

# Delaware Developmental Disabilities Council

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## Developmental Disabilities Council

### Financial Advisory Committee Minutes

February 26, 2019

2:00-3:30 pm

Smyrna State Service Center – 200 DuPont Blvd, Smyrna, DE 19977

**Members Present:** Rick Kosmalski, Beth Mineo, Steve Tull

**Members Absent:** Moni Edgar

**Staff:** Stefanie Lancaster, Kristin Harvey

**I. Introduction of Members and Approval of the Agenda** – The meeting was called to order at 2:10 p.m. Introductions were not necessary. All members present knew one another. The agenda was approved as submitted.

**II. Review/Discussion of 2018 Budget/ balances left to obligate** – Stefanie Lancaster reviewed the current Financial Summary report. This is the time of year where the Council needs to ensure that funds are earmarked and will be obligated onto purchase orders by September 30<sup>th</sup>. Currently, there are the five projects approved at November's Council meeting for this year's projects within the Council's Five Year State Plan. These projects have been initiated with Government Support Services (GSS) to get the Requests for Proposals processed and these projects moving forward. There remains \$25,000 that needs to be earmarked to a project.

The committee discussed an option of placing this remaining \$25,000 to the LIFE Conference 2020 Contract which previously had \$25,000 approved for that project. These additional funds could assist with increased marketing for the conference as well as possible shuttles from New Castle and Sussex Counties to Kent County.

Another option is to add additional funds to the Self-Advocacy project – previously approved at \$20,000 – that discussed bringing a national self-advocacy organization such as Self-Advocates Becoming Empowered (SABE) to Delaware. It could go towards helping host a Self-Advocacy conference. There was a recommendation also to add a self-advocacy strand to the LIFE Conference by possibly adding an additional day to the conference.

After some discussion, it was agreed upon to recommend to full Council that the remaining \$25,000 to the 2020 LIFE Conference Contract with the ideas above in mind.

**II. Review of the 2019 budget** – One of the few remaining projects left to obligate funds towards this year is the SA6 Objective in our current 5 Year State Plan relating to Disability History. Kristin Harvey reviewed her proposed project idea for this objective. Kristin discussed the idea of hosting a Disability Pride and Education Day in Delaware. There is a large variety of proposed activities such as: National or local speakers with disabilities speak about their experiences on a topic determined by the committee, Talent Show, Screening of Boundless, Adapted fitness



demonstrations, Adapted Line Dancing, an Exhibit of Disability “artifacts”, free health screenings and so much more. For the full recommended scope, please contact the DDC Staff. The proposed funding for this would be \$50,000 to host this event in at least two of the three counties in Delaware. After some discussion, the committee decided to increase the funding to \$100,000. Rick Kosmalski will share this with the Council at the March Council meeting for approval.

**IV. Review of the funds allocated to Council Travel per recent Federal recommendations received** – After discussion about the recent recommendation by our federal granting agency to review our current travel policy and the amount of funds the Delaware DD Council allocates for Council member travel. In September 2018, the Council voted to allocate \$30,000 to member travel. After review by our federal granting agency, it was stated that no other Council spends this amount of money for member travel – including the larger allotment states. After some discussion, the Financial Advisory Committee will be recommending to full Council at the March Council Meeting to reduce the allocated amount from the Council’s 2019 Federal Fiscal Year \$10,000. The DDC staff has been told that the National Association on Council for Developmental Disabilities (NACDD) Conference must come from the Administrative funds, not project funds as it is not tied to any specific project but more the administration of the grant.

**III. Other Business** – There was no other discussion at this time.

**IV. Next meeting date** – At the committee’s request, the DDC Staff will send a doodle poll out for the next meeting that will be scheduled for August.

**V. Adjournment** – The meeting adjourned at 3:36 p.m.