

TENNESSEE COUNCIL ON DEVELOPMENTAL DISABILITIES
EXECUTIVE COMMITTEE CALL
JULY 1, 2015
11:00 A.M. CDT/12 NOON EDT
MINUTES

Present: Roger Gibbens, Evan Espey, Beth Ritchie

Absent: Tommy Lee Kidd, Stephanie Cook

Staff: Wanda Willis, Lynette Porter, JoEllen Fowler

Roger Gibbens, Chair, opened the meeting.

1) Review agenda; approve minutes

Roger reviewed the Executive Committee agenda.

Beth moved to approve the June 3, 2015 minutes as written. Evan seconded. Approved unanimously.

2) Budget update

Lynette reviewed the Council's federal allotments to ensure that the Federal FY allotment dollars were obligated by the federal deadline of September 30, 2015. Federal FY 2014 allotment dollars have been fully obligated to contracts or administrative line items and have to be spent by October 2016. The Federal FY 2015 allotment, which we received in October 2014, has to be assigned to specific contracts or line items by September 2016, and those dollars must be spent by October 2017. We should receive the Federal FY 2016 allotment in October 2015, but there will likely be continuing resolutions into the spring. Any postponed allotment will be retroactive. The Council currently has \$215,000 in unobligated funds.

3) September Council meeting agenda ideas; moving Retreat dates

There are currently two agenda items planned for the September Council meeting: 1) members will be asked to complete a survey that will help us develop our state plan, which is due in August 2016, and 2) Bruce Davis with the Dept. of Intellectual and Developmental Disabilities will present new training for law enforcement officials on interacting with people with disabilities.

Evan suggested that presentations made during Council meetings occur before lunch and Council business be conducted after lunch so that we are more alert to presenters sharing new information. Therefore, we will schedule Bruce Davis' presentation in the morning before committees meet.

Also, more time will be allotted for introductions since we anticipate 6-8 new members will be appointed by then.

The National Association for Councils on Developmental Disabilities, our national association, scheduled the annual Executive Director's meeting for the week of the Retreat, so we need to reschedule. The Executive Committee reviewed alternative meeting date options and the most popular dates are October 26-28. The big change will be holding the Retreat at the first of the week. We don't know how that will affect attendance.

Next steps: JoEllen will see if Cissy is available for the October dates, then poll Council members early next week for their availability.

4) Status of appointments

The Governor's office is currently interviewing Council nominees. One nominee from the Upper East TN region moved out of state. We have sent out more queries for additional nominees. Wanda will follow up with the Governor's staff next week. Several nominees have followed up with Wanda, excitedly awaiting appointment. If appointments are made before the September meeting, we will hold an Orientation for new members on Thursday, September 17th.

5) New website launched – please give us feedback!

The State of Tennessee, including the Council, launched the new web site last week. Please take a look at it, particularly our site, and provide feedback. We will post our meeting dates on the State's home page at the bottom under Upcoming Public Meetings.

Next steps: Staff will ask members to look at the new site and send back comments when we send the Retreat date query.

6) Next Executive Committee call – August 5th

The Committee confirmed the next conference call on August 5th.

7) New Item-State Plan Survey

Roger will share the survey with other people in the Chattanooga area. Wanda will ask Emma if we are able to pull responses from Chattanooga and share them with Roger.

At 11:34 a.m. Beth moved for adjournment, and Evan seconded. Approved unanimously.

Next Executive Committee call: Wednesday, August 5, 2015 at 11:00 a.m. CDST/12:00 noon EDST.
Next Executive Committee meeting: September 17, 2015 @ 3:00 p.m. CDST/4:00 p.m. EDST @
Embassy Suites Airport

Prepared by: JoEllen Fowler, Administrative Assistant

Approved by: Wanda Willis, Executive Director