

NACDD Board of Directors Call—April 6, 2016

Roll—Heidi, Sherry, Molly, Mat, Steve, Shannon, Claire, Kristin, Joanna, Val Bishop (Committee report), NACDD staff

Larry Clausen, Aaron Kaufman and Adonis Brown were unable to join the call

Call to order at 2:04

Molly to Sherry for approval of board minutes

- Motion to approve- Heidi
- Second—Shannon
- Minutes approved by vote

President's address—Molly

- Discussion on AIDD proposed changes to the formula.
- AIDD/ACL very pleased with NACDD's comments and information shared re: the formula
 - Issue of minimum allotment states—AIDD has asked NACDD to spearhead a workgroup to discuss minimum allotment states, their issues and concerns. Should start in late spring/early summer
- Board elections
 - Nominations committee working to create a slate for the July meetings
 - Any questions talk to Claire, Donna, Molly
- DPS
 - A lot of DD Councils attending which is great considering fiscal climate
 - A lot of Hill visits planned
 - New ED orientation with 5 new EDs attending
- Next board meeting will be in July on the 5th

Donna's CEO address

- Quick note on DPS is that we are holding two panels on Sunday at 3pm. One on DD Councils' involvement in emergency preparedness and second panel on funding and appropriations process. Both followed by a reception
 - Quick request that if any Board Members are around at the hotel at 2pm please let Donna know so that we can do a quick meet and greet with the new EDs
- Partners in Policymaking 2.0
 - United Healthcare coming forward with Seed Grant money to elevate PiP 2.0 and make it a legacy program of DD Councils
 - Identifying National Advisory Group—current students, graduates, Council staff, etc
- Art of Impact
 - Next steps and uses for the tool and how to keep people engaged
- Close-Up

- Some Councils are working to send students as early as this June while others are thinking about the next school year
- New document out by email on April 6th from Donna answering concerns and questions and sharing additional information about the program that will be helpful for Councils.
- Close Up is a great “Side by Side” advocacy training opportunity
- Diversification of funding—NACDD is continuing to look at various ways to increase our reserve balance and grow our capacity to serve Councils. NACDD and the Finance Committee will soon be meeting to look at a variety of ways to increase the money we have in the bank and NACDD is working with potential funders that are interested in engaging with NACDD through grants and other contributions
- ITACC—recent meeting of the Performance Measures Pilot Group in March. Important work that will show Congress and other potential funders that we are working to affect systems change and using money wisely and effectively

Question

1. (Joanna) Any indication from AIDD when they might share what they have from the pilot states so that the remaining Councils know how to get the information that will be required? *AIDD is meeting this week on the updates/changes from the Nashville meeting so information should be coming out soon. In addition, webinars will occur later in April on these topics*

Committee Reports

1. Audit Committee (Mat)—NACDD has achieved a fairly clean audit with minimal infractions. There are a few items that the organization needs to adjust to have better internal controls, which the staff has already begun to implement change. In addition, given that NACDD receives federal funding, it is important that the NACDD staff adhere to any Federal Government regulations for reporting and management.
2. Finance Committee (Molly on behalf of Larry)—major activity was the revision of the financial policies manual. Other activity is how to maximize income of reserves. Meeting April 11th to continue these discussions.
 - a. Claire—important to have the budget included in materials at every board meeting. *At the summer board meeting, we will have a deeper discussion on the budget so that we can prepare for the FY17 budget process. If the board would prefer to include a budget discussion at each meeting or continue with the finance committee overview?*
 - i. Heidi and Joanna—finance committee should continue to review the budget and provide a report but the budget should be included in each budget materials for review
 - ii. Sherry and Claire—a narrative is important to be included so that the board is prepared
 - iii. Molly—moving forward a discussion of the budget and financials and budget narrative will be included on the agenda during the finance committee report. In July, bring the full range of documents that are available to the board and then the board will decide what is useful going forward. Molly will discuss with Larry
 - b. Steve—has NACDD addressed the issue of the continued operating deficit

