

Executive Committee

Meeting Minutes
November 5, 2025

Committee Members

Present

Andy Crim, *Council Chair*

Angie Panzica

Eric Shahid

Meridith Silcox

Jamie Thomas

Council Members

Present

Shana Halvorsen

Barbara Knighton

Wendy Maurer

Robert Schier III

Guests Present

Mary Durheim

Regional Coordinators

Present

Erin Fogarty

Morgan Foster

Rosa Guel

Alexandra Venegas

Staff Present

Beth Stalvey, *Executive Director*

Mary Bagwell

Kai Brewer

Scott Daigle

Marisa Iannaccone

Mitchel Griffin

Genessee Klemm

Linda Logan

Rey Maldonado

Evan Marczynski

Sylvia Medina

Cass Schnautz

Melanie Teague

Koren Vogel

Call to Order

The Executive Committee of the Texas Council for Developmental Disabilities convened on Wednesday, November 5, 2025, at the Crowne Plaza Houston Medical Center-Galleria Area 2712 Southwest Fwy, Houston, TX 77098 as well as virtually using the Zoom platform. Council Chair Andrew Crim called the meeting to order at 1:30 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 August 6, 2025, Minutes

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

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MOTION: To approve the minutes of the August 6, 2025, Executive Committee meeting as presented.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

The motion **passed** unanimously.

4. TCDD Quarterly Financial Reports

TCDD Finance and Grants Director Rey Maldonado reviewed the summaries of the TCDD quarterly financial reports for fiscal years 2024 and 2025, along with projections for 2026. Maldonado discussed operating expenditures, grant payments, and stipends.

5. 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 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 \$148,905 in continuation grant funding to Baylor College of Medicine for the fourth year of a five-year Interprofessional Education for Healthcare Excellence in Adults with IDD project

MADE BY: Meridith Silcox

SECOND: Angie Panzica

The motion **passed** unanimously.

Finance and Grants Director Maldonado presented the executive summary for the Providing Support and Promoting Self-Advocacy for Chinese Families

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with Developmental Disabilities (DD) project at Texas A&M University Health Science Center.

MOTION: To approve up to \$125,000 in continuation grant funding to the Texas A&M University Health Science Center for the second year of a five-year Providing Support and Promoting Self-Advocacy for Chinese Families with DD project.

MADE BY: Jamie Thomas

SECOND: Meridith Silcox

The motion **passed** unanimously.

Maldonado presented the executive summary for the Improving Education and Practice guidelines for Substance Use Disorder and DD project at University of North Texas Health Science Center.

MOTION: To approve up to \$149,976 in continuation grant funding to University of North Texas Health Science Center for the fourth year of a five-year Improving Education and Practice Guidelines for Substance Use Disorder and DD project.

MADE BY: Meridith Silcox

SECOND: Jamie Thomas

The motion **passed** unanimously.

Maldonado provided an update on Texas A&M Health Education project that was approved for continuation grant funding at the August meeting, responding to questions asked by Committee members at that time.

6. Grant Activities Report

Finance and Grants Director Maldonado reviewed grants in their final active year and those that have closed. Maldonado reviewed the Risk Assessment noting that projects listed as moderate risk were due to reporting issues and the steps that are being taken to correct those issues.

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7. Texas Administrative Code Rule Review

Chair Crim reviewed proposed revisions to the Texas Administrative Code (TAC) chapter on TCDD Grants that clarified language related to grant applications. TCDD Council Business Director Koren Vogel reviewed the process for revisions to the TAC as well as the required review of all chapters every four years. She noted that following Council discussion of this review and proposed revisions, notice was posted to the Texas Register for public comment and no comments were received. If approved by the Council, the revisions and review will be posted as complete with the next scheduled review in 2029.

MOTION: To recommend Council readoption of 40 Tex. Admin. Code Chapters 876 and 877 as well as approval of revisions to Chapter 877.

MADE BY: Jamie Thomas

SECOND: Angie Panzica

The motion **passed** unanimously.

8. Peer Review Panel Members

TCDD Community Engagement Director Genessee Klemm reviewed the individuals who have applied to be on the Request for Applications (RFA) Peer Review Panel.

MOTION: To approve all applicants to be in the pool of RFA Peer Review Panelists.

MADE BY: Meridith Silcox

SECOND: Eric Shahid

AMENDMENT: To clarify that the applicants being approved are only the ones that meet the qualifications to serve as an RFA Peer Review Panelist.

MADE BY: Jamie Thomas

SECOND: Eric Shahid

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The motion **passed** unanimously.

9. Chair's Report

Chair Crim reported the expected absences of Amanda Miles and Debbie Carlisle also noting several members who will participate virtually.

Chair Crim and Vice Chair Jamie Thomas reported on the discussion and plans for activity monitoring from the Audit Committee.

10. Executive Director's Report

Executive Director Stalvey reported stipends awarded during the quarter:

1. Autism Community Network: Events stipend for up to \$7,500 for "Toward Neuroharmony, A Different Way of Seeing and Supporting Autism" October 3, 2025 in San Antonio.
2. Autism Community Network: Speaker Stipend for up to \$7,200 for "Toward Neuroharmony, A Different Way of Seeing and Supporting Autism" October 3, 2025 in San Antonio.
3. Provider's Alliance for Community Services of Texas (PACSTX): Speaker Stipend for up to \$4,250 for the "PACSTX 2025 Annual Conference - Surviving to Thriving", October 14-16, 2025, in San Marcos.
4. Texas Tribune: Events Stipend for up to \$5,875 for the "Texas Tribune Festival" November 13-15, 2025, in Austin.
5. Texas Tribune: Speaker Stipend for up to \$7,500 for the "Texas Tribune Festival" November 13-15, 2025, in Austin.
6. Texas Tribune: Translation Stipend for up to \$3,000 for the "Texas Tribune Festival" November 13-15, 2025, in Austin.
7. Team Mario: Events Stipend for up to \$7,500 for the "2025 autism Conference Beyond Expectations" October 23-24, 2024 in Mission.

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Executive Director Stalvey provided staff updates to note the vacant positions of TCDD Policy Analyst, TCDD Systems Analyst, and West Texas Disability Community Coordinator.

Stalvey reported that preparation for the Annual Program Progress Report (APPR) is underway. She discussed the status of federal funding and the budget for the upcoming year. Stalvey also described the ongoing Sunset Review process and reported on the Grantee Summit which took place in early October.

Members also discussed Council audit activities. It was noted that the FY 2025 Internal Audit was not completed by the contractor, but the agency is still in compliance with state and federal guidelines as it does not meet the threshold requirements to the State Auditor's Office. All financial audits are conducted within the Texas Education Agency as the designated state agency. The Committee discussed ways for Council activities to maintain transparency and accountability without contracting with an outside organization to conduct internal audit activities. The Committee agreed that this be addressed with revisions to Council Policies and Procedures and directed staff to bring draft revisions to the February 2026 meeting.

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 February 4, 2026.

Adjourn

Chair Crim adjourned the Executive Committee at 3:30 PM.