

# Council Meeting Minutes

## ***September 19, 2023 /10:00 a.m. – 3:00 p.m.***

### **This is a hybrid meeting**

5296 S Commerce Drive Ste. 305 Murray, UT 84107

OR

Join Zoom Meeting

Attachments: June 2023 Council Meeting Minutes, August 2023 Executive Committee Meeting Minutes, FFY2024 Work Plan, FFY2024 Budget Proposal, Contract and Grant Report, Draft Policy and Procedure Amendments, FFY24 Meeting Schedule, Media Release, Conflict of Interest Form, Notes Page, Stipend Request Form

**Attendance:** Adina Zahradnikova, Glen Larsen, Deanna Taylor, Matthew Wappett, Nels Holmgren, Amy Nance, Jason Bennington, Krissie Summerhays, Bryn Peterson, Carl Whitmore, Courtney Edgington, Ian Summers, James Steed, Ken Gourdin, John Crowley, Lisa Wade, Matthew Huskinson, Pam Norton, Shannon Wilkins, Stephanie Hill, Stephanie Roach, Tamera Dalton, Mindy Rivera, Ashley Donham.

Excused: Sarah Brenna

Absent: Sharon Cook, Amber Marsh, Brandy Olsen, Kimberly LoCasio

Guests: Roger Downing, Brady Hakes

Staff: Libby Oseguera, Rickie Crandall, Eric Stoker, Julie Hanna, Mary Urie

### **Welcome and introductions – Bryn Peterson, Chairperson**

Bryn Peterson, chairperson of the Utah Developmental Disabilities Council welcomed everyone to the meeting and called it to order at 10:06 a.m. on September 19, 2023. This meeting is being held at 5296 S Commerce Drive Ste. 305 Murray, UT 84107. In compliance with Utah's Open Meeting laws, this meeting is being recorded in its entirety. This recording is classified as a public record. All UDDC motions and votes will be recorded in the minutes. A reminder is given that citizen members are eligible for a stipend. Bryn tells the members to talk to Rickie if they are citizen members and would like to get paid 25 dollars for participating today. This is a hybrid meeting, so Bryn asks that if you are in the room, please minimize side conversations so that online participants can hear. If online, please use the chat to share comments or raise your hand. Rickie Crandall monitors and supports virtual attendees.

Bryn Reminds Council members what the DD Act says their responsibilities are.

Julie takes attendance and asks that members please say here when their name is called.

## **Public Comment**

Bryn calls for any public comment. There are no comments at this time.

## **VOTE: Approval of the June 2023 Meeting Minutes**

Bryn calls for any discussion about the meeting minutes. Stephanie Hill comments that she was not present at the June meeting, but her name is on the roster. Staff will remove her from the roster.

Bryn calls for a motion to approve the June minutes.

Adina Motions to approve James seconds the motion. All are in favor with no opposition and no abstentions.

## **VOTE: Policy and Procedure Amendment Discussion and Vote**

Everyone got a copy of the proposed changes in their materials. Bryn offers time to review it. The Empowerment fund policy has a few proposed changes on pages 37 and 43 – These changes will correct compliance issues, and alignment with state travel and finance policies.

The second proposed amendment is to raise the billable rate for providing support to council members. Updates to the amount payable for respite care and support staff on pages 39 and 40 – the hourly and max rates were updated from 12 dollars per hour and 96 dollars per day to 15 per hour and 120 dollars per day max.

(Ian arrives at 10:21)

Call for any discussion about the proposed amendments. Bryn Calls for a motion to approve the proposed Policy and Procedure amendments. Lisa Motions to approve amendments and Carl seconds the motion. All are in favor with no opposition or abstaining.

## **VOTE: UDDC Vice-Chair Elections**

Bryn announces that Lisa Wade has served as our Vice-chair for the past year, and we really appreciate her continued service to the Council as she will move into the role of Chairperson next month. We need to elect a new Vice-chair. Bryn reviews the position's duties.

We have two people on the ballot for Vice-chair today: James Steed and Ian Summers. Bryn asks the council if anyone would like to be added to the ballot. No others asked to be added.

