

## EXECUTIVE COMMITTEE MEETING August 3, 2022 — MINUTES

### **Committee Members**

#### **Present**

Mary Durham, Council Chair  
Gladys Cortez  
Eric Shahid  
Lora Taylor  
Kim Torres

#### **Council Members Present**

Ronnie Browning  
Bill Coorsh  
Andrew Crim  
Richard Schier III

### **Guests Present**

Floyd Browning  
Consuelo Castillo  
Tashuna Drake  
Sarah Gernsbacher  
Curtis Rutherford  
Jolene Sanders-Foster  
Brian White  
Kathy Williams

### **Regional Coordinators**

#### **Present**

Morgan Bradley  
Erin Fogarty  
Rosa Guel  
Canen Melton  
Skyler Mueller

### **Staff Present**

Beth Stalvey, Executive Director  
Kai Brewer  
Scott Daigle  
Lauren Gerken  
Sabrina Gonzalez  
Genessee Klemm  
Linda Logan  
Evan Marczynski  
Sylvia Medina  
Richard Rendon  
Mary Rochford  
Melanie Teague  
Brianna TenBrink  
Rey Valldejuli  
Koren Vogel

### **Call to Order**

The Executive Committee of the Texas Council for Developmental Disabilities convened on Wednesday, August 3, 2022, at the Embassy Suites Austin Central, 5901 North IH-35, Austin, TX 78723 as well as virtually using the Zoom platform. Council Chair Mary Durham called the meeting to order at 2:01 p.m. A quorum was present.

#### **1. Introductions**

Committee members, staff and guests were introduced.

#### **2. Public Comments**

No public comments were offered to the Committee.

#### **3. Consideration of Minutes**

The minutes were reviewed, and no additions or corrections were noted.

**MOTION:** To approve the minutes of the May 4, 2022, Executive Committee meeting as presented.

**MADE BY:** Gladys Cortez

**SECOND:** Kim Torres

The motion **passed** unanimously. (August 2022 Meeting Materials, Tab 1)

4. **TCDD Quarterly Financial Report**

TCDD Director of Budget and Finance Rey Valldejuli reviewed the Summary of Funds for FY 2020 – FY 2022 as well as projections for FY 2023 – 2024. Valldejuli clarified the operating expenses and total grant expenses showing amounts obligated for each year as well as funds available for new grant projects. He noted that TCDD was awarded an additional year to spend FY 2021 funds. He also reviewed the stipend expenditures and individual expenses from current grantees.

5. **FY 2023 Operating Expense Budget**

Valldejuli presented the proposed Operating Expense Budget for FY 2023. The proposed budget of \$2,445,245 is an increase of \$96,142 from FY 2022. This is due to projected increases in conferences and events, travel, and technology purchases.

**MOTION:** To recommend Council approval of the FY 2023 Operating Expense Budget in the amount of \$2,445,245.

**MADE BY:** Eric Shahid

**SECOND:** Gladys Cortez

The motion **passed** unanimously. (August 2022 Meeting Materials, Tab 3)

6. **Continuation Grant Awards**

Chair Durham read a statement regarding Conflict of Interest prior to the consideration of funding for grant projects, reminding members, staff, and guests to excuse themselves from the conversation if a conflict of interest exists. TCDD Executive Director Beth Stalvey reminded members of the importance of disclosing other organizations with which they are affiliated or in leadership roles. Should those organizations apply for or do business with TCDD, the member not only needs to excuse themselves from conversation and abstain from voting during TCDD meetings but needs to do the same with that other organization.

Grants Coordinator Richard Rendon presented the executive summaries for two projects to be considered for continuation grant funding.

**MOTION:** To approve up to \$40,000 in continuation grant funding to the Association of Texas Advocates for the fourth year and final year of a New Next Chapter Book Club project.

**MADE BY:** Lora Taylor

**SECOND:** Kim Torres

The motion **passed** unanimously. (August 2022 Meeting Materials, Tab 6)

**MOTION:** To approve up to \$150,000 in continuation grant funding to the Arc of Texas for the fourth year of a five-year Advanced Leadership Training for Professionals project.

**MADE BY:** Kim Torres

**SECOND:** Eric Shahid

The motion **passed** unanimously. (August 2022 Meeting Materials, Tab 6)

**7. New Grant Awards**

Chair Durham again read the Conflict of Interest statement before consideration of new grant awards.

TCDD Policy Analyst Linda Logan presented applications for the Health Equity for People with Developmental Disabilities project. Nine applications were received and five applications were recommended as fundable projects by the peer review panel. The Council previously approved funding of \$150,000 per year for up to five years for up to three projects. The purpose of this program is to increase knowledge of the lived experience of people with developmental disabilities (DD) and to develop resources and training that will improve the healthcare delivery system for people with DD.

Committee members agreed to hear summaries of each project and then decide which to discuss for funding.

