**BOARD MEETING MINUTES**

**March 18, 2015**

**Purpose**: The attachment summarizes the meeting and the actions of the Board at its March 18, 2015 Board meeting.

Background: The Virginia Board for People with Disabilities held its regular quarterly meeting on March 18, 2015. Areas of discussion/action included: Approval December 3, 2014 Board Meeting Minutes; Report of the Executive Committee; Program Updates; Agency Updates; and Standing Committee Reports.

**Discussion**: None

**Action**: The Board must review, amend if necessary, and approve the March 18, 2015 minutes. Any questions on the content of these minutes should be sent in advance to the Executive Director or Board Chair.

**Virginia Board for People with Disabilities**

**Board Meeting Minutes**

**March 18, 2015**

The Virginia Board for People with Disabilities held its regular quarterly meeting on Wednesday, March 18, 2015 at the Four Points by Sheraton Hotel, 4700 S. Laburnum Avenue, Richmond, Virginia.

**BOARD MEMBERS PRESENT:**

Vicki Beatty, Donna Bonessi (serving as designee for Kathleen Vaughan, Department for Aging and Rehabilitative Services, DARS), Nancy Briggs, George Randolph Burak, Michael Carrasco, Brian Clukey, John Eisenberg,( VDOE) Carina Elgin, Dennis Findley, Ethel Parris Gainer, Donna Gilles, (PPD/VCU), John Kelly, Marisa Laios, Ronald Lanier, (VDDHH) Donna J. Lockwood, Melissa Gibson (serving as designee for Colleen Miller, disability Law Center of Virginia), Jane Ward Solomon (serving as designee for Richard Mitchell, DBVI), Atima Omara-Alwala, Ralph V. Owen, Deanna Parker (DBHDS), Jessica Philips, Sarah Ratner, Cindy Rudy, Korinda Rusinyak, Angela Sadsad, Summer Sage, Matthew Shapiro, Steve Ankiel(serving as designee for Terry Smith, DMAS), Ed Turner, Travis Webb, Angela Yong West and Rose Williams.

**BOARD MEMBERS ABSENT**:

Stephen Joseph, Ronald King,Dennis Manning, Mark McGregor, and Mary McAdam.

**CALL TO ORDER, WELCOME AND INTRODUCTIONS:**

Board Chair Korinda Rusinyak called the meeting to order at 11:05 am. The Chair welcomed existing Board staff; and new Board member, Cindy Rudy; new Board staff, Penni Sweetenburg-Lee, Training Program Coordinator; Special guest, Donna Melzer, CEO of the National Association of Councils on Developmental Disabilities (NACDD); Rachel Fiel, YLF graduateand intern at the Center for Transition Innovations; a visitor with Public Comment, Debra Soles, and the luncheon guests as follows:

**Luncheon Presenters:** Sarah Holland, Executive Director, and Katherine Libby, Program Manager, Virginia Oral Health Coalition, presenting on*Oral Health for Adults with Developmental Disabilities.*

**Afternoon Presenter:** Donna Melzer, CEO of (NACDD) presenting on*Meeting Priorities in Lean Budget Times.*

The Chair made general announcements: next Board meeting will be June 3, 2015 and the September meeting, which will be the state plan retreat, will be on the 8thand 9th. The Chair reviewed the meeting agenda.

**APPROVAL OF DECEMBER 3, 2014 BOARD MEETING MINUTES:**

The Chair asked if there were any changes to the Board meeting minutes. Hearing none, the Chair called for a **MOTION** to approve the minutes. Randy Burak made a **MOTION** to approve. Dennis Findley seconded the **MOTION**. The **MOTION** carried unanimously.

**REPORT OF THE EXECUTIVE COMMITTEE:** The Board Chair in the absence of Dennis Manning, Secretary of Board, provided an overview of the March 18, 2015 Executive Committee meeting. She noted that discussion was held regarding possible restructuring of the Board’s Committees and as well as ideas for restructuring and reformatting the Disability Assessment (See Executive Committee minutes for additional detail).

