Parent-Buncombe  
Individual with DD-Dare  
  
Parent-Mecklenburg  
Public At Large-Stanly  
Parent-Wake  
Parent-Craven  
Individual with DD-Davidson  
Parent-Wake  
Agency: DHHS-Wake  
Sibling-Buncombe  
Parent-Guilford  
Agency: Dept. Public Instruction-Wake  
Agency: DHHS-Social Services-Wake  
Agency: DHHS-Voc. Rehabilitation-Wake  
Individual with DD-Wake

Parent-Buncombe  
Individual with DD-Edgecombe  
Sibling-Watauga  
Non-Profit Agency-Buncombe  
Parent-Buncombe  
Individual with DD-Craven  
Parent-Robeson  
Agency: Disability Rights NC-Wake  
Senate Representative-Mecklenburg  
Parent-Wake  
Local Non-Governmental Agency-Randolph  
Agency: DHHS-NC Medicaid-Wake  
Agency: DHHS-MH/DD/SAS-Wake

**ADVOCACY DEVELOPMENT COMMITTEE**

**Nessie Siler, Chair**

Eric Chavis  
NaKima Clark  
Bryan Dooley  
Mary Edwards; Alternate: Karey Perez  
Katie Holler  
Representative Verla Insko  
Gary Junker, Ph.D.; Alternate: Jamila Little  
Kelly Kimple, M.D.; Alternate: Danielle Matula  
Aldea LaParr  
Joe Piven, M.D.; Alternate: Deborah Zuver  
Cheryl Powell  
Donna Spears

***Staff: Melissa Swartz***

Individual with DD-Dare  
Individual with DD-Guilford  
Parent-Wake  
Individual with DD-Guilford  
Agency: DHHS-Aging & Adult Services-Wake  
Parent-Pitt  
Legislative Representative-Orange  
Dept. of Public Safety-Orange  
Agency: DHHS-W/C Health-Wake  
Individual with DD-Wayne  
Agency: Carolina Institute on DD-Orange  
Individual with DD-New Hanover  
Individual with DD-Onslow

**STAFF**

Vacant  
Cora Gibson  
David Ingram  
Melissa Swartz  
JoAnn Toomey  
Yadira Vasquez  
Shar'ron Williams  
Travis Williams  
Philip Woodward  
Letha Young

Executive Director  
Administrative Specialist II  
Systems Change Manager  
Systems Change Manager  
Director of Operations  
Business Officer  
Business Services Coordinator  
Systems Change Manager  
Systems Change Manager  
Administrative Specialist I



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

**DRAFT**  
**AGENDA**  
**WEDNESDAY, NOVEMBER 6, 2019**  
**BRADFORD A**

9:00 – 12:00 PM **NEW MEMBER ORIENTATION**.....NCCDD Executive Committee and Staff  
(Box lunch provided)

**BRADFORD C & D**

1:00 – 1:15 PM **WELCOME & AGENDA REVIEW**.....Alex McArthur

1:15 – 2:30 PM **NCCDD FIVE-YEAR PLAN UPDATE AND KICK-OFF EVENT**.....Sandy Terrell,  
NCCDD Five-Year Plan Ad Hoc Committee Chair, Members and Staff

2:30 – 3:30 PM **YOUTH LEADERSHIP PRESENTATION** .....Kay McMillan, Youth LEAD NC

3:30 – 4:00 PM **BREAK**

4:00 – 5:00 PM **HEALTH AND ORAL HEALTH PRESENTATION**.....Lauren Howard,  
Director, NC Office on Disability and Health; Karen Luken, Disability and Health  
Consultant; and Debbye Krueger, DHHS Division of Public Health

5:00 – 5:30 PM **BREAK**

5:30 – 8:00 PM **ADVOCACY & LEADERSHIP AWARDS RECEPTION & PRESENTATIONS\***

\*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**

**DRAFT**  
**AGENDA**  
**THURSDAY, NOVEMBER 7, 2019**  
**BRADFORD C & D**

8:30 – 9:00 AM **WELCOME & AGENDA REVIEW**.....Alex McArthur

9:00 – 10:00 AM **PEER SUPPORT PRESENTATION**.....Donna Meltzer, NACDD CEO,  
Kelly Friedlander, Community Bridges Consulting Group

10:00 – 10:30 AM **BREAK**

10:30 – 11:30 AM **PUBLIC POLICY UPDATE & DISCUSSION**.....Erika Hagensen and Jill Hinton,  
NCCDD Policy Coordinators

11:30 – 1:00 PM **LUNCH BREAK** (Buffet Lunch Provided)\*

1:00 – 3:00 PM **CONTINUATION FUNDING REQUESTS/DRAFT RFA DISCUSSIONS**

~Draft RFA Discussion.....**Nessie Siler,**  
**Chair of Advocacy Development Committee**

~Draft RFA Discussion  
~I/DD Employment Collaborative Continuation Funding  
~Inroads to Employment Continuation Funding.....**Amanda Bergen,**  
**Chair of Financial Asset Development Committee**

~Draft RFA Discussion  
~Natural Support Network Development Continuation Funding.....**Kerri Eaker,**  
**Chair of Community Living Committee**

3:00 – 3:30 PM **BREAK**

3:30 – 5:30 PM **COMMITTEE MEETINGS**

Financial Asset Development.....Bradford C  
Community Living.....Bradford B  
Advocacy Development.....Bradford A

***Dinner on your own***

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

**DRAFT**  
**AGENDA**  
**FRIDAY, NOVEMBER 8, 2019**  
**BRADFORD C & D**

- 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 **NEW MEMBER AFFIRMATIONS**...Supreme Court of NC, Justice Michael Morgan
- 9:30 - 9:45 AM **DIRECTOR’S REPORT/UPDATE**..... Alex McArthur
- 9:45 - 9:50 AM **FINANCIAL REPORT**.....Alex McArthur
- 9:50 - 10:00 AM **LEGISLATIVE UPDATE**
- 10:00 - 10:15 AM **PUBLIC COMMENT**.....Alex McArthur
- 10:15 - 10:45 AM **BREAK**
- 10:45 - 11:30 AM **COMMITTEE REPORTS**
  - Executive Committee.....Alex McArthur
  - Financial Asset Development.....Amanda Bergen
  - Community Living.....Kerri Eaker
  - Advocacy Development.....Nessie Siler
- 11:30 - 12:15 PM **NEW BUSINESS**
  - Elections: 1 Vice-Chair, Secretary
  - DD Network Partners-Update
  - Disability Rights NC
  - Carolina Institute for Developmental Disabilities
  - NC Empowerment Network
- 12:15 - 12:30 PM **OLD BUSINESS**
- 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.



# Council Minutes



**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**

**August 9, 2019**

**MEMBERS PRESENT:** Amanda Bergen, Katherine Boeck, Eric Chavis, Anna Cunningham, Allison Dodson, Bryan Dooley, Christina Dupuch, Kerri Eaker, Myron Gavin, Joshua Gettinger, Brendon Hildreth, Gary Junker, Kelly Kimple, Susan McLean (for Virginia Knowlton Marcus), Aldea LaParr, Mya Lewis (for MH/DD/SAS), Kristy Locklear, Alex McArthur, Will Miller, Deb Zuver (for Joseph Piven), Ryan Rotundo, Nessie Siler, Dan Smith, James Stephenson, Teresa Strom (for DSS), Sandra Terrell, Beverly Colwell (for Sherry Thomas), Kathie Trotter (for DVR)

**MEMBERS ABSENT:** Dawn Allen, Nakima Clark, Mary Edwards, Jason Faircloth, Katie Holler, Rep. Verla Insko, Senator Mujtaba Mohammed, Wing Ng, Cheryl Powell, Dave Richard, Peggy Terhune, Kelly Woodall

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

**CONTRACTORS/GUESTS PRESENT:** Fahamisha Amkajinaki, Kenneth Bausell, Jennifer Bosk, Diana Cejas, Caryn Cook, Joann Hick, Darcy Hildreth, Karen Martin, Kay McMillan, David Owens, Devika Rao, Ginger Smith, Briana S. and Taylor J. (for Maxim Healthcare Services)

#### **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 also reminded members of the emergency exits at the Hilton Garden Inn. She thanked the members for their participation on Thursday.

Aldea LaParr, NCCDD Secretary, conducted the roll call.

#### **APPROVAL OF COUNCIL MINUTES**

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

**MOTION:** Katherine Boeck made a motion to approve the May 2019 Council meeting minutes. Joshua Gettinger seconded the motion. The motion was approved by unanimous vote.

## **DIRECTOR UPDATE/REPORT**

Alex thanked the Executive Committee and staff for their work during the search for an executive director and gave a brief update on the progress. She also announced that Chris Egan will no longer be a member on the Council since he has been assigned as the DHHS administrative liaison to NCCDD.

## **FINANCE REPORT**

Alex reminded members to complete their reimbursement forms and surveys 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 UPDATE**

An update was given during the Thursday sessions.

## **PUBLIC COMMENT**

Kerri Eaker shared information about the new waiver in her area of the state regarding the changes and cuts to self-directed care and how it has affected her family and people she works with. Several members shared their concern that with all the advances to date, there are still gaps.

Anna Cunningham also shared that there have been unintentional consequences of the NC Innovations Waiver that has created an unintentional bias of creative solutions for families regarding supported and community living models.

Fahmisha Amkajinaki attended the meeting from Northampton County to share her story of being the sole caretaker of her granddaughter who has a rare developmental disability and to learn more about NCCDD.

Kay McMillan spoke about community living and how it's important to have supports and live independently, but you need the opportunity to gain those skills and leadership to be empowered and to be productive.

## **COMMITTEE REPORTS**

Alex 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 May 20, 2019, June 17, 2019 and July 15, 2019. Copies of the minutes were made available to Council members and Alex asked members to review the minutes and let them know that the minutes are also posted on the NCCDD website.

## **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 that were presented to the committee. The following motions were presented on the floor for Council consideration:

**MOTION:** Anna Cunningham made a motion to approve continuation funding to Disability Rights NC for the Leadership Development Training initiative. Funding is approved for up to \$195,000, with a required minimum of 25% non-federal matching funds (\$65,000), for Year 2 (of 3) from January 1, 2020 to December 31, 2020. Bryan Dooley recused himself since he is on the board of DRNC. Susan McLean also recused herself because she is staff at DRNC. Kat Boeck seconded the motion. The motion was approved by majority vote.

**MOTION:** Deb Zuver made a motion to approve continuation funding to Community Enterprises LLC for the NC ADA Network Coordination, Technical Assistance and Fiscal Intermediary initiative. Funding is approved for up to \$125,000, with a required minimum of 25% non-federal matching funds (\$41,667), for Year 2 (of 3) from October 1, 2019 to September 30, 2020. Kat Boeck seconded the motion. The motion was approved by unanimous vote.

**MOTION:** Anna Cunningham made a motion for staff of the Council to have authority to draft the RFA regarding a Justice initiative focused on re-entry/expanding re-entry program and I/DD Navigators. Request for permission to release the RFA will occur at the November 8, 2019 Council meeting. Amanda Bergen seconded the motion. The motion was approved by majority 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 that were presented to the committee. The following motion was presented on the floor for Council consideration:

**MOTION:** James Stephenson made a motion for staff of the Council to have authority to draft the RFA regarding a Making Alternatives to Guardianship a Reality in North Carolina initiative. Request for permission to release the RFA will occur at the November 8, 2019 Council meeting. Transportation is the second priority. Fair, Affordable Housing is the third priority. Mya Lewis seconded the motion. Will Miller abstained from the vote since he is involved with this effort in his work. 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 that were presented to the committee. The following motion was presented on the floor for Council consideration:

**MOTION:** Anna Cunningham made a motion for staff of the Council to have authority to draft the RFA regarding a Benefits Counseling Expansion Demonstration initiative. Request for permission to release the RFA will occur at the November 8, 2019 Council meeting. Ryan Rotundo seconded the motion. The motion was approved by unanimous vote.

### **NEW BUSINESS**

**MOTION:** Dan Smith made a motion to approve continuation funding to O'Neill Communications for the NCCDD Communications initiative. Funding is approved for up to \$135,000, with a required minimum of 25% non-federal matching funds (\$45,000), for Year 2 (of 5), from October 1, 2019 to September 30, 2020. Kat Boeck seconded the motion. The motion was approved by unanimous vote.

**MOTION:** Kat Boeck made a motion to approve the 2020 meeting dates of the Council; February 6 & 7, May 7 & 8, August 6 & 7, and November 4, 5 & 6, to be held in the Raleigh area, with the exception of the May meeting, which will be held in Winston-Salem. Aldea LaParr seconded the motion. The motion was approved by unanimous vote.

**DD NETWORK PARTNER UPDATES**

Susan McLean shared the Disability Rights North Carolina update on their recent conference, conducting different investigations and how they are keeping up with the new legislative changes and policies.

Deb Zuver, Carolina Institute for Developmental Disabilities, gave an update on the School of Social Work on-line training, new positions and upcoming conferences.

Nessie Siler shared an update on the advances of the NC Empowerment Network.

**OLD BUSINESS**

None at this time.

**ADJOURN**

Alex McArthur asked for a motion to adjourn the meeting.

**MOTION:** Dan Smith made a motion to adjourn the August 2019 meeting. Anna Cunningham seconded the motion. The motion was approved by unanimous vote.

Approved: \_\_\_\_\_  
Aldea LaParr, Secretary

Date: \_\_\_\_\_

# Executive Committee



**NCCDD**

North Carolina Council on  
Developmental Disabilities



## NC Council on Developmental Disabilities

**FINAL**

### Executive Committee Minutes

Date: September 16, 2019

Time: 10:00 AM – 11:00 AM

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

**Members Absent:** Myron Gavin

**Staff Present:** JoAnn Toomey, Yadira Vasquez

#### 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 August 19, 2019 and August 26, 2019 Executive Committee meetings were reviewed.

**MOTION:** Aldea LaParr made a motion to approve the August 19, 2019 and August 26, 2019 minutes. Amanda Bergen seconded the motion. The motion was approved by unanimous vote.

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

The members reviewed the draft agenda for the November Council meeting. Staff are working to firm up some of the presentations for Wednesday and Thursday morning. The new member orientation is being updated by staff for any needed revisions.

The members also discussed the standing Committee Chair recommendations to be presented at the November Council meeting. The current Committee Chairs will contact the selected Council members to determine their interest in serving and will make a final decision at the October EC meeting.

#### IV. Conference Funding Requests

The members reviewed a request from the NC Association of Persons Supporting EmploymentFirst (NC APSE) for the 2019 NC APSE Fall Conference being held October 9-11, 2019 in Blowing Rock, NC. The request is for \$492.30 to cover the travel costs for a speaker.

**MOTION:** Kerri Eaker made a motion to approve funding to the NC Association of Persons Supporting EmploymentFirst (NC APSE) for the 2019 NC APSE Fall Conference being held October 9-11, 2019 in Blowing Rock, NC in an amount up to \$492.30. Nessie Siler seconded the motion. The motion was approved by unanimous vote.

The members reviewed a request from the Triangle Down Syndrome Network for the 2019 North Carolina Down Syndrome Conference being held November 16, 2019 in Raleigh, NC. The request is for \$3000 to cover the costs of a speaker fee and the meeting space.

