**Delaware Developmental Disabilities Council (DDC)**

**Adult Issues Committee**

**Minutes of Meeting, Friday, January 15, 2015**

**DDDS Fox Run, 2nd floor training room**

**2540 Wrangle Hill Road, Bear, DE**

**And**

**Teleconference**

**302-526-5475**

**Conference ID 6940783#**

**9:30 AM to 12:00 PM**

**Members present at meeting location: Gary Mears,** Parent Advocate, Committee Chair; **Bill Monaghan**, Advocate, Delaware People First; **Barbie Monaghan**, DDC Chair, Advocate, Delaware People First; ); **HarrietAnn Litwin**, Division of Vocational Rehabilitation (DVR); **Terri Hancharick**, Parent Advocate; **Tina Fields**, Advocate, Delaware People First; **Vivian Turner**, Director- Collaborative Efforts to Reinforce Transition Success (CERTS); **Laura Strmel**, St. John’s Community Services

**Members Absent: Carol Barnett**, Division of Services for Aging Adults and Persons with Physical Disabilities (DSAAPD); **Larry Henderson**, Executive Director- Independent Resources, Inc., Self-Advocate, **Alvin Emory**, Self-Advocate**; Debra Veenema**, MS Delaware;

**Members Attending Via Teleconference:** **Karen Gallagher,** Self-Advocate, Committee Vice-Chair

**Staff Present: Patricia Maichle**, Executive Director, Delaware Developmental Disabilities Council (DDC); **Kristin Cosden**, Social Services Administrator, DDC

**Guests Present:** There were no guests present at this meeting.

**I. Call to Order:** The meeting was called to order at 9:38 AM. Chairperson Gary Mears noted that a quorum was present.

**II. Approval of Minutes:** The committee voted to approve the December, 2015 minutes approved as written.

**III. Approval of Agenda:** Under Item VI, “New Business”, the following items were added at the request of staff, members and guests. VI-A-review of informational items by Pat Maichle; VI-B- Laura Strmel with an update on Association of People Supporting Employment (APSE) Conference; and VI-C- Terri Hancharick speaking about the Lifespan Support Waiver. The committee voted to approve the agenda with these additions.

**IV**. **Chair’s Report:** Gary Mears thanked everyone for coming. He shared that the committee has completed all of their 2012-2016 State Plan objectives. Most recently, the committee wrapped up work on the Oral Health Public Awareness Campaign. Gary stated that the contractor for this project, Blair Hains of The Marketing Department, did a great job of planning and implementing this project. Gary said that he is looking forward to seeing what the upcoming five year state plan will bring.

**V. Staff Report:**  Kristin Cosden asked committee members who are also members of the Developmental Disabilities Council (DDC) to place the Joint Strategic Planning Retreat and half-day DDC Planning Retreat on their calendars. The retreat will be held jointly with the State Council for Persons with Disabilities (SCPD) and the Governor’s Advisory Council for Exceptional Citizens (GACEC). The Joint Strategic Planning Retreat will be held on April 7, 2016 all day at the Duncan Center in Dover. Appointed members of the Governor’s Advisory Council for Exceptional Citizens (GACEC) and the State Council for Persons with Disabilities (SCPD) are invited. A second, half-day retreat will be held for DDC members only on April 29, 2016.

**VI.**

1. **Environmental Scan- Review of Draft RFP-** Kristin Cosden, DDC

At the last committee meeting, Kristin shared a request for the committee from DDC Executive Director Pat Maichle to fund an environmental scan. The committee honed the focus of the Environmental Scan to be: identify and enumerate Delawareans who meet the federal definition of a developmental disability who are now age 60 and over. Following identification and enumeration, a survey will be developed and administered to determine what types of residential settings the targeted group live in; what they do for recreation; their method of transportation; their income and source of income; what services (if any) they receive.

Using this input, Kristin created a draft Request For Proposals (RFP) for the committee to review and edit as necessary. Following discussion, Pat Maichle requested that the language concerning sustainability be removed from the RFP. Other than this one change, the committee agreed that the draft RFP accurately captured their requirements. HarrietAnn Litwin made a motion to accept the RFP as amended, and for the committee to recommend releasing the RFP at the Council’s March, 2016 meeting. Laura Strmel seconded this motion. All committee members voted in favor and there were no abstentions.

1. **State Plan Goals and Objectives**- Pat Maichle, DDC

Pat directed the committee’s attention to the materials regarding the Strategic Planning Process which were included in their information packets. These included information on Targeted Disparity, requirements from the National Association of Councils for Developmental Disabilities (NACDD), sample state plans from other states and information from the National Center for Cultural Competence (NCCC). Pat stated that when the committee is brainstorming regarding potential objectives for the new state plan, they must keep the requirements detailed in these documents in mind. All Councils must work harder to ensure that they are meeting the requirements set forth in the documents provided. Pat stated that some recurring issues that were mentioned in the recent Focus Groups, Public Forums and BlogNog sessions include health concerns (including dementia and mental health concerns); education (transition and Individualized Education Programs); access to community supports (assistance for caregivers, networking and mentoring opportunities for parents. Pat said that Karen Bell, contractor for the Strategic Planning process, is working on placing these subject areas in “buckets” for discussion at the Joint Strategic Planning Retreat on April 7, 2016. Pat asked the committee to keep all of the resources and topics in mind, as well as any new ideas they may have, when considering upcoming objectives.

**VII. New Business:**

1. **Information Items** - Pat Maichle, Executive Director, DDC

Pat stated that the Division of Prevention and Behavioral Health Services (DPBHS) Advisory Council is working to build their membership. The Advisory Council is particularly interested in new members who have been diagnosed with a mental health condition or the parents/caregivers of a person living with mental illness. Pat stated that the Advisory Council’s next meeting will be January 28, 2016, and that interested parties should RSVP to Barb Messick at 302-892-6408.

Pat also shared the National Council on Aging’s Impact Report. Pat stated that the information found in the report dovetails nicely with the committee’s current RFP for an environmental scan of individuals who meet the federal definition of having a developmental disability who are now age 60 or older.

1. **Association of People Supporting Employment (APSE) Update**- Laura Strmel, St. John’s Community Services

Laura stated that St. John’s Community Services will be presenting at the upcoming APSE Conference, and that she is currently working on their presentation. St. John’s Community Services is sponsoring this year’s conference, which is open to anyone who is interested in attending. The conference will focus on the transformation of workplaces and the community. Laura stated that she will share more detailed information regarding the conference with the committee via email. Gary Mears asked Laura if she would consider doing a presentation for the committee on what services St. John’s offers. Laura stated that she would be glad to. Kristin stated that she will add Laura’s presentation to the February committee meeting agenda.

1. **Division of Developmental Disabilities Services (DDDS) Lifespan Support Waiver** – Terri Hancharick, Parent Advocate and co-founder of Endless Possibilities In the Community (EPIC)

Terri shared that DDDS’ Joint Finance Committee (JFC) hearing is coming up on February 25, 2016 from 11:00 AM to 12:30 PM. Terri noted that this schedule may change as the hearing date draws closer. Terri encouraged those who are impacted by the Family Support Waiver and/or the proposed Lifespan Support Waiver to attend the hearing and provide commentary. Kristin asked Terri if she would like to discuss this topic with the committee in further detail at the upcoming February committee meeting. Terri stated that she would. Kristin stated that she will add this discussion topic to the February agenda.

There being no other new business, the meeting was adjourned at 11:25 AM