

## Oregon Council on Developmental Disabilities

Full Council Meet Notes 06/19/2023

**Council Members Present:** Pennie Hartley-PH (phone participation), Corissa Neufeldt-CN, Joe Carroll-JC, Leslie Sutton-LS, Ben Hoffman-BH, Alisha Overstreet-AO, Cheryl Cisneros-CC, Chris Knowles-CK, Em Braman-EB, Kristen Darmody-KD, Julie Farrell-JF, Maria Rangel-MaR, Rhonda Eppelsheimer-RE, Sally Simich-SS, Rosa Belem Ochoa-RO, Daniel Alrick-DA, Lindsay Stephens-:S, Jake Cornett-JCor, Sarah Noack-SN, Paulina Larenas-PL

**Guests Present:** Jack Brandt (ACL), Sheryl Matney (iTACC), Rachel Benson (OHSU)

**Interpreters Present:** Max, Isabel

### Call to Order 914 AM- Daniel

#### 1. Review of the agenda-Daniel

#### 2. Introductions:

- Public Health Work Force project update: Presentation from OHSU on the goals and progress of the project.

#### 3. Executive Director updates:

- National convention DD Services was in Portland recently. This was a good opportunity to hear from other states about DD services, system of care (supporting people who use multiple systems) and other topics.
- Staffing moving forward, a top candidate was identified for open position on Leadership Development and Advocacy Coordination. May have a new staff person by August.
- Recruiting is moving forward on a second position in the area of Communications and Advocacy. Usually 2 rounds of interviews.



Invitation to sit on interview panel, if you would like to participate please reach out to Leslie.

- Policy Update: Thank you to Maria, Rosa, Paulina and other Spanish Speaking Leaders – Healthier Oregon made it into the ODHS budget. Now people who are eligible for DD Services can access them regardless of their immigration status.

#### 4. Administration for Community Living (ACL) Update:

- An update from our federal project officer, Jack Brandt.
- Reviewed the DD ACT of 2000 which states the purpose of the DD Council
- Reviewed Council responsibilities:
  - Advocacy, Capacity Building, Systemic Change Activities
  - Examination of goals in the state plan
  - State Plan development and implantation
  - Review of designated state agency
  - Reports
  - Budget
  - Annual evaluation of the Director

- Emphasize majority is to development of goals and monitoring of the state plan- this is how you carry out your responsibilities
  - Annual work plans are due August 15
  - Annual program performance report is due December 30<sup>th</sup>



JF: Is it possible to have the list of responsibilities placed in the chat or sent out to members?

- Performance report due December 30<sup>th</sup>, member asked what does the report entail?
  - Annual report: goals and objectives and compliance with DD ACT and to let ACL know if the Council is able to achieve outputs and outcomes. If not able to achieve them, then include information on why not. ACL understands there are unexpected circumstances, but wants to make sure the state plan is moving forward.
- Question from the chat: Jack, which department do you work in?
  - It is an operation division of the U.S. Department of Health and Human Services.

## 5. Workplan Review

- In August, Council will submit a workplan for 2 federal fiscal years 2024, and 2025, and a projected budget for 24.
- Vision Summit follow up:
  - Contracting project management support to continue the work from the summit
  - The summit identified important work for the Council and disability community
  - The workplan will reflect the planning that took place at the vision summit
- People Goal (5-year plan goal)
  - Acknowledge what is missing: LGBTQIA+ and religious diversity
  - Review of progress on tasks
  - Specifically around building relationships (which was an activity in the FFY 23 work plan)
    - LS asked the Council: how do you define a Council relationship? This is difficult from an evaluation perspective. Consider what we are trying to accomplish with relationships. Is there another way to think about it?
    - JF: creating platform or area for groups to meet would be a good thing, allow people who are affected by things to be heard
    - CC: important that the word disability is included and that people with disability need to be included in initiatives and advocacy are part of Oregon's equity conversations (rather than focusing solely on other diversity measures/groups)
    - SN: reciprocal relationships, need to be in community and reciprocal relationship to grow the knowledge, wisdom and experience
    - CN: struggles with this question of how to engage diverse voices. Are we building relationships with organizations that we have not traditionally built relationships e.g. tribal, or Latino community, and other underrepresented communities. We can think about that as well.
    - LS: Where is the Council role? What is the value add?
    - JF: we won't know the answer until we build the relationships, until we start talking to a lot of people
    - CC: likes the approach from Oregon Health Authority (OHA)- contracted with community-based organizations, embedded, culturally focused, then bringing

