

Background:

Minutes of the May 7, 2010, Council meeting and May 6, 2010, Committee of the Whole meeting are attached for review.

Council Meeting

Agenda Item 3. A.

Expected Action:

The Council will review, revise as appropriate, and approve the minutes.

**COUNCIL MEETING
DRAFT MINUTES
MAY 7, 2010**

Friday, May 7, 2010

COUNCIL MEMBERS PRESENT

Brenda Coleman-Beattie, Council Chair	Mary Faithfull, AI	Clare Seagraves, HHSC
Hunter Adkins	Elizabeth Gregowicz, DARS	Lora Taylor
Kristine Bissmeyer	Kathy Griffis-Bailey, DSHS	Rick Tisch
Kimberly Blackmon	Cindy Johnston	Susan Vardell
Margaret Christen, TEA	Jeff Kaufmann, DADS	
Kristen Cox	Dana Perry	
Andy Crim	Deneesa Rasmussen	
Mateo Delgado	Joe Rivas	

COUNCIL MEMBERS ABSENT

Mary Durham	Diana Kern	Penny Seay, UT CDS
Marcia Dwyer	John Morris	Amy Sharp, A&M CDD

STAFF MEMBERS PRESENT

Roger A Webb, Executive Director	Joanna Cordry	Patrice LeBlanc
Jeri Barnard	Cynthia Ellison	Melissa Loe
Martha Cantu	Sonya Hosey	Koren Vogel
Belinda Carlton	Wendy Jones	Lucy Walker

GUESTS PRESENT

Dawn Carlton	Dante Conti, A-V Technician	Gina Fuller, attendant
--------------	-----------------------------	------------------------

CALL TO ORDER

The Texas Council for Developmental Disabilities met on Friday, May 7, 2010, in Salon C & D of the Marriott Austin South Hotel, 4414 South IH-35, Austin, TX 78744. Council Chair Brenda Coleman-Beattie called the meeting to order at 9:06 AM.

1. INTRODUCTIONS

Council members, staff and guests were introduced.

2. PUBLIC COMMENTS

No public comments were offered.

3. CONSENT ITEMS

Chair Coleman-Beattie asked for a motion to approve minutes of the February 2010 Council and Committee of the Whole meetings as well as excused absences for this Council meeting.

MOTION: To approve the minutes of the February 11, 2010, Committee of the Whole and the February 12, 2010, Council Meeting and the excused absences of Mary Durham, Marcia Dwyer, Diana Kern, John Morris and Amy Sharp.

MADE BY: Rick Tisch

SECOND: Kathy Griffis-Bailey

The motion **passed** unanimously.

4. CHAIR'S REPORT

Coleman-Beattie reviewed upcoming opportunities for Council members to attend conferences related to TCDD business. The NACDD annual fall conference will take place in Orlando, FL, September 27-28 and members who wish to attend this event should notify Coleman-Beattie or Executive Director Roger Webb. The ADD Technical Assistance Institute will take place June 23-25 in Arlington, VA, and Coleman-Beattie expects to make decisions regarding attendance for that event in the next week.

A revised copy of the TCDD Financial Report was provided for members with no substantive changes and now includes additional explanatory footnotes. All Council members are encouraged to review financial statements and seek clarification with staff on any questions.

5. EXECUTIVE DIRECTOR'S REPORT

Webb reported that the Texas Department of Housing and Community Affairs expects to ask its Board to re-name the Barrier Removal Program for late TCDD Public Policy Specialist Amy Young. The Board is expect to provide \$1.9 million in funds this year to organizations that assist with housing renovations in order to provide accessibility options in approximately 150 residences throughout the state.

6. REVISIONS TO TCDD POSITION STATEMENTS

Public Policy Committee Chair Rick Tisch reported that the Public Policy Committee reviewed the Right to Privacy, Service Coordination, Guardianship, and Emergency Preparedness Position Statements and proposes a few minor revisions. The Guardianship statement changes the mental retardation terminology to intellectual disabilities and the Emergency Preparedness Statement now includes planning for service animals.

MOTION: To approve the Right to Privacy, Service Coordination, Guardianship, and Emergency Preparedness Position Statements as recommended by the Committee.

MADE BY: Rick Tisch for the Public Policy Committee
(Motions from Committee do not need a second)

The motion **passed** unanimously. (Attached as approved.)

Webb reviewed the purpose of TCDD Position Statements noting that the statements state the Council's position on these issues and provide guidance for staff members as they engage in advocacy activities. Members also discussed their role in advocating on policy matters.

7. TCDD STATE PLAN AMENDMENTS FOR FY 2011

Coleman-Beattie requested reports from each Committee concerning possible amendments to the TCDD State Plan or FY 2011. Project Development Committee Chair Susan Vardell reported that Committee had no proposed amendments. Tisch reported the same for the Public Policy Committee. Since no amendments were proposed for TCDD State Plan for FY 2011, the federally required annual submission will be made without amendments.

