

## Oregon Council on Developmental Disabilities

### Full Council Minutes-December 15, 2023

**Present:**, Sarah Noack, Em Braman, Randall Wagenmann, Chris Knowles, Rosa Belem Ochoa, Rhonda Eppelsheimer, Joe Carroll, Corissa Neufeldt, Daniel Alrick, Nicola Spears, Sally Simich, Maria Rangel, Penny Hartley, Kristen Darmody, Mak Beatty, Eddie Plourde – Vice-Chair, Julie Farrell – Chair, Paulina Larenas joined at 11:03.

Hannah Baker, Leslie Sutton – Staff and Joy, Madai, Isabel – Grapevine Interpreting

Guests: Beth Brownhill, Kristen Loomis, Caitlin Bailey

The meeting was called to order with quorum at 9:06. Julie welcomed all. Roll call was taken and everyone said their favorite holiday.

1. **Council member appreciation** – Members shared words about Daniel Alrick’s 8 years of service. Council members shared words of appreciation for Mak Beatty. Words of appreciation were shared about Em Braman. Retiring members shared words of reflection and appreciation.

#### 2. Review of Minutes

**Amendment:** Kristen stated that there are two small details: Jake was recorded as abstain and yes on August 4<sup>th</sup>. Extra \$0 on dollar amount for the Ed Wong paintings.

Eddie -Would someone like to make a motion to approve the minutes with corrections.

| Motion   | Presenter     | Second           |         |        |
|--|---------------|------------------|---------|--------|
| Motion: motion to approve the minutes with corrections | Emily Brahman | Corissa Nuefeldt |         |        |
| Name   | Yes           | No               | Abstain | Recuse |
| Alisha Overstreet (absent)                             |               |                  |         |        |
| Chris Knowles  | x             |                  | x       |        |
| Corissa Neufeldt                                       | x             |                  |         |        |
| Eddie Plourde  | x             |                  |         |        |
| Emily Braman   | x             |                  |         |        |
| Felicity Woods (absent)                                |               |                  |         |        |
| Joe Carroll  | x             |                  |         |        |
| Julie Farrell  | x             |                  |         |        |
| Kelly McCauley (absent)                                |               |                  |         |        |
| Kristen Darmody  | x             |                  | x       |        |
| Laura Estreich (absent)                                |               |                  |         |        |
| Lindsay Stephens (absent)                              |               |                  |         |        |
| Maria Rangel   | x             |                  |         |        |
| Nicola Spears  | x             |                  |         |        |
| Paulina Larenas  | Not present   |                  |         |        |
| Pennie Hartley   | x             |                  |         |        |
| Randall Wagenmann                                      |               |                  | x       |        |

|                     |        |    |           |        |
|---------------------|--------|----|-----------|--------|
| Rhonda Eppelsheimer |        |    | x         |        |
| Rosa Belem Ochoa    | x      |    |           |        |
| Sally Simmich       | x      |    |           |        |
| Sarah Noack         | x      |    |           |        |
|                     | 13 Yes | No | 2 Abstain | Recuse |

Leslie asked if the Council would vote to sign on to a national letter from DD Councils about proposed changes to census data collection on a federal level. If adopted, the current census would not accurately count disability. It says we think the methodology in the census data collection needs to be improved. Different Councils are signing on to this and the letter would be sent on behalf NACDD. The letter also talks about that there was a complete lack of consultation of the disability community in making these changes. Leslie read the letter aloud for Council members to hear.