**PUBLIC COMMENT:**

Debra Soles made an announcement regarding a project named *Life Rolls On* that is coming in August to Virginia Beach, VA. She noted that this group is in need of volunteers to assist with this event. She also announced that *SPARC and Live Art* for special needs will be performing in June at the Altria Center in Richmond.

**APPROVAL OF BOARD OPERATING POLICY CHANGE:**

Ms. Nan Pemberton provided the Board members with an update to Board Policy 3:0: Conflict of Interest and Virginia Ethics Rules. Ms. Pemberton noted that recent updates to the states Virginia Ethics Rules relative to Conflict of Interest and Gifts were introduced and approved by the General Assembly. She noted that the updates became effective July 1, 2014 but amended on March 18, 2015. Ms. Pemberton reported that thePolicy Change is to **Board Policy 3:0: Conflict of Interest (VI) Gifts**. After discussion, the Chair called for a vote, Ed Turner made a **MOTION** to approve the policy change and Marisa Laios seconded the **MOTION**. The **MOTION** carried unanimously.

**APPOINTMENT OF NOMINATION COMMITTEE:**

The Chair appointed Terry Smith, Nancy Briggs and Ron King to serve on the Nominating Committee. The Committee’s purpose is to seek individuals interested in committing time and energy toward the accomplishment of the VBPD mission. The Board anticipates 7 vacancies for which 5 positions are open to Board members

eligible for reappointment. The Committee will make their report at the June 3, 2015 meeting.

**AGENCY DESIGNEE BUDGET, POLICY, AND PROGRAM UPDATES (DMAS,DBHDS*,* DOE, DBVI)**

**Steve Ankiel, agency representative, serving as designee for Terry Smith, Virginia Department of Medical Assistance Services (DMAS):**

**Waiver Redesign -** DMAS is working with DBHDS on their disability waiver redesign and rate setting. While several meetings moved the issues forward sufficiently to place budget requests in during this past session of the General Assembly the following actions occurred:

* Required that DBHDS include stakeholders from the acquired brain injury community in the redesign process.
* Eliminated funding for new waiver slots associated with the proposed redesign of the Day Support Waiver.
* Requires a detailed report on the redesign of the Intellectual and Developmental Disability waivers prior to submission of a request to CMS to amend the waivers.
* However, bi-weekly telephone calls with CMS on the waiver redesign continue as do smaller workgroup meetings to push the agenda for redesign forward.

The exceptional rate regulations, which will permit a 25% higher reimbursement in certain congregate settings which several individuals with higher medical or behavioral needs have been implemented.

**BUDGET ACTION**

* 2% increase for congregate residential services (except sponsored placement)
* 5.5% increase for in-home residential services
* 2% increase for day support and prevocational services
* 10% increase for therapeutic consultation services
* 15.7% increase for skilled nursing services in the ID and DD waivers
* 6% increase for the EPSDT nursing
* 2% increase in agency and consumer-directed personal care and respite care services

**PACE - (Program of all Inclusive Care for the Elderly) -** On March 10, 2015 Virginia was invited among several other states to Washington to discuss the possibility of the development of PACE- like sites that would serve populations of individuals with disabilities. This effort, renewed because of changes to the federal budget is of interest to the Commonwealth to expand the options for managed care within the Commonwealth. Several states are interested in serving as pilot sites.

**MFP -** The **Money Follows the Person Program** is set to sunset in December of 2017 and DMAS is working both on closing out information for CMS as well as with stakeholders to determine the sustainability of several pieces of the program that may continue following termination of this demonstration.