8. PROCESS TO DEVELOP TCDD STATE PLAN FOR FY 2012 – 2016

Coleman-Beattie noted that each Committee had discussions following the Committee of the Whole presentation by Planning Coordinator Joanna Cordry on the process to develop the TCDD FY 2012 – 2016 State Plan. Tisch reported that the Public Policy Committee recommends a "strategic" model for the next State Plan which would provide more targeted areas of emphasis but allowing a "reserve" for emerging issues. Vardell noted that the Project Development Committee presents the same recommendation.

MOTION: To develop the TCDD FY 2012 – 2016 State Plan using a strategic model but allowing a “reserve” for emerging issues.

MADE BY: Rick Tisch for the Public Policy Committee & Susan Vardell for the Project Development Committee

The motion **passed** unanimously. Coleman-Beattie noted that “adjustments” to the Council’s Plan can be made annually during the amendment process.

9. **CONSIDERATION OF FUTURE FUNDING ACTIVITIES**

Grants Management Director Patrice LeBlanc presented an overview of the status of funds that are available for grant projects and discussed how staff determine those estimates based on the Council’s estimated federal allotment, operating expenses, funds awarded for current projects and stipends grants or estimated for future years for those projects, and approved plans for future projects. Coleman-Beattie stressed the importance for Council members to be aware of the Council’s overall financial situation and discussed the checks and balances for monitoring finances by the Independent Auditor as well as the Audit Committee. Members were encouraged to always ask questions regarding finances whenever that information is not clear. Webb further explained the role of Texas Education Agency as the designated state agency or “fiscal agent” for the Council.

Coleman-Beattie reviewed the Committee of the Whole recommendation to approve the proposed Executive Summary for Future TCDD Public Policy Collaboration Activities.

MOTION: To approve the Executive Summary for Future TCDD Public Policy Collaboration Activities as presented.

MADE BY: Brenda Coleman Beattie for the Committee of the Whole.

The motion **passed** unanimously.

Council members reviewed the document that describes Future Funding Priorities. On behalf of the Public Policy Committee, Tisch recommended placing Future TCDD Public Policy Collaboration Activities projects as the top priority. On behalf of the Project Development Committee, Vardell recommended placing that project second on the list, noting that the Higher Education should remain in the first position as actions to begin that project have already begun. Webb and LeBlanc noted that placing this project in the second position does not delay a start of the project because funds are currently available. Tisch agreed to this placement. The Project Development Committee also recommends moving the Enabling Technology Project to #6 and the Parent Transition Guides Project to #7. All other projects remain in the current order.

MOTION: To place Future TCDD Public Policy Collaboration Activities as the second priority, Enabling Technology project as the sixth priority, and Parent Transition Guides as the seventh priority on the TCDD Future Funding Priorities List.

MADE BY: Susan Vardell for the Project Development Committee.

The motion **passed** unanimously.

Council members then discussed the funding allocated for Future TCDD Public Policy Collaboration Activities. Vardell indicated that the Project Development Committee recommended to not include funding amounts in the Request for Proposals but to project an encumbrance of \$300,000 as a “budget assumption” for the first year of activities for planning

purposes only, not as a binding amount. The Committee recommends that funds for future years be determined after considering the funding requirements of those projects initially approved for funding. This approach takes into account requirements for increasing match funds for multi-year projects and the need for flexibility for each project.

MOTION: To project an encumbrance of \$300,000 per year for up to five years for Future TCDD Public Policy Collaboration Activities projects, with amounts for subsequent years to be evaluated based on project needs.

MADE BY: Susan Vardell for the Project Development Committee.

The motion **passed** unanimously.

10. **AUDIT COMMITTEE REPORT**

Audit Committee member Andy Crim provided an update and slides on Audit Committee activities. Crim highlighted that the March 27, 2010, Committee meeting included discussion of the recent "quality assurance review" (peer review) of the internal auditor's activities, requirements for annual independent audits of grant projects, and a review of auditing activities during the current year. The Committee also discussed the process for initiating a Request for Qualifications (RFQ) for internal auditor services for TCDD, noting that it is a good business practice to re-solicit audit services even though TCDD is very pleased with the quality of work provided by the current contracted internal auditor. That procurement will occur this fall. Crim also noted that the Audit Committee discussed a request for and extension of the Disability Policy Consortium project for two months to allow use of unexpended funds from the prior award period. Based on guidance from the Committee, that request is in process of being approved by staff.

