



TN Council on Developmental Disabilities Meeting Minutes

September 15, 2017

Members Present: Roddey Coe, Jennifer Coleman, Ryan Durham, Evan Espey, Tatum Fowler, Dawn Fry, Serina Gilbert, Lesley Guilaran, Doug Hall, Clancey Hopper, Lisa Johnson, Tommy Lee Kidd, Jean-Marie Lawrence, William Lovell, Deborah McBride, Tecia Puckett Pryor, Steve Sheegog, Gina Summer, Karen West, Martez Williams.

Members Absent: Amy Allen, Jody Cheek, Stephanie Brewer Cook.

Agency Representatives Present: Jackie Bruce (Commission on Aging and Disability), Ruth Brock (Vocational Rehabilitation), Shannon Nehus (TennCare), Jeremy Norden-Paul (Dept. of Intellectual and Developmental Disabilities), Alison Gauld (Dept. of Education), Rose Naccarato (Commission on Children and Youth), Elise McMillan (Vanderbilt Kennedy Center), Bruce Keisling (Univ. of TN Health Science Center, Boling Center), Katie Lee (Dept. of Mental Health & Substance Abuse Svcs.), Bettie Teasley (TN Housing Development Agency), Sarah Kassas (TN Disability Pathfinder).

Agency Representatives Absent: Lisa Primm (Disability Rights TN), Jacqueline Johnson (Dept. of Health/Maternal Child Health).

Staff Present: Alicia Cone, JoEllen Fowler, Lauren Pearcy, Lynette Porter, Emma Shouse, Ned Andrew Solomon, Mildred Sparkman, Wanda Willis.

Visitors: Keith Barnes (Tennessee Justice Center).

9:00 A.M.	OPENING AND INTRODUCTIONS
<p>Council Chair, Tommy Lee Kidd, opened the meeting at 9:00 a.m. Mr. Kidd welcomed everyone, introduced new Council members Ryan Durham (Lawrenceburg; South Central Development District), Gina Summer (Jackson; Southwest Development District), Martez Williams (Nashville; at-large), Sarah Kassas (TN Disability Pathfinder; local nongovernmental agency) and Shannon Nehus (TennCare), and facilitated introductions.</p> <p>Mr. Kidd and Wanda Willis, Executive Director, recognized members who will be retiring from their seat on the Council. Chair Tommy Lee Kidd thanked Deborah McBride (Wildersville) for her service to the Council, presenting her with a certificate of appreciation.</p>	

Executive Director Wanda Willis expressed deep appreciation to Tommy Lee Kidd who is retiring after 8 years of service to the Council. Ms. Willis stated that during his tenure Mr. Kidd attended over 22 meetings, attended 8 2-day planning retreats, participated in over 50 monthly Executive Committee conference calls and traveled to at least 4 Disability Policy Seminars in Washington DC. For all these events he took personal leave from his job. Mr. Kidd made concrete contributions toward improving our system in TN:

- He was the catalyst for the Occupational Diploma in TN
- He and his wife, Lesa, organized the largest and most successful Community Conversation on disability employment held in our state
- He and Lesa launched "Abigail's Plan" in Lawrenceburg TN that raised over \$500,000 for a state of the art ball field to accommodate baseball for local citizens with various disabilities.

Ms. Willis thanked Mr. Kidd for representing the Council in meetings with the Governor and his staff, for writing letters on behalf of the council that helped Council funding and continuation of the program, and for being available quickly when she needed him for guidance. She concluded by stating that Tommy Lee Kidd never aspired to becoming Council Chair, receiving any accolades, awards or attention. In fact he spent the first few years just listening and learning all he could about the Council and finding opportunities to contribute. That's all he ever wanted to do - help out, no personal gains sought or expected. Ms. Willis said that she could not have asked for a more available and trusted Council Chair. Mr. Kidd received a standing ovation from Council members.

Next on the agenda, Dr. Alicia Cone wrapped up the opening session by explaining the meeting structure for the day.

9:30 A.M.

BUSINESS ITEMS

Approval of April 28 Minutes and Agenda Review

The April 28, 2017 Council meeting minutes were emailed to all the Council members prior to the September 15, 2017 Council meeting to give members an opportunity to review before the meeting. Mr. Kidd called for a motion to accept the minutes as written from the members present at the last meeting. ***Ms. Clancey Hopper moved to accept the April 28, 2017 minutes as written and Ms. Lesley Guilaran seconded the motion. There was no discussion and the motion carried unanimously.***

Mr. Kidd reviewed the agenda for the Council meeting.

Executive Director Report

Ms. Willis encouraged members to read the staff report included in their folders. Then she reviewed the Conflict of Interest form and asked members to read and sign the form before the end of the meeting.

Budget and Operational Report

Lynette Porter, Deputy Director, gave a budget update. For the start of the State fiscal year, the Council has federal funds of \$165,286 available. This includes a reduction of available federal dollars of \$38,000 for state-legislated staff salary increases. The final federal award notice of \$1,457,786 for FY 2016-2017 was received in June. The Council received an email that Tennessee would get additional one-time award of \$39,403 from the recoupment of the Puerto Rico DD Council funding. We have not received this award notice to date. When we do, this will elevate available federal funds to \$204,689.