**Automated Uniform Assessment Instrument -** There are significant efforts and weekly meetings ongoing to improve the preadmission screening process for individuals who will be eligible for long-term supports and services. Short term, the automated ePAS system will be rolled out on April 30, 2015 to permit users to submit information electronically. This will provide rich data to DMAS which will be shared by both DARS and VDH to work on process improvements to the pre-admission screening process. Additionally, budget language this year directs the Department to: 1.) Contract for children’s screenings, currently 1700 per year and; 2.) Contract for all PAS screenings in which a locality has not performed an assessment in excess of 30 days. Longer term goals include redesign of training and best practice local models for process improvements.

**Commonwealth Coordinated Care -** DMAS continues to work with three health plans to offer services to individuals who are dually eligible (Medicaid and Medicare) and who’s the Elderly or Disabled with Consumer-Directed Waiver. This program, combining Medicare and Medicaid into one health plan, provides the individual with expanded health benefits such as additional foot care, dental cleaning, eye exams and other benefits and assures better coordination of care through one health plan. Budget language this session requires quarterly reports beginning on July 1, 2015, to the Chair of the House Appropriations and Senate Finance Committees on the implementation of this program.

**Regulations -** Elderly or Disabled with Consumer-Directed Waiver regulations are final. A provider manual is under review for release. The Technology Assisted waiver regulations are final. A provider manual is under review for release. The Alzheimer’s. Assisted Living waiver was expanded during the General Assembly session to include individuals with “related dementias” which will require amendment to the waiver, regulations, policy and automated tracking systems.

**Deanna Parker, agency representative, Department of Behavioral Health and Developmental Services (DBHDS):**

* **New DD Definition -** Senate Bill SB 1052 was passed which introduces a new DD definition into the Code of Virginia. The definition is identical to the federal DD Act definition and will be used as the single definition for all individuals with intellectual and developmental disabilities in the state.
* **IFSP Program -** The second Individual Family Support Program **funding period for this fiscal year is soon to be open. The IFSP is designed to assist individuals on the ID or DD waiting lists access short-term resources, supports, and services to help them remain in their own community homes.  Applications must be postmarked on or after March 31, 2015 and will be accepted on a first-come, first serve basis. Please visit the DBHDS website for the IFSP application, instructions and other information.**
* **ID/DD Waiver Waiting List -** As of March 9, 2015: ID Waiver = 7,830; DD Waiver= 1,801
* **Training Center Updates -** As of March 9, 2015, the current combined training center census is at 525.
* **Waiver Redesign -** The additional 200 waiver slots and funding for permanent rental subsidies to begin the Building Independence Waiver in the Governor’s budget were not included in the General Assembly’s budget bill this session. Alternately, DBHDS and DMAS have been directed to submit a report detailing the list of services to be included in each waiver, service limits, provider qualifications, and proposed licensing regulatory changes and rate changes proposed for the new waivers. DBHDS was also directed to include Brain Injury representation on the Waiver Design Advisory Committee.
* **General Assembly Update -** There were rate increases for several current waiver services (in-home residential, day support, prevocational, therapeutic consultation, personal assistance/respite/companion, and skilled nursing) in the General Assembly’s budget bill. The General Assembly also allowed for compensation to the living victims of Virginia’s Eugenics Sterilization Plan.
* **CMS HCBS Final Rule Statewide Transition Plan -** Public comment for the statewide transition plan for the CMS HCBS Final Rule ended on March 8th. DBHDS and DMAS submitted the revised statewide transition plan incorporating public comment to CMS on March 17th.
* **SIS Update -** SIS training will be provided to family members and providers throughout the state during the month of April. For more information, please contact Joan Bender at DBHDS.

**John Eisenberg, agency representative, Virginia Department of Education (VDOE):**

* VDOE’s Board of Education will meet on next Thursday, March 26, 2015 for their monthly meeting and vote to issue a Notice of Intended Regulatory Action (NOIRA) to begin the process of drafting regulations governing the use of seclusion and restraint in public schools, pursuant to HB 1143 and SB 782. There will be extensive stakeholder input into the process which will take at least 18 months.
* The Department of Education put forth a bill into the General Assembly to reform the Special Diploma and to have its name changed to the Applied Studies Diploma with core application of competencies and application of skills. The bill passed and was sent to the Governor for approval. Last year the state of Virginia ranked highest in the country for its special education services. The Department recently submitted its annual report that will be going through the federal rating process.