11. **PROJECT DEVELOPMENT COMMITTEE REPORT**

Project Development Committee Chair Vardell reported that the committee discussed the Outreach Consultation Activities which is currently third on the Future Funding Priorities List. The Committee discussed offering a series of small grants to assist organizations that are focus on assisting individuals who are un-served or under-served, specifically those from African-American, Asian-Americans, American-Indians and Hispanic cultures. Funds have already been set aside for these projects consistent with the original Executive Summary.

MOTION: To make available up to \$10,000 per applicant for up to one year to implement activities described in the Outreach Consultation Activities Executive Summary through a simplified application process.

MADE BY: Susan Vardell for the Project Development Committee.

The motion **passed** unanimously.

The Committee also discussed the Higher Education RFP which was posted in December 2009 but did not receive any applications. Texas Education Agency (TEA) Representative Margaret Christen will obtain information on post-secondary programs for people with developmental disabilities and the Committee will re-visit this topic at the August meeting.

As the Leadership and Advocacy Training grant projects are ending the Committee discussed future steps and took no action at this time. The Committee asked to review during the August meetings the Council's current process for reviewing applications submitted in response to requests for proposals (RFPs) and how grantees are selected. Members may choose to propose amendments to Council Policies to involve more Council members in that process.

12. PUBLIC POLICY COMMITTEE REPORT

Committee Chair Tisch reviewed Committee discussions including the process for developing the 2010 Biennial Disability Report. Webb reviewed the status of efforts to survey individuals on the waiting lists for Medicaid waiver programs.

Tisch and Webb reviewed discussions related to travel support for public members of certain state advisory committees. TCDD has historically provided financial support (approximately \$20,000 per year) for travel expenses of self-advocates and family members who are not representing a state organization so that they are able to participate on advisory bodies of state agencies related to disability issues. On behalf of TCDD, Webb asked the Health and Human Service Commission (HHSC) to include in their Legislative Appropriations Request (LAR) the authority and funds to reimburse public members of these advisory bodies for their travel expenses. TCDD acknowledges that in consideration of the State's budget reductions in the current and prospective fiscal years, HHSC may not be successful with such a request.

13. EXECUTIVE COMMITTEE REPORT

Coleman-Beattie reported that the Executive Committee reviewed a request from Knowbility, Inc., to reconsider a decision to terminate grant funding for their employment project prior to the end of the grant period. This matter was reviewed by the Committee at the Committee's April meeting. After considering the information provided by Knowbility, the Committee agreed to allow funding continue to the planned end-date of the project on August 31, 2010.

Members were provided with information about three stipends awards approved during the quarter, and for 16 continuation grant awards approved by the Executive Committee during the April and May meetings. Operations Director Martha Cantu briefly reviewed the TCDD Quarterly Financial Report. Coleman-Beattie indicated that the Executive Committee did not have any concerns after reviewing this information with staff. Coleman-Beattie also indicated that the Committee reviewed conflict of interest disclosure information from members and staff and had no concerns.

Webb noted that the Executive Committee approved a \$500 contribution toward the Riot! Self-Advocate newsletter. He also reviewed plans for TCDD to work with Don Tebbe of TransitionGuides to develop emergency back-up plans for executive staff positions should an "un-planned" absence occur, and succession planning procedures for a planned departure of the Executive Director. Because of an existing contract from ADD for the NACDD Technical Assistance project, funding for this TCDD initial scope of services from TransitionGuides is available to TCDD at no cost. Staff and the Executive Committee will work with Tebbe and expect to have a proposed succession planning policy for consideration in August.

14. ANNOUNCEMENTS AND UPDATES

Future meeting dates were discussed and members were asked to notify staff if the dates present conflicts.

ADJOURN

Chair Coleman-Beattie adjourned the Council meeting at 11:26 AM.

Roger A. Webb
Secretary to the Council

Date



Right to Privacy Position Statement

The Texas Council for Developmental Disabilities recognizes that people with disabilities have the same right to privacy as all people have in our nation. Confidentiality has historically been a cornerstone in providing services and medical care to people. The level of privacy protected under the Fourth Amendment of the U.S. Constitution is being challenged by the rapidly developing interactive technologies with a quickly emerging global information infrastructure.

In this age of the evolving information and communication technologies, the Council recognizes the positive role that the electronic media brings to the compilation and exchange of information. Our government agencies, businesses and non-profit agencies now have the advantage of quick exchange of information and the ability to gather and analyze massive amounts of information. This new capacity can help in streamlining business, reduce costs and ensure appropriate services for people. However, this new capacity for data collection can also be used intentionally or unintentionally to the detriment of the people the government agencies serve. The Council believes that the following basic principles should be applied to all information data collection systems.

- ❑ Individuals, government entities, profit and nonprofit organizations have a shared responsibility for the secure use of personal information.

