

Developmental Disabilities Council
Meeting Minutes
Wednesday, January 9, 2019
DDC Office, 410 Federal Street, Dover DE
AND
DDDS Fox Run, 2540 Wrangle Hill Road, Bear DE
6:00 – 8:30 p.m.

Members Present: Rick Kosmalski (Chairperson), Teesie Bonk, Maitri Campbell, Monica Edgar, Karen Gallagher, Isabel Rivera-Green, Terri Hancharick, Michael Harris, Katie Howe, Nancy Lemus, Katie Macklin, Deb McCann, Karen McGloughlin, Daniese McMullin-Powell, Dale Matusevich, Carrie Melchisky, Joseph Merritt, Jr., Beth Mineo, Chris Oakes (via phone), Shawn Rohe, Laura Waterland

Members Absent: Alvin Emory Jr., Derrick George, Laura Greene, HarrietAnn Litwin, Angela Mitchell, Steve Yeatman

Staff: Stefanie Lancaster, Kristin Harvey, Emmanuel Jenkins

Guests: Hattie Kinton, William Powell, Stacy Watkins, Catherine Pringle, Diann Jones (via phone)

****Please note that Chris Oakes participation via phone did not count towards quorum nor did she count towards any votes that took place. Quorum was present in the room.**

I. Call to Order – Rick Kosmalski called the meeting to order at 6:05 p.m.

II. Approval of Minutes – Stefanie Lancaster stated that there was a minor edit made to the minutes previously emailed out. Clarification was added to the vote pertaining to Objective EEI1 and the vote that took place regarding the wording of the objective for the state plan. With that minor edit, Karen McGloughlin made a motion to approve the minutes. Michael Harris seconded. The minutes were approved.

III. Approval of Agenda – Joseph Merritt made a motion to approve the agenda. Carrie Melchisky seconded. The agenda was approved as submitted.

IV. 5 Minute Public Comment Period – Stacy Watkins from the Division of Developmental Disabilities Services (DDDS) spoke regarding the renewal of the DDDS Lifespan Waiver (Home and Community Based Services (HCBS)). The waiver must be renewed every five years. This waiver assists individuals by providing services and supports as an alternative to institutional placement and is designed to enable the individual to live safely in the community and to respect and support their desire to work or engage in other productive activities. There is a minor revision to the language in Section 1 of the waiver to indicate that all individuals enrolled in the DDDS waiver can be concurrently enrolled in the 1115 Waiver in order to receive their acute care benefits under the Diamond State Health Plan. The previous language had indicated that only individuals enrolled in the DDDS Lifespan Waiver who were living with their family could be concurrently enrolled in the 1115 Waiver. For additional information regarding the renewal, please reach out to Stacy Watkins at Stacy.Watkins@state.de.us.

V. Executive Session – pursuant to 29 Del. C. 10004 (b)(6) and 10002 (l1), (3) & (6) – Victoria Counihan, the Developmental Disabilities Council Deputy Attorney General, called for the meeting to go into Executive Session at 6:20 p.m. The Executive Session concluded and the meeting resumed at approximately 6:50 p.m.

VI. Chairperson Report – Rick Kosmalski stated he did not have anything to report at this time. Daniese McMullin-Powell asked that Rick discuss food and how it will not be served at Council or committee meetings. The DD Council received recommendations from our federal granting agency after the recent DD Act Training held on October 17, 2018. Within those recommendations was clarification on purchasing food for meetings. After some discussion, it was stated to all members that the Council has received written notification from William Kim, of the Administration on Community Living (ACL) Office of Grants Management (OGM) stating that a state’s food waiver does not supersede Health and Human Services (HHS) requirement that states that food shall not be served at meetings.

VII. Staff Report – Stefanie Lancaster discussed the following:

1) A question was posed by Michael Harris for staff to reach out to the Administration on Community Living (ACL), Administration on Intellectual and Developmental Disabilities (AIDD), to see what their definition of “segregated settings” was. Sara Newell-Perez, Delaware’s AIDD Program Specialist, stated that the preferred term for the Council to use would be “facility-based setting” as it is more commonly recognized. With this in mind, the Council took a vote to revise the wording of the objectives in the State Plan that utilize the word “segregated setting”. Karen Gallagher made a motion to approve changing the words “segregated settings” to “facility-based settings”. Teesie Bonk seconded. Daniese McMullin-Powell abstained. The motion passed. Kristin Harvey will revise the wording when she submits the changes to the State Plan.

2) A copy of the 2019 Legislative & Policy Agenda that was recently finalized was provided to all members. The State Council for Persons with Disabilities (SCPD) took the lead on this committee this year. Any questions regarding items on the agenda, please reach out to the SCPD staff.

