



Florida Developmental Disabilities Council, Inc.
Full Council Meeting Minutes
September 25, 2020

Members Present: Susan Kabot, Chair, Amanda Baker, Dick Bradley, Conney Dahn, Sarah Goldman, Elly Hagen, Cherie Hall, Eddie Hall, Laurie Harlow, Dennis Hart, Yolanda Herrera, Kevin Johnson, April Katine, Jack Kosik, Lisa Miller, TJ Moon, Barbara Palmer, Jan Pearce, Elizabeth Perkins, Tom Rice, Jean Sherman, Kali Wilson, Victoria Zepp

Members Absent: Frank Shalett, Louis Towson,

Staff Present: Valerie Breen, Safee Broxton, Kristen Conlin, Misty Grimm, Sheila Gritz-Swift, Holly Hohmeister, Margaret Hooper, Vanda Jenkins, Rick Lockenbach, Kay Spence, Lisa Taylor

Others Present: Lynne Daw, Christine DeMeo, David Dobbs, Margaret Lynn Duggar, Karen Hagen, Renee Jenkins, Kristin Korinko, Cherie Neville, Christine Sexton

The face-to-face committee meetings were held via zoom on Thursday, September 24th from 10:00 am – 3:30 pm. The full council meeting was also conducted via zoom on Friday, September 25th from 9:00 am – 1:45 p.m.

Kabot called the full Council meeting to order at 9:00 a.m. on 09/25/2020. Roll Call was established.

I. Approval of the Minutes

The minutes from the May 15, 2020 meeting were approved as presented with no corrections.

Action Taken: Johnson made a motion to accept the May 15, 2020 minutes with no corrections. Perkins seconded. Motion passed unanimously.

Kabot requested a motion regarding our bylaws and elections. She referenced the e-mail sent out to council members on September 18th explaining the recommendation to the full Council to suspend Article VI of our bylaws and allow the current Executive Committee members to serve in the official roles as officers for one more year.

Action Taken: Perkins made a motion to suspend the language in Article VI- Elections Part A in our bylaws. Wilson seconded. Motion passed unanimously.

II. Chair/Vice-Chair/Executive Director Report

The following information was shared during this report.

Kabot informed the council that TJ Moon was recently appointed to the Florida Assistive Technology Advisory Council and the Board of Director for the Florida Alliance for Assistive Services and Technology. She also shared with the council her participation in the virtual training session of the Technical Assistance Institute where she was learned details regarding the new state plan, fiscal updates and program performance requirements.

Baker reported on the weekly update calls with the Executive Director and Chair where discussions range from information regarding the council to Florida Sand and their involvement in forums.

III. Executive Director

Breen highlighted the lives of John Lewis, Bobbie Lake & Ruth Bader Ginsburg and highlighted their contributions to persons with developmental disabilities. During her presentation she also mentioned how instrumental she was in getting the state to allow the use of EBT for online grocery. The highlight of her report was the restructuring of the FDDC website.

IV. Conflict of Interest Discussion

The council's attention was drawn to the opinion letter from the Council's legal firm Nabors, Giblin and Nickerson and the opinion memo from the federal Information and Technical Assistance Center Director, Sheryl Matney. This led into the council's discussion on conflict of interest with Margaret Lynn Duggar, our contracted facilitator. It is her intent to assure that the council complies with conflict-of-interest standards set forth and that we abide accordingly. We will continue this discussion at our next council meeting with her findings.

V. State and Sister Agency Reports

Reports were provided by Tom Rice, Agency for Persons with Disabilities, Elizabeth Perkins, The Florida Center for Inclusive Communities, Jean Sherman, Mailman Center, Cherie Hall, Disabilities Right Florida, April Katine, Department of Education, Bureau of Exceptional Education Services, Jan Pearce, Department of Education, Division of Vocational Rehabilitation and Renee Jenkins, Department of Health, Children's Medical Services.

VI. Presentation by Terri Daly

Daly gave a presentation on targeted disparity. Report will be available for members.

VII. Public Policy Committee Report

Refer to attached Public Policy Committee Summary Report.

Action Taken: Perkins made a motion to accept the Public Policy report as presented. Kosik seconded. Motion passed unanimously.

VIII. State Plan Committee Report

Refer to attached State Plan Committee Summary Report.

Action Taken: Wilson made a motion to accept the State Plan report as presented. Johnson seconded. Motion passed unanimously. Hall, Pearce and Baker abstained.

IX. Finance Committee Report

Refer to attached Finance Committee Summary Report.

Action Taken: Sherman made a motion to accept the Finance report as presented. Goldman seconded. Motion passed unanimously.

X. Executive Committee Report

Refer to attached Executive Committee Summary Report.

Action Taken: Kosik made a motion to accept the Executive report as presented. Hart seconded. Motion passed unanimously.

XI. Public Comment

None

The meeting was adjourned at 1:45 p.m.

Florida Developmental Disabilities Council, Inc
Public Policy Committee Report
September 24, 2020/10:00 am-11:00 am
via Zoom

The Public Policy Committee met Thursday morning and approved two items as Legislative Priorities.

1) The first item was Preservation of the iBudget Waiver.