- ❑ Prior to the collection and dissemination of personal and identifiable information, each individual should be advised of:
 - the specifics of personal information to be collected and/or released;
 - the entity which is collecting the information and the entity to which the information will be released;
 - the purpose for which the information is to be collected and/or released;
 - the individual's legal rights to privacy and confidentiality of personal information;
 - the administrative procedures to follow to review personal information;
 - the process to remove, correct or add information that has been entered in a data collection system;
 - the avenues of recourse to recover damages in the case of improper use and/or disclosure of personal information; and
 - the degree of risk that personal information may be inadvertently collected by other entities through the electronic transmission processes.

(Continued)

- ❑ Efforts should be made to ensure that personal information is not inadvertently shared, obtained, or collected by unauthorized parties through the process of electronic data transmission.
- ❑ Directories of an individual's personal information which may include personal identity; social security number; religious, political or organizational affiliations; employment; educational, medical, psychiatric, psychological, financial, and legal history; and family status should be used only as originally allowed by the individual.

Reviewed May 7, 2010



Service Coordination Position Statement

The Texas Council for Developmental Disabilities believes that the full inclusion and participation of people with disabilities in community life requires that individuals be aware of the services and supports available, that they have an array of service and support options from which to choose, and most importantly, that they have the central role in planning and directing their own future. These goals are most readily achieved when individuals and their families receive the benefit of service coordination.

Service coordination involves assisting individuals through planning, coordinating, locating, accessing and monitoring services and supports that will result in an optimal quality of life and level of community participation. Service coordination should be viewed as a distinct benefit available to people with disabilities who require access to various services and supports to participate fully and be fully included in their communities.

TCDD believes that the service coordination system should be independent from service delivery such that, the service coordinator is free from conflict of interest, and independent or separate from the direct delivery of other services received by the individual and/or family. Service coordinators who are employees of public or private agencies, family members, or individual contractors should be independent from conflict of interest. An independent service coordination structure also enables service coordinators to maintain the integrity of their advocacy role.

Service coordination must be available on an ongoing basis and support individual(s) rights to:

- access or refuse specific services and supports, as desired;
- develop their own service plan;
- request alternate services and supports, providers or service coordinators; and
- appeal decisions made about the services and supports they receive.

Access to service coordination should be available to all persons with disabilities who have functional needs for services and supports. Eligibility should not be based on specific diagnosis or financial status. Service coordination must be readily accessible and must have sufficient staff to provide assistance to individuals in a timely and responsive manner. Service coordination should be provided by one person who:

- is committed;
- is well trained;
- is culturally competent;
- serves a reasonable number of individuals; and
- spends most of the time in support and coordination activities.

It is the responsibility of the service coordinator to: (1) advocate on behalf of the individual; (2) help the individual become empowered to act on his or her own behalf; and (3) support the right of that individual to make decisions and to take risks based on informed choice and individual goals and values.

Service coordinators should: (1) be knowledgeable about public and private resources; (2) be creative in their ability to make public and private supports and services work to meet the individuals' needs; and (3) serve a facilitative role in bringing individuals, families and providers together. While service coordinators should be available to assist and consult with providers to ensure services are delivered, they also have a responsibility to monitor the quality of services and supports received.



Guardianship Position Statement

The appointment of a guardian is a legal proceeding designed to protect individuals from abuse, neglect (including self-neglect) and exploitation and to provide for their care and the appropriate management of their property. Establishing a guardianship removes rights and privileges from the individual and assigns control to someone else. The Council believes guardianship should be granted only if all other alternatives are insufficient, and only to the extent and only for the length of time determined to be necessary, with annual reviews to determine if the guardianship can be terminated or reduced.

The Texas Probate Code requires that all guardianships be as limited as possible. The Council also believes that guardianship must be demonstrated to be the most appropriate and least restrictive alternative. When determined to be necessary, a guardianship should be tailored such that it is limited to only those specific areas in which surrogate decision making is likely to be needed. The individual's ability to make decisions should be developed and supported to the maximum extent possible, and guardianship should not decrease an individual's dignity or the right to make choices if there is no undue risk.

According to Texas Probate Code, Chapter XIII, a court may appoint a guardian with full authority over an "incapacitated person" or may grant a limited authority over an "incapacitated person" as indicated by the person's actual physical or mental limitations and only as necessary to promote and protect the well-being of the person. Texas Probate Code further defines "incapacitated person" to mean (A) a minor; (B) an adult who, because of a physical or mental condition, is substantially unable to provide for their own food, clothing or shelter; to care for their own physical health; or to manage their financial affairs; or (C) a person who must have a guardian appointed to receive funds due the person from any government resource.

The Council believes that such limitations in abilities must be carefully evaluated, with a presumption that persons with disabilities are competent. Individuals may require assistance from others or accommodations based on their disability but still be able to make informed decisions based on their own preferences. Most importantly, the presence of a physical or mental disability or the age of an individual does not indicate the need for guardianship. The Council also believes that the evaluation of a person's mental status must take into consideration and rule out any reversible conditions that can cause confusion and seeming incapacity before certifying the need for a guardian.

