



WV Developmental Disabilities Council
Approved- July 11, 2023 - Meeting Minutes
Courtyard by Marriott, Morgantown, WV

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Members present: Kenneth Accord, Brandy Beery, Steve Brady, Lesley Cottrell, Marc Ellison, Rose Fair, Lynsay Frye, James Gallaher, JaQue Galloway, Susan Given, Tracy Hartnett, Randy Hill, Amber Moore, Jacqueline Proctor, Charlotte Roth, Tonya Rutkowski, Anna Smith, Paulette Southerly, Ashley Stewart, Jessica Sykes

Members absent: Cindy Brockman, Jennifer Dotson Tonya Eve, Richard Hammons, Kim Hawkins, Susan Loudermilk, Marsha Spiker, Mel Woodcock

Staff present: Katie Arbaugh, Christy Black, and Tina Wiseman

Call to Order, Welcome: Brandy called the meeting to order and welcomed council members. Brandy went over the packets.

Introductions: Brandy welcomed everyone and asked for introductions.

Tracy read the mission statement.

No public comment

Approval of April 25, 2023, Meeting Minutes: Tracy moved, and Jacqueline seconded the motion to approve the Minutes. There was no discussion. **Motion carried.**

New Business

Approval of FFY 2024 Budget: Tina introduced herself as the Council's new Executive Director. Tina gave a budget presentation. She discussed the Federal Fiscal Responsibility Act of 2023 which is the piece of federal legislation that suspended the debt ceiling and it will have a possible impact on the Council's budget. Congress needs to pass an appropriation bill before the end of the year Councils have been told they may receive a 9% cut. Tina went over a summary of



proposed budget modifications for FFY 2024. She discussed the estimated budget including: funding available, proposed expenditures, current grants, contract expenditures, and current expenses. **Anna moved**, and **Marc seconded** the motion to approve the proposed FFY 2024 Budget. There was no discussion. **Motion carried.**

Call for Investments Allotment: Tina recommended the Council set aside \$150,000 for new grant projects for FY 2024 based on the availability of funds in the budget. **Jessica moved** and **Rose seconded** the motion to allot \$150,000 for new grant projects for FY2024. There was no discussion. **Motion carried.**

Current Grant Updates: Tina gave an update on current grants. Tina recommended giving a three month no-cost extension to MTSCIL, Community Access, Shared Support, Think Kids, United Way, and WVUC CED. **Steve moved** and **Jessica seconded** the motion to approve a three month no-cost extension on MTSCIL, Community Access, Shared Support, Think Kids, United Way, and WVUC CED. There was no discussion. **Motion carried.**

Katie gave an update on the suspension of the Aging Caregiver Toolkit following the Executive Committee's vote to end the project. The Council discussed other ways to address this goal of the 5 year state plan.

Approval of Designated Stipends: Paulette reported out on behalf of the Designated Stipends workgroup. Members of the workgroup were Brandy Beery, Susan Given, Jacqueline Proctor, Paulette Southerly, Jessica Sykes. Paulette stated that the Council voted at the April 25th quarterly meeting to allot \$32,000 for designated stipends. She said the total requests came to \$32,500. The Arc of MOV requested \$17,000 for the 31st People First Conference. This was an increase of \$2,000 due to the cost going up at the venue. The Autism Society of WV requested \$6,000 for the 8th Annual Autism Across the Lifespan Conference. This is the same amount as last year. Fair Shake Network requested \$3,000 for Disability Training Day and Disability Advocacy Day. This is the same amount



requested last year. The WV Bureau for Behavioral Health requested \$6,500 for the 32nd WV Families Conference which is the same amount requested last year. The total of all requests came to \$32,500 which is \$500 more than allotted. **Jessica moved** and **Rose seconded** to approve the stipend request for The Arc of the Mid-Ohio Valley in the amount of \$16,500. **Paulette, Lynsay, Tracy, and Charlotte abstained.** There was no discussion. **Motion carried.** **Paulette moved** and **Charlotte seconded** to approve the stipend request for the Autism Society of WV in the amount requested of \$6,000. **Marc abstained.** There was no discussion. **Motion carried.** **Paulette moved,** and **Tracy seconded** to approve the stipend request for the Fair Shake Network in the amount requested of \$3,000. **Paulette moved and Charlotte seconded** to approve the stipend request for the WV Bureau for Behavioral Health in the amount requested of \$6,500. **Steve Brady abstained.** There was no discussion. **Motion carried.**

Approval of Renewal Grants: Susan reported out on behalf of the Renewal Grant workgroup. Members of the workgroup were: Brandy Beery, Steve Brady, Susan Given, Jacqueline Proctor, Paulette Southerly, and Jessica Sykes.