- groups together to learn from each other and develop relationships with each other, their model has been beneficial
- Growing Leadership
  - Partners in policy making is being contracted through a Request for Proposals process of procurement
  - It will include ensuring we have a good curriculum
  - Want to make sure we can share out ways to help the PIP graduates continue their work
  - EB: PIP was historically parents and a few advocates, what will be done to balance that?
    - Would like to have more participation from self-advocates included and involved
    - Start thinking about what the future of advocacy looks like in Oregon
    - A Request for Proposal (RFP) will be put out in cooperation in the ODHS contracts office
  - SS: we can use PIP as a way to develop more relationships
  - JF: loved PIP, information taught there could be useful for people who can't advocate. Can we video and make available to the broader community?
    - LS: great idea, need to explore, and will be looking for a contractor

**BREAK- Return at 1120**

**6. Workplan Review Continued**

- Systems goal
  - 5 objectives (two of them are smaller)
  - Self-Advocacy
    - OSAC redesigning what advocacy is
    - Thinking about what OSAC can do with the Council
    - OSAC received other funds to do a self-advocacy summit this September. The Council had \$10,000 in FFY 23 budget to support a larger self-advocacy meeting. This is an opportunity to use that money. Will pay for hotel rooms for Summit attendees
    - This expenditure will not show up on the budget until the end of the year
    - YouTube videos are still being developed. This work is in progress- 7 completed and more to come
    - Quarterly meetings for self-advocacy groups
    - Discovery tour has revealed that some self-advocacy groups are still not meeting after the pandemic
  - Targeted Disparity
    - Healthier Oregon update was shared earlier in this meeting
    - Spanish speaking leaders' group – need to determine next priority for their group. They will start that work in July 2023.
  - Integrated services and support
    - Can we pick a few things from the summit and connect them to this series of tasks?

- developing a housing agenda
- CS: momentum in universal design, foot is in the housing door
- LS: what can the council bring?
- CS: being at the table for the things that are already happening to continue to be considered
- Guardianship: LS was recently invited to a workgroup on the future of guardianship reform in Oregon, how do we take a global look? This work may be building toward a bill in 2025.
- Prioritizing employment: systems change work-this could connect to the vision summit efforts as well
  - JF: Could there be an effort to collect a sample that is a survey for when they go to the doctor, to gather more information-employment. Can we try to get ideas from individuals?
- Family network funding made it to the ODHS budget.
- Mental health: getting information from other Councils on what they are doing.



LS: asked the Council to do some thinking about the Councils role in the area of mental health, it is a place for the Council to step in

- JF: Oregon is severely short on mental health providers
- This legislative session, 2 of 3 Oregon law makers are new and need information on disabilities. Discussing with OSAC and DD Coalition – can we develop a strategy for DD 101 training for legislators
- Next year is a short session and a good time to do education of legislators on experiences and rights of people with disabilities



In preparation for the August retreat, how would the Council prefer to receive the work plan updates?

