



## OFFICIAL MEETING MINUTES

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### Department of **DISABILITY & AGING**

Date: October 3, 2025

#### **Subject: Family Support State Council**

Dear Members,

Please find attached a summary of the Family Support State Council meeting held on August 5, 2025, at the Stamps Building, Room 2114, 291 Stewarts Ferry Pike, Nashville, TN 37214, with an option to attend in the alternative via Microsoft Teams. The next meeting will be at 10:00 a.m. on **Wednesday**, November 5, 2025. An Outlook calendar invitation will be sent to your e-mail for the meeting, which is planned to be held in-person in Nashville with a hybrid option via Microsoft Teams. If you have any questions, please call me at 615-626-1579.

Sincerely,



Jenna Martin

DDA Director of Developmental Disability Services  
Statewide Family Support Coordinator

Cc: DDA Family Support State Council  
DDA Regional Family Support Staff  
Family Support Agencies  
Brad Turner, DDA Commissioner  
Theresa Sloan, DDA General Counsel  
Seth Wilson, DDA Senior Associate Counsel



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Department of  
**DISABILITY & AGING**

## **MEETING CALLED BY CHAIR & FACILITATOR**

ERROL ELSHTAIN

## **TYPE OF MEETING**

DDA STATEWIDE FAMILY SUPPORT STATE COUNCIL

## **MEMBERS PRESENT IN PERSON**

Amanda Ferrell (District 4), Errol Elshtain (District 5), Elaine Broyles (Habilitation and Training Services, Inc.), Yolanda Beason (DDA At Large), Shannon Pargin (DDA at Large),

## **MEMBERS WHO JOINED VIA MICROSOFT TEAMS**

Rebecca Simerly (District 1), Chrystal Murphey (District 3), Chrissy Hood (District 6), Diana Bawcum (District 8), Lynette Porter (TN Council on Developmental Disabilities), Edward Mitchell (Centers for Independent Living), Katie Powers (TNCO), Carrie Carlson (TN Disability Coalition)

## **MEMBERS ABSENT**

Lori Keifer

## **OTHERS PRESENT IN PERSON**

Seth Wilson (DDA Senior Associate Counsel), Kimberlee Cantrell (DDA Legal Assistant), Jenna Martin (Statewide Family Support), Tammie Browning (Middle TN Family Support)

## **OTHERS PRESENT WHO JOINED VIA MICROSOFT TEAMS**

Latisha Maxwell (Shelby Residential and Vocational Services), Shae Herrick (Coordinator at Arc of Williamson), Melissa Brewer (Buffalo River Services, Inc.), Christy Jensen (Community Development Center), Anita Teague (Community Development Center), Michelle Kaiser, Misty Voiles (Pacesetters), Marilyn Harris (Pacesetters), Lori Legg & Taylor Brobeck (The Arc of Washington County), Regina



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Wilson (Emory Valley Center), Crystal Hicks (Emory Valley Center), Kristi Tankersley (Orange Grove Center), Jill Kiehna & Tonya Jones (East TN Family Support), Karla Goodman & Tanya Hardy (West TN Family Support)

### **CALL TO ORDER/INTRODUCTIONS/APPROVAL OF MINUTES**

Family Support State Council Chair, Errol Elshtain, welcomed everyone and made introductions of the Council members and stated that they have a quorum. An introduction of DDA Family Support Regional Coordinators, agency Family Support Coordinators, and community members were then made.

Errol announced the quarterly Family Support State Council meeting was held in-person along with a virtual option via Microsoft Teams because the Council found that a necessity existed to allow a majority of the quorum to participate via electronic means. Since the majority of the quorum is virtual, all votes at this meeting were held by roll call of the Council.

The minutes from May 6, 2025, Family Support State Council meeting was postponed to the November 2025 meeting.

