

DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES
DIVISION OF DEVELOPMENTAL DISABILITIES
DD ADVISORY COUNCIL (EXECUTIVE) MEETING MINUTES
FEBRUARY 15, 2013

ADVISORY COUNCIL MEMBERS ATTENDEES: Debbie Conway (Chair), Sheryl Arno, Rita Young, Twana King, William S. Crain, Heidi Moore, June DiPolito, Estelle Duncan, Dr. Bruce Lindemann, Lynnette Bragg, Eve Bogan, Nandi Isaac, and Mitzi Proffitt

STATE OFFICE STAFF: Dr. Charles Li, David Blanchard, Sara Case, Annie Webb, Dr. Darlene Meador, Robert Bell, Mai Tan, Eddie Towson, Charles Hopkins and Nikki Douglas (Recorder)

Topic	Outcome
Welcome & Introductions	❖ The meeting began at 9:10 AM with Ms. Conway welcoming all attendees. An introduction session of each Council member and state office staff was held. There was an opening round with each attendee stating what they were most proud of in their work and how they define the best DD system in the nation.
Purpose of the Council	<ul style="list-style-type: none"> ❖ Dr. Li defined the purpose of the Council. ❖ Vision: “Every individual will achieve independence, freedom and happiness in life.” ❖ Goal: “Develop the best DD delivery system in the nation.” ❖ Priorities for the State Office Staff and Council Members: <ul style="list-style-type: none"> ○ <i>Strategic Plan:</i> to guide our work in the next 3-5 years. ○ <i>DD Transition Work:</i> <ul style="list-style-type: none"> ▪ Our ADA Settlement obligation is to move individuals from state institutions back to community and to ensure that they receive adequate support & services. <ol style="list-style-type: none"> 1. Individual transition plans will be developed. 2. Provider capacity development is critical to meet the needs of the individuals. 3. A comprehensive follow-up and monitor plan to ensure individuals’ safety, healthiness, integration, and quality of life. ○ <i>Quality Managements:</i> The Council will lead the effort in developing a new quality management system. <ul style="list-style-type: none"> ▪ Outcomes – individuals should receive high quality service and support to achieve their life goals. ▪ Duplication should be reduced to alleviate burdens of the providers. ○ <i>Waiver & Planning List Management:</i> This is to address the growing Planning List and find ways to move individuals into services. We will also review and revise the Waiver enrollment process for easy access.
By-Laws	<ul style="list-style-type: none"> ❖ The By-Laws were reviewed and will be posted on the DBHDD website for review. ❖ Ms. Conway will communicate timelines and provide progress reports to all stakeholders regarding the work of the Council.

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Election of Officers	<ul style="list-style-type: none"> ❖ The following volunteered to sit on the Nominating Committee: <ul style="list-style-type: none"> ○ June DiPolito ○ Estelle Duncan ○ Sheryl Arno ❖ The Nominating Committee is charged with accepting the nominations for selecting officers for the positions of Vice-Chairperson and Secretary. ❖ The elected officers will be confirmed by the start of the next meeting, which will be held on Friday, February 15, 2013. The time will be determined at a later date.
Defining the Committee Structure	<ul style="list-style-type: none"> ❖ Mr. Blanchard discussed the different workgroups being held within the Division. ❖ There will be an infinite amount of work to be completed by the Council and stakeholders once the committee structure has been determined. The council is charged with coming to consensus on its recommendations and using an inclusive process in its examination of issues. Much of the work will be done in sub-committees and work groups, which will include the expertise and skills of a broad group of stakeholders.
Future Meetings	<ul style="list-style-type: none"> ❖ Future meetings will be discussed at the next Council work meeting. ❖ Once meetings dates and times have been established, they will be placed on the DBHDD website. ❖ The next meeting will be a working meeting held on Friday, February 15, 2013. The time will be determined and forwarded to all Council members.
Commissioner's Comments	<ul style="list-style-type: none"> ❖ The Commissioner is grateful for the remarkable job that was done in choosing the new Council members. ❖ He thanked all new members for their willingness to participate on the Council and is looking forward to great things to come.
Handouts	<ul style="list-style-type: none"> ❖ The following handouts were distributed to Council Members: <ul style="list-style-type: none"> ✓ Agenda ✓ By-Laws ✓ Contact Info ✓ Member Bio ✓ Members' Statement of Priorities ✓ Description of PolicyStat ✓ State Services Map ✓ 2013 Agency Guide ✓ List of Acronyms & Abbreviations ✓ New Directions DVD

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Adjournment	❖ The meeting adjourned at 3:36 PM.
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