**Jane Ward Solomon, agency representative, serving as designee for Richard Mitchell, Virginia Department for the Blind and Vision Impaired (DBVI):**

* DBVI continues to participate in presentations and webinars sponsored by the US Department of Labor and the US Department of Education regarding the Workforce Innovation and Opportunity Act (WIOA) which was enacted in July of 2014. The agency has established a team to review this law to determine how it should be implemented within DBVI. There are significant implications for the agency’s vocational rehabilitation program. While awaiting the development of federal regulations, DBVI is responsible for adhering to provisions that became effective upon enactment of the law which requires 15% of the vocational rehabilitation grant to be expended for transition services as a particular area of focus. DBVI is trying to develop methodologies to deliver and track the required pre-employment transition services (PETS) for students and youth who have significant vision impairments. Part of the challenge is to grasp what is required, what is authorized, for whom can services be provided and under what circumstances. DBVI will be working with local and state education authorities to create expanded opportunities for young adults served by DBVI. Other components of WIOA impact workforce entities in different ways. As these new requirements are clarified, DBVI will be engaged in discussions with other workforce partners regarding their implementation in the Commonwealth. These changes in the law led to some reorganization of DBVI to assure effective and efficient service delivery. Six new positions have been created to enable DBVI to be able to fully implement WIOA and to become a significant part of workforce within Virginia. Four of these positions throughout the Commonwealth will build relationships with businesses. Two of the positions, located in Headquarters, will be focused on a state-wide implementation of WIOA.
* Commissioner Hopkins was elected President-elect of the National Council of State Agencies for the Blind (NCSAB) at its fall conference. Mr. Hopkins will occupy the position of President-elect during 2015 and will be NCSAB President in calendar year 2016. This assures that Virginia and DBVI will continue to be engaged in national discussions of policies and practices that impact persons who are blind and those who have other disabling conditions.
* Matt Koch, Deputy Commissioner for Administration, has been acting Deputy Commissioner of Enterprises since October of 2014. Commissioner Hopkins recently announced that Mr. Koch will be moving into the role of Deputy Commissioner of Enterprises on a permanent basis and will be leaving his role as Deputy Commissioner for Administration.
* A new manager has been hired to lead the Business Enterprise Program. Xavier Trimiew began his employment with the Department on December 10, 2014.
* Executive branch agencies of the Commonwealth recently underwent a budgetary reduction for the 2015-2016 biennium. Governor McAuliffe directed this action in response to revenue shortfalls. Based on the plan released in October, it appears that DBVI will experience a $75,000 cut in general funds as a result of the across the board budget cuts. The Department will be subject to an additional reduction of $746,000 of other funds in targeted cuts of various reserves.
* **Initiatives**- Bill Santos, an expert in job development and an international trainer, provided training during the months of November, December, and January to DBVI Vocational Rehabilitation program staff in job placement. This training was conducted to support efforts to expand job development and placement activities within DBVI. All VR personnel received extensive training in a proven systematic approach for assessing consumers and engaging businesses. Mr. Santos is also available to travel with DBVI personnel as they call on businesses and to provide specific feedback. The training was well received by the staff and helps DBVI to fulfill the mandate in WIOA to serve businesses as customers.
* The agency continues to work with consultants to complete the Comprehensive Statewide Needs Assessment and to create a strategic planning project for Virginia Rehabilitation Center for the Blind and Vision Impaired (VRCBVI). Both of these projects are in the process of data gathering and analysis. The consultant associated with the VRCBVI project has conducted focus groups and key informant interviews. Surveys of staff and consumers are being conducted for each project. The consultant, who is from San Diego State University, has met with groups and key individuals and has conducted numerous phone interviews.