### **STATEWIDE UPDATES**

- Seth stated that The Less is More Act has passed.
- Jenna stated that she needs two more conflict of interest forms from two Council members.
- For the end of year funding remaining, Jenna is waiting for one agency to process and one agency who is not correct, so they are going to be resubmitting the claim. Except for those two agencies, we have a total of \$.55 cents remaining.
- Regional Coordinators will be reaching out this fall to schedule Programmatic Reviews.



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## Department of **DISABILITY & AGING**

### **COMMITTEE UPDATES**

#### **POLICY PROCEDURES EVALUATIONS COMMITTEE**

- Services appropriate/not appropriate
  - Education/Home-School/Tuition
    - Chrystal Murphy stated that the committee met last week to discuss the definition of appropriate/not appropriate. The examples were read and presented to the Council.

#### **Appropriate**

Supplies, curriculum, homeschool programs, educational materials and electronic devices necessary for traditional education and homeschooling that are not covered by other funding sources. Additionally, it encompasses fees for participation in community learning programs, tutoring services, and alternative classroom instruction. Graduation-related expenses, senior dues, such as the cost of cap and gown, required graduation activities, and diploma issuance, are also included if applicable. Those receiving Tennessee Education Freedom Scholarship Program Funding would be eligible if the services were not overlapping with Family Support services.

#### **Not Appropriate**

Benefits associated with homeschool programs are exclusively available to individuals actively receiving Family Support. These benefits do not extend to family members or children outside of this group. In cases where a parent is required to accompany a participant to an activity, the Local Council may authorize reimbursement for the parent's membership or ticket. However, expenses related to school photos, class rings, and elective events are not eligible for reimbursement.



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- Roll Call vote:
  - Rebecca – yes
  - Chrystal – yes
  - Amanda – yes
  - Errol – yes
  - Chrissy – yes
  - Diana – yes
  - Lynette – yes
  - Edward – yes
  - Katie – yes
  - Carrie – yes
  - Yolanda – yes
  - Shannon – yes
- It has been unanimously approved.
- Funeral/End of Life Costs
  - Chrystal read the examples of appropriate/not appropriate to the Council.

### **Appropriate**

Funeral Services, cremation, interment, cost associated with producing death certificates, transfer of remains, casket or urn, burial plot, marker or headstone, clergy, funeral ceremony, funeral home equipment or staff for the person with a disability.

### **Not Appropriate**

Additional services related to end-of-life arrangements, such as floral arrangements, clothing, and similar items, are not included as covered Funeral/End of Life Costs. Additionally, expenses for publishing death announcements in local newspapers are not eligible for coverage.



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- Roll Call Vote:
  - Rebecca – yes
  - Chrystal – yes
  - Amanda – yes
  - Errol – yes
  - Chrissy – yes
  - Diana – yes
  - Lynette – yes
  - Edward – yes
  - Katie – yes
  - Carrie -yes
  - Yolanda – yes
  - Shannon – yes
- It has been unanimously approved.
- Service Animals
  - Chrystal read the examples of appropriate/not appropriate to the Council.

### **Appropriate**

Dogs or miniature horses that meet that the service definitions. Food, veterinarian care, training, insurance and purchase of the animal after verification the animal meets the training criteria described in the service definition.

### **Not Appropriate**

Emotional support animals, including dogs, and any other animals outside of a dog or miniature horse, are not considered appropriate.

- Roll Call Vote:
  - Rebecca – yes
  - Chrystal – yes



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- Amanda – yes
- Errol – yes
- Chrissy – yes
- Diana – yes
- Lynette – yes
- Edward – yes
- Katie – yes
- Carrie -yes
- Yolanda – yes
- Shannon – yes
- It has been unanimously approved.

### **PUBLIC AWARENESS TRAINING AND NOMINATION COMMITTEE**

- Brochure
  - Chrissy stated that the Committee met on July 27, 2025. Everyone was favorable of the new brochure. The brochure was shared with the Council.
  - The photos used in the brochure are of people who are actively or previously received Family Support funds.
  - Jenna asked the coordinators to confirm that their contact information is correct in the brochure.

