

Executive Committee Meeting Minutes

Tuesday, August 8 · 10:30am – 12:30pm

Video call link: <https://meet.google.com/xtz-bezj-bbx>

Or dial: (US) +1 513-816-0952 PIN: 403 949 907#

In Attendance: Bryn Peterson, Lisa Wade, Ian Summers, Stephanie Roach, James Steed, Krissie Summerhays, Stephanie Hill, Matthew Huskinson

Excused: Carl Whitmore, Kim LoCasio

Staff: Libby Oseguera, Julie Hanna

Vice-chair Nominee Discussion

We will be holding vice-chair elections in September, and we need to survey our membership and identify potential candidates. Members got a copy of the current members and their term limits; anyone can be nominated from the floor on voting day. This role is currently filled by Lisa Wade, who will begin her role as Chair on October 1st. Bryn and Lisa will contact the membership to see who would like to be added to the ballot.

Federal Fiscal Year (FFY) 2024 Workplan and Budget

Libby explains the 2024 work plan will begin on October 1st and we will give everyone a chance to review it. Committees will talk about their goal areas in depth at their next meetings. Then at the September meeting, we will summarize the key activities in all goal areas. The draft budget will also be presented in September and has been prepared using the same amount of funding we received in fiscal year 2023. We may see a decrease in the budget because of The Fiscal Responsibility Act of 2023. Congress is still debating about this so the advice we received from our DD Council technical assistance team is to plan for level funding and amend the budget if necessary. DD Council staff will be submitting an appropriation request to the Governor's Office to hopefully restore state funding. UDDC was receiving approximately \$100,000 until the recession in 2008. We are asking for \$200,000 ongoing. If the Governor does include this in the budget, the legislature will decide whether to fund it this winter. Council staff are looking at other ways to prepare for potential budget reduction including personnel reduction and looking at less expensive office space. Olyvia resigned and at this time her position will

not be filled until more information about funding rates is available. Matthew, James, and Bryn all say that they believe that before we make any project funding recommendations we should wait until we know what our budget actuals will be. The others agree to amend the budget in the future if needed.

Review Advocacy Award Committee Recommendations

Earlier this year we discussed the need to revise the way UDDC recognizes outstanding community advocates. We formed a committee, and they prepared a plan to update our Advocacy Award process. We reviewed the plan that the committee created and adopted a media recognition strategy for awardees, a new award category for media pieces, and a revised process for selecting the committee. The Committee asked that the governor sign a paper certificate for awardees.

Star Points and Next Steps

We had a great number of resources shared by each committee using the Charting the Life Course Support Star tool. Those have been listed in each star point to create a UDDC star. This will be helpful to members as we need to seek resources in our work. Each committee will review the star tool at their meetings in a couple of weeks and give feedback on what other ways we can see this tool being used and what, if any, actions we want to take to continue using the support star or other planning tools. The Executive Committee agrees that we should keep the tool and lists going and add or remove any information as it comes.

FFY 2024 Meeting Schedule

Executive members discussed dates and meeting format options, many were saying that 4 meetings are really not many for a year and are fine keeping it that way, but that a Hybrid format for all would be beneficial. Stephanie Hill said that she really does not want to add more virtual meetings and wants to attend in-person meetings more. James said if we do 3 meetings and do all 3 in-person or the hybrid option he would prefer that. Bryn asks that we take this idea to the council meeting in September propose it and then move forward. Libby explains that we will do that and vote on it, but that we will need two separate votes. One is to amend the by-laws of meeting each quarter as a council and then we vote to change it formally. Everyone agrees to this plan. It was later discovered that UDDC's executive order requires the Council to meet quarterly, so the proposal to meet fewer times will not be presented to the Council in September.

September Agenda Topics

The Committee Discussed potential agenda items for the September Council Meeting (not in program order)

- a. Vote- FFY2024 UDDC Budget
- b. Vote- Approve June 2023 Meeting Minutes
- d. Vote- UDDC Policy and Procedure and Bylaw Amendments
 - Updates to the evaluation of the director
 - Updates to travel policy
 - Update of pay rate for respite and support staff
 - Update Empowerment Fund
- e. Recognize and Thank Outgoing Members
- f. UDDC Officer Elections
- g. UDDC member surveys
- h. Presentation of State Plan 2022-2026 Year 3 Activities – Details at goal level in committees, share full work plan, and present opportunity for discussion/questions.
- i. Policy priorities and emerging issues
- j. **Small group activity** What do we want to do? Matthew Huskinson suggests that we could talk about a Bill that we might want to change. Other suggestions are a getting-to-know-you activity, like a bingo game.
- k. 2023 Annual Highlights and State Plan Progress (Score Card intro)
Staff will share State Plan progress using an internet database called Scorecard as well as the trajectory tool that UDDC members have become familiar with.

Meeting adjourned at 12:33 pm