**MOTION:** Aldea LaParr made a motion to approve funding to the Triangle Down Syndrome Network for the 2019 North Carolina Down Syndrome Conference being held November 16, 2019 in Raleigh, NC in an amount up to \$1600 to cover the cost of the speaker fee. The funding for the meeting space was not approved. Cheryl Powell seconded the motion. The motion was approved by unanimous vote.

The members reviewed a request from Mission Family Support Network for the 9<sup>th</sup> WNC Annual Regional Transition Into Adulthood Conference being held October 5, 2019 at Mission Health/A-B Conference Center in Asheville, NC. The request is for \$300 to cover the cost of 6 speaker fees.

**MOTION:** Nessie Siler made a motion to approve funding to the Mission Family Support Network for the 9<sup>th</sup> WNC Annual Regional Transition Into Adulthood Conference being held October 5, 2019 at Mission Health/A-B Conference Center in Asheville, NC in an amount up to \$300. Cheryl Powell seconded the motion. Kerri Eaker abstained from the vote since she is employed by Mission Health. The motion was approved by unanimous vote.

The members reviewed a request from the NC Fetal Alcohol Spectrum Disorder Informed for the Building Understanding and Coalitions Conference being held September 27, 2019 in Raleigh, NC. The request is for \$2,685 to cover the cost of travel for three speakers and audio-visual rental at the meeting space.

**MOTION:** Kerri Eaker made a motion to approve funding to the NC Fetal Alcohol Spectrum Disorder Informed for the Building Understanding and Coalitions Conference being held September 27, 2019 in Raleigh, NC in an amount up to \$895 each towards travel for the three speakers. The funding for the audio-visual rental was not approved. Nessie Siler seconded the motion. The motion was approved by unanimous vote.

The members reviewed a request from the National Inclusion Project for the Power of Play Conference being held October 14-15, 2019 in Raleigh, NC. The request is for up to \$3,000 to cover the costs for a speaker fee, the speaker's travel costs and funding towards the meeting space.

**MOTION:** Cheryl Powell made a motion to approve funding to the National Inclusion Project for the Power of Play Conference being held October 14-15, 2019 in Raleigh, NC in the amount of \$750 towards the cost for the speaker fee. The funding for the speaker's travel costs and the meeting space were not approved. Nessie Siler seconded the motion. The motion was approved by unanimous vote.

**V. Personal Services Contract Review/Approval**

None at this time.

**VI. Ad Hoc Committees/Updates**

The Five-Year State Plan Ad Hoc Committee update was that the September 4th meeting was cancelled due to Hurricane Dorian and it will be rescheduled before the end of the month.

**VII. Other**

Alex McArthur updated the members that, based on the previous ranking by the EC, an alternate selection was made regarding the Leadership Award candidate due to an unanticipated situation.

**VIII. Adjourn**

Alex McArthur asked for a motion to adjourn and Nessie Siler made a motion to adjourn the meeting. Kerri Eaker seconded the motion. The motion was approved and the meeting adjourned.

**NC Council on Developmental Disabilities**  
**FINAL**  
**Special Meeting of the Executive Committee**  
**Meeting Minutes**

Date: August 26, 2019

Time: 10:00 AM

**Members Present:** Amanda Bergen, Kerri Eaker, Aldea LaParr, Nessie Siler

**Members Absent:** Alex McArthur, Myron Gavin, Cheryl Powell

**Staff Present:** JoAnn Toomey

**I. Call to Order**

Aldea LaParr opened the meeting of the Executive Committee (EC) and welcomed the members calling in.

**II. Approval of Minutes**

The draft minutes of the August 19, 2019 Executive Committee meeting will be discussed and considered for approval at the September 16, 2019 meeting.

**III. Other**

The members reviewed and discussed the award nominations for the Hefner, Riddle and Leadership Awards to be presented at the November, 2019 Council Meeting. Decisions for the recipients of all three awards were made by majority vote and they will be notified this week.

**IV. Adjourn**

Aldea LaParr asked for a motion to adjourn and Nessie Siler made a motion to adjourn the meeting. Amanda Bergen seconded the motion. The motion was approved and the meeting adjourned.

## NC Council on Developmental Disabilities

**FINAL**

### Executive Committee Minutes

Date: August 19, 2019

Time: 10:00 AM – 10:30 AM

**Members Present:** Amanda Bergen, Kerri Eaker, Myron Gavin, Aldea LaParr, Cheryl Powell, Nessie Siler

**Members Absent:** Alex McArthur

**Staff Present:** JoAnn Toomey

#### I. Call to Order

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 July 15, 2019 Executive Committee meetings were reviewed. Kerri Eaker asked for a revision of the HANd Conference motion because she did not recuse herself from the vote. The final minutes will be revised to record the motion was approved by majority vote.

**MOTION:** Aldea LaParr made a motion to approve the July 15, 2019 minutes with the noted revision. Amanda Bergen seconded the motion. The motion was approved by unanimous vote.

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

The members reviewed the paper and electronic survey results. They all agreed that most of the comments were very positive, and they were glad to see the number of survey responses had improved greatly. Nessie Siler did comment that she was the one who asked for no more 12-hour days and JoAnn Toomey said she would get her wish in November when Wednesday would start at 1:00 and then have the awards ceremony that evening; Thursday would be a normal work day from 8 to 5 and then the half day on Friday.

#### IV. Conference Funding Requests

The members reviewed a request from the NC Association of Rehabilitation Facilities (NCARF) for their Fall Conference and Awards Luncheon being held in Cary, NC on September 11-13, 2019. The request is for up to \$250 for a speaker's fee.

**MOTION:** Aldea LaParr made a motion to approve funding to the NC Association of Rehabilitation Facilities (NCARF) for their Fall Conference and Awards Luncheon being held in Cary, NC on September 11-13, 2019 in the amount of \$250. Nessie Siler seconded the motion. The motion was approved by unanimous vote.

**V. Personal Services Contract Review/Approval**

None at this time.

**VI. Ad Hoc Committees/Updates**

None at this time.

**VII. Other**

JoAnn Toomey updated the members regarding two Idea Portal submissions that were received in June. The Systems Change Managers had completed a thorough review process for both and after reviewing their recommendations, she agreed with the consensus that rejection letters be sent with an invitation to keep checking our website for new RFA opportunities and to refer them to current initiatives and other agencies as identified in their summary review. The members also agreed with this recommendation.

The members discussed the award nomination applications that they received over the weekend. They felt that it would be rushing the process too much to make a decision on the 3 awards today, so they agreed that they would send in their top two for each award by Friday, August 23<sup>rd</sup> and then have a special meeting of the Executive committee on Monday, August 26<sup>th</sup> at 10:00 AM to discuss and decide their chosen nominee for each award.

**VIII. Adjourn**

Cheryl Powell asked for a motion to adjourn and Amanda Bergen made a motion to adjourn the meeting. The motion was approved and the meeting adjourned.

## NC Council on Developmental Disabilities

**FINAL**

### Executive Committee Minutes

Date: July 15, 2019

Time: 10:00 AM – 11:00 AM

**Members Present:** Amanda Bergen, Kerri Eaker, Myron Gavin, Aldea LaParr, Alex McArthur, Cheryl Powell, Nessie Siler

**Staff Present:** David Ingram, JoAnn Toomey, Yadira Vasquez

#### I. Call to Order

Chair Alex McArthur opened the meeting of the Executive Committee (EC) and welcomed the members calling in. She reminded the members that staff were on the line and that they would not be having a closed session of the EC to discuss personnel matters today, but she did share that the NCCDD staff would be interviewing the EC's two Executive Director candidates next Monday, July 22<sup>nd</sup> by Zoom.

#### II. Approval of Minutes

The draft minutes of the June 17, 2019 Executive Committee meetings were reviewed.

**MOTION:** Cheryl Powell made a motion to approve the June 17, 2019 minutes. Aldea LaParr seconded the motion. The motion was approved by unanimous vote.

#### III. Financial Report and Expenses/Match Update

Yadira Vasquez reviewed the financial reports for the NCCDD. Currently, there is an estimated amount of \$242,500 available for new initiatives effective October 1, 2019 from FFY 2020. All other funds for FFYs 2017-2020 have been identified to be spent, pending Council approval.

Cheryl Powell announced that she sent in the EIN paperwork to the IRS again by certified mail and that she and Melissa are checking the IRS website daily for an update. She said that recent calls have been unsuccessful.

Alex asked if there was an update on the Leadership Development Training initiative. Cheryl said she and JoAnn Toomey called in to the Advisory Committee's meeting that was held in Greensboro on June 28<sup>th</sup> and that she felt optimistic about the progress. JoAnn shared that Melissa Swartz attended that meeting and that Melissa said she was pleased with Corye Dunn's and the Center for Creative Leadership's (CCL) participation and presentations at the meeting. However, a recent development was CCL declining Disability Rights NC's (DRNC) request for CCL to take over the administrative and reporting functions of this initiative. Melissa has followed up with DRNC staff and suggested some other options to pursue. Alex asked

that the EC be given an update at least a week before the August Council meeting when DRNC will be presenting their update for continuation funding of Year 2. Kerri Eaker said that at the NACDD conference last week she heard from other states about leadership training initiatives they have been involved with and she will share that information with Melissa.

Alex asked if the members had any other questions and there were none.

#### **IV. Council Meeting/Member Survey or Agenda Review**

The members reviewed and discussed ideas for the draft agenda for the August Council meeting. Several edits were made and the draft agenda will be ready to include in the August mailout.

Council meeting dates for 2020 were again reviewed and after hearing about the research of hotels in Greensboro or Winston-Salem by Cora Gibson, the members agreed that the May 2020 Council meeting should be in Winston-Salem.

**MOTION:** Nessie Siler made a motion to approve the Council meeting dates for 2020 of February 6 & 7, May 7 & 8 (in Winston-Salem), August 6 & 7 and November 4, 5 & 6, 2020. Myron Gavin seconded the motion. The motion was approved by unanimous vote.

#### **V. Conference Funding Requests**

The members reviewed a request for the 2020 Rooted in Advocacy Conference (hosted by the Arc of North Carolina) being held on March 13, 2020 at Benton Convention Center, Winston-Salem. The request is for up to \$3,000. It will cover the cost of the meeting space for this conference.

**MOTION:** Kerri Eaker made a motion to approve funding to the Arc of North Carolina for the 2020 Rooted in Advocacy Conference being held March 13, 2020 in Winston-Salem in the amount of \$3,000. Cheryl Powell seconded the motion. The motion was approved unanimously.

The members then reviewed a request for the 2<sup>nd</sup> Annual Hub for Autism & Neurodiversity Conference (hosted by the Hub for Autism & Neurodiversity (HANd)) being held on September 27, 2020 at Alliance Bible Fellowship, Boone. The request is for up to \$1,162.50. It will cover the costs to fund up to 1 speaker's travel and fee and the venue cost for the conference.

**MOTION:** Aldea LaParr made a motion to approve funding to the Hub for Autism & Neurodiversity for the 2<sup>nd</sup> Annual HANd Conference being held September 27, 2020 in Boone in the amount of \$1,162.50. Myron Gavin seconded the motion. The motion was approved by majority.

**VI. Personal Services Contract Review/Approval**

None at this time.

**VII. Ad Hoc Committees/Updates**

David Ingram said that he sent out an email invite to the former members of the Five-Year State Plan Ad Hoc Committee to ask if they would still be interested in serving this committee. So far Mya Lewis and Kerri Eaker replied that they would serve. Cheryl Powell offered to join and Alex McArthur asked to also be put on the emails for this group and would attend when she could. The first meeting is scheduled for Tuesday, July 30, 2020 from 3:00-4:00 PM, by teleconference (original date stated of Friday, July 26<sup>th</sup> was in error).

**VIII. Other**

JoAnn Toomey updated the members regarding two Idea Portal submissions that were received in June. The Systems Change Managers had completed a thorough review process for both and after reviewing their recommendations, she agreed with the consensus that rejection letters be sent with an invitation to keep checking our website for new RFA opportunities and to refer them to current initiatives and other agencies as identified in their summary review. The members also agreed with this recommendation.

Alex asked if the members had any other agenda items to discuss and Amanda Bergen asked that the draft minutes from the May, 2019 Financial Asset Development Committee be sent to her (sent 7/16/19); Cheryl Powell said that the NCEN funds being held by DRNC have been successfully transferred to an accounting firm that also serves the Alliance for Disability Advocates and Kerri Eaker announced that the next Sibling Conference will be held on July 27<sup>th</sup> in Asheville and that 25 people have already registered.

**IX. Adjourn**

Alex McArthur asked for a motion to adjourn before going into a closed session of the Executive Committee to discuss the Executive Director hiring process.

**MOTION:** Amanda Bergen made a motion to adjourn the meeting. Nessie Siler seconded the motion. The motion was approved and the meeting adjourned.

# Advocacy Development Committee



**NCCDD**

North Carolina Council on  
Developmental Disabilities



**Advocacy Development Committee Agenda**  
**August 8, 2019**  
**2:30 p.m. – 5:00 p.m.**  
**Hilton Garden Inn, Cary, NC**

<b>2:30 p.m. – 2:40 p.m.</b>	<b>Introductions</b> <ul style="list-style-type: none"> <li>• Welcome! Recognition: Eric Chavis</li> <li>• Guide to Productive Meeting</li> <li>• Approval of May Minutes</li> </ul>	<i>Nessie Siler, Chair</i>
<b>2:40 p.m. – 3:20 p.m.</b> 2:40 - 3:00  3:00 - 3:20	<b>Continuation Funding</b> <ul style="list-style-type: none"> <li>• Inclusive Leadership Development Training</li> <li>• NC ADA Network Coordination, Technical Assistance and Fiscal Intermediary</li> </ul>	<i>Corye Dunn, Coordinator</i> <i>Jayke Hamill, CCL</i> <i>Karen Hamilton, Coordinator</i>
<b>3:20 p.m. – 3:30 p.m.</b>	<b>Initiative Updates</b> <ul style="list-style-type: none"> <li>• NC Empowerment Network</li> </ul>	<i>Nessie Siler</i> <i>Cheryl Powell, President</i>
<b>3:30 p.m. – 3:40 p.m.</b>	<b>Fiscal Update</b>	<i>Yadira Vasquez, Staff</i>
<b>3:40p.m. – 4:50 p.m.</b>	<b>Future Investments / Request to Draft RFA(s)</b> <ul style="list-style-type: none"> <li>• Justice</li> <li>• Education System/Early Childhood Intervention</li> <li>• Aging caregivers</li> </ul>	<i>Nessie Siler</i> <i>Melissa Swartz, Staff</i> <i>Committee Members</i>
<b>4:50 p.m. – 5:00 p.m.</b>	<b>Wrap Up and Reminders</b> <ul style="list-style-type: none"> <li>• Completion of Financial Forms</li> <li>• Member Surveys on Tables Friday or e-Version</li> <li>• Reminder November 6, 7, &amp; 8, 2019 Council meeting at Hilton Garden Inn, Cary NC</li> </ul>	

**ADVOCACY DEVELOPMENT COMMITTEE**

- |  |  |
|--|--|
| Nessie Siler, Chair<br>Eric Chavis<br>NaKima Clark<br>Bryan Dooley<br>Mary Edwards; Alternate: Joseph Breen<br>Jason Faircloth<br>Katie Holler<br>Representative Verla Insko<br>Gary Junker, Ph.D.; Alternate: Jamila Little<br>Kelly Kimple, M.D.; Alternate: Danielle Matula<br>Aldea LaParr<br>Joe Piven, M.D.; Alternate: Deborah Zuver<br>Cheryl Powell | Individual with DD-Dare<br>Individual with DD-Guilford<br>Parent-Wake<br>Individual with DD-Forsythe<br>Agency: DHHS-Aging & Adult Services-Wake<br>Individual with DD-Sampson<br>Parent-Pitt<br>Legislative Representative-Orange<br>Dept. of Public Safety-Orange<br>Agency: DHHS-W/C Health-Wake<br>Individual with DD-Wayne<br>Agency: Carolina Institute on DD-Orange<br>Individual with DD-New Hanover |
|--|--|

Staff: Melissa Swartz

**Advocacy Development Committee**  
**Very DRAFT MINUTES**  
**Thursday, August 8, 2019**  
**2:00pm - 5:00pm**  
**Hilton Garden Inn, Cary, NC**

**Members Present:** Bryan Dooley, Mary Edwards, Katie Holler, Kelly Kimple, Aldea LaParr, Jamilla Little, Cheryl Powell, Nessie Siler, Deborah Zuver

**Members Absent:** NaKima Clark, Eric Chavis, Jason Faircloth, Rep. Verla Insko

**Staff in Attendance:** Melissa Swartz, Yadira Vasquez, Letha Young

**Guests:** Corye Dunn, Jayke Hamill, Karen Hamilton, Dave Owen, Francesca (member DSP)

**Welcome/Introductions:**

The Advocacy Development Committee started with self-introductions, a welcome to members, and acknowledgement of Eric Chavis for his commitment and ending of his second term.