Kristin Harvey reviewed the following:

1) Recent information was released by the National Association of Councils on Developmental Disabilities (NACDD) providing updates to the State Plan submittal dates. The ACL reporting system was not open until recently. The new FY19 State Plan and Work Plan Updates are now due 1/31/19. The FY20 Work plan updates and FY21 Work plan will now be due on 1/31/19. As the updates are completed, Kristin will notify Council that they have been completed.

2) The Request for Proposals (RFPs) that were approved via the scopes of services at the November meeting have been submitted to Government Support Services for processing. As updates become available, Kristin will notify the Council and the appropriate committees.

3) Christiana Care Health System Office of Health Equity will be conducting a 2019 Comprehensive Health Needs Assessment to understand and plan for the current and future health needs of our community. The goal is to identify the health needs of the community members they serve and develop a deeper understanding of those needs and identify priorities. Christiana Care will be hosting town hall meetings on

January 22, 23 and 24th. If you would like to attend one of these meetings, please reach out to Christopher Moore at Christiana Care via email at ChMoore@Christianacare.org.

4) The Newark Transition Fair will be held on March 28th. Kristin and Donna Marie King, one of the DDC's current contractors, will be attending this conference. If any member would like to attend, please let DDC staff know.

5) Kristin stated the DDC staff will be working the LIFE Conference in a variety of capacities. Any member who would like to volunteer to assist with covering the DDC's table, please coordinate with DDC staff.

VIII. Financial Report – Stefanie stated that a copy of the current financial report was distributed to those members present. Our federal award letter has been received for the Federal Fiscal year 2019. The Council received \$506,000 as our overall grant amount. While keeping monthly salary and operational/administrative costs in mind, Stefanie was able to allot \$180,955 for 2019 project funds. There is still a large amount remaining in 2018. With that being said, the project ideas approved at the last meeting will be added once they are awarded either in 2018 or 2019 project funds.

IX. Current Business

1. Recommendations received from our Federal Granting Agency after recent DD Act training – Stefanie discussed the recent recommendations received from our federal granting agency after the DD Act Training that took place on October 17th. Please see **Appendix A**, attached, for the document containing the recommendations from AIDD, the Council's response to the recommendations as well as any Council member comments (if any) on each item.

2. Personnel Committee Chair position – Due to Karen McGloughlin leaving the Council, the Personnel Committee Chair position is now vacant. Stefanie asked if any member would like to fill this roll for the remainder of this year. Michael Harris was nominated and accepted this position. Nancy Lemus also asked to join this committee.

3. State Plan – 2 Scopes of Services that need to be created and approved – discussion on project ideas –

Objective SA6 & EE12 – Due to time constraints, this item will be discussed at the March Council meeting.

IX. New Business

1. Trip report from Angela Mitchell for the AUCD Conference – Angela Mitchell was not able to be present at this meeting. Therefore, this will be discussed at a future meeting.

2. Travel requests from members: Stefanie Lancaster notified members that several disability-related conferences are coming up soon. Any member who would like to attend, please continue to send your requests to Stefanie. A discussion will take place at the February Executive Committee meeting as well as the March Council meeting to discuss a path forward with a procedure for approving travel requests as one of the findings/recommendations from our federal granting agency was to review members approving other members travel as there could be a perceived conflict of interest. Costs available to date for each of the conferences have been listed below.

APSE Conference – June 18-20th in Missouri –

Hotel is \$195/night x 3 nights

Registration fees range from \$355-\$480

Flight

Food x 4 days

Disability Policy Seminar – April 8-10th – Washington DC (deadline for registration is March 1st) – Daniese, Nancy, Terri and Michael would like to attend.

Hotel is \$315/night x 3 nights

Registration fee is \$375

Train or Mileage

Food x 4 days

NACDD – July 10th and 11th – New Orleans - As of today, no more information is available on the NACDD website. Once more information becomes available, DDC Staff will share with Council.

X. Other Council Business / Recommendations for Future Guest Speakers – Stefanie stated that Dr. Charmaine Wright from Christiana Care will be speaking at the March Council meeting regarding programs that Christiana Care currently has that relate to people with disabilities. Please send any further recommendations for future guest speakers to DDC staff so that they can make the necessary arrangements.

XI. Adjournment – The meeting adjourned at 8:40 p.m.

*****In accordance with 29 Del. C. 10004 (e)(2), this agenda was posted at least seven days in advance of the meeting.**

*****This agenda is subject to change to include the addition or deletion of items which may arise at the time of the meeting.**

*****Agenda items listed may be considered out of sequence.**