NACDD Board of Directors Call- January 29, 2020

Attendees: Charles Hughes (MS); Santa Perez (NV); Eric Stoker (UT); Beth Swedeen (WI); Kim Mercer-Schleider (IL); Julie Horntvedt (ND); Dan Shannon (MA); Vicky Davidson (MO); Steve Gieber (KS)

NACDD Staff: Donna Meltzer, Robin Troutman, Angela Castillo-Epps, Bob McWilliams; Erin Prangley

Not Present: Ann Trudgeon (OK); Val Bishop (SC); Shannon Buller (WY)

Guests: Kristin Britton (MA) Chair, Public Policy Committee Chair

Steve Gieber called the meeting to order at 1:38pm

**President’s Update**—Steve Gieber

Happy 2020! I am excited that conference planning, around this theme is underway and that the staff team at NACDD are working on weaving this important milestone into many activities.

I want to go back and highlight a great ending of 2019 with a $2million appropriation increase and language that protects our TA funding. I am sure Donna will speak about the plans for the FY 2021 spending. The finalization of the 2020 spending bill does mean that Councils will shortly have all of the funding for the fiscal year and can get busy pushing money out for grants and projects. I have also asked Donna to provide update as to where we are in discuss around that as well.

Also related to money, we did really well last year in terms of corporate spending and Donna and our development contractor Chris have been busy getting commitments for this year. So far we have money already from Optum, and Anthem, and verbal commitments from PhRMA, Aetna, UHC and other meetings in the works. Additionally, our Finance Committee has been engaged at looking at ways to increase NACDD's revenue which will be discussed today during their report. I am pleased with where this discussion is heading so far as it important to both build our reserves and to increase revenue for the NACDD budget to support the important work our national organization does on our behalf. And finally on money, the auditors were in the house last week and report no major findings – Dan and Robin will share more on this.

March is around the corner and NACDD is prepping for DDAM events including the social media awareness campaign and the second annual Capitol Hill event. We have a great group of self-advocates leading the way and are excited that our Hill event will also be on the same day as the DPS Hill Day which means that all of those going on Hill visits can ask their Members or staffers to stop by and visit the event.

A small group of folks are working with ACL/AoD to improve messaging that they use to support DD Councils. This effort really rounds out our past year of work on messaging that included our messaging document for DD Council Execs and leaders, focus on communications inside our organization and outside our organization. While there is still more to do, we know we are making progress. To that end, we have a new intern working with us who is handling a lot of our comms work - Emily Kranking. Emily came to NACDD from RespectAbility, another disability organization that we work closely with. I hear Emily is doing a really great job already on a number of projects including revamping our OneVoteNow website which is relaunching this week in advance of the upcoming caucuses n New Hampshire and Iowa.

**Review and approval of minutes from October 29, 2019 meeting**—Charles Hughes

* Vicky Davidson requested 2 changes
  + Discussion on Hearts of Glass—spelling change to Heart
  + Section – Julie and Dan “abstained”