Ms. Porter further reported that this has been a busy summer operationally for the Council agency. The following activities have taken place since the last meeting:

- Successfully completed the first fiscal year closing as an agency and met all deadlines
- Implementing a top to bottom review of agency processes
 - Staff are involved in process re-writes to assure adequate controls are in place
 - Will result in an Operations Manual
- Staff currently drafting agency's first Title VI Implementation Plan
- Staff developing training plan for agency staff
- In the process of completing the FY18-19 state budget packet

Executive Committee Report

Mr. Kidd reported that the Executive Committee met on Thursday, September 14th. The Executive Committee agreed by consensus to recommend Tecia Puckett Pryor for the Governor's consideration as Council Chair. Consideration is given to members who have demonstrated leadership skills while on the Council. ***The Executive Committee asks the Council to join them in forwarding this recommendation to the Governor. Mr. Kidd asked if there were any objections. There being none, consensus of the Council was confirmed and Ms. Puckett Pryor's name will be sent to the Governor's office for consideration for Council Chair.*** It is the Governor who appoints the positions of Council Chair and Vice Chair.

9:00 A.M.	2017 IN REVIEW – GOAL 1 COUNCIL ACCOMPLISHMENTS & Q & A
Evaluation Committee Chair Lisa Johnson and the Evaluation Committee Members reviewed all of the Council's FY17 activities under Goal 1 of the state plan, "Developing Leaders". The detailed PowerPoint presentation is attached along with the Council meeting minutes.	
11:05 A.M.	BREAK & CHECK OUT
11:35 A.M.	2017 IN REVIEW – GOAL 2 COUNCIL ACCOMPLISHMENTS & Q & A CONTINUED
Public Policy Committee Chair Evan Espey and the Public Policy Committee Members reviewed all of the Council's FY17 activities under Goal 2 of the state plan, "Impacting Policy and Practice". The detailed PowerPoint presentation is attached along with the Council meeting minutes.	
12:30 P.M.	LUNCH
1:20 P.M.	2017 IN REVIEW – COUNCIL ACCOMPLISHMENTS & Q & A CONTINUED
Communications Committee Chair Tecia Puckett Pryor and the Communications Committee Members reviewed all of the Council's FY17 activities under Goal 3 of the state plan, "Informing & Educating Stakeholders". The detailed PowerPoint presentation is attached along with the Council meeting minutes.	
2:10 P.M.	DETERMINATION THAT THE COUNCIL MADE PROGRESS ON THE STATE PLAN IN FY17
Dr. Alicia Cone, Grant Program Director, introduced the small group exercise. Each Council member had	

individually rated Council progress on each of the three goals during the earlier presentation. Dr. Cone asked members to discuss their ratings about how much progress was made on the Council goals in small groups, and come to a consensus about a group rating, including a brief description about why that rating was selected. Dr. Cone asked Council members each table to select a "recorder" to take notes on the group's discussion and decision, a "reporter" to report out on the group's decisions and a "Poll Everywhere point person" to enter the table's responses to Poll Everywhere, an online survey platform, via their cell phone.

During the report out each table posted their ratings to Poll Everywhere for the entire Council to see. The rating was a 5 point scale with 5 equaling "Great Progress", 4 representing "Much Progress", 3 equaling "Some Progress", 2 equaling "Little Progress", and 1 representing "Not Much Progress".

For Goal 1- Developing Leaders, 20% of the tables (1) thought a great deal of progress was made, and 80% of the tables (4) thought that much progress was made.

For Goal 2 - Impacting Policy and Practice, 100% (all 5 tables) believed that a great deal of progress was made.

For Goal 3 - Informing and Educating Stakeholders, 40% of the table groups (2) voted that Great Progress had been made, and 60% (3) table voted that Much Progress had been made.

Dr. Cone thanked everyone for their work and shared that the information would be reported in the FY17 Program Performance Review report to our federal oversight agency.

2:45 P.M.	WRAP UP & MOTION TO ADJOURN
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Mr. Kidd thanked the Council for the opportunity to serve over the past 8 years. He stated that he may not see many members again but considered the group family. In closing the Council meeting, Mr. Kidd encouraged members to turn in their travel claims and Council meeting evaluations. ***A motion for adjournment was made by Mr. Roddey Coe and seconded by Mr. Evan Espey. The motion carried and the Council meeting was adjourned at 2:50 p.m.***

The Council Annual Planning Retreat will take place at the Embassy Suites Nashville Airport on November 2 & 3, 2017.

2017 COUNCIL MEETING DATES

Annual Planning Retreat - Location: Embassy Suites Nashville Airport

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| <ul style="list-style-type: none">• Thursday & Friday, November 2 & 3, 2017 |
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Respectfully submitted by:



JoEllen Fowler, Administrative Assistant

Approved by:



Wanda Willis, Executive Director