

NACDD Board of Directors Call—May 2, 2017

Board Attendees: Mat McCollough, Steve Gieber, Heidi Lawyer, Kristin Britton, Charles Hughes, Shannon Buller, Dan Shannon, Vicky Davidson

Committees—Val Bishop, SC, Chair of Member Services Committee

Other Participants: Chris Egan, NC

NACDD staff: Donna Meltzer, Robin Troutman, Sheryl Matney, Cindy Smith, Angela Castillo-Epps, Deanna Hartzman, Jessica Misilo

Mat call to order at 10:06am

Welcome and Introductions

Review of Board Minutes from February—no questions or comments posed by group. Mat called for motion to approve the minutes from the February meeting

Heidi Lawyer-- Motion to approve

Dan Shannon-- second

February Minutes approved unanimously by vote at 10:10am

Update from BOD President—given by Mat McCollough, President

- Given Mat's health, Shannon Buller as VP, will be taking the lead on many items as needed including events in the summer
- NACDD Staff going to great lengths to provide EDs and network as much information as possible on the congressional efforts to repeal the ACA and what the impact would be for the Medicaid program and ultimately for people with DD
- NACDD staff working with Lindsay Cobb and the Raben group to create videos and other collateral to use to help us get the word out to protect Medicaid

Update from CEO—report given by Donna Meltzer

- Staff will continue to hold the leadership calls with the Board, EDs, Public Policy Committee to share information as we hear it on the AHCA, Medicaid, Appropriations, etc. Our aim is to work collaboratively but not inundate everyone with the same information
- Action Network- even if you particularly do not use it, please share it with your network to get the information out and to take action.
- Congress has finalized funding through the end of FY17. A yearlong omnibus bill is being pushed through both Houses and will be signed by the President. Based on news, DD Council funding will be at level funding; no cuts and not additions.
- At this point, still no new changes at ACL announced but someone is currently being vetted to be replaced Kathy Greenlee. Someone from Oklahoma that Ann Trudgeon has given her seal of approval. No one has been named for AIDD Commissioner. Bob Williams still in the Acting Commissioner role with Jennifer Johnson as Acting Deputy Commissioner.
- Office situation- NACDD currently sub-lets space from UCP and has for the last 6 years. UCP is currently going through many changes, including major staff downsizing. It is possible that with their changes, the office space situation may have a major impact on us. As a result, Donna and Robin are taking measures to have a plan B and C.

Strategic Plan Updates—Shannon Buller

- Concern that the items listed in the Dashboard are not the same strategies listed in the original Strategic Plan.

- Staff condensed the items into more readable format based on what organization has worked on since the last report. Shannon Buller will work with staff to create a more readable format, with the information that the Board wants. The necessary question is what is the information that the Board needs to know.
- Board wants it more in-line with the words that were approved in the strategic plan
- Staff and Shannon will continue to work on the best format that will hit all of the metrics but also provide the best information that tells the whole picture of what we are doing.

Committee Report

- Public Policy Committee—report given by Kristin Britton and Cindy Smith.
 - Despite its regular calls, the PPC continually meets and emails to discuss what is going on. Committee approved a more streamlined agenda on healthcare/LTSS and education.
 - Request to put together a list of principals on school choice and vouchers, as well as public education. Higher Education Act is moving towards possible reauthorization and the committee and staff are putting together recommendations to help move forward.
 - Question on engagement with current Administration—NACDD recommends to engage while politely educating on our positions for certain issues.
- Member Services Committee—report given by Val Bishop.
 - Annual Conference registration at a good number but hope they go up more. TAI agenda is now out and on ITACC website. AC Agenda will be updated with most current information by May 11th.
 - CEO- Self Advocate award committee met and a unanimous decision was met. Will be announced once the Council has been notified
 - Webinar education series—HCBS webinar on April 20th with Alison Barkoff. Alison will continue her discussions on HCBS and where we are at the conference. The second webinar will be on May 17th with David Whalen of Niagara University speaking about DD awareness for first responder/emergency management training.
- Finance Committee—report given by Dan Shannon
 - Statement of financial position—still waiting on some revenues from Council dues and TA grant expenses
 - There has been a billing issue in regards to the TA contract but will be fixed by the end of the fiscal year.
 - Currently trending over budget in salaries and wages but trying to figure out where the discrepancy is. We will be over budget at end of the year but need to determine where the other overages are.
 - Question on why DPS expenses are over \$20,000—NACDD helped some Councils out by pre-paying their hotel rooms. Those expenses will be reimbursed
- Self-Advocacy Committee—report given by Angela Castillo-Epps
 - Understanding Advocacy through the DD Council Lens resource has been developed and will be previewed at the conference in July. A Doodle poll will be sent out for interest having an in-person meeting at Conference
 - Donna and Angela have been invited to AIDD to report on some of the deliverables that the SAC has created and discuss potential new deliverables

Budget Discussion—NACDD strategies to bring down operating deficit—Donna Meltzer

- Budget narrative provided to discuss current year income and expenses

- Understanding NACDD's budget and deficit—created to explain where we are, why do we have a deficit, what does that mean. How do we move forward?
 - Understanding that it is okay or necessary to have an operating deficit but with the knowledge that keeping the deficit is not our goal. Staff is taking measures to remove the budget including bringing in new funding sources, reestablishing our indirect rate, reducing expenses
 - What is the goal of the board? What are the best ways to address our fiscal situation and make decisions that work us toward our goals?
 - Financial Policies manual states that the organization has at least 6 months of unrestricted funds available to use if something should affect our surplus. Is this feasible? Should we reduce to make it more realistic. 6 months reserve is best practice but may not be in our best interest. Board is split on what the right amount is but finance committee will take a look.
 - Take a look at the expenses we can control—consultants and other contracts, travel, professional development, etc.
- Finance committee meets on May 4, 2017 and will work to lay out a plan on strategies to reduce deficit

Discussion of DD Suite proposal—Dan Shannon provides information

- 39 Councils are currently using DD Suite for fiscal management
- Most of the budget is covered by the user fees and from the Mass Council
- Mat Motion to approve proposal
 - Heidi motion to approve DD Suite proposed contract minus hours for strategic plan
 - Vicky Davidson second the motion
 - Dan recused himself from the vote
 - Motion approved by vote—Contract approved

Mat has to leave call and Shannon will lead the remainder of the call—12:27pm

Discussion of role of the SAC—do we call a vote in July to change the by-laws to make the SAC a standing committee of the organization

- Given the mission of the organization does it make sense to make the SAC an official committee of the organization
- If move forward, General Assembly meeting will vote at July meeting
- Given federal mandate, it makes sense that the national organization also make this a high priority
- Motion to present that the SAC become an official standing committee of the organization with clear duties presented in July—Dan made motion
 - Vicky Davidson second
 - Motion approved by vote and we will bring to the Assembly on July 14th.

Next meeting will be in person on July 11th in Salt Lake City, Utah

Official meeting ends at 12:38pm and board moves to Executive Session