(Continued)



Emergency Preparedness Position Statement

People with disabilities deserve respectful, prompt, and efficient assistance during evacuation and relocation resulting from a natural disaster or emergency event. Individuals must have access to appropriate and accessible transportation, shelter, medical and mental health care, and information on temporary support services. The Texas Council for Developmental Disabilities believes that to achieve this, people with disabilities and their families, state agencies, first responders, relief workers, and local and state government must work together to create emergency preparedness systems and plans that are responsive to people with disabilities' needs and stated preferences. There also must be a priority on people with disabilities and their families creating individual emergency preparedness plans.

The Texas Council for Developmental Disabilities also believes that people with disabilities and their families must be involved in planning and implementing first responder and relief worker trainings that address the needs of people with disabilities in an emergency event, including accessible transportation, adherence to an individual's existing emergency preparedness plan, and the importance of keeping families and other support networks, including service animals, together throughout the evacuation and relocation processes.

The Texas Council for Developmental Disabilities believes that the following principles are integral to the health and safety of people with developmental disabilities during an emergency event:

- Individuals and families create, review and revise as necessary (at least annually) individual emergency preparedness plans, with support from long-term care and support programs when appropriate;
- Confidentiality of personal and medical information included in an individual's emergency preparedness plan or provided to any voluntary registry system;
- Participation of people with disabilities and families in developing local, regional, and state emergency preparedness plans that are responsive to the needs and preferences of people with disabilities;
- Participation of people with disabilities and their families in developing trainings for first responders and relief workers on the needs of people with all disabilities during and after an emergency event, including information on invisible disabilities, self-determination, and preserving support networks; and
- Information on emergency preparedness and preparedness planning activities and resources must be available.

**COMMITTEE OF THE WHOLE
DRAFT MINUTES
MAY 6, 2010**

Thursday, May 6, 2010

COUNCIL MEMBERS PRESENT

Brenda Coleman-Beattie, Council Chair	Mateo Delgado	Deneesa Rassmussen
Hunter Adkins	Mary Faithfull, AI	Joe Rivas
Kimberly Blackmon	Frank Genco, HHSC	Amy Sharp, TX A&M CDD
Lynn Blackmore, DARS	Kathy Griffis-Bailey, DSHS	Lora Taylor
Margaret Christen, TEA	Cindy Johnston	Rick Tisch
Kristen Cox	Jeff Kaufmann, DADS	Susan Vardell
Andy Crim	Dana Perry	

COUNCIL MEMBERS ABSENT

Kristine Bissmeyer	Marcia Dwyer	John Morris
Mary Durham	Diana Kern	Penny Seay, UT CDS

STAFF MEMBERS PRESENT

Roger A. Webb, Executive Director	Joanna Cordry	Melissa Loe
Jeri Barnard	Cynthia Ellison	Koren Vogel
Martha Cantu	Sonya Hosey	Lucy Walker
Belinda Carlton	Patrice LeBlanc	

GUESTS PRESENT

Dante Conti, A-V Technician	Gina Fuller, attendant
Loreen Dillard	Charlee Tidrick, attendant

CALL TO ORDER:

The Committee of the Whole of the Texas Council for Developmental Disabilities met on Thursday, May 6, 2010, in Salon C & D of the Marriott Austin South, 4414 South IH-35 Austin, TX 78744. Council Chair Brenda Coleman-Beattie called the meeting to order at 9:00 AM.

1. INTRODUCTION

Committee members, staff and guests were introduced.

2. PUBLIC COMMENTS

No public comments were offered.

3. CONFERENCE REPORT

Coleman-Beattie reported on her opportunities to provide welcome addresses at two Council funded conferences, the Texas Advanced Leadership and Advocacy Conference (TALAC) and the Disability Policy Consortium (DPC) Housing and Transportation Summit.

Council Member Kimberly Blackmon shared her experience at the TALAC conference and indicated that it was a positive learning experience, particularly the opportunity to provide mock testimony in front of a panel of Texas legislators and staff.

Executive Director Roger Webb shared his experiences at the TALAC conference noting that he participated in a panel discussion on expectations for the next legislative session. Webb also attended the DPC Housing and Transportation Summit and commented that it was a unique opportunity to have advocates for both of those issues at the same event.

4. REVIEW OF KEY AGENDA ITEMS

Coleman-Beattie noted a focus of this quarter's Council and Committee meetings will be future planning including determining a strategy for the next State Plan. Project Development Committee Chair Susan Vardell and Public Policy Committee Chair Rick Tisch provided overviews of key discussion items planned for their respective committees.

