

**DRAFT MINUTES
DEVELOPMENTAL DISABILITIES PLANNING COUNCIL
SPRING BUSINESS MEETING
TUESDAY, APRIL 15, 2014
625 SILVER SW (DDPC CONFERENCE ROOM)
ALBUQUERQUE, NEW MEXICO 87102**

Members Present

Persons w/ Disabilities

Judy Sena
Andrea MacRae

Family Members

Sandy Skaar (Chair)
Doris Roberts
Charlene Espinoza
C. Dianne Griego (Vice-Chair)
Dr. Tim Query
Charlene Espinoza
Theresa Apodaca

Attendants

Jeanette Sena
Andrew MacRae

Agencies Present

Jim Jackson	DRNM
Gabriel Baca	PED
Cate McClain	CDD
Kathleen Hardy	CYFD
Charles Kraft	AGO
Debbie Hambel	DVR
Peter Stover	Higher Ed
Wendy Corry	DDSD

Staff Present

John Block
Dianne Rivera
Justin Moore

**Staff Present for
Reporting Purposes
Only**

Kathy Coates
Marina Cordova
Joeann Montoya
Stephanie Martinez

Members Absent

Amira Rasheed
Vicki Galindo
Denise Weaver
Cassie Harden
Sergio Resendiz

Agencies Absent

Cynthia Shelton (HSD)
Arthur Allison (DIA)
Gail Trotter (ALTSD)

Public Guests

Call to Order/Introductions/Housekeeping/Mission Statement

Chair Sandy Skaar called the meeting to order at 9:15 am. Introductions were exchanged. Sandy announced that Sean will be leaving. Debbie read the Mission and Vision Statement.

Approve Agenda – Action Item

Doris moved to approve the agenda, as amended. Dianne seconded. Motion carried.

Approve Minutes – Action Item

Jim moved to approve the minutes from the Winter Meeting (1/10/14) as amended. Judy seconded. Motion carried with Andrea and Theresa abstaining.

Executive Committee Report/Chair’s Report

The committee met once since January to develop the agenda for the Retreat. Sandy reviewed the committee structure. Theresa will serve on the Program Committee. The Finance Committee is newly created, to be chaired by Cate. The Governor’s Office stated that 50% is the rule, not 60%. Sandy will continue to work on this.

Executive Director’s Report

Dianne reported. Most bills are current, although several contractors have not been paid. Federal and Guardianship contracts are still in process. CSA is going to Farmington later this month for a transition conference.

Marina provided an update on the Office of Guardianship. The open position for attorney closed last Friday. Additional funds are needed to reduce the waiting list. Policies and Procedures need to be developed. Grievances need to be addressed. Contractors are being held responsible for fulfilling all terms/requirements of their contracts. The Filemaker program is old and unreliable. Some data has been lost. The office must obtain a new data base. Cate and Wendy suggested exploring a Medicaid match to increase funding . Joeann reviewed the budget for FY 15. Stephanie discussed the rating process. The staff at the Office of Guardianship were commended for their hard work.

Financial Report – Kathy Coates, CFO

Regarding FY 14’s Total Contractual Services, the true balance is \$25,382.12. Nothing else has changed. The supplemental appropriation of \$164,000 will carry the agency through to the end of FY 14. We will stay in the black. In the Operating Budget for FY 15, the appropriation adjustment has been reduced. The LFC shorted the agency by one FTE. However, the Office of Guardianship received an increase. All contractors will be required to participate in the Medicaid draw-downs. A Prior Year request for \$260,000 has been submitted in a BAR.

Action Item – Approval of FY 2015 Operating Budget

Debbie moved to approve the FY 2015 Operating Budget with leeway for DFA adjustments; Kathy seconded. Motion carried, with Andrea abstaining. Doris moved to authorize Sandy’s signature (sign-off); Wendy seconded. Motion carried with Andrea abstaining.

Break

Finalize Ideas for Projects/Programs for FY 2015

- **Action Item – Determine FY 2015 Projects/Programs**
No action taken

Lunch on-site

Membership Committee Report

Doris reported. The Council is still short three positions. Part of the problem is the financial hardship associated with travel. The committee will now track attendance. After three absences, members may be removed. The discussion on this subject is ongoing.

Program Committee Report

Debbie reported. The committee has met twice since the Winter meeting to discuss the Retreat. There are no action items or new business. The committee has taken on the responsibility of updating the orientation binder.

Bylaws Committee Report: Funding Policy

Wordsmithing has yet to be completed.

Action Item – Review suggested changes to the Bylaws

No action taken

Policy Committee Report/Issues – Jim Jackson

Good news: \$3.3 million in new moneys have been allocated to address the DD Waiver waiting list. Office of Guardianship received a supplemental in the amount of \$164,000. Issue of certification of personal care providers raised a lot of complicated issues. DDPC's position is to remain neutral. In-home care providers are now protected by FLSA. SM 20 mandated DDS to develop a plan to address the waiting list. Need to get the word out on Mi Via. Pilots are being developed. Jim is concerned with shortcomings in Centennial Care with respect to long-term services. Federal contractors will be under greater scrutiny to meet the 7% hiring target for the disability community. Federal contractors will not be allowed to pay less than the minimum wage.

Center for Development and Disability (UCEDD) Report – Dr. Cate McClain, Executive Director

The integrated employment initiative with DVR and DDS is very exciting. The focus is on clientele with significant disabilities. Services will be provided long-term. Learning collaborative are being established. Project Search focuses on transitioning students along with adults who have been unemployed for a long time. UNM Hospital has been an amazing partner. Post-secondary education will play an important role. CDD has a program for training SIS assessors. More participants are needed. CDD has also received a grant to identify best practices in early screening for disabilities. "Sib Shop" will be added to the Southwest Conference to support the needs of siblings in a disability setting.

Member Topics Discussion

Sandy asked the Council to establish the date/time for our Summer meeting: July 17th-18th (starting on the 17th at 1:00 pm).

Public Comment

N/A

Meeting Evaluation

Council members completed their evaluation forms.

Adjournment

The meeting adjourned at 2:10 pm