The Arc of MOV sent in a renewal application for People First (PF) of WV in the amount of \$89,549. Susan provided an overview of the Grant Renewal Workgroup discussion. **Susan moved and Steve seconded** that the Council approve the grant in the amount of **\$89,549** for the People First project with stipulations that the People First staff will have monthly technical assistance calls with DD Council staff, work towards building PF chapters to cover entire state, and move PF chapters out of segregated and/or provider facilities. **Paulette, Lynsay, Tracy, and Charlotte abstained.** There was no discussion. **Motion Carried.**

Fair Shake Network sent in a renewal application for the Statewide Cross Disability Advocacy Organization. Susan provided an overview of the Grant Renewal Workgroup discussion. **Susan moved** and **Tracy seconded** the motion that the Council approve the grant in the amount of **\$30,000** for the Fair Shake Network with stipulations that the project must show improvement across all areas



of the statement of work this grant cycle. In addition, Council staff will meet with the grantee to clearly communicate expectations. There was no discussion. **Motion Carried.**

Election of Executive Committee Member: Pam Roush's retirement resulted in a vacancy on the Executive Committee. Two members submitted their names for consideration. A ballot given to Council members for a vote. Brandy announced that Steve Brady was elected to fulfill the remaining term expiring on June 30, 2024.

Nominating Committee Report: Jessica reported on behalf of the Nominating Committee. Jessica provided an overview of the Nominating Committee's discussion. **Jessica moved** and **Lynsay seconded** to submit Samantha Matos's name to the Governor for recommendation for appointment to fulfill the remaining term of three years left by Sherill Hoffman. There was no discussion. **Motion carried.**

Announcements: Christina Smith provided an overview of Council sponsored training to be held August 30th on Futures Planning and Supported Decision Making. The training will be held in Wood County Society's Conference Room with a session at 1:30 p.m. to 4 p.m and a second session offered 5:30 p.m. to 8 p.m. Astrive Advocacy, a DD Council contractor, will provide an additional training August 8th on how to file formal complaints with the State DoE Office of Special Education. The State DoE has encouraged families to file complaints when having difficulties with special education services.

Christy discussed a Council sponsored training titled, "Transition to Adulthood: What You Need to Know Before Your Student Turns 18". The Council is partnering with WV DoE Special Education Transition department, Cabell County Schools, WVABLE, Social Security Administration, Astrive Advocacy, and the WV Division of Rehabilitation Services. The plan is to do this training regionally across the state, and to hold the trainings in schools. The first training will be



Saturday, September 23rd at Cabell Midland High School. The targeted audience is parents, students turning 18, educators, counselors, and agency staff. Christy encouraged Council members to share with those who may be interested.

Marc asked Council members to get the word out about the “Autism Across the Lifespan” conference. The topics at the conference will be equity and inclusion for students with ASD in the general education classroom and fostering safe and supportive school environments for students with ASD. Marc will send a link to the conference to Katie to share with Council members.

Old Business

Retreat Update: Katie gave an update on the Council retreat. It will be held October 26th thru the 28th at Stonewall Resort. Katie stated she would be sending information out to Council members soon. Per Executive Committee approval, Kristin Scroggin will present a “Leadership Across the Generations” training for the retreat. She asked for volunteers for retreat planning and Rose volunteered. The retreat will be held for Council members and their immediate family.

Director Update: Tina informed the Council on the progress of updating the Parent Advocacy Guide with the current Policy 2419 that passed last year. Tina informed the Council about an update she is working on for the Reporters Guide. Tina mentioned the 25th Anniversary “On the Outside” project and its progress. Tina stated that she would like for the Council to get involved TASH, APSE, and National Association of Dually Diagnosed. Tina discussed legislation from last year regarding building a facility for people with IDD. The last count she had was that 66 people with IDD were in the state’s mental health facilities (Sharpe and Bateman).

State Plan Update: Katie gave an update on the State Plan and the Annual Work Plans for FY 2024 and FY 2025 due August 15th.



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PIP Update: Christy gave an update on Partners in Policymaking (PIP). A PIP workgroup was formed, and the workgroup determined it would be based to hold off on PIP until next year, and to plan a reunion in the fall. The workgroup also requested that the Council develop a three series program with some of the favorite sessions of PIP.

Training Update: Katie discussed the recent training the Council held in compliance with our State plan goal. The presenter was Lesley Lipson. This was the first in-person training the Council has held since the pandemic. Two thirds of the attendees were educators. The feedback from attendees was wonderful, and they asked for more training.

Presentation: Shared Support Maryland gave a presentation on the Council's grant project called Expectations Matter-My Life, My Choice, My Plan. Shared Support is currently a grantee of the DD Council whose goal is to spread support for Person-Centered Planning across the state.

Council Members' Comments and Concerns: There were none.

Feedback forms completed.

Jessica moved and Tracy **seconded** the motion to adjourn the meeting.

Meeting adjourned.