| Motion                                | Presenter     | Second         |           |          |
|---------------------------------------|---------------|----------------|-----------|----------|
| Motion: to sign onto the NACDD letter | Eddie Plourde | Nichola Spears |           |          |
| Name                                  | Yes           | No             | Abstain   | Recuse   |
| Alisha Overstreet (absent)            |               |                |           |          |
| Chris Knowles                         | x             |                |           |          |
| Corissa Neufeldt                      | x             |                |           |          |
| Eddie Plourde                         | x             |                |           |          |
| Emily Braman                          | x             |                |           |          |
| Felicity Woods (absent)               |               |                |           |          |
| Joe Carroll                           | x             |                |           |          |
| Julie Farrell                         | x             |                |           |          |
| Kelly McCauley (absent)               |               |                |           |          |
| Kristen Darmody                       | x             |                |           |          |
| Laura Estreich (absent)               |               |                |           |          |
| Lindsay Stephens (absent)             |               |                |           |          |
| Maria Rangel                          | x             |                |           |          |
| Nicola Spears                         | x             |                |           |          |
| Paulina Larenas                       | (not present) |                |           |          |
| Pennie Hartley                        | x             |                |           |          |
| Randall Wagenmann                     | x             |                |           |          |
| Rhonda Eppelsheimer                   | x             |                |           |          |
| Rosa Belem Ochoa                      | x             |                |           |          |
| Sally Simmich                         | x             |                |           |          |
| Sarah Noack                           | x             |                |           |          |
|                                       | 15 Yes        | 0 No           | 0 Abstain | 0 Recuse |

- 3. Executive Committee Update** – Julie said the committee met 5 times for a total of 9 hours to talk about committee structure and gained DOJ's advice on public meetings. They voted to have committees report at each Council meeting and for PSU for facilitation services. They are discussing whether they need to meet more often for a while. Agreed to meet with facilitation

services before the next meeting. The committee’s minutes can all be read online on the council’s website. Will meet again after this Council meeting.

**4. Family and Self Advocacy Caucuses:** No reports.

**5. Ad Hoc Committees:** Bylaws, Membership and the Budget are in place.

Joe – There have been no meetings but have had conversations about the functions of the committees. The Council was directed by OIDD to place a Conflict-of-Interest form and a policy in our handbook. Will need to modify these (page 20), and possibly the organizational bylaws. There is a proposed change in bylaws that amends the daily stipends dollar amount to an amount that is equal to the per diem paid to members of the OR legislative assembly. An amendment will be required for the executive committee that the makeup of this committee should be voted on by Council as opposed to appointed by the Chair. We have talked about getting outside assistance to help us updating or re-writing our documents, especially if creating plain language documents or those with different sensory or cognitive needs. The committee recommends we reach out to a consultant and gain expertise in writing easy read documents.

Eddie – Motions to put bylaws and member handbook into Plain Language and Easy Read. Em has seconded it.

Julie- Would need to discuss funding and have that discussion when there is more time.

Julie: The motion is to put bylaws and member handbook into Plain Language and Easy Read by starting to plan and the first step being doing market research. Em seconded it.

| Motion  | Presenter     | Second    |         |        |
|---|---------------|-----------|---------|--------|
| Motion: The motion is to put bylaws and member handbook into Plain Language and Easy Read by starting to plan and the first step being doing market research. | Julie Farrell | Em Braman |         |        |
| Name  | Yes           | No        | Abstain | Recuse |
| Alisha Overstreet (absent)  |               |           |         |        |
| Chris Knowles   | x             |           |         |        |
| Corissa Neufeldt  |               |           | x       |        |
| Eddie Plourde   | x             |           |         |        |
| Emily Braman  | x             |           |         |        |
| Felicity Woods (absent)   |               |           |         |        |
| Joe Carroll   | x             |           |         |        |
| Julie Farrell   | x             |           |         |        |
| Kelly McCauley (absent)   |               |           |         |        |
| Kristen Darmody   | x             |           |         |        |
| Laura Estreich (absent)   |               |           |         |        |
| Lindsay Stephens (absent)   |               |           |         |        |

|                     |        |      |           |          |
|---------------------|--------|------|-----------|----------|
| Maria Rangel        | x      |      |           |          |
| Nicola Spears       | x      |      |           |          |
| Paulina Larenas     | x      |      |           |          |
| Pennie Hartley      | x      |      |           |          |
| Randall Wagenmann   | x      |      |           |          |
| Rhonda Eppelsheimer | x      |      |           |          |
| Rosa Belem Ochoa    | x      |      |           |          |
| Sally Simmich       |        |      | x         |          |
| Sarah Noack         | x      |      |           |          |
|                     | 14 Yes | 0 No | 2 Abstain | 0 Recuse |

**6. Maria –Membership Ad Hoc Committee Update**

Have been working on a spreadsheet to get the hang of how to best track Council members. As of now, with the exits happening today, I need to edit and give a full report.