**Approval of Minutes:**

----- made a motion to approve the May 2019 Advocacy Development Committee (ADC) minutes. ----- seconded the motion. The motion was approved.

**Continuation Funding Request: Inclusive Leadership Development Training Initiative:**

Corye Dunn, Leadership Development Training initiative coordinator and Jayke Hamill expanded on initiative activities, next steps, and addressed questions from the full council presentation and the ADC members.

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**Continuation Funding Request: NC ADA Network Coordination, Technical Assistance and Fiscal Intermediary:**

Karen Hamilton expanded on initiative activities, next steps, and addressed questions from the full council presentation and the ADC member about the the ADA Network Coord/TA/FI initiative.

...

**Initiative Update NC Empowerment Network:**

In the absence of Cheryl Powell, Nessie provided an initiative update about the NC Empowerment Network. The start date of the grant with the NCCDD is September 1, 2019.

**Future investment discussion: Permission to draft an RFA**

Committee members provided staff permission to draft RFAs on the following topics: Justice, Early Childhood Intervention/Education System, and Aging Caregivers. Cross-cutting features of these topics to consider, respectively,

include accessible terminology (a.k.a. plain language approaches), cultural competence/cultural diversity – including disability history – and technology.

Topic Detail Included:

- **Justice\*** – transition back into community; sexual assault/safe place; Sexual Violence/Domestic Violence project expansion; and crisis prevention/intervention training including law enforcement and correctional. *\*On Friday May 10, the full council narrowed this topic to: the right to transition into and live in the community free from abuse, neglect, discrimination, exploitation or assault, with the supports and services necessary to thrive.*
- **Education System/Early Childhood Intervention** – Child and family centered; parents get on-going resources with emphasis on child getting off to a good start; education for teachers and providers; Special needs advisory committee; and more and better information for transition coordinators
- **Aging Caregivers** – for example, refer to the Administration for Community Living Supports for family caregivers across the lifespan February 2019: The National Family Caregiver Support Program; and Aging and Disability Resource Centers; and Lifespan respite care programs

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

# Financial Asset Development Committee



**NCCDD**

North Carolina Council on  
Developmental Disabilities



# North Carolina Council on Developmental Disabilities

## Financial Asset Development Committee Agenda

November 7th, 2019

3:30 p.m. – 5:30 p.m.

Hilton Garden Inn, Cary, NC

<b>3:30 p.m. – 3:45 p.m.</b>	<b>Introduction</b> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Approval of August Minutes</li> </ul>	<i>Amanda Bergen, Chair</i>
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<b>3:45 p.m. – 4:10 p.m.</b>	<b>Initiative Updates</b> <ul style="list-style-type: none"> <li>• Update on Project Prosperity Public Awareness and Outreach Efforts with NC Treasury, NCDVR and The Collaborative</li> </ul>	<i>Marquita Robertson, Executive Director, The Collaborative</i>
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<b>4:10 p.m. – 4:35 p.m.</b>	<ul style="list-style-type: none"> <li>• Update on North Carolina Employment Collaborative Initiative</li> </ul>	<i>Beth Butler and Pat Keul, DisAbility:IN North Carolina</i>
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<b>4:35 p.m. – 4:50 p.m.</b>	<ul style="list-style-type: none"> <li>• Update committee on Inroads to Employment Initiative</li> </ul>	<i>Beth Butler and Pat Keul, DisAbility:IN North Carolina</i>
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<b>4:50 p.m. – 5:00 p.m.</b>	<b>Fiscal Report</b>	<i>Yadira Vasquez, Staff</i>
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<b>5:00 p.m. – 5:25 p.m.</b>	<b>Benefits Counseling Expansion RFA Discussion</b>	<i>Amanda Bergen, Chair Travis Williams, Staff</i>
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<b>5:25 p.m. – 5:30 p.m.</b>	<b>Wrap Up and Reminders</b> <ul style="list-style-type: none"> <li>• Completion of Financial Forms</li> <li>• Reminder: Next Council meeting, February 6th-7th, 2020 Hilton Garden Inn, Cary</li> </ul>	<i>Amanda Bergen, Chair</i>
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Amanda Bergen, Chair  
 Dawn Allen  
 Anna Cunningham  
 Myron Michelle Gavin  
 William Miller  
 Wing Ng, M.D.  
 Dave Richard, Deputy Secretary, NC Medicaid  
 Ryan Rotundo  
 Daniel Smith  
 Sherry Thomas; Alternate: Dreama McCoy  
 Vacant; Alternate: Teresa Strom  
 Kathie Trotter; Alternate: Jim Swain  
 Kelly Woodall

Parent-Mecklenburg  
 Public At Large-Stanly  
 Parent-Wake  
 Parent-Craven  
 Individual with DD-Davidson  
 Parent-Wake  
 Agency: DHHS-Wake  
 Sibling-Buncombe  
 Parent-Guilford  
 Agency: Dept. Public Instruction-Wake  
 Agency: DHHS-Social Services-Wake  
 Agency: DHHS-Voc. Rehabilitation-Durham  
 Individual with DD-Wake

Staff: Travis Williams

Financial Asset Development Committee (FADC)  
Draft Minutes  
August 8, 2019  
2:30PM-5:00PM  
Hilton Garden Inn, Cary, NC

**Members Present:** Amanda Bergen, Anna Cunningham, Kathie Trotter (for Chris Egan), Myron Gavin, William Miller, Ryan Rotundo, Dan Smith, Jim Swain, Teresa Strom (for DSS), Beverly Colwell (for Sherry Thomas)

**Members Absent:** Dawn Allen, Wing Ng, Dave Richard, Kelly Woodall

**Guests:** Ms. Taylor (DSP for Will Miller)

**Staff/Contractors:** Beth Butler, David Ingram, Pat Keul, Marquita Robertson, Travis Williams, Yadira Vasquez

### **Introduction**

Amanda Bergen called the committee into session and reviewed the agenda and May meeting minutes. Dan Smith made a motion to approve the May Committee meeting minutes. Jim Swain seconded the motion. Will Miller and Anna Cunningham abstained. Motion passed.

### **Updates**

#### **North Carolina Employment Collaborative Year 1:**

Beth Butler provided an update on the North Carolina Employment Collaborative initiative. Updates this quarter includes formation of the Business Advisory Council (BAC). Key Partners on the BAC include business leaders and self-advocates, government agencies, Post-Secondary Education, and Workforce Development representatives. Beth Butler shared with the committee that an initial review of the Unified State Plan has been completed and that major partner organizations and representatives have been identified and were engaged through surveys. Collected data is currently under review to identify gaps/ barriers, and to aid in strategic opportunities for mission alignment of activities among North Carolina Employment Collaborative partners.

#### **Inroads to Employment Year 2**

Pat Keul presented to the FADC an update on the three components of the Inroads to Employment initiative. For the apprenticeship component; apprenticeship one, that covers the Your Local Greens apprenticeship in Burlington NC, the following was shared: In January 2019, partners drafted the curriculum for hydroponics lesson plans/modification of horticulture lessons. In April 2019, Disability: IN North Carolina

(DI-NC) received permission to add supplementary training to NCWorks Working Smart Curriculum. From May to August 2019, the contractors projected to finish lesson plans and conduct student recruitment. Full apprenticeship will start in early 2020. Regarding apprenticeship two; the feeding assistance apprenticeship at Well Spring Retirement Center, three candidates have been identified and at least two candidates will be hired this month. Activities planned for 2019-2020 related to apprenticeship two include seeking a CNA program to register with NC Apprenticeship. Regarding apprenticeship three; Disability:IN North Carolina is currently in discussions with an automotive accessories company and is meeting with the NC Apprenticeship representative for Charlotte Mecklenburg, and Central Piedmont Community College about a potential apprenticeship in electrical automotive services.

Regarding component two; Pre-Employment Transition Services (Pre-ETS) Program 1, DI-NC assisted Cleveland County Schools (CCS) to write and submit proposal Pre-Employment Training Services grant to NC Vocational Rehabilitation in mid-April 2018. This proposal was funded and began serving students in January 2019. So far, approximately 60 students have received Pre-ETS services through the CCS READY Program. Surveys were distributed to evaluate student's perception of the impact of the READY program. CCS is preparing to serve over 100 students in the READY program in 2019-20.

CCS READY program survey results include:

- 48.1% students surveyed responded that they learned more about my possible career choices
- 48.1% students surveyed responded that they learned what to expect from a job

Concerning Pre-ETS program 2, DI-NC is currently providing technical assistance to K-64 at Catawba Vocational Community College (CVCC) in Catawba County to draft a Pre-Employment Training Services proposal that was submitted to NC Vocational Rehabilitation in June 2019. The proposal will serve 3 public school systems: Catawba County Schools, Hickory Public Schools, and Newton-Conover City Schools. If awarded, funding for this program will start in January 2020 and will serve 50 plus students. DI-NC surveys will also be distributed on this program to evaluate student's perception of the impact of the program. Statistics will be gathered on the post-secondary outcomes of these students as they exit high school.

Regarding component three; college mentoring, DI-NC will be partnering with CommunAbility. CommunAbility is a mentoring program that matches business mentors to students or young adults with disabilities for mentoring sessions that take place throughout their senior year in high school, technical training, college or university. DI-NC is currently recruiting business mentors for CommunAbility program. This component is not scheduled for implementation until 2020.

## **Financial Updates**

Yadira Vasquez provided a fiscal update to the committee members. There were no questions from the members.

### Project Prosperity NCABLE Initiative Year 1:

Marquita Robertson reported on the progress of this initiative stating that several planning meetings have taken place to discuss the roles of participating NCABLE Project Prosperity partners. Marquita outlined four core opportunities for promotion of NCABLE including live presentations or trainings, live and on-demand webinars, literature and leave behinds, and overview vignettes. Other highlights included plans to update the Upward to Financial Stability Curriculum to include a full module on NCABLE. Marquita highlighted plans to mainstream NCABLE, using outreach activities with transition services, financial institutions, Exceptional Children's Programs, and conferences and conventions. Marquita also shared that an LMS training module is completed by the Department of Treasurer and North Carolina Vocational Rehabilitation, and both departments will be working together to disperse LMS training to VR staff across the state.

### New Initiative Research Discussions

Amanda Bergen transitioned the conversation into a review of the Future Investments research completed by Council staff since the May Council Meeting. Travis Williams review research completed and answered questions on the following topic areas:

1. Benefits counseling expansion
2. Research and evaluate community college programs for students living with I/DD that emphasize the following areas: job specialized training, life skills, communication and soft skills
3. Research the potential feasibility for a parent peer workbook that emphasizes resources for students living with I/DD that are transitioning from non-college track courses of study and addresses education of parents regarding increased expectations regarding competitive integrated employment.

Dan Smith made a motion to have North Carolina Inclusive Post-Secondary Consortium, College Transition Lookbook Project, and College Transition Demonstration Project referred to Council staff for further research. Anna Cunningham seconded. Motion carried unanimously.

Anna Cunningham moved to have the Benefits Counseling Expansion Demonstration Project moved forward for RFA development. Ryan Rotundo seconded. Motion carried unanimously.

### Wrap up and Reminders

Amanda Bergen reminded committee members to turn in their travel forms and that the next Council meeting will be held on November 6<sup>th</sup> - 8<sup>th</sup>, 2019 at the Hilton Garden Inn in Cary, North Carolina.

Anna Cunningham made a motion to adjourn. Myron Gavin seconded the motion. Amanda Bergen adjourned the meeting at 5:10 pm.

# Cross-Cutting In-House Initiatives



**NCCDD**

North Carolina Council on  
Developmental Disabilities





## NCCDD Media Relations Program Year 2 (of 5)

October 2019

### Purpose of the NCCDD Media Relations

- To assist the NCCDD in community outreach and collection of public input from individuals with intellectual and other developmental disabilities (I/DD) and their families on opportunities and barriers they face in everyday life to guide the development of funded grant Initiatives, public policy goals, and systems change activities.

### Planned Activities in Year 2 (of 5)

- To assist NCCDD in communicating the work of existing initiatives with key decision makers at the state and local level.
- Assist NCCDD in the communication of public policy issues that impact the independence and inclusion of individuals with I/DD and their families.
- Continue raising awareness of NCCDD's mission and its resources available to elected officials, state leaders, and local organizations across the state.
- Continue to develop online publications including Highlights & Hot Topics (HHT) newsletters and videos including Conversations with the Council to share information about issues that impact individuals with I/DD in "People-First" and easy-to-read narratives.
- Enhance outreach through new channels such as Facebook Live events, Twitter chats and Public Policy podcasts
- Support staff and Council in the development of the next Five-Year Plan through strategies for recruitment and involvement of broader audiences to participate in public listening sessions and online surveys.
- Develop a statewide NC ABLE ambassador program in partnership with the Office of State Treasurer to encourage self-advocates to become community liaisons and host information sessions in line with current Five-Year Plan goals
- Plan a Media Campaign around promoting NC ABLE and the benefits of ABLE accounts in Financial Asset Development.
- Manage and support development of 30th Anniversary Campaign for the ADA, the Advocacy & Leadership awards and additional events as requested.
- Provide Council member social media training during a quarterly meeting
- Increase public presence through local media reports, press releases, public policy input, and collaboration with communications liaisons across state government.
- Continue enhancing social media, email and website to share outputs from the Council and to solicit greater input from individuals and families across the state.
- Provide a thorough content audit of the website including updating photos and copy and continue site refresh monthly to remain current
- Continue to make resources available to help stakeholder groups and the general public understand the work of the Council in effecting systems change.

