**Developmental Disabilities Council**

**Meeting Minutes**

**Wednesday, September 9, 2015**

**Duncan Center, Dover, DE**

**Members Present:** Barbara Monaghan, Chairperson, Mary Anderson, Angela Ehst, Tina Fields, Terri Hancharick, Michael Harris, Brian Hartman, Esq., Larry Henderson, Rick Kosmalski, Katie Macklin, Debra McCann, Karen McGloughlin, Carrie Melchisky, Joseph Merritt Jr., Beth Mineo, Sue Ellen Powell, Shawn Rohe, Steve Tull, Steve Yeatman

**Members Absent:** Carol Barnett, Alvin Emory Jr., Diann Jones, HarrietAnn Litwin, Gary Mears, Tracy Neugebauer, Steve Slotkin

**Staff:** Pat Maichle, Kristin Cosden, Stefanie Lancaster, Emmanuel Jenkins

**Guests:**  Katie Howe , Jamie Wolfe, Debbie Kriegstein, Amber Collick, Martin Hernandez, Louise Fox, Tommy Fields, Bethel Chang, Al Rose, Tes delTufo, Phyllis Henderson, Victoria Counihan, Bill Monaghan

**I. Call to Order –** Barbara Monaghan called the meeting to order at 6:02 p.m.

**II. Approval of Minutes –** Barbara Monaghan asked for a motion to approve the minutes as submitted. Brian Hartman made a motion to approve with Karen McGloughlin seconding that motion. The minutes were approved as submitted.

**III. Approval of Agenda –** Pat Maichle stated that Katie Macklin’s presentation will be moved to after the Current Business report. The Strategic Planning presentation/discussion will need to be moved to later in the meeting due to when Beth Mineo arrives at the meeting. With these changes in mind, Brian made a motion to approve with Steve Yeatman seconding that motion. The agenda was approved with the noted changes.

**IV. 5 Minute Public Comment Period –** No public comment at this time.

**V. Chair’s Report –** Barbara reported on the following: .

1. Nevada Video/Presentation – Barbara reported that in Nevada, she and her husband, Bill Monaghan, spoke about the Centers for Medicaid & Medicare Services (CMS) Rule in Delaware. A video that was taken was played, however, the sound quality was inaudible. Barbara stated that they spoke on home and community-based settings. During their presentation at the National Association of Council on Developmental Disabilities (NACDD) Conference, Bill wore a t-shirt that stated “Respect My Authority”. The information they presented was well received by those in attendance.
2. Barbara asked that all Council members complete the Ballot For Elections for 2016 elected positions on the Council. Kristin Cosden will gather and tally the votes. Karen McGloughlin will report on the new Election of Officers in the Membership report.
3. The Strategic Planning Committee has begun working with Karen Bell, the contractor for this project, to develop and schedule Blog Nogs, Focus Groups and a Joint Retreat in collaboration with the State Council for Persons with Disabilities (SCPD) as well as the Governor’s Advisory Council for Exceptional Citizens (GACEC). Dates for all events will be listed on the DDC’s Webpage and emailed out to all members.
4. The DD Council will hold Public Hearings and an online survey to gather information from the public. The flyer for these were provided with the date of the public hearings. The online survey goes LIVE on Thursday and will be open until the end of November. We encourage everyone to share it. We will be translating the survey into French and Spanish as well.

**VI. Staff Report –** Pat did not have anything to report at this time. Emmanuel reported that the DD Council’s Facebook page currently has 419 likes. This is 69 new likes to our page since the July Council meeting. We will work to continue to grow this number. The DD Council has created a hashtag for the upcoming LIFE Conference on January 20, 2016 at Dover Downs in Dover, Delaware. We are encouraging people to use this hashtag throughout the conference. The person with the most tweets or Facebook posts during the conference will win a prize. The hashtag for the LIFE Conference is #LIFEConference2016.

**VII. Financial Report**

1. **Financial Advisory Committee Report – Recommendations for 2016 budget with a review of goals/objectives –** Steve Tull reported that the Financial Advisory Committee met and have recommended the following percentage breakdown and approval of funding for the below projects. This comes approved by Committee and will need an approval from Council. Without any discussion, this was approved by Council.
   1. **Recommended Committee Percentage breakdown for FY16:**
      1. **Adult Issues-** 26%
      2. **Children & Families –** 40%
      3. **Council Staff –** 7%
      4. **Partners Oversight –** 7%
      5. **Policy & Law –** 20%
   2. **Projects recommending approval for:**
      1. **LIFE Conference -** $8,000
      2. **Partners in Policymaking -** $49,500
      3. **Council Travel -** $5,000
      4. **Annual Report -** $500
      5. **Self-Advocacy Project -** $5,000

Steve Tull also reminded the Council to keep in mind that the percentage breakdown listed above is just a recommendation. If a project were to come up that took more funds than were available to one particular committee, Council could vote to still fund the project based upon the total amount remaining available within those grant funds.

