

Developmental Disabilities Council

Executive Committee

Meeting Minutes

April 19, 2018

Margaret M. O'Neill Building, Dover, DE

DHSS Chapel, New Castle, DE.

11:00 a.m. -12:49 p.m.

Members Present: Steve Yeatman, Chair, Terri Hancharick, Daniese McMullin-Powell, Shawn Rowe, Laura Greene, Karen McGloughlin, Rick Kosmalski.

Members Absent: Laura Greene

Staff: Pat Maichle

Guests: Laura Waterland, DDC Member

- I. Introduction of Members – Everyone introduced themselves.
- II. Approval of Minutes – The Minutes of the February 2018 meeting were approved as submitted.
- III. Approval of Agenda – The Agenda was approved as submitted.
- IV. Chair Report – Everyone needs to continue to attend the Council meetings into the future so that we meet quorum and can get our business accomplished.
- V. Staff Report
 1. Arrangements are all made for Members to attend the Policy Seminar in Washington, D.C. next week.

VI. Current Business

1. By Laws – DAG Victoria Counihan guided everyone through the suggested changes to the current By Laws. She will draft a new draft to provide to the Members. After new edits are made, Victoria will send the new draft for review by the Executive Committee before it goes forward to the full Council.

VII. New Business

1. Membership Plan – Karen McGloughlin, as approved by the full Council, presented the Plan to the Members with detail of the purpose and need to gain new members from Sussex County who have developmental disabilities and from diverse backgrounds. The Committee plans to hold 2 events in Sussex County to bring awareness of our Council and to introduce ourselves. We anticipate inviting the SCPD and the GACEC to join us in this work, but our focus would be to introduce the public to the DD Council. Terri asked if we'd be asking for those Councils to provide financial support toward the event.

Carol suggested that we, instead, piggyback on other events already planned in Sussex County. Rick suggested that we, also, go to other non-profit agencies and present to them about the DDC.

The vote included 6 yes, 2 no, no abstentions. The motion from the Committee passed. We will begin to make arrangements for the 2 events in Sussex County and will also join with other events to bring awareness of the DD Council with the intent to gain new members from that county.

2. DDC Meeting Dates – Stefanie has sent out a survey for all Members, as directed by the full Council, to complete so they will document their preferences for meeting times for the DD Council. The survey is to be completed by next Friday and Stefanie will share the results. To date, the majority of respondents prefer evening meetings at 6:00

p.m. One Member attends religious celebrations on Saturdays so was not in favor of the Council meeting on Saturdays.

VIII. Other Business

1. Pat explained the Administrative Budget for the Council to the Members present including the Cost Allocation Plan and the review steps that include the DSA, the AIDD, and the Clearinghouse, annually. Copies of this budget were handed out at the Council meeting and supplied, again, for this Executive Committee meeting. No questions were asked at this point, but the Members were better informed.
2. Terri asked for a discussion of the possibility of moving to a different designated state agency. Terri asked that the Executive Committee do some research on possible Departments that could serve. Steve suggested that there are only a few Departments that are possible and asked for volunteers to do some research on this issue. Terri will report back.
3. Karen asked for an update on the process of contracting for the Jr. Partners in Policymaking program. Pat explained the GSS process that will be forthcoming for this program in the near future. They will issue an RFP and the Partners Oversight Committee will review the proposals and make a recommendation to the full Council for a new vendor.

IX. Adjournment – The meeting adjourned by 12:49 p.m.