# NCCDD Media Relations Program

(continued)

<b>Planned Activities in Year 2 (of 5) (continued)</b>	<ul style="list-style-type: none"><li>• Continue to raise awareness of the Council across the state as a consensus builder on the broad issues that affect people with I/DD and their families.</li><li>• Identify strategies to increase awareness of funded initiatives and opportunities to increase sustainability in the community.</li><li>• Increase the number of people who understand and champion the removal of barriers in the system that impact independence, inclusion, and self-determination among those with I/DD.</li></ul>
<b>Achievements and Outcomes to Date (Year 1)</b>	<ul style="list-style-type: none"><li>• Continued efforts to raise awareness of NCCDD across the state through publication of updated HHT newsletter, initiative announcements in Constant Contact and press relations.</li><li>• Increased accessibility and reach of NCCDD by adding Spanish translations of HHT newsletters, forms for Advocacy and Leadership Awards and important web banners. Also provided HHT newsletters as audio recordings.</li><li>• Enhanced the awareness of the Council, advocates, individuals with I/DD and their families through the organization and implementation of the NCCDD Annual Awards, including a creating a new award honoring self-advocacy leadership (NC Leadership Achievement Award) and videos for all three award winners.</li><li>• Created and distributed articles to the press, top stories were the Accessible Icon Event, Employment First and the Annual Advocacy Awards. Overall reach - 8.4 million Unique Visitors Per Month, Overall mentions - 13,000, Ad value - \$10,500</li><li>• Launched monthly video series, "Conversations with the Council"</li><li>• Enhanced website content with a new Public Policy Update feed, updated Council Member page to include map of member locations, updated calendar of events page to include map of event locations and added Action Alerts</li><li>• Created, posted and evaluated an average of over 20 social media posts to Facebook and Twitter each month, resulting in a 20% increase in followers to Facebook (average reach 260,000 people) and a 14% increase in followers to Twitter (average engagement 16,529 - 14% increase)</li><li>• Increased engagement across target audiences with a new regional approach to the NCCDD's calendar of events and Council Membership listing(s), as well as through News, Action and Event alerts, all with over a 23% open rate.</li><li>• Launched a video series of the Employment Lookbook "One Workforce: Inclusive Employment in North Carolina" and expanded to include employer stories</li><li>• Outlined and initiated DD Awareness Month and ADA Awareness Month social media campaigns and supported event planning efforts for DD Awareness Month</li></ul>
<b>Expected System Change as a Result</b>	<ul style="list-style-type: none"><li>• Increase individual, family, public, and system knowledge and engagement to provide system advocacy for the financial security and community living opportunities of individuals with I/DD, with additional specific emphasis to increase the knowledge and engagement of members of the NC Hispanic/Latino/Latinx community.</li></ul>

# Fiscal Reports



**NCCDD**  
North Carolina Council on  
Developmental Disabilities



**Advocacy Development Committee  
Initiative Update  
As of October 14, 2019**

**COMMUNITY ENTERPRISES LLC - NC ADA NETWORK/COORD./TA/FI**

**NCCDD Staff:** Melissa Swartz **Current Year:** Year 1 of 3

**Contract Period:** 10/01/18 - 09/30/19 **Paid From:** 2019 FFY

**Last Invoice Received:** August 31, 2019

**Purpose:**

The purpose of this initiative is to support grassroots groups, led by people with disabilities, to raise awareness of, and increase voluntary compliance with the Americans with Disabilities Act (ADA) in local communities across North Carolina. This initiative includes fiscal intermediary/agent supports for ADA projects and trainings in local communities throughout North Carolina and those seeking support to attend training and development events through participant development efforts.

**FEDERAL FUNDS**

BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 75,000.00	\$ 68,750.00	\$ 6,250.00
Supplies	\$ 2,637.00	\$ 1,997.07	\$ 639.93
Sub-Contract	\$ 12,750.00	\$ 2,196.56	\$ 10,553.44
Other	\$ 23,250.00	\$ 20,930.18	\$ 2,319.82
Indirect Cost	\$ 11,363.00	\$ 10,416.00	\$ 947.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 125,000.00</b>	<b>\$ 104,289.81</b>	<b>\$ 20,710.19</b>
<b>MATCH</b>	<b>\$ 41,667.00</b>	<b>\$ 39,269.86</b>	<b>\$ 2,397.14</b>
<b>TOTAL</b>	<b>\$ 166,667.00</b>	<b>\$ 143,559.67</b>	<b>\$ 23,107.33</b>
Target % Expenses	100%		
Actual % Spent	83%		
Match % Spent	94%		

**NOTE:**

The last Request for Reimbursement for September is due October 31, 2019.

**Advocacy Development Committee  
Initiative Update  
As of October 14, 2019**

**COMMUNITY ENTERPRISES LLC - NC ADA NETWORK/COORD./TA/FI**

**NCCDD Staff:** Melissa Swartz **Current Year:** Year 2 of 3

**Contract Period:** 10/01/19 - 09/30/20 **Paid From:** 2019 FFY

**Last Invoice Received:** 1st RFR due November 15, 2019

**Purpose:**

The purpose of this initiative is to support grassroots groups, led by people with disabilities, to raise awareness of, and increase voluntary compliance with the Americans with Disabilities Act (ADA) in local communities across North Carolina. This initiative includes fiscal intermediary/agent supports for ADA projects and trainings in local communities throughout North Carolina and those seeking support to attend training and development events through participant development efforts.

**FEDERAL FUNDS**

<b>BUDGET CATEGORIES</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Salaries</b>	\$ 75,000.00	\$ -	\$ 75,000.00
<b>Supplies</b>	\$ 2,637.00	\$ -	\$ 2,637.00
<b>Travel</b>	\$ 2,000.00	\$ -	\$ 2,000.00
<b>Sub-Contract</b>	\$ 14,000.00	\$ -	\$ 14,000.00
<b>Other</b>	\$ 20,000.00	\$ -	\$ 20,000.00
<b>Indirect Cost</b>	\$ 11,363.00	\$ -	\$ 11,363.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 125,000.00</b>	<b>\$ -</b>	<b>\$ 125,000.00</b>
<b>MATCH</b>	<b>\$ 41,667.00</b>	<b>\$ -</b>	<b>\$ 41,667.00</b>
<b>TOTAL</b>	<b>\$ 166,667.00</b>	<b>\$ -</b>	<b>\$ 166,667.00</b>
<b>Target % Expenses</b>		0%	
<b>Actual % Spent</b>		0%	
<b>Match % Spent</b>		0%	

**NOTE:**

The first Request for Reimbursement is due November 15, 2019.

**Advocacy Development Committee  
Initiative Update  
As of October 14, 2019**

**DISABILITY RIGHTS NC - LEADERSHIP DEVELOPMENT TRAINING**

**NCCDD Staff:** Melissa Swartz **Current Year:** Year 1 of 3

**Contract Period:** 07/01/18 - 12/31/19 **Paid From:** 2018 FFY

**Last Invoice Received:** August 31, 2019

**Purpose:**

This initiative will identify leadership outcomes for participants, develop and pilot in-depth training, and evaluate the training. This initiative will also provide training for trainers in leadership development.

**FEDERAL FUNDS**

<b>BUDGET CATEGORIES</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Salaries</b>	\$ 46,000.00	\$ 24,694.60	\$ 21,305.40
<b>Fringe Benefits</b>	\$ 11,185.00	\$ 3,009.12	\$ 8,175.88
<b>Travel</b>	\$ 990.00	\$ 62.25	\$ 927.75
<b>Rent/Cost of Space</b>	\$ 515.00	\$ 515.00	\$ -
<b>Professional Services</b>	\$ 3,380.00	\$ 25.88	\$ 3,354.12
<b>Sub-Contract</b>	\$ 120,875.00	\$ 50,506.77	\$ 70,368.23
<b>Other</b>	\$ 12,055.00	\$ 2,797.19	\$ 9,257.81
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 195,000.00</b>	<b>\$ 81,610.81</b>	<b>\$ 113,389.19</b>
<b>MATCH</b>	<b>\$ 65,000.00</b>	<b>\$ 12,219.00</b>	<b>\$ 52,781.00</b>
<b>TOTAL</b>	<b>\$ 260,000.00</b>	<b>\$ 93,829.81</b>	<b>\$ 166,170.19</b>
<b>Target % Expenses</b>		83%	
<b>Actual % Spent</b>		42%	
<b>Match % Spent</b>		19%	

**NOTE:**

The September Request for Reimbursement is due October 15, 2019. Contractor staffing transitions delayed initiative activities start.

**Advocacy Development Committee  
Initiative Update  
As of October 14, 2019**

NC EMPOWERMENT NETWORK - NCEN			
<b>NCCDD Staff:</b>	Melissa Swartz	<b>Current Year:</b>	Year 1 of 1
<b>Contract Period:</b>	09/1/19 - 08/31/20	<b>Paid From:</b>	2018 FFY
<b>Last Invoice Received:</b>	1st RFR due October 15, 2019		
<b>Purpose:</b>	<p>The purpose of this initiative is to begin addressing visibility and outreach by establishing a social media presence on all major social media outlets; eliminate communication barriers through the use of technology such as video conferencing; attend &amp; hold trainings geared toward building the leadership skills of NCEN self-advocate members; identify diverse sources of funding.</p>		
<b>FEDERAL FUNDS</b>			
<b>BUDGET CATEGORIES</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
Professional Services	\$ 5,000.00	\$ -	\$ 5,000.00
Sub-Contract	\$ 4,000.00	\$ -	\$ 4,000.00
Other	\$ 10,850.00	\$ -	\$ 10,850.00
Dues/Subscriptions	\$ 150.00	\$ -	\$ 150.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>
<b>MATCH</b>	<b>\$ 6,667.00</b>	<b>\$ -</b>	<b>\$ 6,667.00</b>
<b>TOTAL</b>	<b>\$ 26,667.00</b>	<b>\$ -</b>	<b>\$ 26,667.00</b>
<b>Target % Expenses</b>	8%		
<b>Actual % Spent</b>	0%		
<b>Match % Spent</b>	0%		
<b>NOTE:</b>			
The September Request for Reimbursement is due October 15, 2019.			

**Community Living Committee  
Initiative Update  
As of October 14, 2019**

**FIRST - NATURAL SUPPORT NETWORK**

**NCCDD Staff:** Philip Woodward **Current Year:** Year 2 of 3  
**Contract Period:** 03/01/19 - 02/29/20 **Paid From:** 2018 FFY  
**Last Invoice Received:** September 30, 2019

**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.

<b>FEDERAL FUNDS</b>			
<b>BUDGET CATEGORIES</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Salaries</b>	\$ 29,000.00	\$ 17,350.06	\$ 11,649.94
<b>Fringe Benefits</b>	\$ 3,072.00	\$ 1,143.85	\$ 1,928.15
<b>Supplies</b>	\$ 2,150.00	\$ 581.95	\$ 1,568.05
<b>Travel</b>	\$ 4,000.00	\$ 1,177.23	\$ 2,822.77
<b>Sub-Contract</b>	\$ 32,778.00	\$ 25,923.00	\$ 6,855.00
<b>Other</b>	\$ 4,000.00	\$ 2,407.26	\$ 1,592.74
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 75,000.00</b>	<b>\$ 48,583.35</b>	<b>\$ 26,416.65</b>
<b>MATCH</b>	<b>\$ 25,000.00</b>	<b>\$ 10,281.95</b>	<b>\$ 14,718.05</b>
<b>TOTAL</b>	<b>\$ 100,000.00</b>	<b>\$ 58,865.30</b>	<b>\$ 41,134.70</b>
<b>Target % Expenses</b>	58%		
<b>Actual % Spent</b>	65%		
<b>Match % Spent</b>	41%		

**NOTE:**  
The October Request for Reimbursement is due November 15, 2019.

**Community Living Committee  
Initiative Update  
As of October 14, 2019**

**UNC CHAPEL HILL - JORDAN INSTITUTE FOR FAMILIES  
RETHINKING GUARDIANSHIP: EXPANDING RIGHTS**

**NCCDD Staff:** Philip Woodward **Current Year:** 18 MONTHS  
**Contract Period:** 07/01/18 - 12/31/19 **Paid From:** 2018 FFY  
**Last Invoice Received:** September 30, 2019

**Purpose:** The purpose of this initiative is to extend the reach of the Rethinking Guardianship: Building a Case for Restrictive Alternatives initiative in order to further long-term changes in North Carolina's guardianship system through promoting less restrictive alternatives to guardianship and respecting the rights of individuals in guardianship and those facing guardianship.

<b>FEDERAL/STATE FUNDS</b>			
<b>BUDGET CATEGORIES</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Salaries</b>	\$ 56,141.00	\$ 50,921.24	\$ 5,219.76
<b>Fringe Benefits</b>	\$ 20,161.00	\$ 18,547.10	\$ 1,613.90
<b>Supplies</b>	\$ 163.00	\$ 115.38	\$ 47.62
<b>Travel</b>	\$ 9,457.00	\$ 8,147.44	\$ 1,309.56
<b>Sub-Contract</b>	\$ 9,647.00	\$ 9,646.52	\$ 0.48
<b>Other</b>	\$ 8,977.00	\$ 6,861.31	\$ 2,115.69
<b>Indirect Cost</b>	\$ 10,454.00	\$ 9,424.73	\$ 1,029.27
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 115,000.00</b>	<b>\$ 103,663.72</b>	<b>\$ 11,336.28</b>
<b>MATCH</b>			
<b>TOTAL</b>	<b>\$ 115,000.00</b>	<b>\$ 103,663.72</b>	<b>\$ 11,336.28</b>
<b>Target % Expenses</b>		83%	
<b>Actual % Spent</b>		90%	

**NOTE:** The October Request for Reimbursement is due November 15, 2019. Out of the \$115,000 funds, \$30,000 is NCCDD federal funds, with state matching funds of \$75,000 from MFP and \$10,000 from TCLI. All the state match funds will be NCCDD match.

**Community Living Committee  
Initiative Update  
As of October 14, 2019**

THE ARC OF NC - FROM PLANNING TO ACTION			
<b>NCCDD Staff:</b>	Philip Woodward	<b>Current Year:</b>	Year 3 of 3
<b>Contract Period:</b>	01/01/19 - 12/31/19	<b>Paid From:</b>	2019 FFY
<b>Last Invoice Received:</b>	August 31, 2019		
<b>Purpose:</b>	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	\$ 3,333.36	\$ 1,666.64
Supplies	\$ 100.00	\$ -	\$ 100.00
Travel	\$ 400.00	\$ 112.64	\$ 287.36
Sub-Contract	\$ 117,375.00	\$ 45,354.66	\$ 72,020.34
Other	\$ 1,475.00	\$ 27.94	\$ 1,447.06
Media/Communications	\$ 650.00	\$ -	\$ 650.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 125,000.00</b>	<b>\$ 48,828.60</b>	<b>\$ 76,171.40</b>
MATCH	\$ 294,311.00	\$ 244,311.00	\$ 50,000.00
<b>TOTAL</b>	<b>\$ 419,311.00</b>	<b>\$ 293,139.60</b>	<b>\$ 126,171.40</b>
Target % Expenses	75%		
Actual % Spent	39%		
Match % Spent	83%		
<b>NOTE:</b>	The September Request for Reimbursement is due October 15, 2019. Many expenditures for this initiative come from Duke and UNC-TEACCH invoices, which will be paid between the third and fourth quarters of the calendar year.		

