



## Council Executive Committee

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Location: Conference Call  
Date: Tuesday, January 14, 2020  
Time: 3:30 p.m. CDT/4:30 p.m. EDT

**Present:** Ryan Durham, Lesley Guilaran, Lisa Johnson

**Absent:** Tecia Puckett-Pryor, Tatum Fowler

**Staff:** Wanda Willis, Lynette Porter, Ashley Edwards

1) **Call to Order**

After ascertaining there was a quorum, Ryan Durham, Vice Chair, called the meeting to order at **3:40 p.m.**

2) **Consent Agenda: Approve today's Executive Committee Agenda and December 10, 2019 Executive Committee Minutes**

No discussion.

*Lisa Johnson moved for approval; Lesley Guilaran seconded. Approved.*

3) **Director of Leadership Development Update**

Wanda Willis, Executive Director, updated the committee on the hiring process for the Director of Leadership Development position. First round interviews were conducted with seven candidates by a panel from DOHR and the Council. The top two candidates were recommended to the Executive Director for an additional interview. Wanda has made an offer to one of the candidates and will let the Council know more as soon as possible.

4) **Budget Update**

Lynette Porter, Deputy Director, informed the committee that the Council spent down its entirety of its federal allotment for FY17. This award was closed out on December 31, 2019. We credit the management of the award to the relationship we have cultivated with the office of centralized accounting at the Department of Finance and Administration.

The Federal Award for FY20: We have not received notice of award for full award but we have received notice that the spending bill has been signed. We understand that Councils have been awarded a small increase in the federal budget but we do not know how that will impact the Tennessee Council award. With this award, Councils will need to obligate and spend within two years. Ideally, we would have community contracts in place and signed before July 1, 2020.



5) **Disability Policy Seminar**

This year's Disability Policy Seminar is scheduled for March 23-25, 2020. This event offers the opportunity for self-advocates, experts, and professionals in the field to come together and learn about key issues that affect them most. After two days of training and learning, attendees head to Capitol Hill for a day of meetings with their Members of Congress. In years past, the Council has budgeted for staff and the Public Policy Committee Chair to attend. This year, we are recommending adding Council members to the Tennessee delegation since we have a budget that will allow for the cost.

For future years, we feel it's important to have a solid process in place related to offering this opportunity to various Council members. Council Staff will draft process for the Executive Council to review at a future meeting.

5) **Review of February Council Meeting Agenda**

Ashley Edwards, Assistant to the Executive Director reviewed the key elements for the February 2020 Council meeting. Committee chairs should receive correspondence from staff with proposed agenda items. The Council will also begin the process for reviewing State Plan cycle at the February meeting.

6) **Motion to Adjourn**

**At 4:21 p.m. Lisa Johnson moved to adjourn. Lesley Guilaran seconded. Approved.**

**Next meeting:** Thursday, February 27, 2020 at 3:30 p.m. CDT/4:30 p.m. EDT

**Next call:** Tuesday, February 8, 2020 at 3:30 p.m. CDT/4:30 p.m. EDT

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Prepared by: Ashley Edwards, Executive Assistant

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Approved by: Wanda Willis, Executive Director