**Ron Lanier, Director, Director, Virginia Department for the Deaf and Hard of Hearing (VDDHH):**

**The Commonwealth of Virginia has signed a new contract for Telecommunications Relay Services**, more commonly known as **Virginia Relay**. Hamilton Telecommunications of Aurora, Nebraska will begin providing relay services to the Commonwealth on August 1, 2015. Hamilton is the current contractor for Captioned Telephone (CapTel) relay services in Virginia. In addition to over **$5,000,000 in cost savings for each year of the new five year contract,** the following new relay technology, calling features and programs will be provided to Virginia Relay users under the new contract:

A new **Speech to Speech (STS) Training Line**, **expanded STS Relay Caller Preference Profiles, and an optional STS muting feature** benefit all current and new STS Relay Users. Hamilton Relay STS operators also remain on the line with the caller for a period that exceeds federal minimum standards for the service, reducing the need for relief STS operators.

**Expanded Consumer Outreach and Training Programs** provide a dedicated, full-time Relay Outreach Coordinator for Virginia with scheduled office hours at VDDHH. The Coordinator will be available to consumers, consumer groups, workforce centers, and employers across the state to learn more about relay services. Relay outreach efforts will also include an initiative to reach potential relay users who are deaf-blind.

**Heroes with Hearing Loss**, a program offered by Hamilton Relay, raises awareness and initiates meaningful dialog about shared hearing loss experiences among veterans, their families and friends. It soon will be more accessible to veterans,living in Virginia. Hearing loss is the number one service-related injury affecting veterans, and the goal of Heroes with Hearing Loss is to connect these individuals with viable communication solutions.

In addition to these new features, VDDHH will bring a portion of the current relay outreach activities in-house. While this move will slightly increase total contract oversight costs for VDDHH, it lowers the per-minute cost of the new contract and provides **an additional $800,000 in savings** for the new contract period. The new contract is a result of a recent VITA RFP made necessary by the exit of the current relay contractor, AT&T, from the relay industry.

**The Outreach Contract with the Endependence Center, Inc. (ECI)** is being temporarily cancelled due to the sudden and unexpected resignation of the Outreach Specialist, who accepted a full-time position with the State of North Carolina. This resignation places a significant burden on VDDHH, as the Contract is for a large and heavily populated area (Planning District 23), which encompasses the Hampton Roads area, including the cities of Norfolk, Virginia Beach and Chesapeake.

 The incumbent had been in the position for almost 15 years. In the interim, the area will be served by the VDDHH Outreach Manager. Contact information for the area has been changed on the VDDHH website to reflect this change. It is expected that ECI will actively search for a replacement Outreach Specialist, and that the contract for Outreach Services will be reissued when that individual is hired. VDDHH expects this search to be difficult, as the specific requirements for an Outreach Specialist includes fluency in sign language, an understanding of Deaf Culture, and the ability to communicate with all consumers, deaf and hard of hearing. Additionally, the incumbent must travel heavily trafficked roads and provide their own vehicle for this, with mileage reimbursed.

**Donna Bonessi, agency representative, Virginia Department for Aging and Rehabilitative Services (DARS):**

* The Agency had 2 Senate Bills to pass in GA: **SB 1039** to change the name of Woodrow Wilson Rehabilitation Center to Wilson Workforce and Rehabilitation Center. Second, **SB894** added 3 slots on the Community Integration Advisory Commission that were previously reserved for residents of three types of institutions can now be filled by current or former residents. It also extended the sunset date of the Commission for three years.
* Budget Items that passed:
	+ $750,000 - additional funds for Brain Injury in FY 2016
	+ $580,000 – Restoration for Centers for Independent Living (CILS) in FY2016
	+ $300,000 – Restoration of DARS PAS each year for FY 2015 and 2016
	+ $1,000,000 – Vocational Rehabilitation Program funding for FY 2016
	+ $364,000 - Restore Employment Services Support Programs for FY 2016
	+ $200,000 – Restore Didlake FY 2015 and 2016
	+ $500,000 – increase LTESS (Long Term Employment Support Services)
	+ $500,000 – Public Guardianship Program FY 2016 in counties that are not

currently served.