Leslie – We should connect as we also have access to this information and ensure we don’t duplicate.

Julie – We just recently got a legal opinion from the DOJ about how to run committees and still abide by public meeting law. I need to study that more and once I have that figured out, I will make sure to contact all of you who are on ad hoc committees and talk about it in a Council meeting. We need to meet in a public way, so it is transparent.

There was a discussion about where the meeting notices are published and where new members are directed.

Leslie – It also goes on a data transparency website as well as our website. It must be posted both places. It also must have sufficient notice. More than 24 hours’ notice. Have new members contact me. The application process at the Governor’s level includes statement of interest, statement of equity and some other paperwork. That is all through the Workday system which is not accessible. We are working with DAS and Governor’s Office to get accommodations. That is why it is important to come to me first so that I can get people the accommodations they need.

The group agreed to have lunch and come back at 12:10.

**Meeting reconvened at 12:11pm.**

**7. Fairview Trust Member Applications**

Leslie gave a summary of the Fairview Trust. The Council appoints members to the Fairview Advisory Council who work with the Oregon Community Foundation Board to decide on grants in three areas: Architectural Design (Universal Design), Advocacy Support (for Community Housing), building more accessible units (working with developers to ensure projects have units that are accessible).

Reminded everyone of the candidate information sent by email prior to the meeting. Resumes were not sent as it was not accessible for all in that format. Leslie did a high-level summary of the individuals who applied.

Sarah- Do I need to abstain from voting on a person I supervise? (Yes)

**8. Proposal for Creation Self-Advocate Position on the Council**

Leslie – Sent out a budget proposal with context about how the Council has had a part-time limited duration position for a self -advocate to inform policy The position is about coordinating with ODDS to coordinate systems and policy changes, as well as support to self-advocates and self-advocacy groups to ensure input. The position can be renewed if there is funding (it would be recruited at a mid-range \$43,000 per year including benefits and salary). The Council has \$50,000 from the Vision Summit Project to go toward this position that can be reallocated to this position. She explained the process to get to position authority and is lengthy.

Eddy made a motion to accept the proposal and reallocate \$50,000 from the Vision Summit Project to the Self Advocate Job Position. Sarah seconded the motion.

Corissa –I wanted to catch what the long-term plan is? Is it working through ODDS or through legislature? I would suggest there be an opportunity review how the position is working after a period before moving to permanent.

Leslie:. There will also be a 6-month trial period which would allow for evaluation. It is an important thing to talk about as we build our FY 2025 budget. Thank you for that note.

Randall- Is the plan to move this into a permanent position, or is this to be decided?

Leslie- We came into this FY with additional funds from the pandemic and staffing changes. It is an opportunity to have a conversation about what our long-term budget is. I would like this to be permanent, as it fits mission and values. It was raised in Vision Summit last year by Mack that self-advocates have leadership positions.

Em- Is there going to be extra work done to make the process of application more accessible? Great concerns have been brought up through the AARPA grant about accessibility.

Leslie- We can say we want a similar recruitment plan as model employers, and I agree with you around the issues with Workday, Oregon Buys, and other state employment processes are not accessible. We are working with ODDS and ODHS recruitment to make these processes more accessible.

| Motion  | Presenter    | Second      |         |        |
|---|--------------|-------------|---------|--------|
| Motion: accept the proposal and reallocate \$50,000 from the Vision Summit Project to the Self Advocate Job Position. | Eddy Plourde | Sarah Noack |         |        |
| Name  | Yes          | No          | Abstain | Recuse |
| Alisha Overstreet (absent)  |              |             |         |        |
| Chris Knowles   | x            |             |         |        |
| Corissa Neufeldt  | x            |             |         |        |
| Eddie Plourde   | x            |             |         |        |
| Emily Braman  | x            |             |         |        |
| Felicity Woods (absent)   |              |             |         |        |
| Joe Carroll   | x            |             |         |        |
| Julie Farrell   | x            |             |         |        |