VAYA HEALTH - SUPPORTING LIVING: MAKING THE DIFFERENCE			
<b>NCCDD Staff:</b>	Philip Woodward	<b>Current Year:</b>	Year 3 of 3
<b>Contract Period:</b>	01/01/19 - 12/31/19	<b>Paid From:</b>	2019 FFY
<b>Last Invoice Received:</b>	September 30, 2019		
<b>Purpose:</b>	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	\$ 73,874.97	\$ 24,625.03
Media/Communications	\$ 1,500.00	\$ 1,125.00	\$ 375.00
<b>FEDERAL/STATE FUNDS TOTAL</b>	<b>\$ 100,000.00</b>	<b>\$ 74,999.97</b>	<b>\$ 25,000.03</b>
MATCH	\$ 68,238.00	\$ 51,173.91	\$ 17,064.09
<b>TOTAL</b>	<b>\$ 168,238.00</b>	<b>\$ 126,173.88</b>	<b>\$ 42,064.12</b>
Target % Expenses	75%		
Actual % Spent	75%		
Match % Spent	75%		
<b>NOTE:</b>	The October Request for Reimbursement is due November 15, 2019. 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.		

**Financial Asset Development Committee  
Initiative Update  
As of October 14, 2019**

**DISABILITY IN dba NC BUSINESS LEADERSHIP NETWORK - INROADS TO EMPLOYMENT**

**NCCDD Staff:** Travis Williams **Current Year:** Year 2 of 3  
**Contract Period:** 03/01/19 - 02/29/20 **Paid From:** 2019 FFY  
**Last Invoice Received:** September 30, 2019

**Purpose:**

This initiative produces 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	\$ 83,500.00	\$ 48,963.00	\$ 34,537.00
Fringe Benefits	\$ 6,387.00	\$ 3,745.67	\$ 2,641.33
Supplies	\$ 413.00	\$ 252.90	\$ 160.10
Travel	\$ 6,100.00	\$ 3,044.74	\$ 3,055.26
Sub-Contract	\$ 2,000.00	\$ -	\$ 2,000.00
Other	\$ 1,600.00	\$ 1,367.45	\$ 232.55
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 100,000.00</b>	<b>\$ 57,373.76</b>	<b>\$ 42,626.24</b>
<b>MATCH</b>	<b>\$ 33,334.00</b>	<b>\$ 14,090.34</b>	<b>\$ 19,243.66</b>
<b>TOTAL</b>	<b>\$ 133,334.00</b>	<b>\$ 71,464.10</b>	<b>\$ 61,869.90</b>
Target % Expenses		58%	
Actual % Spent		57%	
Match % Spent		42%	

**NOTE:**

The October Request for Reimbursement is due November 15, 2019.

**Financial Asset Development Committee  
Initiative Update  
As of October 14, 2019**

**DISABILITY IN dba NC BUSINESS LEADERSHIP NETWORK - NC EMPLOYMENT COLLABORATIVE**

**NCCDD Staff:** Travis Williams **Current Year:** Year 1 of 3  
**Contract Period:** 03/01/19 - 02/29/20 **Paid From:** 2019 FFY  
**Last Invoice Received:** September 30, 2019

**Purpose:**

This initiative represents another step forward in promoting system change efforts to increase employment rates for the I/DD community and other individuals living with disabilities, while supporting state leadership in their efforts to accomplish the goals of the Unified State Plan. This initiative is also encouraged North Carolina becoming an Employment First state.

**FEDERAL FUNDS**

BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 68,000.00	\$ 31,576.00	\$ 36,424.00
Fringe Benefits	\$ 5,203.00	\$ 2,415.56	\$ 2,787.44
Travel	\$ 4,322.00	\$ 1,736.49	\$ 2,585.51
Sub-Contract	\$ 18,600.00	\$ 8,160.00	\$ 10,440.00
Other	\$ 2,000.00	\$ -	\$ 2,000.00
Media/Communications	\$ 1,875.00	\$ -	\$ 1,875.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 100,000.00</b>	<b>\$ 43,888.05</b>	<b>\$ 56,111.95</b>
<b>MATCH</b>	<b>\$ 33,603.00</b>	<b>\$ 19,602.51</b>	<b>\$ 14,000.49</b>
<b>TOTAL</b>	<b>\$ 133,603.00</b>	<b>\$ 63,490.56</b>	<b>\$ 70,112.44</b>
Target % Expenses		58%	
Actual % Spent		44%	
Match % Spent		58%	

**NOTE:**

The October Request for Reimbursement is due November 15, 2019.

**Financial Asset Development Committee  
Initiative Update  
As of October 14, 2019**

**IDA AND ASSET BUILDING COLLABORATIVE OF NC - NCABLE PROJECT PROSPERITY**

**NCCDD Staff:** Travis Williams **Current Year:** Year 1 of 1  
**Contract Period:** 03/01/19 - 02/29/20 **Paid From:** 2018 FFY  
**Last Invoice Received:** September 30, 2019  
**Purpose:**

This initiative will include a curriculum modeled on the train the trainer approach with the goal of developing trainers throughout North Carolina. A pilot training will be developed for NC Vocational Rehabilitation staff during this year and used to inform the development of an additional module on NCABLE for the Upward to Financial Stability Curriculum.

**FEDERAL FUNDS**

BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 14,171.00	\$ 7,474.16	\$ 6,696.84
Fringe Benefits	\$ 2,289.00	\$ 1,335.25	\$ 953.75
Supplies	\$ 1,650.00	\$ -	\$ 1,650.00
Travel	\$ 290.00	\$ -	\$ 290.00
Rent	\$ 200.00	\$ -	\$ 200.00
Indirect Cost	\$ 1,400.00	\$ 817.25	\$ 582.75
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ 9,626.66</b>	<b>\$ 10,373.34</b>
<b>MATCH</b>			
<b>TOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ 9,626.66</b>	<b>\$ 10,373.34</b>
Target % Expenses		58%	
Actual % Spent		48%	

**NOTE:**

The October Request for Reimbursement is due November 15, 2019.

**Cross Cutting  
Initiative Update  
As of October 14, 2019**

O'NEILL PUBLIC RELATIONS - NCCDD COMMUNICATIONS			
<b>NCCDD Staff:</b>	David Ingram	<b>Current Year:</b>	Year 2 of 5
<b>Contract Period:</b>	10/01/19 - 09/30/20	<b>Paid From:</b>	2019 FFY
<b>Last Invoice Received:</b>	1st RFR due November 15, 2019		
<b>Purpose:</b>	This initiative conduct communication research, conceptualize, design, implement, and evaluate social marketing, communication/media campaigns, specific to organization work and collaboration with individuals with intellectual and other developmental disabilities (I/DD).		
FEDERAL FUNDS			
BUDGET CATEGORIES	BUDGET	EXPENSES	BALANCE
Salaries	\$ 100,000.00	\$ -	\$ 100,000.00
Travel	\$ 4,000.00	\$ -	\$ 4,000.00
Sub-Contract	\$ 12,200.00	\$ -	\$ 12,200.00
Other	\$ 2,000.00	\$ -	\$ 2,000.00
Media/Communications	\$ 12,500.00	\$ -	\$ 12,500.00
Dues/Subscriptions	\$ 4,300.00	\$ -	\$ 4,300.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 135,000.00</b>	<b>\$ -</b>	<b>\$ 135,000.00</b>
MATCH	\$ 45,000.00	\$ -	\$ 45,000.00
<b>TOTAL</b>	<b>\$ 180,000.00</b>	<b>\$ -</b>	<b>\$ 180,000.00</b>
Target % Expenses	0%		
Actual % Spent	0%		
Match % Spent	0%		
<b>NOTE:</b>	The October Request for Reimbursement is due November 15, 2019.		

**Cross Cutting  
Initiative Update  
As of October 14, 2019**

**i2i CENTER FOR INTEGRATIVE HEALTH - CROSS SYSTEM NAVIGATION IN MANAGE CARE**

**NCCDD Staff:** David Ingram **Current Year:** Year 2 of 2  
**Contract Period:** 07/01/19 - 06/30/20 **Paid From:** 2018 FFY  
**Last Invoice Received:** September 30, 2019

**Purpose:** This initiative is to develop recommendations for the North Carolina Department of Health and Human Services (DHHS) about how individuals with I/DD and their families can best be supported to effectively navigate across various service systems (cross-system navigation) as DHHS moves toward implementation of Medicaid Transformation.

<b>FEDERAL FUNDS</b>			
<b>BUDGET CATEGORIES</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Salaries</b>	\$ 24,997.00	\$ 6,249.00	\$ 18,748.00
<b>Fringe Benefits</b>	\$ 5,000.00	\$ 1,251.00	\$ 3,749.00
<b>Supplies</b>	\$ 1,253.00	\$ 398.05	\$ 854.95
<b>Travel</b>	\$ 1,750.00	\$ -	\$ 1,750.00
<b>Equipment</b>	\$ 1,500.00	\$ 1,150.99	\$ 349.01
<b>Sub-Contract</b>	\$ 53,750.00	\$ 13,542.58	\$ 40,207.42
<b>Other</b>	\$ 18,000.00	\$ 441.30	\$ 17,558.70
<b>Indirect Cost</b>	\$ 18,750.00	\$ -	\$ 18,750.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 125,000.00</b>	<b>\$ 23,032.92</b>	<b>\$ 101,967.08</b>
<b>MATCH</b>	<b>\$ 41,667.00</b>	<b>\$ 6,402.63</b>	<b>\$ 35,264.37</b>
<b>TOTAL</b>	<b>\$ 166,667.00</b>	<b>\$ 29,435.55</b>	<b>\$ 137,231.45</b>
<b>Target % Expenses</b>	25%		
<b>Actual % Spent</b>	18%		
<b>Match % Spent</b>	15%		

**NOTE:**  
The October Request for Reimbursement is due November 15, 2019.

**In-House  
Initiative Update  
As of October 14, 2019**

IN-HOUSE CONFERENCE FUNDING			
<b>NCCDD Staff:</b>	JoAnn Toomey	<b>Current Year:</b>	8/on-going
<b>Contract Period:</b>	07/01/19 - 06/30/20	<b>Paid From:</b>	2018 FFY
<b>Purpose:</b>	<p>This initiative provides funding for speakers and presenters that will enhance the Council's work in systems change, advocacy and community capacity to build inclusive communities for persons with intellectual and other developmental disabilities and families.</p>		
<b>FEDERAL FUNDS</b>			
<b>IN-HOUSE</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Conference Funding</b>	\$ 20,000.00	\$ -	\$ 20,000.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>
<b>Target % Expenses</b>	25%		
<b>Actual % Spent</b>	0%		
<b>NOTE:</b>	<p>The amount of \$10,240 has been approved for upcoming conferences. Conference's expenses will begin to show during the month of November 2019.</p>		

IN-HOUSE COUNCIL DEVELOPMENT FUND			
<b>NCCDD Staff:</b>	JoAnn Toomey	<b>Current Year:</b>	16/on-going
<b>Contract Period:</b>	07/01/19 - 06/30/20	<b>Paid From:</b>	2018 FFY
<b>Purpose:</b>	<p>This initiative provides for the education and training of the membership of the NCCDD to enhance their decision-making skills and abilities regarding practices and policies for people with intellectual and developmental disabilities (I/DD) and their families.</p>		
<b>FEDERAL FUNDS</b>			
<b>IN-HOUSE</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
<b>Council Development</b>	\$ 40,000.00	\$ 4,070.04	\$ 35,929.96
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 40,000.00</b>	<b>\$ 4,070.04</b>	<b>\$ 35,929.96</b>
<b>Target % Expenses</b>	25%		
<b>Actual % Spent</b>	10%		
<b>NOTE:</b>	<p>None</p>		

**In-House  
Initiative Update  
As of October 14, 2019**

IN-HOUSE JEAN WOLFF-ROSSI FUND			
<b>NCCDD Staff:</b>	JoAnn Toomey	<b>Current Year:</b>	23/on-going
<b>Contract Period:</b>	07/01/19 - 06/30/20	<b>Paid From:</b>	2018 FFY
<b>Purpose:</b>	This initiative provides funding to NC citizens with I/DD and their families to participate in diverse learning forums and conference, gain information necessary to make informed choices, enhance advocacy and positively impact public policy.		
<b>FEDERAL FUNDS</b>			
<b>IN-HOUSE</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
Jean Wolff-Rossi Fund	\$ 30,000.00	\$ 12,977.00	\$ 17,023.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 30,000.00</b>	<b>\$ 12,977.00</b>	<b>\$ 17,023.00</b>
Target % Expenses	25%		
Actual % Spent	43%		
<b>NOTE:</b>	The amount of \$8,560 has been approved for participants and the amount of \$8,463 is available.		

IN-HOUSE PUBLIC POLICY			
<b>NCCDD Staff:</b>	JoAnn Toomey	<b>Current Year:</b>	10/on-going
<b>Contract Period:</b>	07/01/19 - 06/30/20	<b>Paid From:</b>	2018 FFY
<b>Purpose:</b>	This initiative provides public policy analysis, enabling the Council to utilize the best available data, research, and practical experiences to inform and advance its mission.		
<b>FEDERAL FUNDS</b>			
<b>IN-HOUSE</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
Public Policy	\$ 60,000.00	\$ 12,500.00	\$ 47,500.00
<b>FEDERAL FUNDS TOTAL</b>	<b>\$ 60,000.00</b>	<b>\$ 12,500.00</b>	<b>\$ 47,500.00</b>
Target % Expenses	25%		
Actual % Spent	8%		
<b>NOTE:</b>	None		

## FISCAL TERMS/DESCRIPTIONS

TERM	DESCRIPTION
<b>ADMINISTRATIVE BUDGET</b>	<p>The administrative budget is an official, detailed financial plan. The administrative budget is prepared on an annual basis for Council approval. This budget includes five staff salaries and associated fringe benefits, non-personnel costs for operations, as well as Council meetings and Council member quarterly travel costs.</p> <p>The Administrative Budget has a 30% cap of the total Federal Award.</p>
<b>ANTICIPATED BUDGET</b>	<p>An anticipated budget is a best estimate of the funds needed to support the work described.</p>
<b>APPROVED CONTRACT</b>	<p>This term is defined as the contract amount approved to fund a program under the federal award.</p>
<b>AVAILABLE BUDGET</b>	<p>This term is defined as funds available to seek new in-house initiatives or external initiatives through RFAs.</p>
<b>AWARD NOTIFICATION</b>	<p>This term means a written confirmation of an award of a contract by agency to a successful bidder, stating the amount of the award, the award date and when it was approved.</p>
<b>BUDGET</b>	<p>A detailed statement of anticipated income and expenditures during an accounting period.</p>
<b>CROSS-CUTTING</b>	<p>Cross-Cutting includes initiatives that address all areas such as Financial Asset Development, Community Living, Advocacy Development, in-house, Cross System Navigation, and NCCDD Communications</p>
<b>COMMITMENT OF FUNDS</b>	<p>The commitment of funds is an accounting practice for control of funds. Essentially, a commitment is the setting aside of funds that will be used in the future. It is also considered as a pre-obligation of funds, which are not legally binding and are not encumbrances of a fund. However, commitments are treated as reductions of budget availability.</p>
<b>CURRENT EXPENSE</b>	<p>This term is defined as business expenses that are accounted for as they occur.</p>

## FISCAL TERMS/DESCRIPTIONS

TERM	DESCRIPTION
<b>CURRENT UNEXPENDED BALANCE</b>	This term is defined as the actual remaining balance of budgeted funds.
<b>ENCUMBER PERIOD</b>	This term is defined as a time period to budget and record expenses.
<b>ENCUMBERING FUNDS</b>	Encumbering funds reserves the money that is needed to cover the cost of contracts and it will be recorded as an encumbrance in fiscal report.
<b>EXTERNAL INITIATIVES</b>	<p>These initiatives are bid competitively through a Request for Applications (RFA) or Request for Proposals (RFP). They can also be Sole-Source initiatives.</p> <p>These initiatives are approved by the Council and DHHS.</p>
<b>FEDERAL AWARD</b>	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.
<b>FEDERAL FISCAL YEAR (FFY)</b>	This term is defined as the fiscal year for the federal government which begins on October 1 and ends on September 30.
<b>IN-HOUSE INITIATIVES</b>	These initiatives are managed by the NCCDD staff and may or may not include contractors. They may be funded for more than one year for various programs.
<b>LIQUIDATE</b>	Spending obligated funds for work performed within the project identified on the notice of award; reimbursing grantees and other invoices.
<b>OBLIGATION OF FUNDS</b>	Time which the Federal Government allots during a Federal Award that funds are available for obligation by States for a two-year period beginning with the first day of the Federal fiscal year in which the grant is awarded.
<b>PENDING APPROVAL</b>	This term is defined as the initiative funding that has been identified to propose to the Council for approval.

