

**2020 Retreat Agenda**

**Monday, January 27, 2019, 8:30am-4pm**

**Gallaudet University, Kellogg Conference Center, Executive Boardroom**

**800 Florida Ave. NE, Washington, DC 20002**

The original agenda for this meeting was shifted on the day of the meeting to accommodate Councilmembers’ schedules. The agenda shown here accurately represents the order of events.

| Topic | Time | Facilitator |
| --- | --- | --- |
| BREAKFAST | 8:30-9:00 | N/A |
| Welcome | 9:00-9:15 | Carol Grigsby |
| Ice Breaker/Team Builder | 9:15-9:30 | Alison Whyte |
| Developmental Disabilities Assistance and Bill of Rights Act of 2000 | 9:30-10:00 | Alison Whyte |
| **Ethical Considerations for DD Councilmembers** | 10:00-10:30 | Ashley Cooks - BEGA |
| **BREAK** | 10:30-10:45 | N/A |
| Role of DD Council | 10:45-11:15 | Alison Whyte |
| **Committees Check-In** | 11:15-11:30 | Committee Chairs |
| **Introduction of Bylaws Revised Draft** | 11:30-12:15 | Alison Whyte |
| **LUNCH** | 12:15-1:15 | N/A |
| **Review of FY19 Activities and Budget** | 1:15-1:45 | Alison Whyte |
| Overview of FY20 Activities and Budget | 1:45-2:15 | Alison Whyte |
| **BREAK** | 2:15-2:30 | N/A |
| **Accessibility in Meetings Discussion** | 2:30-3:00 | Carol Grigsby |
| Cultural and Linguistic Competence Discussion | 3:00-3:45 | Alison Whyte |
| Closing Reflection and Adjournment | 3:45-4:00 | Carol Grigsby |

## DD Councilmembers:

Alison Whyte, Executive Dir.

Amber Keohane

Anjanette Shelby

Bernard Crawford

Carol Grigsby, Chairperson

Cheri Mallory

Emily Ornstein

Kali Wasenko

Lisa Matthews

Ricardo Thornton, Vice Chair

Sandy Bernstein

Sarah Grime

Shakeitha Stone, Intern

Tawara Goode

Yetta Myrick

## Notes

DD Councilmembers were welcomed to the retreat and shared an opening round of one thing the DD Council did in the past year that they loved. We moved into a discussion about the Developmental Disabilities Assistance and Bill of Rights Act (DD Act), which guides all of our work. Councilmembers and staff received a refresher on what is included in the DD Act and a video from Wanda Willis of the Tennessee DD Council that highlighted some of the most relevant points for DD Councils. For example, the DD Act specifically mandates that Councils should identify and connect with underserved and unserved people with disabilities.

#### Ethics Training

Ashley Cooks with the DC Board of Ethics and Government Accountability (BEGA) gave a presentation on ethical obligations of Councilmembers. This presentation met the annual requirement that Councilmembers have to receive information about ethics. Takeaways from BEGA included the following:

* Financial disclosure is not required for DD Councilmembers
* DD Councilmembers may not use DC government property for events or meetings associated with a political campaign
* “Closely affiliated” means anyone who has a business or personal relationship with someone
* Recusals during votes may be made verbally, but should be captured in written minutes
* You can only represent one organization at a time – if you are a member of the DD Council and your organization is a grantee of the Council, someone else from your organization or a DD Council staff member must provide updates on the grant

#### Roles of the DD Council and Bylaws

The meeting continued with a discussion of the roles of the DD Council. Every Councilmember must serve on at least one committee and the goal is for committees to meet quarterly, in the months in between public meetings. Councilmember expectations are laid out more clearly in the revised bylaws. The new draft bylaws attempt to be clearer about meeting structure, meeting operations, committees, officer positions, and conflicts of interest. There will be more opportunities to discuss and revise these bylaws before the final vote to adopt them.

