



LAURA KELLY, Governor • KATHY KECK, Chairperson • STEVE GIEBER, Executive Director

*“To ensure the opportunity to make choices regarding participation in society and quality of life for individuals with developmental disabilities”*

## Meeting Minutes

March 1, 2019 -9:00AM-5:00PM  
Topeka Shawnee Cty. Public Library  
1515 SW 10<sup>th</sup> Ave., Topeka, KS  
Conference Call In #: (866) 620-7326  
Conference Code #: 1826322145

Members Present: Alters, Chaffin, Fairchild, Heiman, Keck, Martinez, Meitner, (Bowles for Penrod), (Zajic for Riley), (Swindler for Shogren), Schwindt, (Swindler for Shogren), Story, Tweedy, (King- Conference Call In), Smith, (Van Vleck for Donnlley)

Staff Present: Gieber, Knutson, Schroeder, Cobbs

Members Absent: McLemore, Seitz, Darnell, Nichols

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**Call to Order:** Chair Keck called the meeting to order 9:05am with a quorum present.

**Public Comments:** Tami Allen provides update on FEAT training grant and Parent IEP Mentor Project. FEAT-Dodge City very successful; plans for KC and Wichita. Added LifeCourse Framework to the training. IEP Mentor program getting geared up. Allows mentor to attend IEP meetings with families & staff in Garden City, Wichita and Topeka. Using LifeCourse Framework to help with IEP process to empower families so they feel successful. First year looking at 39 families (3x/staff) served, and then (6x/staff )84 the second year. Geography a potential barrier in Western KS

**KCDD Minutes:** **December 7, 2018:** Bowles moved to accept minutes; Alters and Story second. Motion passes.

**New Grant Request:** RFP for 2019- Fairchild moved to move forward with posting RFP to address Council goals; Story seconds. Motion passes.

### **April 2019 Policy**

**Seminar DC:** Hotel may not be available this year. Gieber and Keck will be going this year.



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**KCDD By-Laws:** King moves to change "Section numbers"; Under new 2 A change to "under Section 1(c)  
Zajic seconds; motion passes

**Section 4:** Vacancies; Change to Section 3

**Section 6:** Termination; Change to Section 4

**KCDD Grant &  
Contracts Policies**

**Add** “All documents will be filed in the Council office” to 6.4: Maintenance of Grant Records

Bowles moves to add language to Section 6.4; King seconds; motion passes

**2019 SACK  
Conference:**

Fairchild motioned to fund the SACK conference; Martinez moves to amend motion to fund for \$25,000; Meitner seconds. Motion passes.

**CoP Event:**

Will hold Executive Committee meeting to discuss number of scholarships to attend CtLC National Showcase and meeting

Ann Tweedy is Transition Coordinator

## KCDD Committees

**Executive Committee:**

Keck, Darnell, Bowles, Story, Martinez (Treasury)

**Governance Committee:**

Fairchild, Swindler, Nichols, Smith, Chaffin

**Budget/Finance Committee**

Zajic, Martinez, Alters, VR rep

**Grants and Contracts Committee**

Executive committee + Chaffin



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**Ad Hoc Grant Outcomes Committee:**

Keck, Tweedy, Meitner, Schwindt, (Jeff)

**Adjourn:** Martinez moves to adjourn; Tweedy seconds. Meeting adjourned 1:33pm

**2019 KCDD Meeting Dates:**

March 1, 2019–Topeka Shawnee County Public Library, 1515 SW 10<sup>th</sup> Ave, Topeka, KS

June 21, 2019 - Kansas Health Institute, 212 SW 8<sup>th</sup> Avenue, Topeka, KS

August 23, 2019- Kansas Health Institute, 212 SW 8<sup>th</sup> Avenue, Topeka, KS

December 5, 2019 - Kansas Health Institute, 212 SW 8<sup>th</sup> Avenue, Topeka, KS

KHI - (785) 233-5443

**Note:** KCDD Meetings are open to the public. A time for public comment is made available.

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| <b>Rules to Meet By</b>                 | <b>Tab</b> | <b>#8</b>  |
| <b>KCDD Quarterly Meeting Schedules</b> | <b>Tab</b> | <b>#8</b>  |
| <b>Conflict of Interest Overview</b>    | <b>Tab</b> | <b>#8</b>  |
| <b>KCDD By-Laws</b>                     | <b>Tab</b> | <b>#9</b>  |
| <b>KCDD Policies</b>                    | <b>Tab</b> | <b>#10</b> |