- Please send ideas and examples
- Other topics coming up for Council members in current events
  - AO: offered concern about comments made by legislators, they probably have not had experience with the DD community. It is not just lawmakers but also lobbyists, they perpetuate that idea that children and youth with IDD are violent or aggressive. This is troublesome, we need a concerted effort to educate lawmakers, making them see the kids and families and that they are not that different that mainstream kids and just provide them the support they need. We need to change that perspective.
  - LS: agreed and that we can promote that behavior is communication. There needs to be an effort to help change those perceptions. We have some past projects that can inform this education effort.
- Policy and Procedure
  - CN: The Emergency preparedness: believes there is opportunity for the council to work on in partnership
  - LS: Agreed

- JF: offered that she knows someone who may be able to help the Council in Emergency Preparedness area



EB: requested that accessible information be prepared on this information for council members prior to the August retreat?

**Break for Lunch until 1:00 PM**

**Council Members Present post lunch break:** Daniel Alrick-DA, Rhonda Eppelsheimer-RE, Sally Simich-SS, Leslie Sutton-LS, Julie Farrell-JF, Joe Carroll-JC, Kristen Darmody-KD, Chris Knowles-CK (until 1:42PM), Cheryl Cisneros-CC, Corissa Neufeldt-CN, Em Braman-EB, Sarah Noack-SK, Em Braman-EB, Rosa Belem Ochoa-RO, Jake Cornett-JCor, Alisha Overstreet-AO, Ben Hoffman-BH, Nicola Spears-NS, Pennie Hartley-PH, Sheryl Matney, Eddie Plourde-EP listening via CC phone and left the meeting early, Kristen Darmody-KD. (Nicola Spears noted she joined the meeting at 11AM)

**Interpreters Present:** Max, Isabel

**7. Elections:** a discussion for upcoming elections for open council officer positions took place.

- a. Will take place at August meeting
- b. Reviewed positions open and reviewed form to submit names for consideration
- c. Leslie invited any interested member to return form to Leslie by July, 24, 2023
- d. JF: when will the term begin?
- e. CC: would new chair term begins after the end of the August meeting? Would like clarification of this is immediate taking the position or is it delayed.
- f. JF: who does the work?
  - i. Historically there has been a transition period- both would conduct the work.
  - ii. CC: request for clarity on when new term begins.
- g. JCor: Does Daniel have recollection?
- h. DA: It was a little more straight forward, Daniel was already part of the executive committee, during the transition where he and the previous chair served together.

**8. Office Space:** discussion of a need to find new council office space is being explored with ODHS and a community partner.

- a. Request was made to have DD Council Office space used for an assessment process team.
- b. Lease is up at the end of the month
- c. Leslie has been in touch with Community Vision, building use agreement is being developed for conference room use and mailbox
- d. Space plan: exploring some smaller DHS offices (North Interstate Avenue) and a co-location opportunity at The Children’s Institute
- e. CN: what criteria are being looked at, safety, accessibility, public transportation
  - i. LS: Working with DHS on the criteria
  - ii. JCor: Do we need to continue in Portland, or are there other options
  - iii. LS: will check with DHS on this and see if there are other potential sites available
- f. JCor: Are there large spaces we can use rather than renting hotels for Council meetings, what options are out there as a cost saver over time.
- g. LS: access to a small and medium size conference rooms for work and then larger space for full council meetings

- h. JF: For people coming from outside of Portland it may be cheaper to come to PDX and for staff, Portland may be more accessible
- i. LS: co-locating is also preferred

**9. Voting:** a discussion was held on the requirements of public meeting voting and a preferred method for recording votes.

- a. Need to start recording how people are voting (yes/no/abstain) because we are a public body.
- b. Pick on options and agree on a preferred method
  - i. LS: we have selected a preferred way for recording purposes, and we are always open to other options that meet peoples needs. Is there a generally needed upon way. Other methods also must be publicly seen.
  - ii. AO: If put that way, it is more accessible. Would be much more comfortable with that.
  - iii. SN: is it possible to ascertain form council members how they are going to vote? Ask each member their preference.
  - iv. LS: Could do a roll call and go down the list, and people could verbally vote – may take more time
  - v. JF: roll call might not work for all people
  - vi. CC: Like the roll call, but offer flexibility, verbal, chat, hand raise
  - vii. LS: let’s get a general consensus on how people want to move forward, we can try a roll call today
  - viii. CC: loved idea of having motion in writing in chat to ensure they are correct
  - ix. JF: Accessibility, concerned about having name called and it may not work for everyone.
  - x. LS: we can help members get used to the flow
  - xi. CC: having everyone take turns might influence others. It could cause peer pressure. It can also be helpful to have a form to vote (motion, roster)
  - xii. LS: let’s try
  - xiii. AO: zoom poll?
  - xiv. LS: that does not meeting the public vote need, we will try and see how it works