|                           |        |      |           |          |
|---------------------------|--------|------|-----------|----------|
| Kelly McCauley (absent)   |        |      |           |          |
| Kristen Darmody           | x      |      |           |          |
| Laura Estreich (absent)   |        |      |           |          |
| Lindsay Stephens (absent) |        |      |           |          |
| Maria Rangel              | x      |      |           |          |
| Nicola Spears             | x      |      |           |          |
| Paulina Larenas           | x      |      |           |          |
| Pennie Hartley            | x      |      |           |          |
| Randall Wagenmann         | x      |      |           |          |
| Rhonda Eppelsheimer       | x      |      |           |          |
| Rosa Belem Ochoa          | x      |      |           |          |
| Sally Simmich             | x      |      |           |          |
| Sarah Noack               | x      |      |           |          |
|                           | 16 Yes | 0 No | 0 Abstain | 0 Recuse |

**9. Workplan Update**

Leslie- Gave an overview of the Vision Summit Project with the National Leadership Consortium who provide technical assistance and ongoing support. Introduced Caitlin Bailey and Kristen Loomis Greenwich.

They shared slides reviewing the goals and purpose of the Summit. They talked about the workgroups operating now: Enhancing Access to and Quality of Mental Health Services, Increase Access to Affordable Housing, Improving the QA/QM Approaches to Better Align with Quality, Improve Access, and Utilization of Technology.

Sarah- How are equity priorities woven through the goals? If you could speak to how that fits in that would be wonderful.

Caitlin- I would say those principles have underpinned all the work we are doing, but we can make it more explicit, thank you.

Sarah-How does this relate to our workplan? Is it a goal within our 5-year plan?

Leslie- Identified the areas of the workplan (within the third objective).

Randall-Is there consideration of how needs change over a lifespan?

Kristen- From the tech perspective, it is on ongoing part of the discussion. From a modelling perspective, one thing that has come up is within the aging population.

Leslie- I want to make sure that at meetings we can make time to go over the work plan, get Council member input and show what we are doing to implement it.

**Leslie** spoke about **Engaging Diverse Voices**: Leslie has done additional research on the Ed Wong project and the possibility of a 50% match as requested. Percent for Arts is excited to tell the story of institutions through the paintings. She connected us with the Cultural Trust who has a grant project and is working with Percent for Arts to put together a proposal. Leslie also said OCDD has a scrapbook related to Fairview which the Trust is interested in potentially scanning and do a project telling stories of

institutions. I would love to have help from any of you if you have interest to work on this with me. Are there any questions?

Hannah spoke about **Growing Leadership** and gave an update relationships with other state councils to develop curriculum as we were unable to find a suitable candidate. Have also been working on recruitment strategies that engage diverse members of the IDD community.

Leslie spoke about the **Inclusive Leadership Summit** (self-advocacy summit) that OSAC organizes, and the Council pays for hotel rooms for people as it works with the federal funding.

**Targeted Disparity**- Spanish speaking leaders met with ODDS policy leadership how to make children's DD services more equitable and gave input into what equity would like through the new waiver that will allow parents of children with high support needs to be paid.

**Integrated Services and Support**-Hannah talked about work done to promote opportunities in housing and outreach and collaboration to include people with IDD in plans to implement to OHA 1115 waiver.

There was discussion about what a Medicaid waiver is and how the Health Related Services part of the waiver will provide housing support on a limited basis.

## **10. Mental Health Funding**

**Leslie gave an update** that there have been some staffing changes within Medicaid and ODDS. We are continuing to have conversations about what this work can look like. Initially you wanted to put funds to gather stories and information from DD provider, mental health providers, behavior specialists and people with DD and their families and use that to identify how we can really make changes to mental health services and behavioral health support services.

## **11. Staffing**

We have three open positions and are also moving forward to self-advocacy position forward including the Community Engagement and Communications, Policy Director and Operations are all in process.

## **12. Website Redesign**

Greg Rochford walked through a website presentation and a review of the changes to the website. How do you feel about the updated design? Do you feel we have the right goals for the site? Is there anything that would help increase your engagement with the site?

Joe- With the intent to put policy statements on the website, this could be a time to look at Easy Read and expertise about usability of a website.

Randall-What are you using to inform the overall layout and organization to get an idea of who is using it and how they are using it?