Motion to approve minutes with changes—Vicky Davidson

Eric Stoker seconded

Minutes passed with changes at 1:49pm

**CEO Update**—Donna Meltzer

* + Donna reported we ended 2019 on a high note with the $2million appropriation increase for which she was very pleased. She added that we also secured important report language in the Senate version of the bill and the final bill aimed at insuring that no less than $700,000 shall be spent on TA for the DD Councils. She explained that this is important because ACL has several times reduced our funding for other purposes and we are working with the Hill to protect our money. All of the $760,000 is expected to be used for TA only although not all has to be part of the ITACC contract. As an example Donna talked about how $150k is being spent by ACL on an evaluation contract with The Lewin Group, which is work that ITACC could be doing. However, Donna and Angela have been meeting with Lewin and feel that the group seems to be on the right track to provide useful assistance to Councils.
    - Question from Kim: What are they using to evaluate? Answer: They are looking at PPRs as well as calling Councils directly. They're focusing specifically on self-advocacy activities at Councils and evaluating whether or not they are evidence-based and if they are or could be best practices. Follow-up question from Kim: How are we supposed to know that our Councils might be looked at by ACL? Answer: Councils should always expect that ACL is looking at PPRs and other public products of Councils. We pushed on ACL to be sure that Councils are informed about the project underway so that they are not surprised when they get a reach out from someone they do not know.
    - Question: Does the TA language in the funding bill specify that the money must go to ITACC? Answer: No, that's unfortunately impossible, but it is at least required to directly impact TA for Councils (e.g. Lewin Group).
    - Question: Do the two other DD Act programs have the same language to protect their TA funds? Donna said that they do not. NDRN has slightly different language and AUCD, does not have any language to her knowledge.
  + ACL Commissioner Julie Hocker was nominated for a position in the Department of Labor, which may go through at any time in the upcoming months. She told Donna to pass on the message that she is still working with us until further notice.
  + On FY21 appropriations, NACDD plans to ask for a $2 million increase. These makes our request $80 million which is what the House approved in their appropriation bill last year.
  + Donna thanked those who have sent in information for the appropriations visits which will happen later this month. Donna reminded everyone that we will visit Members of Congress who serve on the House and Senate Labor, HHS, Education subcommittees. Erin Prangley will be reaching out to Councils as needed to make sure you have information about the meetings and we will follow-up after the meetings. Donna said the President's budget is still expected to be released on Monday February 10th. Whether or not there is a cut to Councils, the budget is deemed Dead on Arrival in Congress and we will focus our energy on our congressional champions.
  + We're meeting with our development consultant already about securing funding for the Annual Conference.
  + The audit went quickly, and it went very smoothly.
  + OneVoteNow has been relaunched. It's a curated disability voting resource website that collects our community's resources in one place. It is for people with I/DD, family members, allies, and professionals. Emily Kranking, our current intern has been working on this with NACDD staff, and we are looking for funders for the site so that we can expand it.
  + Coming up, we have DDAM as well as the Disability Policy Seminar and the DD Resource Fair that we host connected to both of those. NACDD is also again hosting a Sunday afternoon panel and welcome reception for those coming in for DPS. The event will be at 4:30pm.
* Final Notices of Award will be sent soon from ACL to all Councils. Will send any updates we receive from ACL

**Committee Updates**

**Audit--** Dan Shannon and Robin Troutman

Dan reported that NACDD had its annual audit and that in follow up with the lead auditor he could report that it is a clean audit. Robin added that there are a few items on best practices that we can improve upon. Robin also reported that once we have the reports for the full committee they will review and a final report will be given to the Board in April. The audit took about three days.

**Policy—**Kristin Britton

The Public Policy Committee (PPC) held calls to discuss and approve the federal public policy priorities, including appropriations, requests to support amicus briefs, and to advise and contribute ideas for quarterly policy calls, webinars, and other ways to build awareness in our DD network. The committee also heard from outside experts who helped advise on new and emerging policy issues.   
  
During the next few months, the staff will work with the committee to streamline current priorities and revise the reporting chart to better reflect the scope of the coalition work done by NACDD staff. In addition to current priorities, they will also focus on the emerging issue of legislation regarding assisted suicide and whether NACDD should take a position. Finally, the committee will focus NACDD activities regarding Developmental Disability Awareness Month and Disability Policy Seminar.

PCC reviewed and discussed NACDD activities that have policy implications. The PCC thinks these reports are helpful and urged staff to work more closely with each other to collaborate on future activities so the PPC can have input on NACDD/ITACC Council Consortium and NACDD reports. (e.g. “Topical Report: ABLE and Employment.”)

**Member Services**- Robin Troutman

Robin gave an update on recent activities of the Member Services Committee. She reported that there was a well-attended webinar on storytelling projects the day before which continues a theme and webinars on messaging that has been going on for several months. Planning for the Annual Conference planning is also ongoing which is a major agenda item for the Member Services Committee. A conference theme has been chosen: Driving Disability Advocacy for the Next 50 Years. The call for proposals has also gone out.

**Self-Advocacy-** Eric Stoker

The NACDD SAC met on December 4, 2019. Prior to the meeting, an announcement was sent to the listserv soliciting new SAC members and determining which members will no longer serve in 2020. Please see the summary below and the full minutes attached. In order to share information about how DD Councils are impacting self-advocacy/advocacy efforts across the US and its territories, the SAC minutes will now be posted on the NACDD website.

DD Councils reported on their recent activities related to self-advocacy/advocacy which included emergency preparedness training, increasing youth leadership, video series for self-determination and empowerment, advocacy training on goal setting, and reestablishing statewide advocacy organizations by developing organizational goals and objectives. Bob McWilliams provided and update on NACDD’s annual history project. SAC members were invited to reach out to Bob if they wish to join an advisory group that will offer feedback on the selection/interview process for the project. So far, over 50 people have signed up to support the history project.