The following applications were presented:

- 1) Texas A&M University – “Promoting Health Equity Through Use of Bilingual Training Program for Individuals, Caregivers, and Parents” would develop and pilot an evidence-based, theory-grounded bilingual training course on health equity; implement and evaluate a training course; and create a resource-rich bilingual website.
- 2) University of Houston Clear Lake – “Building Capacity Among Health Care Professionals to Provide Inclusive Health Care Services” would develop a curriculum for students in health-related training programs and virtual continuing education programs to increase awareness of health inequities for persons with DD.
- 3) Baylor College of Medicine – “Interprofessional Education for Healthcare Excellence in Adults with IDD” would establish an inter-professional center for education in the healthcare of adults with IDD.
- 4) University of Texas Health Science Center Houston – “Collaborative Oral Health Care for Persons with IDD in Texas” would create innovative interdisciplinary training in collaborative care in dental and medical schools in Texas.
- 5) University of the Incarnate Word would use a participatory training process to leverage the experience and knowledge of parents and caregivers of individuals with autism to better advocate for themselves when engaging healthcare providers who are unfamiliar or dismissive of their concerns.

Applications that were not recommended for funding were received from LULAC Project Amistad, Texas State Independent Living Council, Texas A&M University Health Science Center, and Empower Behavioral Health.

**MOTION:** To award funding of up to \$150,000 per year, for up to five years to Texas A&M University for a Health Equity for People with Disabilities project.

**MADE BY:** Kim Torres

**SECOND:** Gladys Cortez

The motion **passed** unanimously.

**MOTION:** To not award funding to University of the Incarnate Word for a Health Equity for People with Disabilities project.

**MADE BY:** Gladys Cortez

**SECOND:** Eric Shahid

The motion **passed** unanimously.

**MOTION:** To award funding of up to \$149,859 per year, for up to five years to University of Houston Clear Lake for a Health Equity for People with Disabilities project.

**MADE BY:** Lora Taylor

**SECOND:** Eric Shahid

The motion **passed** unanimously.

**MOTION:** To award funding of up to \$149,963 per year, for up to five years to Baylor College of Medicine for a Health Equity for People with Disabilities project.

**MADE BY:** Kim Torres

**SECOND:** Gladys Cortez

The motion **passed** unanimously.

Committee members discussed availability of funds for additional projects and acknowledged the Council could be receptive to an additional project in this area.

**MOTION:** To open discussion on the application from University of Texas Health Science Center Houston.

**MADE BY:** Gladys Cortez

**SECOND:** Kim Torres

The motion **passed** unanimously.

**MOTION:** To recommend Council approval of an additional Health Equity for People with Disabilities project at \$150,000 per year for up to five years.

**MADE BY:** Lora Taylor

**SECOND:** Eric Shahid

The motion **passed** unanimously.

**MOTION:** To award funding of up to \$131,735 per year, for up to five years to University of Texas Health Science Center Houston for a Health Equity for People with Disabilities project, contingent on Council approval of funding.

**MADE BY:** Gladys Cortez

**SECOND:** Lora Taylor

The motion **passed** unanimously.

TCDD Policy Analyst Lauren Gerken next presented applications for Leadership and Advocacy Training projects. Gerken reported that three applications were received for the Leadership and Advocacy Training Led by Self-Advocates and noted that two received recommendations for funding. The Council previously approved funding for up to \$75,000 per year, for up to five years, for up to four organizations. Applicants should be self-advocacy groups and organizations partnering with a self-advocacy group to provide fiscal support.

The following applications were presented:

- 1) Association of Texas Advocates which would deliver leadership training to adults with developmental disabilities in four geographically distinct regions of the state, and will promote the trainees service on boards, task forces, and committees responsible for making and implementing policies that affect the lives of individuals with disabilities. It was noted that Texas Advocates currently has three grant projects funded by TCDD but the Self-Advocacy mini-grant will be ending within six months (September 2022) therefore this project would be eligible to start at the conclusion of that project.
- 2) Coalition of Texans with Disabilities which would offer a scaled-down version of the successful A-Corps to focus on those new to advocacy. The training would be offered in Spanish, and participants to be trained in time to participate in the 2023 legislative session.
- 3) HEART Program proposed a Youth Leadership training project focused on individuals in the 18-22 age range in partnership with the Houston Food Bank.

**MOTION:** To award funding of up to \$75,000 per year, for up to five years to the Association of Texas Advocates for a Leadership and Advocacy Training Led by Self-Advocates project.

**MADE BY:** Gladys Cortez

**SECOND:** Eric Shahid

The motion **passed** unanimously.

**MOTION:** To award funding of up to \$75,000 per year, for up to five years to the Coalition of Texans with Disabilities for a Leadership and Advocacy Training Led by Self-Advocates project.

**MADE BY:** Lora Taylor

**SECOND:** Eric Shahid

The motion **passed** unanimously.

**MOTION:** To award funding of up to \$75,000 per year, for up to five years to the HEART Program for a Leadership and Advocacy Training Led by Self-Advocates project.

**MADE BY:** Eric Shahid

**SECOND:** The motion did not receive a second

The motion **failed** due to lack of a second to the motion.

Gerken then reported that one application was received for the Leadership and Advocacy Training in Rural Areas RFA. The application from the Glow Up Network was not recommended for funding by the Peer Review Panel. Gerken provided a summary of the application but Committee members did not move forward with discussion and no motion was offered.