* DARS directed to study Integrated Employment Opportunities
* Added two new project SEARCH sites that will begin in September 2015 with one site in Chesapeake and the other in Augusta.

**Melissa Charnes Gibson, agency representative for the disability Law Center of Virginia (dLCV):**

* dLCV will be moving as of April 3, 2015 to a new address 1512 Willow Lawn Drive. The phone number will remain the same;
* There is an opening for an experienced Litigation Attorney with the agency.

**Donna Gilles, agency representative for Partnership for People with Disabilities (PPD/VCU):**

* The agency is continuing to apply for federal funding. Two grant proposals have been submitted.

**Heidi Lawyer** reported that page EC 4-3 in the Board Packet shows some meetings and teleconferences in bold. She noted that participation in these groups is new to this quarter.

**The Chair** noted that the Governor issued a DD Awareness Proclamation for the month of March.

**LUNCHEON PRESENTATION***: Oral Health for Adults with Developmental Disabilities:*  The presenter Katherine Libby, Program Director of Virginia Oral Health Coalition was introduced by Linda Redmond, board staff. Ms. Libby stated that the Virginia Oral Health Coalition is an alliance of individuals and organizations striving to improve overall health by integrating oral health into all aspects of health care. Her presentation covered the following: grant background; the activities of the grant; the outcomes and stories from the grant’s work; and ended with key “takeaways”. The Chair thanked Ms. Libby for the impressive grant accomplishments and for coming to the meeting to share this information.

**STANDING COMMITTEE REPORTS**

**REPORT OF THE ADVOCACY & OUTREACH COMMITTEE**

Committee Chair Angela Yong West reported that the Advocacy & Outreach Committee:

* called the meeting to order, did introductions, and reviewed their meeting agenda;
* reviewed and approved the December 3, 2014 Advocacy & Outreach Committee meeting minutes;
* received an Executive Committee update from the Advocacy & Outreach Committee Chair;
* received a presentation from the L.E.A.P. grant: Molly D. Wray, Project Coordinator and Jack Brandt reported on progress to date;
* received a social media update from Barb Dodd, VBPD Director of Communications;
* the Chair used an iPad app called *Speak- it*, this app assists with interpreting voice messages.

The Chairman of the Board asked Angela West, Committee Chair, if she had anything further to report regarding the A&O Committee Report. Ms. West requested that Katherine Lawson, staff to the A&O Committee, make further comment regarding the Leadership Empowerment Abuse Prevention grant. Ms. Lawson directed the Board to see A&O 3-2 in the Board Packet, which detailed the proposed outcomes of the grant. She further indicated a successful test pilot had taken and to date 54 individuals were trained. Ms. Lawson thanked Donna Gilles of the Partnership for People with Disabilities (PPD) for their support and grant staff who invested a great deal of time and commitment to the initiative. PPD and the VCU School of Social Work are seeking additional funding opportunities to continue the project beyond the end date of the grant which is September 30, 2015.

**REPORT OF THE COMMUNITY INTEGRATION COMMITTEE**

Committee Chair Sarah Ratner reported that the Community Integration Committee:

* called the meeting to order, did introductions, and reviewed their meeting agenda;
* reviewed and approved the December 3, 2014 Community Integration Committee meeting minutes;
* received highlights of the Executive Committee meeting from Charles Meacham;
* discussed achievement of State Plan Objectives under the Community Supports and Health areas of emphasis, which included grant, post-grant and liaison activities;
* received a presentation from Dawn Traver, Office of Developmental Services, DBHDS, Becky King, (The Arc of Virginia) and mentee Chris Goodloe on the grant project *Peer-to-Peer Mentoring.*

