

Developmental Disabilities Council (DDC)
Meeting Minutes
Wednesday, April 8, 2020
Online meeting ONLY due to State of Emergency/Coronavirus
6:00 p.m. to 8:00 p.m.

Members Present: Michael Harris (Chairperson), Maitri Campbell, Moni Edgar, Karen Gallagher, Derrick George, Isabel Rivera-Green, Laura Greene, Terri Hancharick, Katie Howe, Katie Macklin, Debra McCann, Daniese McMullin-Powell, Dale Matusевич, Joseph Merritt, Beth Mineo, Angela Mitchell, Chris Oakes, Laura Waterland

Members Absent: Alvin Emory Jr., Nancy Lemus, Carrie Melchisky

Staff Present: Kristin Harvey, Stefanie Lancaster, Emmanuel Jenkins

Guests: Victoria Counihan

- I. **Call to Order** – Michael Harris called the meeting to order at 6:30 p.m.
- II. **Approval of Minutes** – The March Council meeting minutes were reviewed. Dale Matusевич made a motion to approve. Seconded by Karen Gallagher. Minutes were unanimously approved.
- III. **Approval of the Agenda** – Dale Matusевич made a motion to approve. Seconded by Isabel Rivera-Green. The agenda was approved as submitted.
- IV. **Chair’s Report** – Michael Harris stated that the DD Council is a family. If any member is need of anything and needs assistance, to please reach out to the DDC Staff. Our Council will get through this pandemic together.
- V. **Staff Report** –
 - a. **Project updates** –

Stefanie Lancaster reported the following:

LIFE Conference – The 2021 LIFE Conference Planning is underway. We are working again with Lorraine Janusas from Eventful Connections to begin planning the next LIFE Conference. The planning committee is working to incorporate feedback shared by attendees of the 2020 conference into the planning for the 2021 LIFE Conference. Council members with recommendations for a self-advocate for a keynote speaker, should share their thoughts with the DDC staff so that we can bring the to the next LIFE Conference Planning Committee meeting.

Train the Trainer – The original date for the Train the Trainer event was Saturday, March 28th, however due to COVID-19 and the current restrictions in place for in-person events/meetings, this event had to be rescheduled. The new date is Saturday, June 27th. Donna-Marie King, our contractor for this project, will be reaching out to the 7 participants who registered for this event to make them aware. Our Council members are welcome to attend and observe. If you plan to attend to listen in on the training, please make DDC staff

aware so that we can ensure that there is adequate seating and refreshments. We are planning to do the training virtually in case fears and COVID-19 restrictions have not been lifted.

Partners in Policymaking – Due to COVID-19 and the current restrictions in place, the Partners in Policymaking first session has been pushed back to begin on July 17th/18th. Kristin Harvey, Stefanie Lancaster, and Donna-Marie King, the contractor for Partners in Policymaking, hope that by July restrictions and social distancing requirements will have been somewhat lifted and we can proceed with our program. The program would have to be on a condensed schedule of being a 5-month program versus an 8-month program, but we feel that the material can still be delivered, and the project not be affected. Donna-Marie has contacted all the 14 participants and notified them of their acceptance into the program and of this slight change in scheduling. Staff is currently working with Donna-Marie to rearrange the schedule. Emmanuel Jenkins has begun outreach to each participant to get more information on what is needed for accommodations to ensure this is lined up and ready to go when the program begins. As more information becomes available, I will share with the Council.

Healthy People with Disabilities website – Donna-Marie King, our contractor for this project as well, has finalized the development of the healthy living website to house information and resources to promote healthy options for people with disabilities as it relates to exercising, recreational activities, etc. The website went live on Monday, 4/6. The website is www.live-your-best-life.org. There are still a few things that Donna-Marie is working on before the end of her contract. She will still be adding two videos and more links relating to COVID-19. Once the contract is complete, the DDC staff will have administrative rights to the website to continue to maintain the site.

Healthy Sexuality contract - Planned Parenthood had to cancel the workshops that were held in March and April due to COVID-19. We will be working with the contractors to get these rescheduled soon. We are exploring options for possible virtual learning opportunities with this. More information will be shared as it becomes available.

Down Syndrome and Alzheimer’s Public Awareness Campaign – Aloysius, Butler, and Clarke (AB&C) recently shared their Public Relations (PR) update for this project. AB&C provided the following updates:

- Delaware Today is considering the topic for the upcoming “Senior Living Issue” of 302Health Magazine, which will feature a story about Alzheimer’s. Stay tuned for next steps for an interview.
- The Cape Gazette is unable to tackle this right now due to the COVID-19 crisis, but they will have a reporter contact us when there is more space in the paper. They did make a point to say this topic is relevant to quite a few families in their community.
- WGMD-FM is interested but is “double swamped” with COVID-19 coverage at the moment and requested that we revisit this when the situation calms down.
- Events calendar – Information about a variety of upcoming events were shared with the DDC staff. These events are ones that AB&C feels the Council should consider participating in to share information about Down syndrome and Alzheimer’s disease and our public awareness campaign.

