

**Delaware Developmental Disabilities Council (DDC)
Children and Families Committee Meeting
Friday, March 17, 2017 from 1:30 PM to 3:30 PM
DDDS, 2540 Wrangle Hill Road, Bear, DE**

Minutes of Meeting

Members Present: Alex Eldreth, Committee Chair; Steve Yeatman, Parent Advocate; Laura Greene, Advocate; Frances Fleming, Parent Advocate; Alvin Emory, Advocate

Members Absent: Nancy Lemus, Parent Advocate; Carrie Melchisky, Parent Advocate

Guests Present: Jessica Mueller, LEND Program; Kaitlyn Compton, Liv Jancic and Maddy Rigney, students, University of Delaware

Staff Present: Kristin Harvey, Social Services Administrator, Delaware Developmental Disabilities Council (DDC)

- I. **Call to order-** Chairperson Alex Eldreth called the meeting to order at 1:35 PM.
- II. **Approval of Minutes-** A quorum being present, the committee voted to approve the minutes.
- III. **Approval of Agenda-** A quorum being present, the committee approved the agenda as written.
- IV. **Chair's Report-** Alex welcomed everyone present, especially the committee's guests and new members, Alvin and Frances.
- V. **Staff Report-** Kristin Harvey shared that the DDC Adult Issues (AI) Committee would like to partner with the DDC Children and Families (CF) Committee to address shared interests. Members of the AI committee have project ideas that dovetail nicely with two of the objectives that have been assigned to the CF committee. Alvin serves on both committees and agreed to serve as the "ambassador" between the two committees in the interest of efficiency. The CF committee agreed to work with the AI committee in this fashion.
- VI. **Current Business-**

A. Recruiting self-advocates and family members for our committee:

The committee discussed a variety of potential ways to reach out to the community and seek new members. Alex noted that personal invitations seem to work best. Most, if not all, of the committee members are part of the committee due to a personal invitation. Alex also stated that having a set piece of information, such as a flyer or business card with dates, times, locations and contact information for existing members to provide to interested parties would be beneficial. Kristin stated that she will work on developing a flyer for this purpose.

B. Review the committee's four strategic plan goals:

Kristin shared an idea to draft a work plan for the CF committee, stating that this has worked well in the past to prioritize ideas, track progress and assign responsibility. The committee agreed that this was a good idea. Kristin stated that she will provide a draft work plan for the committee's review at their meeting in April. Since the committee has already prioritized their objectives and identified their first priority, Kristin asked if they were ready to discuss a potential project to address the objective. Following discussion, the committee agreed to review a draft Request for Proposals (RFP) focusing on a

public awareness campaign for their Medicaid/CHIP expansion objective at the committee's April meeting.

C. Review the committee's budget:

The committee reviewed their current budget allotment in an effort to determine the amount of funding to dedicate to the Medicaid/CHIP public awareness campaign RFP. Following discussion about how much money is available in Federal Fiscal Year (FFY) 2016 and 2017 funds, the committee determined to allot \$25,000 for the Medicaid/CHIP RFP.

D. Report to the DDC Executive Committee:

CF committee members requested that Alex update the DDC Executive Committee on their proposed outreach efforts, development of the work plan and creation of the RFP addressing Medicaid/CHIP expansion.

VII. New Business

- A. Next meeting-** The next meeting will be held on Friday, April 21, 2017 from 1:30 PM to 3:30 PM at DDDS Fox Run, 2540 Wrangle Hill Rd., Bear, DE in the second floor conference room.
- B. Any other items the committee would like to discuss-** Hearing none, the meeting was adjourned at 3:32 PM.