Greg – We don't have tons of historical data about who is using it, but we did an in-depth analysis of what other states are doing from a content and design standpoint. When redesigning you want to keep some of the look and feel of the previous website. Fonts and sizing are based on best practices.

Randall- Can we add analytics going forward to inform design perspectives? Also add something on the homepage that has quick links and says this is what we do.

Greg-Yes, absolutely with Google analytics.

Julie – I would suggest having self-advocates go through and see how easy this is to navigate and can inform any tweaks you need to do.

Paulina – How will people who speak other languages will navigate the website? Can the contact form be in another language?

Greg- He explained we have a button that can translate into Spanish and can work more with Leslie to develop more Spanish features

Sarah – Standard ADA 14-point font is small; can we apply bigger font across the website? And also change the accessibility icon to something that is easier to understand.

Greg- Yes, absolutely. We also use an accessibility icon.

Randall also recommended making the accessibility features more prominent on the page.

**2:39-2:49 - 10 Minute Break**

### **13. Trainings**

Leslie introduced that there is an accessible version of the boards and commission training that needs to be completed. If we lose quorum, we can also investigate how this could be delivered remotely.

### **14. Executive Director Evaluations**

Julie: With the new DOJ information she got, we should continue moving forward with the Executive Director review process. The previous committee put a lot of work into the policy previously and we should continue that. Julie is hoping to take their policy, set it aside temporarily and take their survey back to the executive committee and dive into the concerns the Council had come up with and use my new process and give to the Council in April.

3:05 – Julie gave a power point presentation about what the process would like to lead up to the evaluation.

Julie asked if the Council feels strongly to have an ad hoc committee, or would you feel comfortable with doing a survey using the questions we already have (with modifications) and doing a deeper dive on the process in February with goal to completing and filling out the survey in April. She invited feedback on the proposed process.

Joe – We’ve gotten to this point because some things weren’t done annually on a schedule. We need some way to follow it and stay on track.

Rhonda – I wanted to clarify that the process is going to be developed while this current year’s evaluation is being assembled.

Julie- We are just required to develop a process and timeline. We then must approve that. Then we take the policy already created and tweak it.

Rhonda – The evaluation that we are engaging in, it is based on the survey that we take in April.

| Motion   | Presenter   | Second         |           |          |
|--|-------------|----------------|-----------|----------|
| Motion: we follow the guidelines and schedules that we have seen today | Joe Carroll | Nichola Spears |           |          |
| Name   | Yes         | No             | Abstain   | Recuse   |
| Alisha Overstreet (absent)   |             |                |           |          |
| Chris Knowles  | x           |                |           |          |
| Corissa Neufeldt   | x           |                |           |          |
| Eddie Plourde  | x           |                |           |          |
| Emily Braman   | x           |                |           |          |
| Felicity Woods (absent)  |             |                |           |          |
| Joe Carroll  | x           |                |           |          |
| Julie Farrell  | x           |                |           |          |
| Kelly McCauley (absent)  |             |                |           |          |
| Kristen Darmody  | x           |                |           |          |
| Laura Estreich (absent)  |             |                |           |          |
| Lindsay Stephens (absent)  |             |                |           |          |
| Maria Rangel   | x           |                |           |          |
| Nicola Spears  | x           |                |           |          |
| Paulina Larenas  | x           |                |           |          |
| Pennie Hartley   | x           |                |           |          |
| Randall Wagenmann  | x           |                |           |          |
| Rhonda Eppelsheimer  | x           |                |           |          |
| Rosa Belem Ochoa   | x           |                |           |          |
| Sally Simmich  | x           |                |           |          |
| Sarah Noack  | x           |                |           |          |
|  | 16 Yes      | 0 No           | 0 Abstain | 0 Recuse |

Reminder that the slides for the required training is in everyone's email. We will follow up with whether it can be done virtually.

Julie shared the dates of the next proposed Council dates.

Leslie will send out the calendar invite for February and work with the executive committee for the April meeting.

Julie-Are there any public comments? (No)

There was discussion about the format of Council meetings.

Em- Do we know why we had so many self-advocates missing today?

Leslie-December is historically a difficult meeting for people to attend due to vacations, illness, etc.

There were no final questions or comments.

**Meeting was adjourned at 3:34pm.**