**Delaware Developmental Disabilities Council (DDC)**

**Adult Issues Committee**

**Minutes of Meeting, Friday, May 20, 2016**

**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: Terri Hancharick**, Interim Committee Chair, Parent Advocate; **Karen Gallagher,** Self-Advocate, Committee Vice-Chair; **Bill Monaghan**, Advocate, Delaware People First; **Barbie Monaghan**, DDC Chair, Advocate, Delaware People First; **Vivian Turner**, Director- Collaborative Efforts to Reinforce Transition Success (CERTS); **Laura Strmel**, St. John’s Community Services; **Carol Barnett**, Division of Services for Aging Adults and Persons with Physical Disabilities (DSAAPD)

**Members Absent: Alvin Emory**, Self-Advocate**; HarrietAnn Litwin**, Division of Vocational Rehabilitation (DVR);

**Members Attending Via Teleconference:** None

**Staff Present: Kristin Cosden**, Social Services Administrator, DDC

**Guests Present: Libby Cusack**, parent advocate; **Barbara Bass**, attendant services

**I. Call to Order:** The meeting was called to order at 9:35 AM. Interim Chairperson Terri Hancharick noted that a quorum was present. Introductions were made around the room.

**II. Approval of Minutes:** The committee voted to approve the February, 2016 minutes as written. The committee did not meet in March or April of 2016.

**III. Approval of Agenda:** Under Item VII, “New Business”, the following items were added: VII-A-Sharing of information item by Carol Barnett; VII-B-APSE Update by Laura Strmel. The committee voted to approve the agenda with these additions.

**IV**. **Chair’s Report:** Terri Hancharick declined to provide a Chair’s report, given her very new status as Interim Chair.

**V. Staff Report:**  Kristin Cosden stated that former Adult Issues (AI) Committee Chair Gary Mears has resigned from the Delaware Developmental Disabilities Council (DDC). As a result, Gary is no longer able to serve as Chair of the AI Committee. Terri Hancharick stated she is willing to act as interim Chair until the DDC election for new Chairpersons in September, 2016. Kristin stated that Tina Fields has also resigned from the DDC and will no longer be a member of the AI Committee.

Kristin also shared the following information:

* The Oral Health Public Awareness Campaign contract is now complete. AI Committee members should continue to use the materials from the campaign to educate the public about the need for preventative dental care for adults with disabilities over the age of 21.
* The DDC’s 2017-2021 State Plan is out for public comment through June 9, 2016. Kristin wrote her contact information on the white board and handed out her business card to all present. She encouraged all present to submit any thoughts or feedback on the plan to her in writing (email, US Mail or fax) or by phone call or in person. Kristin noted that verbal comments would be recorded and transcribed. She shared that an open public forum for individuals to provide feedback on the 2017-2021 State Plan was held on Monday, May 16, 2016 from 4:00 PM to 6:00 PM at the O’Neill Building in Dover. Despite being publicized as an open forum, no members of the public attended.
* Kristin encouraged all present to go online and visit the DDC’s website for the Inclusion Community Conversations Project. This project is overseen by the DDC Children and Families (CF) Committee. A series of Community Conversations on the topic of inclusion in schools were held statewide during the month of May. In addition to the events, individuals can provide their feedback to the same set of questions which will be asked at the forums. This option is available through Friday, June 3, 2016. There are no character limits when answering the questions. The questions are available in English and Spanish. Kristin shared the website: decommunityconversations.com.

**VI.**

1. **Environmental Scan Request for Proposals (RFP) - Committee Discussion and Vote.**

Kristin noted that no responses were received for this RFP, and asked the committee if they would like to re-issue the RFP with another due date, or to table the RFP. Following discussion, the committee agreed to re-issue the RFP with changes noted to the expected Scope of Services. The committee felt that the RFP would be more appealing to potential bidders with more information included.