- i. Major cause of deficit was the reduced funding from AIDD in FY15. We have been granted an additional \$153,000 for FY16 from AIDD which will help decrease the shortfall
 - ii. Another cause is that historically some Councils have not been able to pay their dues and there is some money that we will have to write off
 - iii. A third cause is the increase in staffing so that the national office can do the work that it needs to do. Donna noted that despite a budget shortfall showing in the final budget, monies have all been recouped and we are not operating in a budget deficit at this time.
- 3. Member Services (Val Bishop)
 - a. Staff expertise database has been reviewed and is out. Going to rely on EDs to keep the committee informed and update changes annually. List only sent out to EDs. What EDs do with it, is up to the EDs. Will re-review annually and make changes as necessary
 - b. Oversight of TA grant—committee really excited to take on this effort now rather than having a separate committee as was done in the past
 - c. Annual Conference—call for presentations is out (due April 29th); registration link is live; hotel link is live; schedule at-a-glance is also on website and will be sending out to all EDs
 - d. Next meeting on May 5th
- 4. Public Policy (Mat McCollough) Dear Colleague letters were circulated in the House and Senate on behalf of the DD Act programs. Many Councils engaged in outreach to educate policy makers on the importance of these programs. The PPC will look how to increase the coordination and collaboration with the Councils next year to further increase the number of members signing these letters. Other work has been done to keep in contact with key partners and stakeholders as well as prepare for DPS
- 5. Self- Advocacy (Angela Castillo-Epps on behalf of Nancy Cronin) currently working on next deliverable including a chart of examples of advocacy activities in all areas, which will be editable by the Councils to make their own. A tool that can be distributed to Councils' networks and communities. Second part of deliverable created in collaboration with AIDD which is a reporting tool that DD Council staff can help them report out DD Act mandated elements. This will ensure that AIDD is getting good results on the self-advocacy mandate
 - a. All EDs should have received a note on regional self-advocacy calls. Provide opportunity for EDs to have discussions on the DD Act mandate- best practices; what is working or what is not working. Facilitated discussions on advocacy for the network

Strategic Plan Update (Molly)

This is our first real Strategic Plan. This is more than a work plan. This has broader objectives and outcomes. New levels of impact; new levels of achievement; expanding understanding of what Councils have and how NACDD can advance the issues.

April 18th—board will receive a 1-2 page, nuts and bolts, document of what we are working on. Not the public, fancy document. Will have access to companion documents if you want them. Board will then have 2 weeks to review and ask any questions. Special board meeting first week in May, followed by webinars for the Assembly to understand the plan in preparation for the July vote.

Those board members who are not on the working group will be partnered with someone who is on the working group to provide background and explanations

Review of Plans for July 5th in person meeting (Donna)

Booked out space for whole afternoon including lunch (1-5), followed by normal business information. Donna has put out invitations to counterparts at AUCD and NDRN. Still waiting to hear back but opportunity to talk across the partnership

Would like to utilize time to do some board development work. What does it mean to be on the board? How do you help guide and provide governance for an organization?

Joanna—given the current plan, it may not be necessary to have the committees provide in person reports but just have a written summary given out ahead of time.

Heidi—will we be tying in financial and budget discussion with the strategic plan? *We will need to have a discussion on how the strategic plan will guide our budget process moving forward*

Shannon—wouldn't board development be better after the election given the possibility of new people coming on the board? Perhaps a board orientation

Potential evening activity—going to the Nationals game as an option

Claire— As Chair of the Nominating Committee Claire asked the Board for their opinion on whether or not candidates who lose the election for the position they were slated for can drop down and run for another position. Some discussion was held and folks agreed to think about this and share thoughts back with Claire. Donna noted that the decision should not be based on logistics such as how much time do we want to spend on our elections but rather on getting the best qualified candidate into positions on the NACDD Board.

Motion to adjourn at 3:56pm