## FISCAL TERMS/DESCRIPTIONS

TERM	DESCRIPTION
<b>PROGRAM BUDGET</b>	<p>The Program budget is an official, detailed financial plan. The Program budget is prepared on an annual basis. This budget includes five staff salaries and associated fringe benefits, non-personnel cost for operations, and all external and internal initiatives.</p> <p>The Program budget is 70% of the total Federal Award.</p>
<b>SOLE SOURCE INITIATIVES</b>	<p>Sole-Source initiatives can be described as services that are available from only one agency or organization, college or university, or unit of government which possesses unique characteristics or performance capability.</p>
<b>STATE FISCAL YEAR (SFY)</b>	<p>This term is defined as a state fiscal year which begins on July 1 and ends on June 30.</p>

## BUDGET CATEGORIES DESCRIPTION

CATEGORY	DESCRIPTION
<b>SALARIES</b>	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.
<b>FRINGE BENEFITS</b>	Fringe Benefits only for staff hired working on the initiative and may include FICA, Unemployment, Worker's Compensation, Health Insurance and/or Retirement Benefits.
<b>SUPPLIES</b>	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.
<b>TRAVEL</b>	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.
<b>RENT/COST OF SPACE</b>	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.
<b>EQUIPMENT</b>	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 tele-communication, computers, laptops, iPads, printers, office, assistive technology, medical, vehicles, scientific, and others.
<b>SUB-CONTRACT</b>	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 a 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 sub-contracts. A copy of the sub-contract must be included.

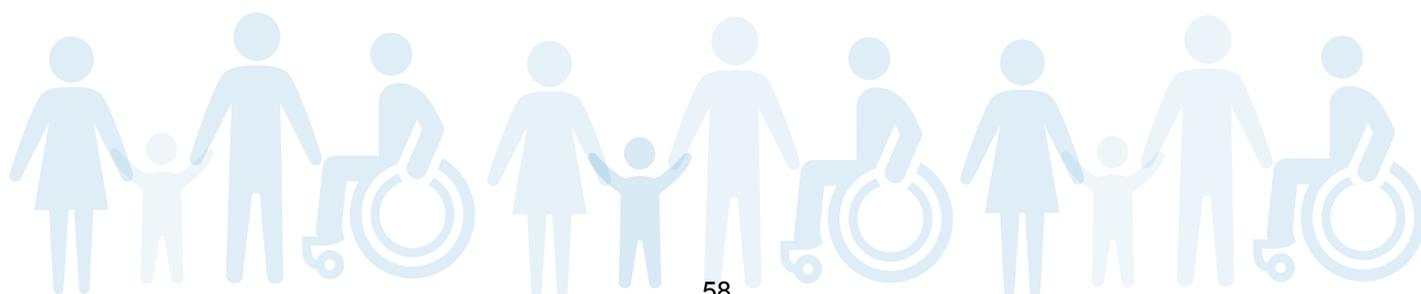
## BUDGET CATEGORIES DESCRIPTION

CATEGORY	DESCRIPTION
<b>OTHER</b>	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.
<b>INDIRECT COST</b>	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.
<b>UTILITIES</b>	The cost associated with water, electricity, gas, telephone, and services.
<b>MEDIA/COMMUNICATIONS</b>	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.
<b>DUES/SUBSCRIPTIONS</b>	Dues includes approved dues for company memberships in professional organizations and subscriptions includes the cost of subscriptions to newspapers, magazines, and periodicals.

# Five-Year State Plan



Listen. Gather. Act.



NCCDD Five-Year State Plan Identifications of  
Council Meeting Activities  
November 6-8, 2019

**COMMITTEE    STATE PLAN ID    DESCRIPTION**

**MEMBER DEVELOPMENT**

All Goals	NCCDD Five-Year Plan Update and Kick-Off Event
All Goals	Youth Leadership Presentation
All Goals	Health and Oral Health Presentation
All Goals	Awards Reception and Presentations
All Goals	Peer Support Presentation

**POLICY UPDATE**

All Goals	Public Policy Update
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**CONTINUATION FUNDING REQUESTS**

CL	2C	Natural Support Network Development
FAD	1B/C	North Carolina Employment Collaborative-DisAbility:IN NC
	1B	Inroads to Employment-DisAbility:IN NC

**ADVOCACY DEVELOPMENT**

3B	Leadership Development Training Initiative-Disability Rights North Carolina
3A	NC Empowerment Network
	Request to Draft RFA: Justice
	Future Investments Update

**COMMUNITY LIVING**

2B	From Planning to Action: Integrated, Collaborative Care for People with Intellectual and Developmental Disabilities-The Arc of NC
2C	Rethinking Guardianship: A Person-Centered Approach-The Jordan Institute for Families
2B	Supported Living: Making the Difference-Vaya Health
2C	Natural Support Network Development-FIRST
	Request to Draft RFA: Making Alternatives to Guardianship a Reality in North Carolina RFA

## FINANCIAL ASSET DEVELOPMENT

- 1B Inroads to Employment-DisAbility:IN NC
- 1B/C Project Prosperity-The Collaborative
- 1B/C North Carolina Employment Collaborative-DisAbility:IN NC
- Request to Draft RFA: Benefits Counseling Expansion

## FULL COUNCIL MEETING-NEW BUSINESS

- All Goals
  - New Member Affirmations
  - Approval of 2020 Committee Chairs
  - Election of Officers (1 Vice-Chair and Secretary)
  - NC DD Network Partners' Updates
    - Disability Rights North Carolina
    - Carolina Institute for Developmental Disabilities
    - NC Empowerment Network

## 2017 - 2021 Five Year State Plan Goals and Objectives

The NCCDD will advance the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (DD Act) expectations of self-determination, independence, productivity, integration and inclusion in community life for individuals with intellectual and other developmental disabilities (I/DD) and their families.



### GOAL 1: Increase Financial Security

#### **GOAL 1: By 2021, INCREASE FINANCIAL SECURITY THROUGH ASSET DEVELOPMENT FOR INDIVIDUALS WITH INTELLECTUAL AND OTHER DEVELOPMENTAL DISABILITIES (I/DD)**

Increase financial asset development for individuals with intellectual and developmental disabilities (I/DD) so that they and their families have greater opportunities for choice, self-determination, independence and productivity.

**OBJECTIVE A:** Increase financial asset development and security by increasing knowledge, developing financial plans and implementing the plan's goals.

*Measurement:* More individuals with I/DD will have a financial plan, leading to greater security.

**OBJECTIVE B:** Increase integrated competitive employment and careers

*Measurement:* More individuals with I/DD will have integrated, competitive employment and careers through collaboration which will include education, workforce development, employment supports, employer engagement and barrier reduction.

**OBJECTIVE C:** Increase educational expectations for employment and careers

*Measurement:* More individuals with I/DD will have educational expectations and education regarding employment and career goals, as will their families and other stakeholders through increased knowledge and meaningful collaborations.

## 2017 - 2021 Five Year State Plan Goals and Objectives



### GOAL 2: Increase Community Living

#### **GOAL 2: By 2021, INCREASE COMMUNITY LIVING FOR INDIVIDUALS WITH INTELLECTUAL AND OTHER DEVELOPMENTAL DISABILITIES (I/DD)**

Throughout their lifespan, more individuals with intellectual and developmental disabilities (I/DD) will be fully included, respected, valued and supported in their communities.

##### **OBJECTIVE A: Increase community housing and transportation**

**Measurement:** More individuals with I/DD will choose where and with whom to live in their community and will have transportation options to support community living and employment.

##### **OBJECTIVE B: Increase health access and wellness opportunities**

**Measurement:** More individuals with I/DD will have access to, and continuity of healthcare and wellness opportunities through individual and family education and provider capacity building.

##### **OBJECTIVE C: Increase healthy community relationships**

**Measurement:** More individuals with I/DD will have healthy relationships and positive community connections that will support personal choice and decision making.

# 2017 – 2021 Five Year State Plan Goals and Objectives



**GOAL 3: Increase Advocacy**

**GOAL 3: By 2021, INCREASE ADVOCACY FOR INDIVIDUALS WITH INTELLECTUAL AND OTHER DEVELOPMENTAL DISABILITIES (I/DD)**

**More individuals with I/DD will lead and sustain self-directed lives through self-advocacy, family advocacy and stakeholder leadership.**

**OBJECTIVE A:** As mandated by the DD Act, increase support to a statewide self-advocacy organization(s) through leadership development and coalition participation by:

- (I) establishing or strengthening a program for the direct funding of a state self-advocacy organization(s) led by individuals with I/DD,
- (II) supporting opportunities for individuals with I/DD who are considered leaders to provide leadership training to individuals with I/DD who may become leaders and,
- (III) participation in cross-disability and culturally diverse leadership coalitions.

**Measurement:** More individuals with I/DD will knowledgeably advocate and take part in decisions that affect their lives, the lives of others and/or systems.

**OBJECTIVE B:** Increase individual, family, public and system knowledge and engagement to provide system advocacy for the financial security and community living opportunities of individuals with I/DD; with additional specific emphasis to increase the knowledge and engagement of members of the NC Hispanic/Latino community

**Measurement:** More individuals with I/DD and their families will knowledgeably advocate and take part in decisions that affect their lives, the lives of others and/or systems; with additional specific emphasis to produce accessible communication so more Hispanic/Latino individuals with I/DD will lead and sustain self-directed lives through self-advocacy, family advocacy and stakeholder leadership.

**OBJECTIVE C:** Increase professional development to improve expectations and supports for individuals with I/DD

**Measurement:** More I/DD professionals, other professionals and community leaders will receive leadership development to support collective impact to advance the financial security and community living opportunities of individuals with I/DD.



**NCCDD**  
North Carolina Council on  
Developmental Disabilities



# NCCDD Will Be Holding Officer Elections Friday!

Two positions that will be elected at the Friday Meeting:

## **Position: Vice-Chair (1)**

### **Duties:**

- Prepare for and participate in monthly Executive Committee meetings.
- Help the Chair in the performance of their duties.
- If the Chair is absent, perform their duties and assume other responsibilities as the Chair determines.
- Serve as a mentor for new NCCDD Members and provide informal orientation or delegate this role to another member.
- Ensure that the NCCDD Member Handbook provides the information necessary for members to function effectively and to understand the mission, policies and practices of the NCCDD, including the roles and responsibilities of its members.

## **Position: NCCDD Secretary (1)**

### **Duties:**

- Call the roll at all quarterly meetings and monitor and record attendance.
- Review quarterly meeting minutes prior to their distribution.
- Ensure that the quarterly meeting minutes are presented for approval and adoption at the subsequent meeting.
- Conduct a “roll-call” vote when requested by the Chair.

You can nominate yourself  
or someone else (with their permission)!

Nominations for Officers shall be made from the floor at the Friday meeting, with the nominee’s agreement to serve if elected, prior to a secret ballot vote.

**NC Council on Developmental Disabilities  
Policy and Procedure Manual**

<b>SECTION: Contracts</b>	<b>DATE ISSUED/UPDATED: 8/1/1999, 3/24/08, 12/8/15</b>
<b>TOPIC: Sole Source Funding</b>	<b>BOARD APPROVED DATE: 5/13/16</b>

**POLICY:**

Occasionally, the nature of a Council objective may require the service of a specialized vendor, and no RFA is issued. Such objectives may include Council-initiated activities, conferences (dealt with under a separate policy), non-conference public events, and Council funds used as match for non-federal grant funds, among other activities. The purpose of this policy is to assist the Council in determining when such non-competitive awards should be made.

The issue of sole source funding arises when a need exists for services that are available from only one agency or organization, college or university, or unit of government. Sole source funding is an exception to the rule, but there are circumstances that may make it necessary or advisable.

One or more of the following factors should be considered in determining whether to pursue sole source funding:

**Key Factors**

- NCCDD staff have screened request to determine status and referred it to the appropriate committee.
- Committee has received information in advance.
- Primary population targeted meets federal Developmental Disability definition
- Activity is responsive to goals and objectives in the State Plan or Council elects to modify Plan.
- Activity differs significantly from those funded under request for application (RFA).
- Staff capacity is adequate to provide oversight and management of sole source activity.
- Only one (1) bona fide source of the service exists.
- Organization or agency is uniquely familiar with the service or activity to be evaluated.
- Need is such that a particular individual, agency or organizations skills, abilities, and experience make the entity uniquely qualified to fulfill the need.
- RFA was issued, but no satisfactory applications were received.
- Emergency or immediate action is necessary to achieve desired outcome in desired timeframe.
- Service(s) are necessary to complete a previously funded, on-going activity.

- Where Council elects to provide funds contingent on applicant/contractor's receipt of other non-federal funds.
- Enhances ADD Network collaboration.
- Other factors specific to circumstances.

Funding decisions will be made on a case-by-case basis, with strong preference given to committee review and full Council approval.

**PROCEDURES:**

1. Requests for sole source funding will be brought to the appropriate committee of the Council for review of this policy and key factors, and if appropriate, refer to the full Council for approval.

# For Your Information



**NCCDD**

North Carolina Council on  
Developmental Disabilities



# The 2020 Census at a Glance

*Counting everyone once, only once, and in the right place.*

The U.S. Census Bureau is the federal government's largest statistical agency. We are dedicated to providing current facts and figures about America's people, places, and economy. Federal law protects the confidentiality of all individual responses the Census Bureau collects.

The U.S. Constitution requires that each decade we take a count—or a census—of America's population.



The census provides vital information for you and your community.

- It determines how many representatives each state gets in Congress and is used to redraw district boundaries. Redistricting counts are sent to the states by March 31, 2021.
- Communities rely on census statistics to plan for a variety of resident needs including new roads, schools, and emergency services.
- Businesses use census data to determine where to open places to shop.

Each year, the federal government distributes more than \$675 billion to states and communities based on Census Bureau data.

In 2020, we will implement new technology to make it easier than ever to respond to the census. For the first time, you will be able to respond online, by phone, as well as by mail. We will use data that the public has already provided to reduce followup visits. And, we are building an accurate address list and automating our field operations—all while keeping your information confidential and safe.



