

**NACDD Board of Directors Call
September 11, 2017**

Board Members—Shannon Buller, WY; Steve Gieber, KS; Charles Hughes, MS; Heidi Lawyer, VA; Vicky Davidson, MO; Kristin Britton, MA; Joanna Cordry, TX; Dan Shannon, MA; Adonis Brown, NC

Other participants—Val Bishop, SC; Mitzi Proffitt, GA; Claire Mantonya, UT; Kristin Larson, NE

NACDD— Donna Meltzer, Angela Castillo-Epps, Robin Troutman, Jessica Misilo, Sheryl Matney, Deanna Hartzman

Finance Committee—Mark Lewis, OK

Call to order at 2:02pm ET

- Shannon Buller turned call over to Robin Troutman to announce winners of Special Election.
 - Shannon Buller will be President for FY18
 - Steve Gieber will be Vice President for FY18
- Given Steve Gieber was Secretary and had one additional year left, the President will need to appoint a Director from the current board to fill the Secretary position for FY18 year. Shannon put out the call to the Directors and will wait for volunteers or appoint someone directly
 - The volunteer will only hold the position for one year – through FY18
 - Robin can send out position description if needed by anyone
 - Because of open position – Shannon will not vote unless it is to break a tie
- Updates from Donna Meltzer
 - NACDD will announce tomorrow, September 12, that we have hired a new Public Policy director, Erin Prangley. She has extensive legal and policy background, as well as civil rights and civil rights legislation. She begins September 18
 - Senate marked up its Labor-HHS bill with an approval of \$73 million and an opposition of the President's P31 plan. It also had language to fix our TA budget line items bringing us back to the \$643,000. No firm time on when the appropriations bill will be approved by the President
 - P31 is pretty much non-existent. While we cannot announce formally, most people in the Administration have said it will not go anywhere
 - Donna has spent a lot of time getting to know the new staff at ACL/AIDD, including Lance Robertson, Melissa Ortiz, Mary Lazare and Mike Marge and telling them about the work of Councils and their importance
 - Shannon Buller asked if we are safe under the DD Act even though it has not been reauthorized since 2000. Donna says that as long as dollars are appropriated, the bill is technically reauthorized. The question remains why we have not been reauthorized. If we open up the conversation, we could go down a path that is not friendly towards Councils, especially during a difficult political climate.
 - Dan Shannon asked for further clarification on the TA monetary budget technicality. The contract language stays the same which is always contingent on congressional appropriations
 - Charles Hughes asked about when Councils should receive their notice of awards. Donna says that the next step is the House and Senate has to come together and work

out similar language. We have to wait for the “Octabus” to pass (8 bills together). We are expecting a CR to be signed by the President, which will say that funding should remain the same until the bill is passed (likely in December). DSAs will be notified that funding is there and if any Council runs into an issue, please contact Sara Newell-Perez as soon as possible.

- Shannon now turns the call over to Dan Shannon to discuss the FY18 budget
 - Dan Shannon read each line of the income portion and explained how each is calculated
 - Heidi had a question regarding the corporate income line. She recalls that we were going to be more conservative and the number seems high. Of the \$73k listed, \$8,000 is already committed from Optum that we know will arrive in FY18. Because many of the corporations are on calendar years, it is hard to say exactly how much will actually come in, but the remaining \$65k also includes conference sponsorships
 - On the salary and wages line, Dan and Robin determined that the reason for the discrepancy in the FY17 budget vs. actual is due to the accrual of PTO. The accrual is shown as an expense until the staff take the time, which it is then subtracted.
 - Rent/occupancy—Staff has worked out with UCP to sign a 5-year lease, where rent will increase 5% the first year (FY18) and then 4% each year for the remaining 4 years.
 - Should everything go according to plan, we are slated to be over budget by about \$55K. Of course, that number could go down, and we will not know until the audit is complete.
 - Dan discussed that the goal should be to at least break even with the budget and not worry so much about a target excess. No one on the board had any issue with that.
 - The finance committee will start discussing how to move forward on COLAs, bonuses, or other incentives for all staff after FY18.
 - Eliminate civic engagement consultant – contract ends in December
 - Reduction in development consultant cost -\$30,000 to \$25,000
 - DD Suite to DD Project management? As not every state benefits from DD Suite, open up to other projects?

Changes per the discussion:

- Change line item back to DD Suite project management
- Keep 3% COLA for employees
- Reduce development consultant to \$25K
- Add \$3K to Civic engagement to finish out the remainder of the calendar year

Motion to approve budget with changes—Steve Gieber

Seconded motion—Vicky Davidson

Budget approved by vote at 4:16pm

Shannon adjourned meeting at 4:17pm