



Kansas Council on Developmental Disabilities

SAM BROWNBACK, Governor
Dawn R. Wilson, Chairperson
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“To ensure the opportunity to make choices regarding participation in society and quality of life for individuals with developmental disabilities”

Meeting Minutes

November 13, 2015

Capital Federal Natatorium
2751 Center Building Drive
Topeka, KS 66606

Members Present: Kelley, Johnson, Fairbank, King, Linnenkamp, Story, Wilson, Donnelly, Coates, Mike Burgess (for Nichols), Kayzy Bigler (for Smith), Coleman, Krom-Craven, Kerrie Shogren (for Wehmeyer) , Zienkewicz, Santiago,

Staff Present: Gieber, Knutson, Moran, Cobbs

Members Absent: Excused - Ewert

Guests: Mary Giesler, Mary Burk, Dave Beukelman, Kim Borchert, Shelly May, Holly Sweeney

Call to Order: Meeting called to order 8:40am. A quorum was present.

Orientation: Full council orientation by Wilson, Fairbank & Gieber from (ITACC) Information and Technical Assistance Center for Councils on Developmental Disabilities website. Wilson & Fairbank provided a presentation on The Council Member Guide/Responsibility of Council Members from ITACC Website. Gieber provided an overview of The Council Budget from ITACC Website.

KCDD 2014 Program Performance Report is on **KCDD website**

Funding: **Approve the Budget**
70% - Goals & Objective
30% - Administration

Council Budget Orientation: A budget is an estimate of what we are going to do. There are three years of fund operating on the federal year. The budget is approved approximately 60 days before Fiscal Year ends (Oct 1 - Sept 30). There are two years to **OBLIGATE** and the third year to **LIQUIDATE**.

Note: KCDD staff is working with DCF staff on accounting codes for tracking expenses in the state's system.

September 30, 2015 ended and now in 2016 federal fiscal. Funds of concern can be moved to current funds back to the oldest pot of money available called "**First In, First Out.**"

Public Comment: Report from Deputy Chief of Staff / Appointment Director to the Governor's Office on Council Roles and Responsibilities.

Project SEARCH: Project SEARCH is a demonstration-training project. Shelly May of Pathways/Lifeshare spoke to the council about the transition of Project SEARCH Timeline in Federal Fiscal Year 2016 from KCDD to provide funding and technical assistance to Pathways/LifeShare. May will begin facilitate the meetings with KCDD staff until the end of 2015 and beginning in 2016 will begin facilitating the Project SEARCH meeting with KCDD staff present and will after September 30, 2016 take over the Project SEARCH training.

State Plan: -April 21-22, 2016 - Employment First Summit is done every other year.
-Partners In Policymaking - Partnership with the Leadership in Wichita.
-Two-day Conference Healthcare - Run through (DRC) Disability Right Center for (UCEED) University Centers for Excellence in Developmental Disabilities.

Executive Board Selection

Stephanie King = Vice Chair
LaRae Santiago/Joan Kelly - Secretary/Treasury
Stephanie Coleman -At large
Heather Smith - At Large
Lindsey Krom-Craven - Back Up

Governance Committee

Kristin Fairbank - Chair
Allison Nichols
Stephanie King
Joan Kelley
Heather Smith

DSA Ad HOC Committee: All bylaw and policies will need to be updated.

Vote: Project SEARCH Timeline: Coates made the motion to accept the timeline provided by Pathways/LifeShare with the corrections of the dates and a

formal notification from KCDD to the current Project SEARCH sights of the transition timeline. Santiago Second. Motion passed.

Minutes: Minutes should be kept in “Draft Form” until approved by council members. August 7 & September 3, 2015 minutes will be kept in draft form until such time as the Governance Committee can review them for completeness and accuracy.

Vote: Krom-Craven made a motion to post minutes in “Draft Form” for correction updates according to Robert's Rule with additions in footnotes. Story second. Motion Passed.

Approve the financials with the \$8,000 for a webinar & video with flexibility.

State Plan: **Group Discussion for 2017-2021 Areas of Emphasis:**
Quality Assurance
Education
Employment
Formal/Informal Support
Self Determination

Employment First Summit - \$50,000
Project SEARCH - \$40,000
Leadership Training - \$20,000
All funds will be managed through in-house using the new accounting codes.

Vote: ANE/Guardianship Conference - \$50,000
Guardianship will be removed from the list.
Will re-visit. Tabled

Suggestion: For a Partners’ In Policymaking Training Conference.

Legislative Update: No action

Vote: Executive Committee – Zienkewicz made the motion to elect the slate of officers. Johnson Second. Motion passed.

Vote: Budget/Audit Issues - Include grant/contract, expenditures and monitoring for auditors to include in their search. Tabled for audit report.

Vote: Fairbank motioned to table all raises until after the council can review all the audit results. Santiago Second. Motion Passed.

Meeting adjourned 5:00pm

KCDD 2016 Schedule Meetings

January 8, 2016

March 11, 2016

April 8, 2016

June 3-4, 2016

July 29, 2016

October 28, 2016

DRAFT