

NACDD Board of Directors Meeting
April 22, 2018

Attendees: Shannon Buller (WY); Steve Gieber (KS); Heidi Lawyer (VA); Charles Hughes (MS); Vicky Davidson (MO); Val Bishop (SC); Mitzi Proffitt (GA); Kristin Britton (MA); Joana Cordy (on phone)

Not present: Dan Shannon (MA) due to travel

NACDD Staff: Donna Meltzer, Robin Troutman, Erin Prangle, Angela Castillo-Epps, Deanna Hartzman, Jessica Misilo, Alyssa Greymont

Guests: Daintry Bartoldus, (HI); Joelle Brouner (CO)

Shannon called meeting to order at 6:08pm

Approval of meeting minutes—Joana motion to approve minutes from January; Val Bishop second. Heidi discussion that the January minutes did not include a statement on what constitutes the minimum number of Councils to use DD Suite that Heidi motion to approve March minutes; Vicky Second. Motion carries by unanimous vote Vicky motion to approve April 9 minutes; Steve Second. Motion carries by unanimous vote

Updates from Board President—Shannon Buller

- Has been working on the CEO evaluation and will reach out to board and non-board members to join committee on completing the evaluation of Donna.
- Shannon has been completing ED calls and receiving a lot of feedback on many topics such as how we are doing as a board, how NACDD is doing; how people are reacting to events and information being disseminated
 - Pretty consistent with comments and people are generally pleased and willing to share their comments.

Updates from CEO—Donna Meltzer

- Great success at bringing more people to DPS from DD Councils. About 143 people from DD Councils are attending this year. The more people from DD Councils that attend the event, the more money NACDD brings in with minimal cost.
 - NACDD is leading an effort to look at ways to reduce costs such as hotel costs. Looking to use a different hotel sourcing firm, and even looking at different times of year, and different patterns.
- Next steps on concerns from latest fiscal webinar. NACDD/ITACC will be sending out a survey so that we can gather more information/data. It will help us figure out where we are and what we need to bring back to ACL and OGM. Survey will likely come out this week to all EDs. Looking for ways to solve the problems and not point fingers
- Continuing to work on emergency preparedness. Trying to work with people in federal agencies to help councils prepare for the upcoming weather seasons. Another session will be at the annual conference—FEMA and ASPR have been invited.
- New ED orientation will be Wednesday and Thursday April 25-26. Principal Deputy and Acting Commissioner Mary Lazare will be speaking on Thursday

Committee Reports

- Public Policy—Kristin Britton
 - Added a piece to committee calls on “state spotlight” so that both the committee and the quarterly calls can learn about what states are doing. Next quarterly call is towards end of May
 - Senate and House appropriations letters. 34 House members signed which is a great number, but how can we increase those numbers. How do we talk to councils to talk about the importance of the activity of getting more meetings and Congress people to sign on. Work with NACDD staff to foster lines of communication on state activities.
- Finance—Robin on behalf of Dan Shannon
 - Dan reviewed the financials before heading out and felt that everything is on track. He wanted to point out that the \$22,400 in Miscellaneous is the money for SuccessFiles
- Member Services—Robin on behalf of Chris Egan
 - The bulk of the committee work is focused on the annual conference and technical assistance institute. The events start July 9 and go through July 12th and will be held at the Gaylord, National Harbor. Registration is open, and agendas are updated on the websites
 - DDAM survey link is posted on both websites
- Self-Advocacy—Angela on behalf of Nancy
 - Final edits were obtained from SAC members. NACDD staff will incorporate all ideas and send the final survey to AIDD for approval. Afterward, it will be disseminated using the Survey Monkey platform
 - Next meeting will be in July at the conference

Discussion and vote on by-laws workgroup changes

- No discussion
- Heidi—motion to approve by-laws changes as is and bring to full assembly in July
 - Vicky and Joana both seconded
 - Motion carried by unanimous vote.
 - Robin will contact committee to set up a call/webinar so that anyone from the Assembly can ask questions and make any comments. We will look to schedule something after June 12th but before June 30th

Discussion and vote on strategic plan

- Most of the changes were syntax and clarity.
- Val—suggesting that before we send out to the Assembly what strategies/tasks have been completed. Or some sort of highlights. All we did was take a good look at it to ensure we are still on track; no major changes.
 - Heidi suggests changing the word task to Potential Activities Could Include
- Heidi-- motion to approve the SP as presented by Strategic Plan Workgroup with the change for Tasks to Potential Activities and will go to full assembly.
 - Val Seconded
 - Motion carried by unanimous vote at 7:57pm

Next meeting will be July 9th (Monday) around 10am at the Gaylord, National Harbor

Adjourn at 8:18pm