

Florida Developmental Disabilities Council, Inc.
Full Council Meeting Minutes
May 19, 2022

Thursday, May 19, 2022

Members Present: Kevin Johnson, Chair, Elly Hagen, Cherie Hall, Eddie Hall, Laurie Harlow, Dennis Hart, Yolanda Herrera, Lisa Miller, TJ Moon, Barbara Palmer, Jan Pearce, Elizabeth Perkins, Tom Rice, Frank Shalett, Jean Sherman, Peter Sleasman, Kali Wilson, Victoria Zepp

Members Absent: Dick Bradley and Sarah Goldman

Staff Present: Valerie Breen, Kristen Conlin, Susan DeBeaugrine, Christina DeMeo, Misty Grimm, Sheila Gritz-Swift, Margaret Hooper, Vanda Jenkins, Sue Kabot Jamie Mayhersohn, Lisa Taylor and Kristin Vandagriff

Others Present: JP Bell, Gina Herron, Kira Houge, Robert Karch, Catherine McGrath, Brent McNeal

The hybrid committee meetings were held via Zoom on Thursday, May 19th from 9:00 am – 2:00 pm. The full council meeting was also a hybrid meeting and was held on Thursday, May 19th from 2:00 pm – 5:00 pm and Friday, May 20th from 9:30 am – 2:00 pm.

- I. Roll call was taken by Jenkins and quorum was established. Johnson called the meeting to order at 2:32 p.m.
- II. Approval of the Minutes

Action Taken: Sherman made a motion to accept the May 19, 2022 minutes with the correction to add Jack Kosik as present. Kosik seconded. Motion passed unanimously.

III. Chair/Vice-Chair Report

Johnson discussed in his report the Pay Fair for My Care messaging campaign that included personal stories from family members, self-advocates and direct support professionals. He enlightened the Council on his participation in the national public policy seminar hosted in Washington D.C. by the National Association of Councils on Developmental Disabilities and a host of other national partners including the ARC national. Eddie Hall, our Vice Chair, was one of the members who joined us at our virtual congressional meetings to share his story.

Hall continued his report briefing us on his virtual participation and perception of the public policy seminar. Hall also discussed DD Awareness Dinner and DD Awareness Day. He applauded the Councils' continued commitment to issue the Idelio Valdez Award to a self-advocate whose advocacy makes a huge difference in all our lives. He concluded his report by sharing information about the FL SAND Fellows program. He also shared that he had been appointed to Self-Advocacy Resource and Technical Assistance Center SARTAC. It was very enlightening to hear of & his 5013c.

IV. Executive Director Report

Breen continued her presentation with a more in-depth discussion on the Pay Fair for My Care campaign messaging. She also touched on the 2022 Developmental Disabilities Awareness Day and presented the 2020 & 2021 annual reports. She concluded her report by stating that the Council had contracted a business coach to help enhance the team qualities of the FDDC staff.

V. State and Sister Agency Reports

Reports were provided by Barbara Palmer, Agency for Persons with Disabilities, Catherine McGrath, Agency for Healthcare Administration, Kira Houge, Department of Elder Affairs, Brent McNeal, Vocational Rehabilitation, Robert Karch, Department of Health, Cherie Hall, Disabilities Rights Florida, Jean Sherman, Mailman Center and Elizabeth Perkins, Florida Center for Inclusive Communities.

Public Comment

None

The meeting was adjourned at 5:40 p.m.

Friday, May 20, 2022

Members Present: Kevin Johnson, Chair, Elly Hagen, Cherie Hall, Eddie Hall, Laurie Harlow, Dennis Hart, Yolanda Herrera, Sue Kabot, Lisa Miller, TJ Moon, Jan Pearce, Elizabeth Perkins, Tom Rice, Frank Shalett, Jean Sherman, Peter Sleasman, Kali Wilson, Victoria Zepp

Members Absent: Dick Bradley, Conney Dahn, Sarah Goldman, Jan Pearce and Victoria Zepp.

Staff Present: Valerie Breen, Kristen Conlin, Susan DeBeaugrine, Christina DeMeo, Misty Grimm, Sheila Gritz-Swift, Margaret Hooper, Vanda Jenkins, Sue Kabot, Jamie Mayhersohn, Lisa Taylor and Kristin Vandagriff

Others Present: JP Bell, Kira Houge, Catherine McGrath, Brent McNeal

The hybrid Council meeting continued, and roll call was taken, and quorum established.

I. Roll call was taken by Jenkins and quorum was established. Johnson called the meeting to order at 2:32 p.m.

II. Public Policy Platform

Hooper presented on the outcomes of 2022 Legislative Summary and the plan for 2023. She too discussed the Pay Care for My Care campaign and the Council recommendations. We were brought up to date on the legislative bills that were passed and some advocacy techniques and strategies. She ended her presentation by giving the Council suggestions on how to advocate.

III. Employment First presentation

Windsor gave a presentation on this Council initiative

IV. Finance Committee Report

Refer to attached Finance Committee Summary Report presented by committee Chair, Dennis Hart.

V. State Plan Committee Report

Refer to attached State Plan Committee Summary Report presented by committee Chair, Jean Sherman.

VI. Executive Committee Report

Refer to attached Executive Committee Summary Report presented by committee Chair, Kevin Johnson.

FLORIDA DEVELOPMENTAL DISABILITIES COUNCIL, INC.

Finance Committee Report

May 19, 2022

Action Items:

1. Approved minutes from the 1/27/22 Finance Committee meeting.

Review/Discussion:

1. Reviewed the Administrative Expenditures Budget to Actual Report for 10/01/21 through 3/31/22. Line items were highlighted with details and the overall administrative spending is in line with the budget.
2. Provided an update on our Grant Awards.

