

**EXECUTIVE COMMITTEE MEETING
FEBRUARY 5, 2014
Summary of Discussion**

Committee Members Present: Gladys Cortez and Kristen Cox

Council Member Present: John Morris

Staff Present: Roger Webb, Martha Cantu, Joanna Cordry, Cynthia Ellison, Wendy Jones, Susan Mihalik, and Koren Vogel

1. A quorum of Committee members was not present
2. Roger reviewed Council Policies that allow the Council Chair to act on behalf of the Council on time-sensitive matters. Six continuation grant awards were planned for discussion. The current budgets of those projects all end prior to the next Executive Committee meeting. Staff reviewed those materials with members and will share a summary of any comments or suggestions with Chair Durham to consider when making decisions about those awards.
3. Roger reviewed the Council Members that have indicated they will be absent for these meetings: Mary Durham, Andy Crim, Stephen Gersuk, Cindy Johnston, Diana Kern, Dana Perry, Susan Vardell, Rick Tisch and Penny Seay (Thursday only).
4. Nancy Walker has been designated as the HHSC representative to the Council and April Young as the alternate representative.
5. Theresa Esquivel has been selected as Project Management Assistant and will start 2/17/14. Lucy Walker plans to retire May 2, 2014. The vacant Communications Coordinator position will be posted soon.
6. The federal Omnibus Appropriations bill recently approved by Congress provides a 0.3% budget increase for DD Councils. TCDD funding for FY 2014 should increase by approximately \$14,500 to \$4,809,000.
7. Roger reviewed stipends approved during the quarter and noted two corrections to the material provided to members.
8. Upcoming conferences: Disability Policy Seminar in Washington DC, April 7-9, 2014 and the NACDD Conference/TA Institute in Washington DC, July 8-10, 2014. TCDD Council Member John Morris has recently resigned from the NACDD board due to time constraints.
9. Staff are finalizing a contract with Austin Travis County Integral Care (ATCIC) for approximately \$15,000 to capture stories and pictures of individuals transitioning from Austin State Supported Living Center to community settings.
10. Grants Management staff members provided noteworthy updates on several grant projects.
 - The West Central Texas Foundation's Inclusive Faith-Based Communities Symposium project hosted a "mini" symposium in November and the full symposium is scheduled for late February 2014.

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- Collaboration between the two Accessible Parking Campaign projects is not realistic.
 - Funding for a “funder’s forum / conference” was not included in the Circle of Ten contract.
 - NAMI-Texas elected not to request funding for the third year of the Leadership Development and Advocacy Skills Training project due to staffing changes and other priorities.
 - A reduction in match for the Advocacy for Living in Mainstream America (ALMA outreach and development project) from \$3551 to \$2864 was approved. The reduced amount is 22% matching share.
11. Sonya reviewed the Independent Audit Status Report and the Grants Monitoring Exceptions Report. No concerns noted.
12. Consideration of the two Outreach and Development grants was deferred until the next meeting.
13. Staff reviewed executive summaries of projects eligible for continuation grant awards. Comments from Committee and Council members will be reviewed with Chair Durham.
- Any Baby Can of San Antonio Health and Fitness for Individuals with Developmental Disabilities: No concerns.
 - Texas A&M University Bridge to Career in Human Services: Staff clarified that the RFP requires the project to assist at least 10 students each year. Texas A&M admitted 20 students in year 2; 18 completed the summer portion of the training; and, 9 students completed the entire training which resulted in them becoming Direct Support Professionals. The project is not required to include that many students each year. Texas A&M hopes to again include more than 10 students during the 3rd year but did not want to commit to a higher level. Staff clarified that students are expected to complete this program in 12 months.
 - Texas Parent to Parent Public Policy Collaboration: No concerns.
 - Texas Statewide Independent Living Council Health and Fitness project: Staff noted some concerns about SILC meeting its match commitment for Year 2. Grants staff have worked with the project to allocated match proportionate to activities in poverty areas vs. activities in non-poverty areas. In response to a question, staff clarified that the project assisted a total of 223 individuals in Year 2, nearly 50% more than required by the RFP (150). No other concerns noted by Committee members.
 - The Arc of Dallas Leadership Development and Advocacy Skills Training: Staff discussed turnover of the Arc of Dallas Executive Director and Project Coordinator during the year that slowed activities notably. New personnel are in place and the new project coordinator is very enthusiastic about the project and has discussed various changes with TCDD staff. Staff members are optimistic about the project’s success at this point.
 - VSA arts of Texas Promoting Self Advocates as Speakers: No concerns.
14. Martha reviewed the quarterly financial report. \$14,180 lapsed from FY 2011 funds - only 0.28% of the total funds that year. Although the financial report shows a \$500,000 deficit for FY 2014 funds, expected surplus from staff operations and grants should balance out that deficit.
15. Members reviewed updated conflict of interest disclosures from member and staff. No concerns.
16. Members and staff discussed alternative schedules for Thursday and Friday based on projections of inclement weather.