**REPORT OF THE COMMUNITY LIVING & TRANSPORTATION COMMITTEE**

Committee Chair Angela Sadsad reported that the Community Living & Transportation Committee:

* called the meeting to order and reviewed their meeting agenda;
* welcomed new Board member Cindy Rudy to the CLT Committee;
* reviewed and approved the December 3, 2014 Community Living &Transportation Committee meeting minutes;
* received an Executive Committee update from the Committee Chair;
* discussed achievement of State Plan Objectives under the Community Living & Transportation area of emphasis; discussed the ABLE (Advocates Building Livable Environments) grant that is ending March 31, 2015 and discussed the EasyLiving Home Replication in Virginia contract that will end in June 2015;
* reviewed the 2012-2016 State Plan Objectives and Implementation Activities for 2016 update;
* received a presentation from Eric Leabough, Dept. of Behavioral Health and Developmental Services, (DBHDS), on DOJ Housing Initiatives.

**REPORT OF THE EDUCATION & EMPLOYMENT COMMITTEE**

Committee Chair John Kelly reported that the Education & Employment Committee:

* called the meeting to order, did introductions, and reviewed their meeting agenda;
* reviewed and approved the December 3, 2014 Education & Employment Committee meeting minutes;
* received an Executive Committee update from the Committee Chair;
* discussed achievement of State Plan Objectives under the Education & Employment areas of emphasis and received project updates from the past quarter on 2 grants; Valley Associates for Independent Living (VAIL) grant, and the VCU Rehabilitation Research Training Center;
* reviewed the draft transition document worked on with Board staff for policymakers and families;
* discussed the 2012-2016 State Plan Objectives and Implementation Activities for 2016 Update. The Committee recommends removing an Activity under Objective 2.02.

**PRESENTATION: *DD Councils: Meeting Priorities in Lean Budget Times,* Donna Meltzer, CEO, National Association of Councils on Developmental Disabilities, (NACDD)**

Heidi Lawyer, Executive Director of VBPD introduced Ms Meltzer. Ms. Meltzer presented information on how to make good funding decisions in lean times. The highlights of her presentation included:

* Explainedthe federal appropriations process for Developmental Disabilities Councils like the Board and the role of NACDD in demonstrating the value of DD Councils and advocating for increase funding.
* Ms. Meltzer reviewed for the Board members the importance of the 5 years tate plan with respect to using limited funds and how Councils make decisions in conformance with the Developmental Disabilities and Bill of Rights (DD) Act. She discussed that the DD Act requires DD Councils to base their plan on data driven strategic planning. Decisions on what to fund are based on the State Plan and should relate to the outcomes the Council wants to achieve as a result of their investment. Ms. Meltzer stated that using a logic model process can help figure this out.
* Presented what is called a Logic Model that uses an “If – then” approach. She explained that through Planned Work to include resources and activities – resources available are AIDD funding, Policies, laws, Council members, Council staff, the DD Act and grantees. **If** you have access to resources, **then** you can use them to conduct activities. As well, ifyou accomplish planned activities **then** you will deliver the amount of service or product intended. Also, **if you** accomplish your planned activities as intended, **then** your participants will benefit in certain ways producing Outcomes. The Impact hoped for with this model happens **if** the benefits to participants are achieved **then** certain changes in people, organizations, communities or systems might be expected to occur.
* A final note she explained that besides the state plan, unmet needs should inform Council funding decisions should be based on evaluation of trends and other data. The NACCD can help DD Councils know about national trends that lead to state/local projects.

Ms. Meltzer answered questions from the members followed by the Chair thanking her for attending the Board meeting and presenting such valuable information.

**OTHER BUSINESS:**

There was none.

**ADJOURNMENT:**

BoardChair Korinda Rusinyak called for any other business. There being none, the meeting adjourned at 3:25 pm.