Developmental Disabilities Council

Executive Committee Meeting Minutes

June 12, 2019

Center for Disabilities Studies, University of Delaware, 461 Wyoming Road, Newark, DE 19711

9:30 a.m.

Members Present: Rick Kosmalski (Chair), Michael Harris, Daniese McMullin-Powell, Terri Hancharick

Members Absent: Moni Edgar, Laura Greene

Staff: Stefanie Lancaster, Kristin Harvey

I. **Introduction of Members/ Called to order –** The meeting was called to order at 10:40 a.m.

II. **Approval of Minutes –February –** Rick Kosmalski made a motion to approve the February minutes as submitted. Michael Harris seconded the motion. The minutes were approved as submitted.

III. **Approval of the Executive Session minutes – February –** Michael Harris made a motion to approve the February Executive Session minutes as submitted. Daniese McMullin-Powell seconded the motion. The minutes were approved as submitted.

IV. **Approval of Agenda –** Michael Harris made a motion to approve the agenda as submitted. Daniese seconded the motion. The agenda was approved as submitted.

V. **Chair Report –** Rick Kosmalski stated he did not have anything to report at this time.

VI. **Staff Report –** Staff indicated that in the interest of time, they did not have anything to report.

VII. **Financial Report –** Stefanie Lancaster provided updated copies of the financial report to the committee.

VIII. **Current Business**

1. **Proposal approval process –** Due to time constraints, this item will be discussed at a future meeting.
    a. **Will the Executive Committee entertain approval of proposals awaiting approval?**
    b. **If not, what is the proposed course of action – wait until the July Council meeting?**
2. **Disability Pride Day revised scope of services – approval needed –** With the below minor edits requested, the Executive Committee unanimously approved the proposed Scope of Services for the Disability Pride Day project.
    a. Under the third bullet point relating to the timing of the event, it was requested that it read "Coincide with the Olmstead/ADA Anniversary".
    b. Add a subsection within the Scope of Services to include "solicit volunteers and secure third party funding for the following:" and move all items relating to entertainment into that subsection to show that DDC Grant funds will not be paying for the entertainment aspect of the day.
3. **Objective EEI2 proposed rewording and approval –** As requested by Council, the Adult Issues committee has provided the proposed rewording to the EEI2 objective in the current Five

Year State Plan. The new proposed wording reads as follows: "Research and identify evidence-based programming that will help individuals with disabilities by providing services to engage in vocational exploration that lays the foundation and increases capacity for integrated, competitive employment opportunities". With the above recommendations, the Council unanimously approved the revision. Kristin Harvey will move forward with the revisions to the State Plan.

4. **Approved reorganization of Council – what that means for committee structure moving forward –** This item will be discussed at future meeting due to time constraints.
5. **Update from Personnel Committee regarding status of the job posting for the Executive Director position –** Michael Harris provided an update as the Personnel Committee chair. Michael stated that the final draft of the job posting is ready for approval by the committee. The next meeting will be held on June 25th, 2019. At that time, the job posting should be approved and the committee can begin to work on the interview questions. Michael will continue to keep the Council updated as things progress.
6. **Annual Election of Officers - reminder – names needed for upcoming ballot –** There was some discussion relating to the fact that some members remember discussing in September 2018 of voting people into office for a two year term versus a one year term. Without having those minutes at this meeting, this topic will be discussed in more depth at a future meeting. If the Council chooses to vote to continue to keep those already in positions there for another year, then we can do so.

IX. Other Business – There was no other business to discuss at this time.

X. Adjournment – The meeting adjourned at 12:16 p.m.

****This agenda is subject to change to include the addition or deletion of items which may arise at the time of the meeting.**
****Executive Session may be held pursuant to 29 Del.C.10004 (b)(6) and 10002 (l)(1), (3), & (6)**

****Agenda items listed may be considered out of sequence. This agenda is subject to change to include addition or deletion of items which may arise at the time of the meeting.**