## KEY MILESTONES

- 2018**
  - 2018 End-to-End Census Test
  - 2020 Census questions sent to Congress by March 31, 2018
  - Six regional 2020 Census offices and 40 area census offices open
- 2019**
  - Partnership activities launch
  - Complete Count Committees establish
  - Census takers update address list in person
  - Remaining 248 area census offices open
- 2020**
  - Advertising begins in January 2020
  - Public response (online, phone, or mail) begins
  - **Census Day**—April 1, 2020
  - Census takers visit households that haven't responded
  - Apportionment counts sent to the President by December 31, 2020
- 2021**
  - Redistricting counts sent to the states by March 31, 2021

Connect with us  
[@uscensusbureau](https://twitter.com/uscensusbureau)

# Overview of Census Bureau Programs

## CENSUSES

- The **decennial census** is the once-a-decade population and housing count of all 50 states, the District of Columbia, Puerto Rico, and the Island Areas. The results of the census determine the number of seats for each state in the U.S. House of Representatives and are used to draw congressional and state legislative districts. Federal agencies use the results to distribute more than \$675 billion in federal funds each year.
- The **economic census** measures the nation's economy every five years, providing vital statistics for virtually every industry and geographic area in the country.
- The **Census of Governments** provides comprehensive data about the 90,000 state and local governments in the nation every five years.

## SURVEYS

- The **American Community Survey (ACS)** is an ongoing national survey—sampling approximately 3.5 million addresses annually—that provides vital information about our nation's housing and people. The ACS is the only source of comparable, quality information about the people in all our communities. These data show what the U.S. population looks like and how it is changing. ACS data are used to assess the past and present and to plan for the future.
- **Demographic surveys** measure income, poverty, education, health insurance coverage, housing quality, crime victimization, computer usage, and many other subjects.
- **Economic surveys** are conducted monthly, quarterly, and yearly. They cover selected sectors of the nation's economy and supplement the economic census with more-frequent information about the dynamic economy. These surveys yield more than 400 annual economic reports, including principal economic indicators.
- **Sponsored surveys** are demographic and economic surveys that we conduct for other government agencies. They include the Current Population Survey, the National Health Interview Survey, and the National Survey of College Graduates.

For more information, go to [census.gov](https://www.census.gov).

Follow us [@uscensusbureau](https://twitter.com/uscensusbureau)

Contact us at:



## Your information is protected by law

The law requires the Census Bureau to keep your information confidential and use your responses only to produce statistics. We cannot publicly release your responses in any way that could identify you. We will never share your information with immigration enforcement agencies such as ICE, law enforcement agencies such as the FBI or police, or allow it to be used to determine your eligibility for government benefits.

## Our Mission

To serve as the nation's leading provider of quality data about its people and economy.

## Our Vision

To be the trusted source for timely and relevant statistical information, and the leader in data-driven information.

## Census History

Thomas Jefferson directed the first decennial census in 1790. As required by the U.S. Constitution, a census has been taken every 10 years thereafter. In 1840, the Census Act authorized the establishment of a centralized Census Office. In 1902, the Census Office became a permanent organization within the Department of the Interior. A year later, it was renamed the Bureau of the Census and moved to the new Department of Commerce and Labor.



# REQUIREMENTS



Bring documents from the following categories to a DMV office to apply for a REAL ID

## IDENTITY, DATE OF BIRTH & LEGAL PRESENCE/ LAWFUL STATUS

**ONE (1) OF THESE DOCUMENTS WITH YOUR FULL NAME AND DATE OF BIRTH:**

### **BIRTH CERTIFICATE**

A certified birth certificate issued by State Office of Vital Statistics in the United States or a U.S. territory can be provided. Photocopies of those documents are not allowed unless they are certified by the issuing agency.

### **U.S. PASSPORT**

A valid, unexpired U.S. passport.

### **U.S. GOVERNMENT DOCUMENTS**

- Consular Report of Birth Abroad (Form FS-240, DS-1350 or FS-545)
- Valid, unexpired Permanent Resident Card (Form I-551)
- Unexpired Employment Authorization Document (Form I-766 or I-688B)
- Unexpired foreign passport with a valid, unexpired U.S. visa affixed accompanied by the I-94 Arrival/Departure Record
- Certificate of Naturalization (Form N-550 or N-570)
- Certificate of Citizenship (Form N-560 or N-561)

### **REAL ID**

A valid, unexpired REAL ID driver license or identification card from another state with your full name.

## SOCIAL SECURITY NUMBER

**ONE (1) OF THESE DOCUMENTS:**

- Social Security card
- 1099 tax form with FULL Social Security number
- W-2 form with FULL Social Security number
- Pay stub with FULL Social Security number

## NAME CHANGE DOCUMENTS

**IF YOUR NAME IS DIFFERENT FROM YOUR BIRTH CERTIFICATE, PASSPORT, U.S. GOVERNMENT DOCUMENTS OR REAL ID, YOU MUST PROVIDE ONE (1) OF THESE DOCUMENTS WITH PROOF OF NAME CHANGE:**

- Certified marriage license/certificate
- Certified divorce decree
- Document from the courts or Register of Deeds
- Documents issued by countries outside of the U.S. are not accepted

## ADDRESS

**TWO (2) OF THESE DOCUMENTS WITH YOUR CURRENT N.C. ADDRESS:**

- Any document issued by the state of North Carolina, a county, city, or the federal government
- Any document issued by another state or government of another nation

- Preprinted bank statement or financial statement
- Preprinted business letterhead
- Pay stub

• Receipt for personal property taxes or real property taxes paid to a North Carolina county, city or town

• Utility bill or cable bill

• Housing lease or contract, mortgage statement, property or income tax statement

• N.C. vehicle registration card or title

• N.C. voter precinct card

• N.C. vehicle insurance policy

• N.C. school records

• Letter from homeless shelter

### **MINORS UNDER AGE 18 ONLY**

- Mailed correspondences from organizations (Boy Scouts/Girls Scouts, recreational teams, etc.)
- N.C. school records
- Magazine subscriptions
- Lease or housing contract listing minor as an occupant
- Tax records/returns listing minor as a dependent
- Medical/hospitalization records
- Hunting/fishing license
- Social Security card stub showing current address
- Preprinted bank statement or financial records
- Preprinted business letter
- Letter from homeless shelter

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disabilityscoop

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## Government Setting Aside \$112M To Expand Disability Housing

by Shaun Heasley | October 14, 2019

Federal officials are offering up millions of dollars to increase the supply of affordable housing for people with disabilities.

The U.S. Department of Housing and Urban Development said it's making \$75 million available to fund the development of new housing for this population.

Nonprofits will be able to tap into the funds to create "innovative permanent supportive housing models that will be at the forefront of design, service delivery and efficient use of federal resources," the agency said.

Groups that wish to be awarded the housing grants are being encouraged to partner with agencies or organizations that provide services and supports to help individuals live independently in the community.

"We're seeking to fund innovative and efficient housing models that combine form and function — a pleasant and safe place to live, with the appropriate supportive services," said Brian Montgomery, federal housing commissioner. "Our goal is to support affordable housing developments that allow persons with disabilities to live as independently as possible in their own communities."

In addition, the Department of Housing and Urban Development also said that \$37 million is now available in rental assistance for people with disabilities. Housing agencies that are working with state health and human services or Medicaid programs can apply for the funds.

This is the first time in nine years, that both programs — supporting rental assistance and the development of new homes — are being funded simultaneously, officials indicated.

"Very simply, we need more permanent supportive housing to assist persons living with disabilities," said Ben Carson, secretary of housing and urban development. "The funding we offer today will support existing developments and, for the first time

in nearly a decade, help to produce new affordable housing at a time we need it the most.”

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View this article online at

<https://www.disabilityscoop.com/2019/10/14/government-112m-expand-disability-housing/27298/>

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## News & Events

August 23, 2019



### **Meetings of ACL Caregiver Advisory Councils to Take Place Next Week – Agendas Now Available!**

**The Administration for Community Living is hosting the first meetings of the advisory councils** established by the Recognize, Assist, Include, Support and Engage (RAISE) Family Caregivers Act and the Supporting Grandparents Raising Grandchildren (SGRG) Act **next week**.

Both meetings are taking place on August 28 - 29 at the Holiday Inn—Washington Capitol, located at 550 C Street SW, Washington, DC 20024. The meetings are open to the public (registration required) and will be live-streamed.

The **newly available agendas**, a complete list of council members, as well as schedules and registration instructions, are at [ACL.gov/RAISE](https://acl.gov/RAISE) and [ACL.gov/SGRG](https://acl.gov/SGRG).

The [RAISE Family Caregiving Advisory Council](#) is charged with providing recommendations on effective models of family caregiving and support to family caregivers, as well as improving coordination across federal government programs. These recommendations will support the development and execution of a national family caregiving strategy.

The [Advisory Council to Support Grandparents Raising Grandchildren](#) will identify, coordinate, and promote information, resources, and best practices available to help grandparents and other older relatives meet the needs of the children in their care, while also maintaining their own physical, mental, and emotional well-being.

Each council is comprised of members of the public selected based on demonstrated knowledge, qualifications, and professional or personal experience with the issues each council will address. In addition, each includes representatives from federal organizations that play a role in these issues.



**Family Caregiving Advisory Council (FCAC) Meeting  
 Holiday Inn, 550 C Street SW, Washington, DC 20024  
 August 28-29, 2019**

**Day 1 – August 28, 2019**

<b>Time</b>	<b>Session description</b>
8:30 – 9:00 AM	Arrival/Registration for non-federal members
9:00 – 10:15 AM	Session 1: Ethics Training (non-federal members) <b>Facilitator: HHS Ethics Staff – closed session</b>
10:00 – 10:30 AM	Arrival of federal members
10:15 – 10:30 AM	Break
10:30 – 12:00 PM	<p>Session 2: Opening Ceremony (joint session with Advisory Council to Support Grandparents Raising Grandchildren).</p> <p>Welcome            Lance Robertson            Administrator and Assistant Secretary for Aging            Administration for Community Living</p> <p>Administration of the Oath of Office            Sophia Watson            HHS Human Resources            U.S. Department of Health and Human Services</p> <p>Opening remarks            Eric Hargan            Deputy Secretary            U.S. Department of Health and Human Services</p> <p>Remarks            Lance Robertson</p> <p>Housekeeping announcements            Greg Link            Director, Office of Supportive and Caregiver Services            Administration for Community Living</p> <p><a href="https://www.hhs.gov/live/live-1/index.html#10725">https://www.hhs.gov/live/live-1/index.html#10725</a></p>
12:00 – 1:00 PM	Lunch on your own

1:00 – 2:00 PM	<p>Session 3: Getting Started: Council Housekeeping  <b>Facilitator:</b> Greg Link</p> <ul style="list-style-type: none"> <li>- Council member introductions</li> <li>- Review of legislation, council charter, tasks, &amp; deliverables</li> <li>- <i>Overview: The RAISE Family Caregiver Act Resource and Dissemination Center</i> <ul style="list-style-type: none"> <li>• Rani E Snyder, MPA; Vice President – Program; The John A. Hartford Foundation</li> <li>• Kitty Purington, JD, Senior Program Director, Chronic and Vulnerable Populations, National Academy for State Health Policy</li> </ul> </li> </ul>
2:00 – 4:00 PM	<p>Session 4: The National Landscape - Supporting Family Caregivers  <b>Facilitator:</b> Kitty Purington</p> <p><b>Presenters:</b>  Richard Schulz, Ph.D., Director, Center for Caregiving Research Education and Policy, University of Pittsburgh  <i>Findings: Caring for an Aging America</i>  Grace Whiting, JD, President and CEO, National Alliance for Caregiving  <i>National Trends and Issues: An Overview</i>  Tamar Heller, Ph.D., Institute for Health Research and Policy, University of Chicago  <i>Research on Caregivers of People with Disabilities</i>  Donna Benton, Ph.D., Research Associate Professor of Gerontology, USC Davis  <i>The California Experience: Lessons Learned</i></p> <p><b>Discussants:</b>  Larry Curley, MPA; Executive Director; National Indian Council on Aging</p> <p>Jenna McDavid, B.S.; National Managing Coordinator for the Diverse Elders Coalition</p> <p>Nancy Murray, M.S.; President; The Arc of Greater Pittsburgh at ACHIEVA</p>
4:00 – 4:15 PM	Break
4:15 – 4:45 PM	Public Comment Period <b>Facilitator:</b> Lance Robertson
4:45 – 5:00 PM	Session 5: Review of Day 1 <b>Facilitator:</b> Greg Link

A complete list of council members can be found at [ACL.gov/RAISE](http://ACL.gov/RAISE)

## Day 2 – August 29, 2019

Time	Session description (duration)
8:30 – 8:45 AM	Arrival/Sign-in
8:45 – 9:15 AM	Session 1: Review of Day 1 & Objectives for Day 2 <b>Facilitator:</b> Greg Link  <a href="https://www.hhs.gov/live/live-1/index.html#10725">https://www.hhs.gov/live/live-1/index.html#10725</a>
9:15 – 10:00 AM	Session 2: Overview of Federal Programs & Initiatives in Support of Family Caregivers  Brief presentations of Federal programs and initiatives impacting family caregivers.  <b>Facilitator:</b> Alan Stevens, Ph.D., FCAC Council Co-Chair
10:00 – 10:15 AM	Break
10:15 – 10:45 AM	Session 3: Discussion of Subcommittee Roles & Topics within the FCAC  <b>Facilitator:</b> Sarah Ruiz, Ph.D., ACL/NIDILRR
10:45 – 12:00 PM	Session 4: Small Group Priority Setting Exercise—Challenges and Opportunities for the National Caregiving Strategy  <b>Facilitator:</b> Sarah Ruiz, Ph.D., ACL/NIDILRR
12:00 PM – 1:00 PM	Lunch on your own
1:00 – 2:00 PM	Session 5: Report Outs from Small Group Leads  <b>Facilitator:</b> Casey Shillam, Ph.D., Council Co-Chair
2:00 – 2:30 PM	Public comment period  <b>Facilitator:</b> Greg Link
2:30 – 2:45 PM	Session 6: Review of Day 2, Next Steps, & Adjourn  <b>Facilitator:</b> Greg Link

A complete list of council members can be found at [ACL.gov/RAISE](http://ACL.gov/RAISE)

**Note: PowerPoints will be uploaded to the website after the conclusion of the meeting.**

# Exceptional Children Information for Parents

October 4, 2019

## Welcome New Parent Liaison

Hello, my name is Alexis Utz and I am excited to be the new Parent Liaison with the Exceptional Children Division. I will be working to facilitate effective communication and the sharing of important resources between the NCDPI EC Division, public schools and families.

A little about me, I come from Pennsylvania originally but the majority of my 13-year teaching experience has been in North Carolina with a pit stop in Virginia for one year. Since 2007, I have been a special education teacher with Wake County Public School System in several schools and roles; including a parent liaison role.

I look forward to all the new and exciting opportunities I will experience in this role.



Public Schools of North Carolina  
State Board of Education  
Department of Public Instruction

<https://ec.ncpublicschools.gov>

## Helpful Hints

Have you visited the Exceptional Children Division's website? If you haven't, check out some of the information you will find there.

- Parent Resources
  - <https://ec.ncpublicschools.gov/parent-resources>
  - Parent involvement is crucial in a child's education. Find information about Parental Rights, Policies, and more on this page.
- Disability Resources
  - <https://ec.ncpublicschools.gov/disability-resources>
  - Looking for more information about a specific disability? Visit this page to learn more about the disability and supports available from the state.
- Council on Educational Services for Exceptional Children
  - <https://ec.ncpublicschools.gov/advisory-council>

Learn more about the Council and its role in helping families and students with disabilities.