5. CHAIR'S REMARKS

Coleman-Beattie discussed the importance of members ensuring that their Conflict of Interest disclosure information is current and asked members to review their disclosure information and provide updates each quarter.

Coleman-Beattie discussed a recent news story regarding a former Austin-based non-profit organization, Family Connections, which has received attention due to alleged mismanagement of funds and the disappearance of its Executive Director. That Executive Director was also the treasurer of the Texas Association of Child Care Resource and Referral Agencies (TACCRRRA), a former TCDD grantee. Webb and Grants Management Director Patrice LeBlanc have been diligently working with TACCRRRA staff to review expenditures of the grant project and have not found any instance of inappropriate use of TCDD funds. This situation has also presented an opportunity for agencies to look at the situation that allowed the alleged mishandling of funds and learn from those mistakes. Coleman-Beattie noted that TCDD has a strong process for internal audit activities intended to prevent this type of situation including an active Audit Committee, Council members receiving reports directly from the internal auditor, and a peer review process of the internal auditor's work.

Webb provided information about the TCDD staff Survey of Employee Engagement and indicated that staff members are participating in workshops to address areas of concern identified in that survey. Webb also provided staff updates including the recent delivery of Public Policy Director Angela Lello's baby on April 23, 2010, and the selection of Melissa Rosser as Public Policy Assistant who will begin with TCDD on June 1, 2010.

Coleman-Beattie discussed the ADD Technical Assistance Institute in Washington, DC, June 23-25, 2010, which will focus on Councils' state plan development. Members are asked to notify Coleman-Beattie or Webb if they are interested in attending this event.

6. PRESENTATION: ADVOCACY & LEADERSHIP DEVELOPMENT PROJECTS

Planning Coordinator Joanna Cordry reviewed the background and history of Leadership and Advocacy Training projects funded by TCDD. The Council's concept was for a multi-level series of projects including basic local advocacy training projects, advanced leadership training conferences (TALAC), an online-training compendium (Advocacy "U" at Syracuse University) and the statewide network of training programs (Parents Anonymous).

A video presentation from the Parents Anonymous Texas Advocacy Training Network project was viewed by members highlighting that project's activities and accomplishments. Loreen Dillard, project director of the Parent Alliance Learning Support (PALS) local advocacy training project at the Brighton Center (San Antonio) provided information on that project's activities and accomplishments. Grants Management Specialist Sonya Hosey provided highlights on the Arc of Greater Tarrant County local advocacy training project.

7. FUTURE TCDD PUBLIC POLICY COLLABORATION ACTIVITIES

Coleman-Beattie reviewed the Council's efforts to develop an overview of Future TCDD Public Policy Collaboration Activities. Cordry reviewed the proposed Executive Summary for these projects that was developed from decisions of the Council during the February 2010 Council

meeting and refined by the Executive Committee at a meeting in April. (Attachment 1) Members also discussed the review panel process for reviewing the applications submitted in response to the Request for Proposals.

MOTION: To recommend Council approval of the Executive Summary for Future TCDD Public Policy Collaboration Activities.

MADE BY: Susan Vardell

SECOND: Lora Taylor

The motion **passed** without opposition. Amy Sharp abstained from voting.

Coleman-Beattie noted that further discussion on the review process will take place during the August meeting. Webb noted that Committees will be asked to recommend where to add this activity on the Future Funding Priorities list.

8. TCDD FY 2012 – 2016 STATE PLAN DEVELOPMENT PROCESS

Federal guidance requires all DD Councils to develop a new, five year state plan for fiscal years 2012 through 2016. Cordry reviewed a proposed timeline for activities to develop the TCDD State Plan and discussed various federal requirements and expectations. Cordry discussed how the Council's previous state plan was developed and gave examples of the broad range of goals and objectives included in the current plan. Cordry reviewed options for developing the next plan in a portfolio style, addressing a variety of issues as the Council has done in the past, or developing the next plan in a more strategic manner that focuses on a fewer number of specific issues. Cordry discussed the pros and cons of each style and asked both Committees to discuss their thoughts and offer recommendations during the Council meeting. Members discussed both options and noted that if the Council decides to take a strategic approach to the next state plan, the Council's "sister" organizations (Advocacy Inc and the University Centers for Excellence) could focus on other issues and "cover all the bases".

9. PROJECT HIGHLIGHTS

LeBlanc reviewed accomplishments and highlights of three current grant projects: Imagine Enterprises' Self-Determination project, EveryChild, Inc.'s Family Based Alternatives project, and Advocacy, Inc.'s Texas Community Integration Project.

10. ANNOUNCEMENTS

Council member Joe Rivas discussed issues related to Social Security Income (SSI) payments and asked members to look at his Web site which includes a petition to the United States Congress for policy changes to SSI. This can be found at <http://www.joerivashelpseveryone.net/>.