**c. Fairview Trust:** a discussion on the vacancy and application for an advisory board member to the Fairview Trust. A vote too place.

- i. Moved to the Oregon Community Foundation
- ii. Council has a role is member application approval
- iii. The bill requires an advisory committee
- iv. The committee has a few openings and has received an application, Leslie reviewed the applicant. Ryan Haines was voted onto the Fairview Trust Advisory Board

**10. Voting Record**

Motion	Presenter	second		
Motion to appoint Ryan Haines to the Fairview Trust Advisory Board.	Daniel Alrick	Jake Cornett		
Name	Yes	No	Abstain	Recuse

Cheryl Cisneros	x			
Sally Simich	x			
Rhonda Eppelsheimer	x			
Joe Carroll	x			
Em Braman	x			
Ben Hoffman	x			
Kristen Darmody	x			
Julie Farrell			x	
Sarah Noack	x			
Corissa Neufeldt	x			
Jake Cornett	x			
Rosa Belem Ochoa	x			
Nicola Spears (no response)				
Pennie Hartley	x			
Paulina Larenas	x			
Alisha Overstreet	x			
Daniel Alrick	x			
Result	15-yes	0-No	1-Abstain	0-Recuse

- RO: would like to have information before hand in the future
- JCor: would like information ahead of time as well
- LS: would ask for the form to include a short summary for the council
- JCor: would like to see the whole document and would like to see the breakdown of the committee
- LS: might be good to have the trust come to the October meeting

**5 Minute BREAK**

**11. 2023 Budget Update:** a review and discussion of the budget took place.

- LS: made apology for small print on the zoom screen
- CN: made an additional comment about the Fairview Trust application, some advisory boards have structure so public portion of the application could be separated out and shared. It might be a suggestion to the structure and a disclaimer that the application could be translated as needed.
- LS: This is good timing as the Community Foundation is reviewing the materials. Leslie will work with them to address privacy and accessibility.

**Now resuming budget discussion.**

- Operations section:
  - Would like to increase dollars for conference on DD Councils in Florida this July and would like to see some council members go. Best estimate \$10,000 would likely cover it.
  - JF: if advocate goes, would council cover support?
  - LS: we are planning for a combination of 3 members and one support person to attend

**New travel topic introduced:** staying the night at the council retreat request

- CS: Any way to consider making exception for 2-day retreats so all council members could stay the night rather than having to go home.
- LS: can discuss with travel unit (70-mile limit for overnight)
- JF: confirming if this is federal dollars
- LS: must operate using State rules for travel unit
- JF: would be nice to send some people to the conference, but would think a better use for of money for our council to stay at hotel together at the retreat
- CN: in the past did have retreats and have been able to do this before, it has been supported in the past
- LS: travel seems to have more restrictions and Leslie will look into it