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## Upcoming

The Parent Educational Advocacy Center (PEATC) and Virginia Department of Education is offering an online parent friendly, self-paced 'Transition University' from October 6 - November 10, 2019. This looks like a great opportunity! Here is the [link](#) to access more information and register for the course.

\*link:

[http://www.peatc.org/newsmanager/news\\_article.cgi?news\\_id=955&no\\_popup=0](http://www.peatc.org/newsmanager/news_article.cgi?news_id=955&no_popup=0)



**STATE OF NORTH CAROLINA**  
invites applications for the position of:  
**Parent Liaison**

**JOB CLASS TITLE:** Education Program Specialist

**POSITION NUMBER:** 60039515

**DEPARTMENT:** Dept of Public Instruction

**DIVISION/SECTION:** Exceptional Children

**SALARY RANGE:** \$42,780.00 - \$72,424.00 Annually

**RECRUITMENT RANGE:** \$42,780 - \$51,157

**SALARY GRADE / SALARY GRADE EQUIVALENT:** GN11

**COMPETENCY LEVEL:** Not Applicable

**APPOINTMENT TYPE:** Permanent Full-Time

**WORK LOCATION:** Wake County

**OPENING DATE:** 10/01/18

**CLOSING DATE:** 10/12/18 5:00 PM Eastern Time

**DESCRIPTION OF WORK:**

Salary Grade: GN11, Recruitment Range: \$42,780 - \$51,157

**MAX SALARY FOR THIS POSITION IS \$51,157**

The North Carolina Department of Public Instruction is seeking applicants for an Education Program Specialist (Working Title: Parent Liaison) for our Policy, Monitoring & Audit section within our Exceptional Children area. This section is responsible for providing leadership to the state agency, local education agencies, charter schools, state-operated programs, community residential centers and private schools in the areas of federal and state laws and regulations regarding the Individuals with Disabilities Education Improvement Act (IDEA); policy interpretation, procedural safeguards, child counts and State Board of Education procedures for the administration of special education programs for students with disabilities. The section interprets policy and generates and revises policies and guidelines based on federal and state laws and regulations, legislative action, policy directives from the Office of Special Education Programs, U.S Department of Education, the Office of Civil Rights and the State Board of Education. This section collaborates within Exceptional Children to develop the State Performance Plan and Annual Performance Report (SPP/SPR). This information is disseminated to local education agencies, charter schools, state operated programs, community residential centers, parents, advocates, professional organizations and institutions of higher education to provide leadership and assistance in the administration of programs for children with disabilities.

This position is responsible for promoting advocacy and education for families of students with disabilities. The Liaison may perform a wide range of tasks to guide parents to appropriate resources and services within the NC Department of Public Instruction (NCDPI), Exceptional Children (EC), school systems, charter schools and the community. This role serves as a liaison to the Council on Educational Services for Exceptional Children (Council); disseminates information to volunteers; represents EC at state and regional parent events; develops training

events and materials for families of exceptional children; and assists families with issues related to the education of their children with disabilities by referring them to appropriate parties within the State. The Liaison will provide support and guidance to parents on issues regarding parental and student due process rights, programming decisions, least restrictive environment and accessibility to special education services. The position will serve as a representative and liaison to community agencies and organizations, as requested. This position reports directly to the Section Chief. Additional duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES / COMPETENCIES:  
QUALIFIED APPLICANTS MUST SUBMIT AN APPLICATION THAT CLEARLY REFLECTS  
WORK EXPERIENCE DEMONSTRATING THE FOLLOWING:**

- Demonstrated knowledge of philosophies, goals, objectives and policies of the NCPDI, Exceptional Children Division, IDEA and NCGS Article 9
- Considerable knowledge of a variety of community and human services agencies and resources
- Demonstrated knowledge of eligibility requirements and screening procedures of state, regional and local resources
- Considerable knowledge of parent education and outreach practices and programs
- Knowledge of the North Carolina Standard Course of Study, including the NC Extended Standards
- General knowledge of the principles of organization and administration
- Knowledge of and experience implementing the principles and practices of education administration
- Demonstrated skill in the operation of common office technology, including computer-driven word processing, spreadsheet and file maintenance programs
- Good command of spoken and written language and the ability to self-edit and produce error-free documents and communication
- Experience planning and conducting training/ information sessions
- Demonstrated skill in counseling parents and/ or guardians regarding their children
- Demonstrated experience researching program documents and narrative materials and compiling reports from information gathered

**MANAGEMENT PREFERENCES:**

- Parents of a child with a disability who receives/ has received services through the State School System are encouraged to apply.
- Please attach a cover letter and resume to your completed application.

**\*\*\*For current State employees, please note that as of June 1, 2018, promotional and RIF priority and salary administration will be made based on the new Statewide NC Classification System. \*\*\***

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:**

Bachelor's degree from an appropriately accredited institution and three years of progressively responsible work experience in an education related field; or an equivalent combination of education and experience.

**SUPPLEMENTAL AND CONTACT INFORMATION:**

**\*\*\* PLEASE SUBMIT YOUR APPLICATION ON-LINE USING THIS WEBSITE \*\*\***

All applicants must complete and submit a State application for employment using the NEOGOV Online Job Application System (<http://www.oshr.nc.gov/jobs/>) for the State of North Carolina. To receive credit for work history and credentials, the applicant must list the information on the online application form. Any information omitted from the application cannot be considered for qualifying credit. NC DPI welcomes attached or incorporated resumes, cover letters and reference information, but these items will not be used for screening for qualifying credit. Please make sure the application is completed in full. "See Resume" or "See Attachment" will NOT be accepted. Other attachments (except a DD-214 copy) will also be accepted, but not used in

screening for qualifying credit. Applicants are required to scan and attach a copy of their DD-214 (Form 4 or Certificate of Release or Discharge from Active Duty) or discharge orders if they wish to obtain Veteran's preference. Reference checks will be performed on all selected candidates. Applicants may be subject to a criminal background check. All candidates selected for positions considered "Positions of Trust" will be subject to a criminal background check.

**To check the status of an application, please log in to your NC Job Opportunities account and click "Application Status".**

If technical issues occur when applying, please call the NEOGOV Help Line at **855-524-5627**. If there are any questions about this posting, please contact the NC DPI Human Resources Office.

#### **CONTACT INFORMATION**

NC Department of Public Instruction  
Human Resources  
Attn: Tessa Toomey, Recruiter  
6312 MSC  
Raleigh, NC 27699-6312  
[Tessa.Toomey@dpi.nc.gov](mailto:Tessa.Toomey@dpi.nc.gov)  
Phone: 919-807-3385

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.oshr.nc.gov/jobs/index.html>

Position #18-11202  
PARENT LIAISON  
MW

NOTE: Apply to the department listed on posting  
An Equal Opportunity Employer, NC State Government

[noreply@nc.gov](mailto:noreply@nc.gov)

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**Parent Liaison Supplemental Questionnaire**

- \* 1. Please select the option that best describes your highest level of education.
- Doctoral Degree Completed
  - Law Degree Completed
  - Master's Degree Completed
  - Bachelor's Degree Completed
  - Associate's Degree Completed
  - High School Graduate/ GED
- \* 2. (Please ensure experience relating to the answer to the following question is documented in detail on your application.) How many years of documented progressively responsible work experience in an education related field do you have?
- More than 5 years
  - 4 - 5 years
  - 3 - 4 years
  - 2 - 3 years
  - 1 - 2 years
  - Less than one year
  - None
- \* 3. (If answering Yes to the following question, please ensure related experience is documented in detail on your application.) Do you have demonstrated experience researching program documents and narrative materials and compiling reports from the information gathered?
- Yes    No
- \* 4. (If answering Yes to the following question, please ensure related experience is documented in detail on your application.) Do you possess knowledge of the philosophies, goals, objectives and policies of the NCPDI, Exceptional Children Division, IDEA and NCGS Article 9?
- Yes    No
- \* 5. To receive credit for the supplemental questions you have answered here, you must provide supporting information related to these questions within the body of your application to support your answer. It is critical in our screening and salary determination process that applications contain comprehensive candidate information. G.S.126-30 speaks to fraudulent disclosures given to meet position qualifications. Have you provided written information to these appropriate areas to include the following: education, work experience, certificates and licenses, and documented competencies as they relate to the position you are applying for?
- Yes    No
- \* 6. How did you hear about this opportunity?
- OSHR Website
  - Professional Association Website
  - Professional Association
  - Professional Journal
  - Social Media
  - LinkedIn
  - Employment Security Commission
  - La Noticia
  - Friend/ Colleague
  - TV/ Radio

- College/ University Recruitment Fair/ Presentation
- College/ University Website
- Other

\* Required Question



# NCDHHS

NCDHHS

## DHHS Collaborates with OSHR to Recognize Disability Employment Awareness Month

Donate to Hurricane Recovery



*From left to right: Anna Cunningham, Parent and North Carolina Council on Developmental Disabilities member; Sandy Pendergraft, State Rehab Council Member and Brain Injury Association member; Barbara Gibson, Director of the Office of State Human Resources; Kathie Trotter, Director of DHHS' Division of Vocational Rehabilitation Services (DVRS); Cindy*

*Harrell, Executive Director at Diversified Opportunities and State Rehab Council Member; Joy Tribble, Planner/Evaluator and BEAM Services System Administrator for DVRS; and Travis Williams, Systems Change Manager for the North Carolina Council on Developmental Disabilities.*

**Oct. 17, 2019 - Governor Roy Cooper has proclaimed October as Disability Employment Awareness Month**

(<https://governor.nc.gov/documents/governor-proclaims-disability-employment-awareness-month-2019>) . To recognize this, leaders from the Department of Health and Human Services and the Office of State Human Resources gathered Oct. 15 to highlight the importance of improving accessibility in the workplace and stepping up recruitment of people with disabilities for state government jobs.

**In April, Governor Cooper signed Executive Order No. 92**

(<https://governor.nc.gov/documents/executive-order-no-92-employment-first-north-carolinians-disabilities>) :

**Employment First for North Carolinians with Disabilities. The order seeks**

(<https://www.ncdhhs.gov/blog/2019-04-05/governor-cooper-signs-executive-order-increase-employment-opportunities-people>) to increase opportunities for fair wages, employment and careers for people with disabilities and directs state government to lead the way in recruiting and creating an inclusive job climate for people with disabilities.

Kathie Trotter, Director of DHHS' Division of Vocational Rehabilitation Services (DVRS), spoke at the event, held at Learning and Development Center in Raleigh, about the importance of reaching out to those with disabilities and noted that DVRS helps more than 5,000 people find jobs each year (<https://www.ncdhhs.gov/news/press-releases/nc-division-vocational-rehabilitation-services-helps-more-5000-find-jobs-2018>).

Also attending from DHHS were Joy Tribble, Planner/Evaluator and BEAM Services Administrator for DVRS, and Travis Williams, DHHS Systems Change Manager for the North Carolina Council on Development Disabilities. They spoke about their work and shared their experiences of having a disability and achieving success in leadership roles in the state government workforce.

“As a state we need to be a model,” said Tribble. “It’s important to have people with disabilities at the table.”

Williams, who suffered a brain aneurism at age 17, said the experience ultimately made him a better man, and encouraged attendees to “keep up the work you are doing,” and to actively recruit and engage with workers who have disabilities.

At the event, State Human Resources Director Barbara Gibson shared a note from Governor Cooper about the executive order:

Donate to Hurricane Recovery

“North Carolina can be its best when all people have the opportunity to achieve their potential and live lives of purpose, including North Carolinians with disabilities. ... [This order establishes] meaningful work as the first and preferred choice for all North Carolinians, regardless of disability, and direct[s] state government to lead the way on including more people with disabilities in the workplace.”

The event preceded a quarterly Lunch and Learn meeting of the Equal Employment Opportunity Network, which includes representatives of all state government agencies.

**Author:** Karen Mann

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[u=https%3A%2F%2Fwww.ncdhhs.gov%2Fblog%2F2019-10-17%2Fdhhs-collaborates-oshr-recognize-disability-employment-awareness-month](https://www.ncdhhs.gov/blog/2019-10-17/dhhs-collaborates-oshr-recognize-disability-employment-awareness-month))



Twitter    ([http://twitter.com/intent/tweet?url=https%3A%2F%2Fwww.ncdhhs.gov%2Fblog%2F2019-10-](http://twitter.com/intent/tweet?url=https%3A%2F%2Fwww.ncdhhs.gov%2Fblog%2F2019-10-17%2Fdhhs-collaborates-oshr-recognize-disability-employment-awareness-month)

[17%2Fdhhs-collaborates-oshr-recognize-disability-employment-awareness-month](http://twitter.com/intent/tweet?url=https%3A%2F%2Fwww.ncdhhs.gov%2Fblog%2F2019-10-17%2Fdhhs-collaborates-oshr-recognize-disability-employment-awareness-month))

# Disability Impacts ALL of US



Each of us may experience a disability in our lifetime.

CDC's National Center on Birth Defects and Developmental Disabilities supports efforts to include adults with disabilities in disease prevention, health promotion, and emergency response activities, while working to remove barriers to health care and improve access to routine preventive services.

## A Snapshot of Disability in North Carolina\*

This fact sheet provides an overview of disability in North Carolina compared to national estimates. You can use this information to learn more about the percentages and characteristics of adults with disabilities in North Carolina.



## Disability Costs in HEALTHCARE EXPENDITURES



**\$11.2 billion per year\*\*** in North Carolina

### Adults with Disabilities are more likely to\*

Despite progress, adults with disabilities in North Carolina and across the country continue to experience significant differences in health characteristics and behaviors compared to adults without disabilities.

#### be inactive



#### have high blood pressure



#### smoke



#### have obesity



## Percentage of adults with select functional disability types\*

**MOBILITY:** Serious difficulty walking or climbing stairs

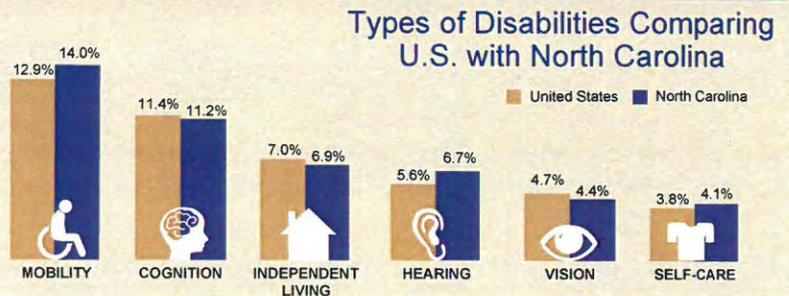
**COGNITION:** Serious difficulty concentrating, remembering, or making decisions

**INDEPENDENT LIVING:** Difficulty doing errands alone, such as visiting a doctor's office or shopping

**HEARING:** Deafness or serious difficulty hearing

**VISION:** Blind or serious difficulty seeing, even when wearing glasses

**SELF-CARE:** Difficulty dressing or bathing



\* Data Source: 2017 Behavioral Risk Factor Surveillance System (BRFSS).

\*\* Disability-associated healthcare expenditures are presented in 2006 dollars as reported in Anderson et al, 2010. This value represents approximately 27% of total healthcare expenditures for the state of North Carolina.