Disability Pride Day proposal – vote required – After little discussion, the Council voted to unanimously approve the proposal received by Government Support Services (GSS) for the Disability Pride Day Request for Proposals (RFP) that was issued. This event is scheduled to take place in July/August 2021. Stefanie will notify GSS to proceed with the contract negotiations.

Community Engagement update – Emmanuel Jenkins provided information regarding the upcoming Virtual Meet and Greet that will be held on May 15th from 6-7:30 p.m. This is an opportunity for people within the community to get to know the DDC’s community partners and ask them questions. The community partners that will be joining the call will be a representative from University of Delaware Center for Disabilities Studies (CDS), State Council for Persons with Disabilities (SCPD), Disabilities Law Program (DLP) and Governor’s Advisory Council for Exceptional Citizens (GACEC). Information will be sent out and shared on the DDC Facebook page.

Director’s Report – Kristin Harvey reported the following:

- Kristin reported that she has been working with the Office of Preparedness Medical Ethics Advisory Group, which includes representatives from the Delaware Emergency Management Agency (DEMA), to review and update the Crisis Standards of Care document. This document has not been made public, so Kristin is unable to share the document at this time. However, she stated that she brought to the attention of those updating the document to include language that would eliminate the possibility of medical rationing for people with disabilities. The information Kristin provided was welcomed and included in the most recent version of the document.
- Kristin also mentioned that she and the staff recently learned about new flexibilities being granted by the Administration for Community Living (ACL), Administration on Disability (AoD), related to Council funding during COVID-19. ACL and AoD have granted these flexibilities to allow for the purchase of useful items and services for people with disabilities during COVID-19 and moving forward. Arrangements for providing supplies and services must still follow all state and federal procurement laws and must help carry out an objective in the Council’s existing State Plan. Kristin gave the example, which was previously discussed with our federal grant agency’s Technical Assistance provider as well as our fiscal department, of providing technology options to individuals with disabilities so that they are better able to use telemedicine options, experience reduced social isolation, and have access to resources and information that they could use, etc. Funding could be used to purchase iPads, laptops, internet, etc. After a lengthy discussion, the Council voted to provide \$45,000 towards this initiative. Laura Waterland made a motion to approve, Dale Matusevich seconded. Council voted to approve providing \$45,000 for the Council to use to identify individuals in need, procure equipment and services, and provide support for equipment and services that will help people with disabilities in need to narrow the digital divide. This falls under objective SA4 in the Council’s current State Plan.
- The Education and Early Intervention goal (EEI2) within the Council’s current Five-Year State Plan has not been addressed. Due to the inability to move forward or agree upon a type of project or Scope of Services to proceed with this objective, it is the recommendation of the DDC staff to remove this objective and subsequently, the goal. With little discussion, the Council voted to remove this goal.

Kristin will work on amending the current state plan the requirements to put this out for public comment.

- VI. **Financial Report** – Stefanie stated that the few projects that are still in process at GSS have not yet been obligated. Therefore, there are funds that need to still be obligated and liquidated. She will work over the next few weeks reviewing this and update the Council at the next meeting.

- VII. **Current Business**
 - a. **Items requiring a vote: (*Please note all position statements come as a motion from the Policy and Law Committee)**
 - i. **Life in the Community Position Statement** – After some discussion, Deb McCann seconded the motion. This was approved by Council.
 - ii. **Inclusion** – This item was put on hold until the next Council meeting due to time constraints.
 - iii. **Individual Supports** – This item was put on hold until the next Council meeting due to time constraints.
 - b. **LIFE Conference 2021 Budget Approval Request** – Staff posed the question for vote-does the Council wish to continue its contribution to the LIFE Conference in the amount of \$50,000 for the 2021 conference? Terri Hancharick made a motion to approve this request. Derrick George seconded. This motion passed. Stefanie will work to get these funds allotted to the vendor.

- VIII. **Meeting Calendar 2020** – The DDC staff will share the revised meeting calendar with the members. Until the COVID-19 restrictions have been lifted, all meetings will be held “virtually” via Zoom. Please mark your calendars to ensure you have the proper times as the Council voted last Council meeting to alternate date and night meetings.

- IX. **New Business – (if time allows)** – This section was not able to be discussed due to time constraints.

- X. **Adjournment** - The meeting adjourned at 8:27 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.