**Resumed discussion of travel to national conference:**

- SS: noted that she thinks it is positive for the council connecting with other states. It can be helpful and you may think about things in other ways
- RE: it would be good to have a formal sharing time after from members who would attend
- SS: suggest bringing questions in advance from our Council to the national conference
- JF: agrees, does attending the national conference prevent us from having retreat with overnight stay locally
- JC: believes in the national conferences, also thinks it important to have a council retreat, they are equal in terms of value
- AO: Agree with JC, also ask about the 70 mile travel, is there an accommodation to have it lowered, to get the coverage for individuals to stay. A good opportunity to present this as an accommodation need
- LS: will send a note to gather who would be staying the night at the retreat
- AO: should not be a negotiation but presenting it an accommodation
- JCor: anyone who needs an accommodation should just make that request. Huge fan of learning from other states. Help our Spanish speaking families. Budget underspent so it should not be an issue. Why this falls under the general management line vs. the advocacy line. Consider having this fit under the objectives rather than the administrative dollars of the budget.
- LS: Unallocated dollars were in the travel line. Could move out of state travel line under the line under a different objective.
- JCornett: looking at the budget, and the vast majority in progress, no way all will get done
- LS: disagrees, we are on track to meet most targets for the reporting year that ends September 30. The bulk of the workplan is accomplished with staff effort rather than budget expenditures.
- J Cornett: mismatch budget and activities
- LS: We had staffing salary savings, Covid saving were used for summit, can decide in August how those could be spent. We can only use 30% of the annual award on operations/administrative work.
- JCor: ½ of the rows related to the goals are showing zero expenditures but we think we are on track? Having a hard time squaring.



- LS: Council relies on staff, some activities that are staff heavy.
- JCor: Trying to think through the contract lines
- JF: General management is in the administrative, sounds like you need to move it to the “growing leadership”
- LS: Council meetings/retreats fall are in the admin category
- 2.3 Life course community of practice
  - Shared costs with ODDS
  - Adding an additional \$3000 to Lifecourse Community of Practice
- Operations Support
  - Posting for the open operations support position.
  - Operations support to pay while vacancy is being filled
  - CC: Could we use a description (executive coaching) instead of names of contractors
- Vote on budget adjustments:

Motion	Presenter	Second		
Motion: to approve the three adjustments discussed (increase out of state travel, \$3000 for Life Course, \$12,500 for operations support)	Nicola Spears	Kristen Darmody		
Name	Yes	No	Abstain	Recuse
Cheryl Cisneros	x			
Sally Simich	x			
Rhonda Eppelsheimer	x			
Joe Carroll	x			
Em Braman	x			
Ben Hoffman (not present)				
Kristen Darmody	x			
Julie Farrell	x			
Sarah Noack	x			
Corissa Neufeldt	x			
Jake Cornett	x			
Rosa Belem Ochoa	x			
Nicola Spears	x			
Pennie Hartley	x			
Paulina Larenas	x			
Alisha Overstreet (not present)				
Daniel Alrick	x			
	15 yes	0 no	0 abstain	0 recuze

Approval of February meeting minutes

Corrections to the February meeting minutes

CC: Pg 3 Sheryl Matney, Pg 4 Sheryl Matney, correct C's to S

Motion	Presenter	Second		
Motion: to approve the February Council Meeting minutes with corrections	Daniel Al	Kristen Darmody		
Name	Yes	No	Abstain	Recuse
Cheryl Cisneros	x			
Sally Simich			x	
Rhonda Eppelsheimer	x			
Joe Carroll	x			
Em Braman	x			
Ben Hoffman (not present)				
Kristen Darmody	x			
Julie Farrell	x			
Sarah Noack (not present)				
Corissa Neufeldt			x	
Jake Cornett	x			
Rosa Belem Ochoa	x			
Nicola Spears	x			
Pennie Hartley	x			
Paulina Larenas			x	
Alisha Overstreet (not present)				
Daniel Alrick	x			
	11 yes	0 no	3 abstain	0 recuse

### Policy Updates

- Notices will come out in the Go Bulletin about the legislative session
- Walk out ended so work resumed at the end of session
- The DHS budget is set
- End of session memo will come soon

JF: if we have unfinished business, how do we go back? How does that work?

DA: Whatever is noted is for another schedule

JD: 2 items, a policy update that we were looking at voting on. Motion to table and not sure where are at. Second was the executive director position description review.

DA: We no longer have quorum. Meet adjourned.

### 3:06 PM Meeting Adjourned