**VIII. Current Business**

**1**. **Legislative Update –** A copy of the most current legislative bill tracking document was distributed to all those members present. This document was developed and maintained by Jamie Wolfe and Stefanie Lancaster. Please review the document when you have a moment. The legislative agenda for the upcoming session will be developed by the SCPD Policy & Law Committee.

**2**. **Self-Advocacy Organization Update –** Barbara Monaghan asked Tommy Fields to report on Delaware People First (DPF). Tommy reported that after meeting with Yoshi Kardell and the folks at the Human Services Research Institute (HSRI), they are working on developing a Strategic Plan. Information was distributed by Barbara that was one of the handouts given to them at the recent training held at the Margaret O’Neill building in Dover. Bill Monaghan reported that DPF just received their insurance. DPF is working to update their brochure to have a fresh, eye catching look that will attract people’s eye at various events such as the LIFE Conference.

**3. COOP Update –** Pat stated that the Continuity of Operations Plan (COOP) Plan has been completed. The DD Council, along with the other agencies in the Margaret O’Neill building, need to develop an Emergency Evacuation Plan as there is currently not one available. This task is hard to complete as there are several agencies within one building.

1. **Strategic Planning – Discussion with Brian Hartman, Esq., Beth Mineo, Pat Maichle –** Pat Maichle stated that the Strategic Planning Committee has been meeting with the contractor for this project, Karen Bell, to develop various ways for the DD Council to gather public input that is required in the development of our new 5 Year State Plan.

Focus Groups are scheduled for September 22nd from 10-noon (for people with disabilities) and from 1:30-3:30 p.m. (for professionals in the disability field) at the Milford State Service Center and on September 23rd from 10-noon at the University of Delaware Science, Technology and Advanced Research (STAR) Campus Building in New Castle. These focus groups are by invitation only.

Public Forums are scheduled for October 13, 14 and 15 – one in each county. A copy of the flyer for the Public Forums was given to each member present. Although the Public Forums are open to the public, the DD Council is requesting that people register for the event.

Blog Nog online chat rooms are also going to be conducted on October 22nd and 23rd – by invitation only. Karen Bell is currently working to develop these.

Several of the events planned for the development of our new Five Year State plan are being done in collaboration with the SCPD and GACEC. The information gathered and compiled into a report from each of these events will be presented to the Council and public for discussion on April 7,2016 at the Joint Strategic Planning Retreat to narrow down the goals and objectives in order to develop our new state plan.

Pat discussed information received at the NACDD national conference. AIDD is giving direction that they are looking for fewer goals and objectives rather than more with a suggested number of between three and five. As the goals and objectives are developed, the Council is also required to consider underserved populations as well and how to locate and contact those groups. A list of resource documents that the DDC has compiled that will be helpful tools in developing the new Five Year State Plan were distributed to each member present and will be emailed to the members. New links for information will be added as we gather them.

There have been some questions stemming from the Administration on Intellectual and Developmental Disabilities (AIDD) Final Rule on the DD Act information which was recently released. To help review some of the changes, Beth Mineo and Brian Hartman discussed highlights relating to changes in the regulations as well as guidance for University Centers for Excellence in Developmental Disabilities Education, Research and Services (UCEDDs) and State Protection and Advocacy (P and A) agencies. Copies of the presentations were available for those members present as well as copies of the Final Rule. The Powerpoint that Pat used is still in draft form provided by NACDD. When it is approved by the Board, it will be sent to the DDC members.

**IX. Committee Reports**

* **Membership**

1. **Election of Officers – Ballot** – The elected members for each position on Council for 2016 are as follows for:
   1. Chairperson – Barbara Monaghan
   2. Vice Chairperson – Steve Slotkin
   3. Members at Large on Executive Committee- Brian Hartman & Rick Kosmalski
   4. Adult Issues – Gary Mears
   5. Children & Families – Tina Fields
   6. Policy & Law – Terri Hancharick
   7. Partners Oversight – Karen McGloughlin
   8. Membership – Karen McGloughlin
   9. Financial – Steve Tull
   10. Personnel – Mark DeVore
   11. Consumer Caucus – Joseph Merritt

**2. Thanks to Larry Henderson** – Karen McGloughlin presented a plaque to Larry recognizing and thanking him for his 28 years of service to the Council. He has been a key component in many of the projects the Council has completed. Larry also received a tribute from Governor Markell for his many years of service to the Council. Barbara Monaghan, Kristin Cosden, Pat Maichle, Tes DelTufo, Al Rose, and Bethel Chang all were present to share a few memories that they have working with Larry. The Council wishes him the best of luck in his future endeavors.