Bryn invites the candidates to talk about why they would like to serve as the vice-chair. Ian and James spoke about their experiences that qualify them for the position.

Bryn explains Each voting member can vote for only one person. Ian=12 James=10. Congratulations to Ian!

## **VOTE: FFY2024 UDDC Budget and review of expenditure reports**

Rickie takes a few moments to review our budget statements and then we vote on our operating budget for the Federal Fiscal year 2024. Bryn Calls for a motion to approve our Operating budget for FFY2024. James motions to approve, Ian seconds the motion all members are in favor with no opposes or abstentions.

## **Committee Reports**

Health and Safety – Ian Summers reports that they did a lot of brainstorming about potential 2024 activities. Low-cost easy wins for objective 1.2 and some ideas on Medicaid and peer-to-peer system health for the justice system.

Leadership and Advocacy – Stephanie Roach reports on the Advocacy awards process, updates, and policy newsletter updates. Leadership likes the support star tool and thinks that it is helpful, and they will continue to build on it when needed. This is Stephanie’s last term so Carl will move into the chair role as we head into FFY2024.

Transportation – There was nobody in attendance for the transportation committee meeting. Libby reports that the survey is doing well and as of today, we have 99 responses. John Crowley to help connect to school districts and Amy Nance will share with local health departments. Mindy to share with Rural families to family leaders. Roget to send to Ability 1<sup>st</sup>. Ashley suggests DRCs and universities. USU satellites for USU and share with Utah Down Syndrome Association and add nurses to the Utah Care Coordinator Network (Amy Nance) James suggested independent living centers. Work with people to fill out the survey together. Stephanie Hill will share this at her USBA meetings.

Community Access and Supports – Stephanie Hill- Committee suggests that we add hyperlinks and contacts to the support star. Technical colleges to explore training for people with I/DD.

(UDDC Member Surveys and Lunch)

### **UDDC Committee Discussion**

Over the past years, we have held many conversations about how to improve committee engagement and work and there have been many great suggestions that we have put into practice. We are still finding that our committees could be better utilized to serve the needs of our Council. The Executive Committee is proposing a restructuring of UDDC committees to move away from a committee to support each goal area and instead create four committees that will better utilize the skills and interests of our membership. The four committees proposed are

1. Membership and Recognitions – This committee would serve as the new member and Advocacy Award Nominating group, help to develop council leadership Roles, and do other things to support Council members like improving member orientation or mentorship.
2. Governance – This committee would review and revise the UDDC’s internal policies and procedures, and bylaws, receive and review empowerment fund applications, and help to create funding proposal requests.
3. Public policy and legislative engagement – This committee would help draft public comments and position statements about systemic issues and set policy priorities.
4. Smash - State Plan Activity Implementation – This committee would operate similarly to our current committees and would help to advance and oversee the activities we are doing to meet our state plan objectives.

Everyone talks about this. Thoughts and comments were shared about adopting this new structure. It will be necessary to revise our bylaws to enact this change. Adina suggests that we should vote today as we are in quorum, but she does think that it needs further discussion. Adina motions for a vote to change the committee structure and update the by-laws. Pam seconds the motion with the majority of the council in favor. Carl opposed and there were no abstentions. We will discuss and vote to adopt bylaw changes in December.

**Presentation of 2022-2026 Policy Priorities and Newsletter**

Employment and transportation were the topics most important to the council members at this time. Mary leads us through the Council's current policy work and guides us to identify some priorities for this upcoming legislative session.

Mary updates and asks for feedback from the council regarding the policy newsletter.

**Presentation of State Plan 2022-2026 Year 3 Activities**

Libby gives an overview of the activities we will work on beginning in October.

**FFY2023 Year in Review and Member Recognition**

Libby shares highlights and progress of the work we accomplished in the second year of our State Plan. We recognize Bryn Peterson, Stephanie Roach, and Kim Jensen as their terms have ended on the council.

**VOTE: Close the meeting**

Ian motions to close the meeting, Lisa seconds the motion, and the Council unanimously approves.