ADJOURN

There being no further business, Chair Coleman-Beattie adjourned the Committee at 1:15 PM

Roger A. Webb, Secretary to the Council

Date

Future Funding Proposal Executive Summary Public Policy Collaboration Activities

Background:

The Texas Council for Developmental Disabilities (TCDD) exists to create change so that all people with developmental disabilities are fully included in their communities and exercise control over their own lives. The Council develops a five year State Plan with goals and objectives that describe, broadly, strategies to achieve this goal, including: providing grants to demonstrate innovative approaches to promoting the full inclusion and authority of people with developmental disabilities over their own lives; providing seed money to develop new community-based programs; working directly and through grantees to improve existing services and supports and to make “generic” community supports more responsive to all people’s needs; funding leadership and advocacy training; disseminating information to the public and legislators; and collaborating with individual advocates and advocacy groups to address public policy issues. A significant portion of TCDD staff activities directly relate to state-level public policy activities: staff work with the Council in developing position statements on key issues that impact people with developmental disabilities, routinely participate and provide input to a number of different policy-related Texas health and human service (hhs), housing, transportation, education, and employment workgroups, as well as to legislators to ensure that they are aware of the impact proposed legislation may have on people with developmental disabilities; and TCDD has provided financial support for disability advocates to collaborate with others around specific issues.

Over the last year, the Council conducted a thorough review of its activities related to public policy collaboration and the collaboration efforts of other Councils and organizations. The Council renewed its commitment and desire to promote and participate in collaborative efforts, and chose to explore other models that promote public policy collaboration that would also be effective in Texas. Other options may include nationally recognized best practices as well as models of change that reflect the current landscape and dynamics in the creation of effective public policy. The Council’s priority is achieving positive outcomes related to its mission statement, and believes that on-going collaboration with others in the arena of public policy is a legitimate way of doing this. At this time, funds are available to support specific activities that collaborative groups might wish to implement (such as Capital rally days, events to provide training and organizing at grassroots and/or local levels, conferences, legislative symposiums, etc.); however, the Council hopes to facilitate collaborative efforts that are not dependent upon Council funds in order for collaboration to happen.

To implement this decision, the Council will issue a Request for Proposals (RFP) that will allow organizations to propose any sustainable model they believe will best address the Council’s objective and primary requirements, as outlined below.

State Plan Goal and Objective:

Goal 10: People with developmental disabilities and family members will have the supports and services they need to be able to participate actively in their communities.

Objective 2: Collaborate, each year of the State Plan, with other agencies and organizations on an ongoing basis to develop and promote concrete policy alternatives and best practices to ensure that individuals and families can access and maintain self-directed community-based services and supports of their choice.

Expected Outcome(s):

TCDD will expand sustainable collaborative efforts around public policy issues that impact Texans with developmental disabilities and that involve a diverse group of individuals and stakeholder organizations, including organizations that have not traditionally collaborated with disability advocacy groups. The collaborative(s) would determine the issues to be addressed and the manner in which advocacy on those issues would be conducted.

Project Description:

TCDD may fund multiple short term, low cost, activities to reach the outcome described in this Executive Summary, depending on the quality of proposals received in response to the RFP and the funds available at that time. For the purposes of this RFP, “collaboration” shall be defined as “organizations and/or individuals working together in a formal, sustainable manner; demonstrating mutual respect, mutual learning, and mutual accountability; sharing risks, resources, responsibility, and rewards; with a common goal. “Short term, low cost” shall be the language used in the RFP, without further definition provided by TCDD. Applicants will be expected to propose the project duration and cost they believe necessary, although funding will not be provided for any activity for more than 5 years.

The grant project(s) funded by TCDD will develop and support public policy collaboration activities that will be sustainable without TCDD funds within 5 years. Every collaboration(s) established or supported by TCDD must be “cross disability” and emphasize the inclusion of, representation by, and active participation of people with diverse developmental disabilities. In addition, the activities funded through this grant must address those things that are statewide issues and TCDD Public Policy Priorities.

All proposals must indicate how the outcome(s) of the project(s) would be measurable in a cost-effective manner. Examples of outcome measures TCDD believes would be measurable might include:

- The percentage of stakeholder organizations, including non-traditional and non-DD partners, which are part of particular state public policy collaboration. For the purposes of evaluating how well the project met this goal, “stakeholder organizations” are defined as those organizations identified by TCDD as organizations that have missions and philosophies that are not in opposition to those of the Council and that also represent constituents who would be impacted by public policy change.
- The percentage of identified hhs, transportation, housing, and education state policies, procedures, rules, or regulations that reflect Public Policy goals and identified needs,

and/or the percentage that are changed to reflect input from the collaboration and/or TCDD.