See Board folder for additional minutes from the committee

**Finance-** Julie Horntvedt, Robin Troutman, Dan Shannon

Julie reported that the NACDD Board previously discussed the need to increase the amount of money in reserves and revenue in general for NACDD. With that in mind, the Finance Committee had several discussions and decided with regard to the reserves to explore making changes to our CDs and to be a little more aggressive with our funds as our CDs are currently very conservative (super-low risk). NACDD staff invited Chase Phillips of Merrill Lynch to give a presentation to the Finance Committee on the current investments that NACDD holds (see agenda 1.10.20 in materials). Mr. Phillips presented to the Finance Committee his thoughts on how to make some slight changes to our CDs which would yield us greater returns. Julie reviewed the following vote of the Finance Committee:

* Finance Committee members suggested the goal of increasing both accounts to $100,000 so that there is $200,000 total.
  + Mark Lewis—motion to make a 50/50 distribution of funds between the two accounts. This means taking some money from the CD ladder (make them all even) and put into endowment account
  + Arlene Poncelet (SD) seconded
  + Motion passes by unanimous vote

Santa Perez asked—what is the advantage of making the two CD accounts equal? Dan responded that there is no real advantage but the committee thought it was an easy way to move forward.

**Motion from Finance Committee to make a 50/50 distribution of funds between the two accounts.** **Santa seconded the motion from the Finance Committee.**

* **Motion approved by a vote of 8-0. Julie abstained.**

Dan Shannon reported that the Finance Committee also looked at the current dues formula and how it has not been reviewed in about a decade. Dan asked the board whether they believe it Is the job of the committee to only look at making the formula fair to all Councils, only look at increasing revenue, or a combination of both? There was response that the reply is “both”.

* Steve said the workgroup/Finance Committee should look at the formula for both. Julie will get a small workgroup of the Finance Committee together with a plan/deadline before the July 2020 Assembly Meeting

**Strategic Plan update**: Robin reported on behalf of Steve Gieber and shared that some major components of the new Strategic Plan are completed but there is more work to do, largely around the measurements of activities and reporting back to the board. Robin stated that we are behind and need to get this work completed as we are already within the first year of the plan. A meeting is set up for the 10th to continue to working on the draft that was approved at the previous membership meeting.

**Update from ACL workgroup on DD Council Messaging**—Beth Swedeen and Kim Mercer-Schleider

* Beth and Kim reported on behalf of a group of 5 EDs about the two meetings they have had to date with Jennifer Johnson and Sara Newell-Perez at ACL. The group of 5 was appointed by ACL to work with Sara and Jennifer on improving messaging about DD Councils to help support our funding and help others understand what we do. Both reported that they've been learning a lot about the disconnect between Councils and ACL in terms of knowing what councils do. A lot of discussion has focused on the inability of ACL's to gain what they need to know quickly from PPRs, and hopefully the conversation will continue and lead to better ways for councils to report on current issues or budget justifications. The group has been working on assignments and created a template that Councils can use when sending in information to ACL. Sample answers to requests for information that mimic what ACL might ask Councils for are being developed. The workgroup is also looking at the best way to gather timely responses from a wide variety of Councils when it is asked for by ACL. The group expects to meet again this winter and is planning for an in-person session in Washington, DC as well.

**Scheduling meetings for the coming year:** Robin asked if the board would be interested in meeting in person at DPS. Several board members will not be at DPS, however, so she recommended meeting by Zoom in April during the week of the 20th. Robin will send out an invite following the meeting. For July, an in-person is still being planned.

**Motion to move into Executive Session- Dan Shannon. Julie Seconded at 3:12pm. All voted in favor at 3:15pm**

The Executive Session was tabled until 1pm on Friday January 31st so that the board members had additional time to review materials. Dan Shannon made the motion to delay the session; Charles Hughes seconded. **Motion was approved unanimously at 3:55pm**

**The closed Executive Session continued on Friday, January 31, 2020.** The session was called to order by Steve Gieber, President, at 12:07 p.m., followed by roll call. Quorum was reached with eight members participating either on WebEx or via conference call. The session included review and discussion of the CEO annual evaluation and a vote relative to her compensation. **Adjournment occurred at 2:17 p.m.**