2022 Award- At the beginning of May, we finally received our 2022 Notice of Award in the amount of \$4,332,662.

- This is approximately \$125,000 more than we originally budgeted.
- We have until 9/30/2023 to spend these funds.

2021 Award – These funds were slated to be expended by 9/30/22. We have received notification that a 12 month no cost extension is forthcoming. This will extend the deadline to expend funds to 9/30/23.

2020 Award – Funds must be spent by 9/30/22.

FLORIDA DEVELOPMENTAL DISABILITIES COUNCIL, INC.

State Plan Committee Report

May 19, 2022

I. Approval of minutes from January 27, 2022 Meeting

The minutes from the January 27, 2022 meeting were approved as presented.

II. Approval of minutes from March 2, 2022 Meeting

The minutes from the March 2, 2022 meeting were approved as presented.

III. 5-Year State Plan Look Back

A brief overview of the structure of the full report from the 5-Year State Plan Look Back was provided. Members were informed that a summary of the outcomes would be presented during the full Council meeting with the Executive Director report, along with an infographic public document.

IV. Update on IFPs/Sole Source Status

An update on the status of previously released IFPs was provided as follows:

- Access to Services was revised and rereleased.
- Addressing the Behavior Therapist Shortage is in contract.
- Establishing a Provider Pool, Best Practices in Case Management, and Measuring Service Quality have been moved to sole source status; draft contracts have been developed; and the Executive Director will be seeking a provider for each via sole source solicitation contacts.

V. Approval of Program Budget with proposed revisions

Revisions to the programmatic budget since the last Council meeting were presented. The State Plan Committee members approved the increases and decreases reflected in the Council meeting materials, Tab 2, page 13, "State Plan 2021-2022 Budget Narrative as of May 4, 2022."

VI. Addendum to Program Budget

Members were informed that we plan to shift timelines within the State Plan in order to begin the First Responder Training Initiative in Year 2 (i.e., beginning October 1, 2022). We will push the Partners in Policymaking Curriculum Strand development out to Year 3 of the State Plan (i.e., beginning October 1, 2023). This change comes as a result of input from Task Force members and staff who feel it is essential that we begin the First Responder Training as soon as possible.

Another year of funding for the Florida Project SEARCH Adult Model that will include a continuation consulting agreement with National Project SEARCH in Cincinnati and a continuation contract with RESPECT of Florida was requested and approved as follows:

- \$964,202.68 in total Council funds to continue the Florida Project SEARCH Adult Model between October 1, 2022 and September 30, 2023.
 - National Project SEARCH Training and Technical Assistance Continuation Project in the amount of \$72,500
 - Florida Project SEARCH Adult Model Implementation at four sites funded to RESPECT of Florida in the amount of \$891,702.88

VII. Task Force Updates

Each Task Force Chair provided an update on their task force membership and current projects, including project providers, funding award, project term, purpose, and status. The status reports provided rich information on the positive outcomes that are being achieved through projects that are in place.

FLORIDA DEVELOPMENTAL DISABILITIES COUNCIL, INC.

Executive Committee Report

May 19, 2022

The meeting was called to order at 12:30 p.m. by Chair Johnson

I. Update on the Council's Employee Retirement Plan

Jackie Reeves of Bell Rock Capital, the fiduciary for FDDC's employee retirement plan, was asked to provide an update to committee members in follow-up to the committee's decision to re-structure the Council's retirement plan in October 2022. Reeves reported on the changes implemented in the plan document. She also reported that since the non-discretionary contribution of 10% with no required employee contribution was changed for a one-to-one match with up to 6% employer contribution, employee participation increased by over 50%. She reported that the Council's retirement investment is monitored closely, and written reports are provided quarterly to the Executive Director and Chief Financial Officer.

II. Background Screening for Providers

Greg Stewart, the Council's attorney through the Tallahassee law firm of Nabors Giblin and Nickerson, was asked to present on his recommendation for addressing the requirement for contractors and sub-contractors doing work on behalf of the Council to conduct Level 2 background screenings on any staff who is in direct contact with vulnerable adults and children. Currently the Council staff are solely responsible for obtaining the Level 2 background check completions from the entity we contract with, monitor and track whether we receive them, and maintain them with renewals every five years. Level 2 background screening is currently required in the Council's standard boilerplate contract language. The attorney proposed that language be added to the section of the contract boilerplate under the indemnification section of the contract which would put the ownership and legal responsibility with the contractual party to maintain and ensure the Level 2 background screenings are conducted and maintained. The indemnification language was presented to the committee members for a vote. The committee unanimously voted to adopt the language as presented.

III. Planning Council Membership

The committee members were provided with a Florida map that outlined the counties where current Council members reside. The committee met in January 2022 to review current applications and had made recommendations to staff for potential applicants to be interviewed. Since that time, our Executive Director was notified that a plan needs to be submitted to the federal government to address how the Council plans to meet the qualifications for replacement of Council members that are termed out and the cultural, ethnic, and geographic diversity of Council members. This plan needs to be written to our federal funding agency by August 2022 to ensure we follow our new state plan requirements and to have our new state plan fully adopted. This requirement is for the 15 citizen member positions on the Council. These 15 positions are defined as 8 persons with developmental disabilities and 7 parents of persons with developmental disabilities, 2 of which need to be parents of children under the age of 18 and one who is a parent/guardian of an individual who resided or resides in an institution. Discussion ensued on various ways to identify and recruit Council members. Staff will share with the Council definitions and ways they can assist in recruiting members to complete the Council's application for consideration. Current applicants recommended in January 2022 will be interviewed by the committee members, who also serve as the nominating committee per our bylaws, and the recommendations that were presented to the Governor's in 2019 still stand.

IV. Public Comment

There was no public comment.

The meeting was adjourned at 1:50 p.m.