

Committee Members Present

Andy Crim, *Council
Chair*
Angie Panzica
Eric Shahid
Meridith Silcox
Jamie Thomas

Council Members Present

Lauren Chenoweth
Roni Jo Frazier
Shana Halvorsen
Lisa Marenco

Guests Present

Tashuna Drake
Jill Riffett
Susan Stasi
Augustin Villareal
Deborah Wallace

Regional Coordinators Present

Erin Fogarty
Morgan Foster
Alexandra Venegas

Staff Present

Beth Stalvey, *Executive
Director*

Kai Brewer
Scott Daigle
Lauren Gerken
Mitchel Griffin
Genessee Klemm
Linda Logan
Sylvia Medina
Richard Rendon
Mary Rochford
Cass Schnautz
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 7, 2024, at the Hyatt Place Houston Medical Center, 7329 Fannin St, Houston, TX 77030 as well as virtually using the Zoom platform. Council Chair Andrew Crim called the meeting to order at 12:07 P.M. A quorum was present.

1. Introductions

Committee members, staff and guests were introduced.

2. Public Comments

No public comments were provided to the committee.

3. Consideration of May 1, 2024, Minutes

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

MOTION: To approve the minutes of the May 1, 2024, Executive Committee meeting as presented.

MADE BY: Jamie Thomas

SECOND: Meridith Silcox

The motion **passed** unanimously.

4. TCDD Quarterly Financial Reports

TCDD Finance and Grants Director Rey Valldejuli reviewed the summary of funds for Fiscal Year (FY) 2023 to FY 2026, focusing on the closure of FY 2023 funds. Valldejuli provided a breakdown of current fund allocations, stipend expenditures, and the status of all grants.

5. TCDD FY 2025 Operating Expense Budget

Valldejuli provided an overview of the operating expense budget for FY 2025, detailing the breakdown between indirect non-state plan activities and direct state plan activities. Stalvey reminded members that staff working on state plan projects are considered direct state plan activities. The proposed budget is in compliance with federal grant regulations, which limit total administrative expenses to 30%. Valldejuli noted that the total budget shows an increase from the previous year, largely attributed to a 5% state-approved salary increase and anticipated higher travel costs due to more in-person events.

MOTION: To recommend Council approval of the TCDD Operating Expense Budget for Fiscal Year 2025 in the amount of \$2,747,694.

MADE BY: Meridith Silcox

SECOND: Eric Shahid

The motion **passed** unanimously.

6. Continuation Grant Awards

Chair Crim 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.

Grants Coordinator Richard Rendon presented the executive summary for the Building Strength in the Face of Loss for Families with IDD project at Rice University.

MOTION: To approve up to \$124,301 in continuation grant funding to Rice University for the second year of a five-year Building Strength in the Face of Loss for Families with IDD project.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

The motion **passed** unanimously.

Grants Coordinator Sylvia Medina presented the executive summary for the Interprofessional Education for Healthcare Excellence in Adults with IDD project at Baylor College of Medicine.

MOTION: To approve up to \$149,998 in continuation grant funding to the Baylor College of Medicine for the third year of a five-year Interprofessional Education for Healthcare Excellence in Adults with IDD project.

MADE BY: Eric Shahid

SECOND: Meridith Silcox

The motion **passed** unanimously.

Medina presented the executive summary for the Building Capacity Among Health Care Professionals to Provide Inclusive Health Care Services project at University of Houston Clear Lake.

MOTION: To approve up to \$149,859 in continuation grant funding to University of Houston Clear Lake for the third year of a five-year Building Capacity Among Health Care Professionals to Provide Inclusive Health Care Services project.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

The motion **passed** unanimously.

Grants Coordinator Melanie Teague presented the executive summary for the CTD Future Leaders and Development Training project at Coalition of Texans with Disabilities.

MOTION: To approve up to \$75,000 in continuation grant funding to Coalition of Texans with Disabilities for the third year of a five-year CTD Future Leaders and Development Training project.

MADE BY: Meridith Silcox

SECOND: Eric Shahid

The motion **passed** unanimously.

Rendon presented the executive summary for the Leadership, Empowerment, Advocacy, and Self Determination – Project LEAD project at Association for Texas Advocates, Inc.

MOTION: To approve up to \$75,000 in continuation grant funding to Association for Texas Advocates, Inc. for the third year of a five-year Leadership, Empowerment, Advocacy, and Self Determination – Project LEAD project.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

The motion **passed** unanimously.

Teague presented the executive summary for the Partners in Academic Leadership project at Paso del Norte Children’s Development Center.

MOTION: To approve up to \$75,000 in continuation grant funding to Paso del Norte Children’s Development Center for the third year of a five-year Partners in Academic Leadership project.

MADE BY: Meridith Silcox

SECOND: Eric Shahid

The motion **passed** unanimously.

Rendon presented the executive summary for the Project AIMS Acquiring Independent Money Skills project at Texas Tech University.

MOTION: To approve up to \$99,153 in continuation grant funding to Texas Tech University for the third year of a four-year Project AIMS Acquiring Independent Money Skills project.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

The motion **passed** unanimously.

Teague presented the executive summary for the Partnering with Law enforcement for Inclusion and Support project at University of Texas Health Science Center Houston.