During this discussion, Kristin asked to jump forward a bit in the agenda to item G, “June Meeting”, as a revised meeting date would impact the timing for re-issue of the RFP. Kristin will be out of town on the regularly scheduled AI meeting date of June 17, 2016, and asked if the committee would prefer to meet without her, not meet at all, or re-schedule the June meeting for another date. The committee unanimously voted to meet on Friday, June 24, 2016 from 9:30 AM to 12:00 PM. Kristin stated that she will make the committee’s requested revisions to the RFP for their review and approval at the June 24 meeting. If approved, the RFP would go before the DDC for an official vote regarding whether or not to re-issue the RFP. The DDC is scheduled to meet on July 13, 2016 from 9:30 AM to 12:00 PM at both the Division of Vocational Rehabilitation (DVR) offices at the Pencader Business Park and at the Margaret O’Neill Building in Dover. The two meetings will be joined by video conference.

1. **Review of Draft 2017-2021 Draft State Plan Objectives Assigned to the AI Committee:**

Kristin provided copies of the draft 2017-2021 DDC State Plan that is out for public comment until June 9, 2016. She pointed out that the objectives which were assigned to the AI Committee were highlighted, and stated that now is the time to begin discussing strategies for how to address the objectives. The committee shared verbal feedback regarding the plan. As she did not bring a recording device, Kristin asked that anyone who wished to comment on the state plan please email, fax, mail or make an appointment to provide verbal feedback which would be recorded and then transcribed to ensure accuracy.

1. **Discussion-Potential Strategies to Address State Plan Objectives Assigned to the AI Committee:**

The committee decided to wait until all public comments were in on the state plan before discussing strategies, since public comment could influence the final version of the plan.

1. **Information Item: Letter from the Delaware Division of Medicaid and Medical Assistance (DMMA) In Response to DDC Comments on the Home and Community-Based Services Waiver:**

Kristin stated that she would email a copy of the letter to the AI Committee, as she did not bring her copies with her.

1. **Review and Vote-Unsolicited Proposal for Continued Funding for LaunchSpace Program:**

Kristin noted that only committee members were permitted to vote on the proposal. Upon review of the proposal and completion of the required Proposal Evaluation Forms, the AI Committee unanimously voted to continue funding the LaunchSpace Program for another year. The proposal will now move on to the DDC for approval. The DDC will vote on this proposal at their meeting on July 13.

1. **Partner Updates:**

* Bill Monaghan reported on the Delaware People First Conference held at Dover Downs in April, 2016. The theme was health and wellness. Bill stated that the conference speakers were all very informative. 48 people attended the conference.
* Terri stated that the Supported Decision-Making (SDM) bill is still making its way through the channels at Legislative Hall.
* Barbara Monaghan stated that because of her advocacy, she has been invited to sit on Christiana Care’s Patient and Families Committee.
* Carol Barnett shared that the Division of Services for Aging Adults and Persons with Disabilities (DSAAPD) is working on their State Plan on Alzheimer’s and Aging. She also discussed the Caregiver Bill currently being debated in the Delaware Legislature, noting that AARP is in favor of the bill and that hospitals are not in favor of the bill.

1. **June Meeting?**

As discussed in item VI-A, the committee voted to meet one week later than usual in the month of June. The June meeting will be held on Friday, June 24, 2016 from 9:30 AM to 12:00 PM at DDDS Fox Run, 2nd floor training room, 2540 Wrangle Hill Rd., Bear, DE.

**VII. New Business:**

1. **Information Item- Carol Barnett:**

Carol shared an article which presented a different view of the current trans-gender bathroom accessibility issue. The article points out that for many individuals with disabilities, bathrooms are often completely inaccessible. Also, the article pointed out that for persons with disabilities who require assistance with toileting/changing, there is already a need to allow the person’s caregiver (regardless of gender) in the bathroom with the individual with a disability to provide the care necessary.

1. **APSE Update- Laura Strmel:**

Laura stated that she was happy to proctor the first Delaware sitting for the Certified Employment Specialist Professional (CESP) Certification. 38 individuals sat for the exam; 31 of those individuals are now CESP-certified. Laura stated that the Division of Developmental Disabilities Services (DDDS) graciously provided the $159 sitting fee for 20 of the individuals to take the exam.

There being no other new business, the meeting was adjourned at 12:05 PM.