**3. Report on New Members/Resignations** – Karen welcomed Michael Harris. Michael is the newest member of the Council. He is a parent of a daughter who has Down Syndrome. Mary Anderson, who is the current representative for the Delaware Developmental Disabilities Services (DDDS) agency, will be resigning soon. Her replacement, once officially appointed by the Governor’s office, will be Katie Howe. Welcome Katie.

* **Children & Families**

1. **Community Conversations Proposal (RFP 1502) –** Rick Kosmalski reported that at this time the Committee is still deciding on which of the two proposals received they would like to present to Council. There will be more information to come at the November meeting.

* **Policy & Law**

1. **Draft Position Statement – Subminimum Wage** – Terri Hancharick stated that the Policy & Law Committee has the following to report:
   1. A draft of the position statement regarding Sub Minimum Wage is completed. A copy was given to all members present to review. Please let the committee know if any edits are needed. A final draft will be reviewed and voted on at the November Council meeting.
   2. Jamie Wolfe is currently working on Assisted Suicide position papers. More information to come.
   3. The Committee is working with a contractor to gather information regarding Supported Decision Making to help develop a position statement for the Council on this issue. And to fulfill the contrac ton this topic with Quality Trust, a working group is meeting regularly to fulfill this contract by June 2016.
   4. The next Policy & Law meeting will be held at Friendly’s Restaurant in Middletown on September 17th at 9:30 a.m.

* **Adult Issues** – Larry Henderson reported that the Adult Issues Committee is currently working on the Oral Health Public Awareness Campaign project. The contractor chosen for this project is helping move this contract along nicely. The next meeting will be held on September 18th at DDDS Fox Run.

* **Partners Oversight**

**1**. **Jr. Partners 2015** – Junior Partners in Policymaking classes were held from July 12-17, 2015 at the Hilton Garden Inn in Dover. There were 18 active participants in the program, of which eight were male and ten were female. All participants live in either Kent or New Castle Counties. None of the participants were from Sussex County. This program was a huge success.

**2**.  **Partners 2016 –** Karen McGloughlin reported that the Adult Partners in Policymaking committee has met for the first time. Some tentative dates have been discussed but details are still being finalized. Classes will be held at the Hilton Garden Inn in Dover. More information to come as more details become available.

* **Consumer Caucus –** Barbara Monaghan stated this was previously discussed in the Self Advocacy update. Joseph Merritt also said that he enjoys attending the Consumer Caucus meetings. It is a great opportunity for people to have a better understanding of what is discussed in the meetings.

**X. New Business**

1. Presentation by Katie Macklin, Alzheimer’s Association

Katie Macklin presented information and statistics regarding Alzheimer’s. Katie stated that Alzheimer’s is a public health crisis right now. Some statistics she shared are below:

* + 1. 5.3 million Americans of ALL ages will have Alzheimer’s in 2015.
    2. Age and people with Down Syndrome are one is the greatest risk factors. After age 65, the risk doubles every 5 years after that to develop Alzheimer’s.
    3. Women are also at a greater risk. 2 out of 3 people with Alzheimer’s are women.
    4. In 2015, $226 billion in total cost of care for those with Alzheimer’s is projected with more than two-thirds of that paid by Medicare and Medicaid. By 2050, that total could be as high as $1.1 Trillion dollars.
    5. Dementia is an umbrella term with a lot of illnesses under it. Alzheimer’s is a form of dementia. There are more than 100 types of dementia.
    6. Alzheimer’s disease is a progressive brain disorder. There is no cure at this time and the disease is eventually fatal. This disease affects the neurons in the brain that control many day-to-day functions such as breathing, vision, language, judgement, memory, movement and balance.
    7. Katie stated there will be a Walk to End Alzheimer’s – October 3rd in Rehoboth Beach and October 17th in Wilmington. Please look on their website at [www.alz.org](http://www.alz.org) for more information.
    8. Katie’s powerpoint was made available.
    9. Katie Macklin, Rick Kosmalski and Pat Maichle plan to meet to discuss collaborative opportunities for DDC and the Alzheimer’s Association.

**XI. Other Council Business** – No other business to report at this time.

**XII. Adjournment -** The meeting adjourned at 8:08 p.m.