MOTION: To approve up to \$100,000 in continuation grant funding to University of Texas Health Science Center for the third year of a four-year Partnering with Law enforcement for Inclusion and Support project.

MADE BY: Meridith Silcox

SECOND: Jamie Thomas

The motion **passed** unanimously.

Medina presented the executive summary for the Comprehensive Approach to Ending Sexual Assault Against Youth and Adults project at the SAFE Alliance.

MOTION: To approve up to \$150,000 in continuation grant funding to the SAFE Alliance for the fourth year of a five-year Comprehensive Approach to Ending Sexual Assault Against Youth and Adults project.

MADE BY: Meridith Silcox

SECOND: Jamie Thomas

The motion **passed** unanimously.

7. Grant Activities Reports

Valdejuli discussed the grants report, risk assessment, state plan, and current grant summary along with project closeout reports. Valdejuli outlined projects in their final year of funding and plans for continuations reviewed for the November Council meeting. He noted the risk assessment showed moderate risk for some grantees due to late submissions of reimbursement requests and quarterly reporting. Executive Director Beth Stalvey reviewed the project closeout summaries highlighting projects that have ended during the quarter.

8. Memorandum of Understanding with Texas Agency

Stalvey reviewed the Memorandum of Understanding (MOU) with the Texas Education Agency (TEA), which oversees various administrative functions for the agency, including accounting of funds, human resources, procurement, information technology, and compliance with state law. Stalvey noted that the MOU is reviewed every three years, and Stalvey confirmed that the current version is largely consistent with past agreements, with minor grammatical adjustments. Stalvey highlighted a proposed change to raise the limit of TCDD full-time

equivalent positions (FTEs) from 18 to 20, reflecting the need for flexibility to accommodate special projects. TEA has indicated their support for this adjustment.

MOTION: To recommend Council approval of the TCDD Memorandum of Understanding with Texas Education Agency.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

The motion **passed** unanimously.

9. Chair's Report

Chair Crim reported the expected absences of representatives from the TEA and noted several members who will participate virtually.

10. Executive Director's Report

Executive Director Beth Stalvey reported stipends awarded during the quarter:

1. Tourette Association of America: Event Stipend for up to \$6,480 for the "TIC-CON 2024" May 31 – June 2, 2024, in Dallas.
2. Tourette Association of America: Speaker Stipend for up to \$6,480 for the "TIC-CON 2024" May 31 – June 2, 2024, in Dallas.
3. Texas Parent to Parent: Speaker Stipend for up to \$7,228 for the "19th Annual Statewide Parent Conference", August 8-10, 2024, in San Marcos.
4. Texas Parent to Parent: Translation Stipend for up to \$3,000 for the "19th Annual Statewide Parent Conference", August 8-10, 2024, in San Marcos.
5. Texas Parent to Parent: Event Stipend for up to \$7,490 for the "19th Annual Statewide Parent Conference", August 8-10, 2024, in San Marcos.
6. Art Spark Texas: Event Stipend for up to \$7,500 for the "TUBU Fest – Theater for Us", July 18-20, 2024 in Austin.
7. Texas Advocates: Speaker Stipend for up to \$7,500 for the "Texas Advocates – Creating our Future!", August 22-23, 2024 in Round Rock.

8. Texas Advocates: Event Stipend for up to \$7,500 for the “Texas Advocates – Creating our Future!”, August 22-23, 2024 in Round Rock.
9. Autism Service Center of San Antonio: Event Stipend for up to \$7,500 for the “Toward Neuroharmony Building a Neurodiversity Affirming Autism Pathway”, October 4, 2024, in San Antonio.
10. Autism Service Center of San Antonio: Speaker Stipend for up to \$7,500 for the “Toward Neuroharmony Building a Neurodiversity Affirming Autism Pathway”, October 4, 2024, in San Antonio.
11. Texas A&M University Sponsored Research: Speaker Stipend for up to \$7,500 for the “Empowering Brazos Valley Families in Supporting and Educating Children with Speech and Language Impairments”, August 10, 2024, in College Station.

Director Stalvey provided staff updates to note the vacant position for Policy Analyst as well as the vacant West Texas Regional Coordinator position and East Texas Regional Coordinator.

Stalvey highlighted key agenda items, including budget discussions, evaluation of her performance, and updates on ongoing projects. Stalvey discussed the two open requests for proposals focused on healthcare and choice-making for youth.

Stalvey shared that Chair Crim and some staff recently attended the NACDD meeting in Washington, D.C., and Sylvia Medina was recognized for her contributions in grant monitoring, presenting alongside representatives from multiple states. Stalvey shared future initiatives include a pilot project for disaster-related respite care and plans for a grantee summit in October.

11. Conflict of Interest Disclosures

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

12. Other Updates

The next scheduled Executive Committee meeting will be held in conjunction with the Council meetings scheduled for November 6, 2024.

13. Executive Session – Annual Review of TCDD Executive**Director**

Chair Crim 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 3:05 p.m. on August 7, 2024.

Executive Committee members and Council Business Director Koren Vogel remained in the room for this discussion. Staff were called back to the room at 4:00 p.m.

Chair Crim reported the time is 4:00 p.m. on August 7, 2024. The Executive Committee did not take any action during its closed meeting discussion on personnel matters.

Adjourn

Chair Crim adjourned the Executive Committee at 4:01 PM.

Beth Stalvey, *Secretary to the Council* Date