- Of the key public policy-related documents (for example, legislative reports or bills) for which the public policy collaboration(s) draft formal recommendations, the percentage that reflect those recommendations.
- A demonstrated impact on existing or new policy programs and initiatives (for example, a change in hhs agency operations/policies, changes in state and local level policies and practices, etc.)
- An increase in the number of people with developmental disabilities and/or their families who receive information from, or provide information to, the collaboration(s); and/or the percent who have acted based on that information.
- Percentage of funds or resources needed to support the collaborative activities that are provided or generated by member organizations other than the DD Council.
- Number of organizations participating in public policy collaboration activities that represent people who are typically “unserved” or “underserved,” as defined in the DD Act Amendments of 2000.

Organizations submitting proposals must provide information regarding the strength and weakness of their proposed model. Although the Council is neither recommending nor expecting any one model in particular, the following examples are provided as “samples” of a few of the models that have been discussed thus far:

1. Forming collaborations on issue areas, a single issue or multiple, where none currently exist. (Note: In cases such as this when collaborative efforts are focuses on a single highly-specific issue, the collaborative would be considered “successful” and to have achieved sustainable change if the issues is resolved).
2. Forming a collaboration that addresses only a few key issues, as identified by the membership.
3. Establishing a means of providing core support for a state level disability coalition that is sustainable without DD Council funds and continues to be active when the grant is completed.
4. Creating a formal system or mechanism through which TCDD provides support to a number of advocates to work strategically as members of existing collaborative efforts that involve diverse groups who share an interest in a specific issue.
5. Creating opportunities for the “next generation” of disability advocates to “apprentice” so they may learn/apply/become engaged in public policy collaboration, training, and/or projects to gain hands on experience.

These four models are intended to serve as examples of possibilities only; TCDD neither encourages nor discourages organizations to use of any of these four in their proposals. Additionally, TCDD expects that a variety of different activities could be implemented through the use of any of these models. It will be up to the proposer and the collaboration(s) to develop suggested activities, with input from TCDD.

Proposed Funding Amount: Applicants would be expected to state the funding amounts necessary to complete the activity or activities they propose in response to the RFP. For

multiple year proposals, applicants must expect to receive decreasing funds each year and to provide increasing match each year.

Proposed Duration: TCDD funding would not exceed five years. There is no minimum duration for a project.

Other Considerations:

1. The RFP application will include the question, “Would you accept a partial award?” so that TCDD will have the option to implement only parts of proposed projects.
2. Respondents will be asked to provide:
 - a. a brief overview of the history of public policy change for people with disabilities, describing lessons learned, effective approaches, and why the activities they propose are expected to be successful in Texas;
 - b. information about organizations and/or individuals they believe would be stakeholders who are willing to participate in activities and why those organizations would be important;
 - c. a clear outline of their expectations regarding the roles of the participants in the collaboration, including TCDD, in directing and funding the activities; and
 - d. details describing how technology and media will be used as part of there project strategy, if appropriate.
3. Applicants will be limited to organizations that have administrative offices in Texas.

Addendum: Council-Approved Outcome Measures for Focus Areas 1, 2, and 3
(Focus Area 4 Measures more appropriate as measures for TCDD’s overall work)

Focus Area 1: Collaboration—Organizations	
<i>Result/Outcome Desired</i>	Effective/improved collaborations, coordination, and support involving key Council-identified organizations as well as non-traditional organizations
<i>Outcome Measures</i>	<ul style="list-style-type: none"> • Percentage of key Council-identified organizations, including non-traditional and non-DD partners, that are part of particular state public policy collaborations • Percentage of state agencies aligning their programs and services to PPC goals and identified needs • Percentage of key PPC issues and goals successfully addressed through legislation or other means (e.g. funding levels, employment programs, priority services, attendant care pay rates and turnover, transportation access, low/slow Medicaid reimbursement rates, etc.) • Percentage of legislative and executive branch, community, business, and other Council-identified collaboration leaders indicating an awareness of key information (e.g. existence of the Council, priority issues, specific goals and proposals, etc.)
Focus Area 2: Inclusion—Individuals	
<i>Result/Outcome Desired</i>	Effective/improved inclusion, representation, and active participation of people with disabilities
<i>Outcome Measures</i>	<ul style="list-style-type: none"> • Percentage of people/families with developmental disabilities surveyed indicating awareness of key information (e.g. existence of the Council, rights/responsibilities, local service providers, etc.) • Percent increase in the number of people/families with developmental disabilities that have interacted with Council, obtained information, and acted on it
Focus Area 2: Sustainability	
<i>Result/Outcome Desired</i>	Deploy and maintain a Public Policy Collaboration model that is sustainable
<i>Outcome Measures</i>	<ul style="list-style-type: none"> • Percentage of collaborating organizations dedicating in-kind and other resources to PPC activities and/or • Dollar amount of in-kind and other resources dedicated by collaborating organizations to PPC activities