

**Developmental Disabilities Council
State Plan Committee
Minutes**

Date: January 11, 2019

Time: 11:00 AM to 1:00 PM

Location: Zoom Conference Call

Members Present:

Donna Tiffan (Committee Chair) Pat Shivers, Shannon Manion, Sherrie Brown, Mark Westenhaver, Janice Tornow

Staff: Aundreaaha Martinez, Brian Dahl, Ed Holen

Call to Order

Donna Tiffan called the meeting to order. She welcomed all members and asked members to introduce themselves.

Adjustments to the Agenda

No adjustments to the agenda.

Approve Minutes from October

Pat Shivers made the motion to approve the minutes as written in the October 17, 2018 State Plan Committee Meeting. Janice Tornow seconded the Motion.

Motion carried. October Meeting minutes were approved.

Committee Job Description

There was open discussion about a few grammar changes to the Job Description. After the Job Description was read aloud, there were no adjustments.

Motion to approve the Job Description as written, with several grammar additions. Pat Shivers moved and Shannon Manion seconded the motion.

Motion carried. The State Plan Committee Job Description was approved by the Committee and will be moved to the Full Council in April 2019.

Big Picture Work Plan

Brian Dahl read aloud the Big Picture Work Plan for the State Plan Committee. Brian began with changing a few of the dates for the Self-Advocacy/Civil Rights section to July. The reason for this is due to the Executive Search Committee, and the process of hiring a new Executive Director. The Final Report for the Smart Living Project was discussed and the group had an open discussion about the possibility of future programs in Assistive Technology.

For the State Plan Committee, it was discussed that we are on track with all the reviews and deadlines. Council Staff is still working on completing the Workbooks for 2020 and 2021.

Leadership Update:

Donna Patrick had a Leadership update for the RFP. There was a vote to have a RFP go out for 2019 additional funds that are set aside for contracts. There is a total of \$50,000. We have a contract for Snohomish County for 2018-2019 and one to Tri-cities for 2019; there could be another RFP that would go out for a bid.

Sherrie Brown made the motion and Janice Tornow seconded the motion.

Motion carried to have another RFP go out for bid for 2019.

State Plan Goals, Objectives, Activities & Performance Measures:

Brian opened with discussion surrounding the State Plan. Brian then went over a few updates to the State Plan that he wanted to show the Committee. He moved a few of the objectives around to make sure they were fully grasping what the Council was doing.

Brian opened discussion surrounding Objective 1.5 to create an expansion to conduct collaborations with DRW and the DD Ombudsman. The purpose of doing this would be to remove any possible duplications of measures.

State Plan Review and Planning

Brian gave an update on the PPR, State Plan Work plans and the State Plan timelines. The Work Plans that were completed was sent back for additional time to be reviewed, updated and submitted on January 31, 2019.

Most of the updates and time-line for the State Plan will be updated for the April Meeting. All proposed changes to the State Plan she be brought to the Committee and brought to the Council in July for Approval before being submitted for the August due date.

To do list April 2019

Have the State Plan updated for review and changes for July Council Meeting.

Leadership update with New RFP

Job Description Final draft to Full Council

Review PPR for Committee to review and be prepared for submission

Adjourn

Shannon Manion made a motion to adjourn the January State Plan Committee. Janice Tornow seconded the Motion.

Motion passed. Meeting Adjourned.