This year the Public Policy Committee recommends at a minimum that the iBudget be maintained with the same funding as last year. The following are recommendations of what is needed to keep the iBudget functioning properly:

- The Council supports yearly increases in utilization that accurately reflect the additional needs of individuals on the iBudget waiver.
- The yearly budget for the waiver should include a regular reduction of the iBudget Waitlist. The Council recommends that 10% of the number of individuals on the waitlist be transitioned off the list each year.
- The Council supports increasing provider rates for all Agency for Persons with Disabilities services included under Personal Supports.
- The Council recommends steering clear of for-profit managed care. This population has unique long-term care needs that are not compatible with managed care companies that work with acute health care needs. Not enough states have used managed care for this population so there is little data from which to assess outcomes and determine quality.

2) The second item is continuing the Council's support of the work of the *I decide campaign* which promotes Supported Decision Making (SDM) as one of the alternatives to full guardianship when appropriate.

Viviana Bonilla Lopez who leads this effort spoke to the committee and shared the proposed bill and other materials.

The Committee approved continued work on the effort including the bill but wanted a more comprehensive written Council position on Supported Decision Making.

Florida Developmental Disabilities Council, Inc
State Plan Committee Report
September 24, 2020/11:15 am – 12:15 pm
via Zoom

I. Approval of minutes from May 7, 2020 Meeting

The minutes from the May 7, 2020 meeting were approved as presented.

II. Approval of minutes from June 30, 2020 Meeting

The minutes from the June 30, 2020 meeting were approved as presented.

III. State Plan Budget/Approval with Modifications

The State Plan Committee approved the State Plan Budget with Modifications as presented.

Details are provided in the State Plan 2019-2021 Budget Narrative found behind Tab 3, page 46 in your binder.

Florida Developmental Disabilities Council, Inc
Finance Committee Report
September 24, 2020/1:00 pm –2:00 pm
via Zoom

Action Items:

1. Approved minutes from the 5/04/2020 Finance Committee meeting.
2. Approved the State Plan Budget with modifications. This includes total net **increases** to the following goals:
 - Transportation - \$570,000
 - Employment - \$520,000
 - Elementary through Postsecondary Transition - \$125,000
 - Self-Advocacy Leadership - \$121,193
 - Broad Systems Change/Emerging Needs - \$40,000
 - Other - \$12,000Total net **decreases** in the following goals:
 - Workforce/Direct Support Professionals - \$80,000
 - Advocacy/Communications - \$42,500
3. Approved the 2021 Administration budget, as modified, in the amount of \$1,631,958. This represents an increase from 2020 in the amount of \$129,688.

Review/Discussion:

1. Reviewed the Administrative Expenditures Budget to Actual Report for 10/01/19 through 8/31/2020. Line items were highlighted with details and the overall administrative spending in line with the budget.

Florida Developmental Disabilities Council, Inc
Executive Committee Report
September 24, 2020/2:15 pm –3:30 pm
via Zoom

The meeting was convened by Chair Kabot at 2:02 p.m. and quorum was established.

I. Approval of full Council 2020-2021 Budget

The Executive Committee and Finance Committee members had a joint meeting and unanimously approved the Council's operating budget for FY 2021.

II. Approval of Minutes

The Executive Committee members unanimously approved the Executive Committee minutes for July 9, 2020.

III. Executive Director Compensation

A new three-year employment agreement with Valerie Breen, Executive Director was unanimously approved by the Executive Committee members to commence September 30, 2020.

Chair Kabot reported that the Council must complete an annual assessment of the Executive Director's performance, which is due September 1st of every year. Breen completed her annual self-assessment of her performance and provided it to the Executive committee members for review. Kabot collected input from staff and Council members and consolidated their input into the performance assessment from the Council, which will be included in Breen's personnel file along with Breen's self-assessment. Kabot highlighted the positive feedback received from both Council members and staff regarding Breen's performance, especially this past year, and thanked Breen for her past three years as Executive Director for the Council.

IV. Conflict of Interest

Chair Kabot summarized the recent analysis conducted by both the Council's attorney and the Director of the national Information and Technical Assistance Center for all Developmental Disability Councils and highlighted the importance of the conflict-of-interest issues for the Florida DD Council specifically.

The Executive Committee unanimously voted to direct the full amount of the 2021 Operating budget's board development line item in combination with a portion of the operating budget's consultant line item to bring back to the Council the expertise of Margaret Lynn Duggar and Associates, who had worked with the Council and staff in 2018 to develop and revise all the Council's governing policies and practices.

The purpose the new eight-month consulting agreement is to utilize Margaret Lynn Duggar and Associates expertise to thoroughly analyze all of the federal, state, legal and fiduciary requirements that could potentially impact the Council, develop and/or revise processes and documents the Council must use as its best practice model for conflict of interest and help facilitate with Breen, myself and our Vice Chair, Baker to address any necessary changes that must be made with the Executive Office of the Governor appointments, recruitment, nominating and elections to ensure that all practices are in place to keep the Council in good stead. All of this will need to be in place and presented to the Council no later than May 2021 in preparation for Council elections and is not to exceed a total of \$31,000.

V. FDDC Retirement Update

Kabot updated the Executive Committee members on her work with Breen to have the Council's current retirement plan documents evaluated and obtain recommendations for the Executive Committee's consideration. The committee agreed to bring another retirement investment firm, with whom Breen and Kabot met with, to present to the Executive Committee this next quarter.

There was no comment from the public. The meeting was adjourned at 2:50 p.m.