### **QUARTERLY FINANCIAL REPORT**

The overview of the fourth quarter financial report is provided below. The following statewide statistical information is from the fourth quarter financial report as of 8.15.25 (*this was revised after the meeting and provided to the council*).

- The total number of Family Support Active Participants in the first quarter was **4,864**.
- **14%** of active participants have an intellectual disability.



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- **86%** of active participants have a severe or developmental disability other than an intellectual disability.
- Autism Spectrum Disorder continues to be the highest served disability **1,699**
- Intellectual Disability is the second highest served disability **684**
- Health impairment is the third highest served disability **501**
- Developmental Delay is the fourth highest served disability **498**
- The number one service type continues to be Respite **16.74%**
- The second highest service type was Personal Assistance **14.54%**
- The third highest service type was Transportation **13.68%**
- The fourth highest service type was Health Related **9.41%**
- **\$7,147,479.21.78** was allotted, **\$7,147,478,.01** was disbursed, **\$1.20** was remaining.
  - At the end of the fourth quarter, there were 391 waiting recipients for the Family Support Program.

### **REGIONAL ACTIVITIES**

#### **WEST TENNESSEE**

##### TANYA HARDY- WEST TN REGIONAL FS STAFF

- Everything is going good and still recruiting for Council members.
- New District 7 member, Kim Boyd. Tanya read her biography to the Council.
  - Roll Call Vote:
    - Rebecca – yes
    - Chrystal – yes
    - Amanda – yes
    - Errol – yes
    - Chrissy – yes





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- Diana – yes
  - Lynette – absent
  - Edward – yes
  - Katie – yes
  - Carrie -yes
  - Yolanda – yes
  - Shannon – yes
- It has been unanimously approved.
- Jenna stated that she will present Kim Boyd's information to Commissioner Turner for approval. Once approved, Jenna will send her the welcome packet and Conflict of Interest form.

### **MIDDLE TENNESSEE**

#### TAMMIE BROWNING- MIDDLE TN REGIONAL FS COORDINATOR

- May 15, 2025, the Family Support Coordinators visited Kramer Davis Health and enjoyed lunch together.
- Shoutout to Shae with Arc of Williamson for doing a great job.
- District 6 still needs members
- Chrissy Hood reported her daughter, Alayna was selected to go to Washington, DC with Kaboom to talk to legislators about inclusive play.
- Recently participated in a mock session with the Department of Health and Council on Developmental Disabilities in Chattanooga in case of radioactive contamination.

### **EAST TENNESSEE**

#### JILL KIEHNA- EAST TN REGIONAL FS COORDINATOR

- Attended an East Tennessee Choices Coordination meeting and talk about the Family Support Program.
- Looking for a Chair for District 2



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- District 1 is working with the Able Festival with the Arc of Washington County that is scheduled for September 27, 2025, from 10:00am-2:00pm.
- Emory Valley Center is diligently working on allocating funding.
- District 3 is looking for new council members for some of the counties and building up the council.

### **ACTION ITEMS/NEXT MEETING DATE**

The next Family Support State Council meeting is scheduled for **Wednesday**, November 5, 2025. The meeting will be held in the Stamps Building located at 291 Stewarts Ferry Pike, Nashville, TN 37214. There will be an option to attend the meeting virtually via Microsoft Teams.

### **PUBLIC COMMENT**

Tennessee Disability Coalition is rolling out a series of the Americans with Disabilities Act. July 26, 2025, is the 35<sup>th</sup> year for ADA. They wanted to create an oral history and what it meant for different people and how ADA helped them. [Working Together. Improving Lives. | Tennessee Disability Coalition.](#)

### **ADJOURNMENT**

The meeting was adjourned. Lunch was provided for the people in attendance in the Stamps building.