#### Recruitment of New Members

We were glad to welcome three new members to the Council in November 2019. We still have two vacancies for people with developmental disabilities and two vacancies for DC government agencies. We are looking for recommendations from the Council for new members who have developmental disabilities. A question was asked about whether a Direct Support Professional (DSP) could be on the Council, which led to a discussion about the membership requirements established in the DD Act. There are some requirements in the DD Act that are not mirrored in the Mayor’s Order and those need to be reconciled. One of the required slots is for a representative of an organization that provides services to people with developmental disabilities, which could be a DSP. Some ideas were shared about how to recruit more members:

* Make a flyer
* Add a question to the final reports that grantees must submit that asks if they have any recommendations of people who could serve on the DD Council
* Create a more formal community engagement plan – this will also be helpful for developing the next Five Year State Plan

#### Committees Check-In

Advocacy and Public Policy Committee – This would be the setting for initial conversations and recommendations on what positions to take and how to proceed with our advocacy. This would include selecting issues on which position papers are needed, examining upcoming legislation and looking at other opportunities for targeted advocacy.

State Plan Implementation Committee – there are eight areas of emphasis identified in the DD Act: employment, education, child care, health, housing, transportation, recreation, and quality assurance. In the DC plan, we try to touch on each of these. Every year this committee should assess whether or not amendments are needed in the state plan and make recommendations to the full Council. This includes discussing whether changes are needed to the population chosen for the targeted disparity.

In this discussion questions were raised about the exact responsibilities and it was agreed that councilmembers would get more detailed information. The chairs also will be reaching out to members about committee membership.

#### Review of FY19 Activities and Budget

DD Councilmembers reviewed the State Plan Dashboard for FY19 which revealed high achievement in most areas of the State Plan. The main areas of trouble in FY19 were with Activity E.3.2 and Activity Ed.2.2. Activity E.3.2 regarding supporting youth and parents to learn about and apply person centered principles as it relates to employment will be remedied through additional support to the Parent Session during the Voices of Change Conference. Activity Ed.2.2 regarding disseminating information about the Early Intervention Certificate program will be remedied by using GovDelivery to share information with the DD Council’s network regarding this opportunity. DD Councilmembers also reviewed the Executive Summary of the annual Program Performance Report (PPR), which provided additional narrative regarding the success of programs in FY19.

#### FY20 Activities and Budget and Beyond

Comprehensive Review and Analysis – this is a necessary piece of the Five Year State Plan development and there are many existing data sources that we can use for this. One is the Landscape Analysis recently completed by the Office of the State Superintendent of Education, which can be found here: <https://osse.dc.gov/page/students-disabilities-district-columbia-landscape-analysis>

We are planning on doing the Latinx Conference again and will begin planning it earlier this year. The National Association of Council on Developmental Disabilities (NACDD) Conference is in DC this year. We may offer to put something together that offers a more local experience for conference attendees – something that shows people the beauty and resilience of DC communities, off the beaten tourist track. The Executive Director (ED) will serve on the Conference Planning Committee.

#### Accessibility in Meetings

The ED drafted a list of possible agreements we could discuss as a DD Council to be as accessible as possible in meetings. The group reviewed this list and made suggestions for additions or changes. Like the bylaws, there will be more time to discuss these agreements before a final vote will be taken on what we each individually, and as a group, will agree to doing regarding accessibility. Some elements of cultural and linguistic competency were also added to the list, so we will consider a comprehensive agreement addressing culture and accessibility.

#### Cultural and Linguistic Competency

DD Councilmembers did an activity called, “I am, but I am not” where everyone shared things about their identities, stereotypes associated with their identities, and their feelings about who they really are deep down. This discussion was part of ongoing self exploration that DD Councilmembers must do to better understand our own culture in an effort to learn about other cultures and further commit to and engage in the process of cultural and linguistic competence.

#### Miscellaneous issues

We need to ask MOTA to change our name in the DC government system. Currently it lists us as the Developmental Disabilities State Planning Council, which is the old name, but we’ve since taken out the “State Planning” parts.