Gerken provided summaries of two applications received for the Leadership and Advocacy Training for Youth Self-Advocates noting that one application from Texas State University was not recommended for funding by the Peer Review Panel.

One application was presented:

- 1) Paso del Norte Children's Development Center which would specifically train participants to be active in developing their IEPs and ARD meetings.

**MOTION:** To award funding of up to \$75,000 per year, for up to five years to the Paso del Norte Children's Development Center for a Leadership and Advocacy Training for Youth Self-Advocates project.

**MADE BY:** Gladys Cortez

**SECOND:** Kim Torres

The motion **passed** unanimously

## 8. **Grants Activities Reports**

Executive Director Stalvey discussed the Grants Monitoring Report noting that two new projects started during the quarter, two projects ended during the quarter, and eight projects are in the final year of funding. Two projects will be considered for continuation funding at the November meeting.

Stalvey reviewed the Risk Assessment report which groups the grantees by risk level and lists the risk factors to determine each grantee's level. There are currently no projects considered to be in the high-risk category.

Stalvey reviewed two new documents provided for members that highlight grant activity. The TCDD State Plan and Current Grants Summary provides an infographic representation of current activities and grant projects. Activities are grouped as “supporting people” and “improving systems”. A second document provides a focus on a specific project or group of projects and will be provided each quarter. The Family to Family Network’s “Planning Ahead for Family Support and Financial Security” receiving the spotlight this quarter. Members expressed their appreciation for the format of these documents and agreed they should be provided each quarter.

9. **Peer Review Panel Applicants**

TCDD Director of Community Engagement Genessee Klemm provided a summary of recent efforts to recruit potential Peer Review Panel members. She noted that all individuals who were previously on the list of potential peer reviewers were contacted several times to determine if they wished to remain on the list and only 19 confirmed their continued interest. A campaign was then conducted to recruit additional individuals and 63 responses were received. A document was provided that included the respondents name; location; classification as a self-advocate, family member advocate, or disability-related professional; and areas of reported subject matter expertise. The Committee reviewed the list and noted that one respondent did not provide some basic information so they would not approve him with the rest of the respondents.

**MOTION:** To approve all respondents except Timothy West to the pool of potential Review Panel Member.

**MADE BY:** Mary Durham

**SECOND:** Kim Torres

The motion **passed** unanimously.

10. **Chair’s Report**

Chair Durham reported expected absences of:

- TEA representative, Justin Porter
- TWC representative, noting that Jennifer Hines has retired and a replacement has not been named. Alternate Sara Kendall is not available to attend.

11. **Executive Director’s Report**

Executive Director Stalvey reported stipends were awarded during the quarter:

- DeafBlind Camp of Texas (DBCTX): Speaker stipend for up to \$7,500 for the Adult Camp 2022 on June 5-10, 2022, in Trinity.
- Texas Parent to Parent (TxP2P): Event stipend for up to \$7,500 for the 17<sup>th</sup> Annual TxP2P Conference on July 22-23, 2022, in Austin.
- Texas Parent to Parent (TxP2P): Speaker stipend for up to \$7,500 for the 17<sup>th</sup> Annual TxP2P Conference on July 22-23, 2022, in Austin.

- Texas Parent to Parent (TxP2P): Translation stipend for up to \$3,000 for the 17<sup>th</sup> Annual TxP2P Conference on July 22-23, 2022, in Austin.

Stalvey provided staff updates to include the resignation of Tessie Ajala as Grants Management Director and the selection of Brianna TenBrink as Leadership and Advocacy Training Program Manager position. She also reported on the selection of Canen Melton as the Texas A&M AgriLife Regional Coordinator for the East Texas region. Stalvey noted that funds were received from the Administration on Community Living to expand the Public Health Workforce. TCDD has allocated these funds for a Public Health and Disability Integration Specialist, a temporary 19<sup>th</sup> staff position at TCDD that will end on or before September, 2024. Crystal Goodwin has been selected for this position and will begin on August 15, 2022.

**12. Conflict of Interest Disclosure**

Committee members reviewed updated conflict of interest disclosure information for Council members and staff. No concerns were noted.

**13. Other Updates**

The next scheduled Executive Committee meeting will be held in conjunction with the Council meetings scheduled for November 2-4, 2022.

**14. Executive Session: Annual Review of TCDD Executive Director**

Chair Durham announced: The Executive Committee of the Texas Council for Developmental Disabilities will meet in closed session pursuant to Section 551.074 of Government Code related to Personnel Matters. A quorum of the Committee is present. The time is now 5:16 p.m. on August 3, 2022.

Executive Committee members and Council Business Manager Koren Vogel remained in the room for this discussion. Staff were called back to the room at 5:46 p.m.

Chair Durham reported the time is 5:46 p.m. on August 3, 2021. The Executive Committee did not take any action during its closed meeting discussion on personnel matters

**Adjourn**

Chair Durham adjourned the Executive Committee at 5:47 p.m.

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Beth Stalvey, Secretary to the Council    Date