

**OHIO DEVELOPMENTAL DISABILITIES COUNCIL
EXECUTIVE COMMITTEE**

May 7, 2015

Doubletree Hotel Newark
50 N. 2nd St.
Newark, OH 43055

Minutes

Executive Committee Members Present: Mark Seifarth, Robert Shuemak, Kim Stults, Neil Castilow, Michael Schroeder, Jeff Turner, Sue Willis, and Jo Spargo **Other Council Members Present:** Lisa Krauss **Staff Present:** Carolyn Knight, Carla Cox, Kim Crishbaum, Fatica Ayers, Paul Jarvis, Robin Shipp and Gary Groom **Guest Present:** Sharon Shuemak.

- I. Chairman Mark Seifarth called the meeting to order at 5:45 p.m.
- II. Chairman Seifarth asked for approval of the September 11, 2014 and November 7, 2014, minutes. Michael Schroeder moved to approve both September 11 and November 7, 2014 minutes, Robert Shuemak seconded, motion carried. Kim Stults and Jo Spargo abstained both minutes.

III. Public Awareness

- Products & Activities Grant Language

Chairman Seifarth briefly addressed the Public Awareness Grant Plan Language and stated that staff, Carla Cox, informed him that the language required no changes for the upcoming planning year. Jeff Turner moved that the Public Awareness Grant Plan Language remain as written. Neil Castilow seconded, motion carried.

- Product and Activities Grant State Plan Amendment

Carolyn Knight briefly informed the Executive Committee of the current grantee, Yocum Communications activities and the need to request an additional \$30,000 to complete current and future activity requests for the remainder of the grant year. Michael Schroeder moved to approve the State Plan Amendment, Kim Stults seconded, motion carried.

- Public Awareness and AT Committee

Chairman Seifarth informed the Executive Committee of a discussion to expand public awareness of Council. He indicated that because Public Awareness has been under the Executive Committee which did not meet often, public awareness options were not often discussed. Therefore, he and others felt it would best fit under the AT Committee as a form of communication. After discussion occurred, Michael Schroeder moved that

Council take Public Awareness Subcommittee and merge it with the AT Committee to form a new AT and Communication Committee, Sue Willis seconded, motion carried. Carla Cox and Kim Crishbaum will co-staff the new committee.

IV. Discretionary Fund Requests

- National Association for the Dually Diagnosed (NADD)

NADD is requesting \$3,000 to offset direct expenses of the 13th Annual Ohio State Conference on Dual Diagnosis. The conference will take place in Columbus, OH on September 21-22, 2015. Expenses will cover the cost of printing, conference room rental and audio-visual equipment rental. NADD was awarded \$2,000 on May 20, 2014, to offset direct expenses for the 12th Annual Ohio State Conference. Total amount within the year will be \$5,000 upon approval. Neil Castilow moved to approve the discretionary fund request for \$3,000. Jeff Turner seconded, motion carried.

- Ohio Alliance of Direct Support Professionals (OADSP)

OADSP (DSP Council is a group of leading Direct Support Professions from around the state comprised of 8 members) has been invited to present its original “Investing 101, the Benefits of Providers and DSPs Investing in One Another” at the First Annual National DSP Conference in Louisville, KY. They are requesting \$2,250 to cover travel costs associated with presenting at and attending the national conference. OADSP was awarded \$3,000 May 9, 2014, to assist Bethany Toledo in furthering her education to assume leadership of OADSP in the future. Total amount within the year will be \$5250 upon approval. Michael Schroeder moved to approve the discretionary fund request for \$2,250. Kim Stults seconded, motion carried.

Neil Castilow asked Executive Director, Carolyn Knight how applicants make an official request. Carolyn Knight stated that requests were made through the DD Suites database. Neil felt that since additional requests seemed to be made by many of the same people that maybe some type of form should be developed. Therefore, Neil moved to have some type of simple request form created for use when making discretionary fund requests. Kim Stults seconded, motion carried.

V. Sustaining Siblings Continuation Grant

Fatica Ayers distributed proposal documents for approval of the Sustaining Siblings Continuation Grant. Ms. Ayers reminded the Executive Committee that this grant did not receive approval back in November, due to the need to hire another executive director. Since that time, one has been hired and the process to seek approval of the Siblings Continuation Grant can officially take place.

Michael Schroeder moved to approve the proposal with budget conditions as stated. Kim Stults seconded, motion carried. Neil Castilow abstained.

VI. Other Business

- Special Advisors

Carolyn Knight informed the Executive Committee that when appointing Special Advisors to Council Committees, there were issues of expense payment for special projects they are asked to be involved in. Therefore, new language was presented to revise the #00-9 Special Advisor Selection, Role and Reimbursement policy to include reimbursement for special assignments as needed. Robert Shuemak moved to approve the new policy as written, Sue Willis seconded, motion carried.

- Cultural Competence Training

Michael Schroeder briefly informed Executive Committee that there has not been this type of Outreach training in quite some time and he would like to have it provided soon, preferably before the next state plan is adopted. After discussion it was agreed that the training was necessary. Michael then moved that Council seek and schedule training on Outreach, Cultural Competency and Diversity before adoption of the State Plan with an amount determined by the Executive Committee or Council. Jeff Turner seconded, motion carried.

It was stated that the amount would have to be brought back and the Executive Committee could do this in another meeting if necessary.

- General Expectations of Council Members

Carolyn Knight presented to the committee a couple of items she would like to see from Council members while serving on Council.

- 1) Each year Council members would provide two examples of how they demonstrated public awareness about Council, and
- 2) Council members make two multi-cultural referrals for membership. During discussion, the committee asked that the number be changed to one referral.

Kim Stults asked that Carla Cox provide the gap numbers to members and another suggestion was received from the Outreach Committee for DD Council to possibly request a spot at the OACBDD December Conference to have parents and/or self-advocates display what they are doing in their communities.

Carolyn also brought up a discussion that occurred in the Leadership Committee regarding having a Transportation Hearing. Carolyn stated that because transportation seems to be a big issue across the board it would be important to have this type of forum so self-advocates can be heard. Jeff Turner moved to have a Transportation Hearing along with a budget needed to fund the hearing. Jo Spargo seconded, motion carried.

VII. Adjournment

A motion was made to adjourn at 6:41p.m.