



**Minutes of Meeting  
April 26, 2013  
Ramkota, Sioux Falls**

Members Present:

Jolon Beck

Monica Burgess

JoAnne Cleveland

Robert Kean

Dan Lusk

Pat Monson

Cindy Roan Eagle

Peggy Waltner

Mark Way

Valere Beeck

Rebecca Carlson

Teresa Geraets

Janice Knutsen

Lisa Merchen

Crystal Reuter

Heather Stettinichs (proxy for  
Wendy Parent-Johnson)

Ted Williams

Others Attending:

Arlene Poncelet

Chuck Henrie

Jennifer Krieger

INTRODUCTIONS

Valere Beeck called meeting to order at 8:25 a.m. Valere then read the mission statement: "To assist people with developmental disabilities and their families in achieving the quality of life they desire." After the mission statement was read Valere started with an opening round of introductions and asked everyone what advocacy efforts they have been involved in.

AGENDA & MINUTES

Monica Burgess made a motion to accept the meeting agenda, seconded by Mark Way. Motion passed.

Dan Lusk made a motion to approve the minutes of the January 4, 2013 Council meeting seconded by Mark Way. Motion passed.

### BUDGET UPDATE

Arlene provided a report on the current status of the Council's budget for FFY12 and FFY13. Also included was an estimate of the FFY14 grant award and possible proposals for FFY14.

In addition Arlene provided pie charts along with budget reports that reflect the current expenditures by federal grant year. Arlene explained that the Department of Human Services uses a First In First Out approach to the expenditure of Council federal funds. For example, a project may be paid totally out of FFY12 funds or part of a project may be paid from FFY12 funds until they are gone and then from FFY13 funds. Dan suggested having the Budget and Finance staff create a Condition Statement for the Council funds.

### REVIEW AND ACCEPT THE REPORT OF THE EXECUTIVE COMMITTEE

Mark Way made a motion to accept the reports of the April 17, 2013, and April 25, 2013, Executive Committee meeting, seconded by Teresa Geraets. Motion passed.

### REVIEW AND APPROVE THE ACTIONS OF THE EXECUTIVE COMMITTEE

The following actions were taken at the April 17, 2013, and April 25, 2013, meetings of the Executive Committee;

1. Council Member Recommendation – A request was sent to the Governor to replace Josh Nankivel with Roger Bowie.

2. Learning Disabilities Assn. – Not recommended for funding
3. Augustana Lighting the Way Conference - \$5000.00 - Approved
4. SABE Proposal – Asked to present to the full Council

Janice Knutsen made a motion to approve the actions of the Executive Committee, seconded by JoAnne Cleveland. Motion passed.

### Executive Director Evaluation and Compensation

Last year the council included in the State Fiscal Year 2014 budget request for Arlene's salary to be increased 3% and included a 2% increase for insurance. Also recommended was a \$200 incentive for 20 years of service for the Council. The recommendations needed to be made as the budget request had to go through the Governor and Legislature process just completed in March. It was explained to the council that the funds for Arlene's pay and insurance are contracted through East Dakota Educational Cooperative (EDEC).

The Executive Committee recommended a 3% increase in salary, \$200 incentive for years of service and coverage of any changes to insurance costs for the contract running June 1, 2013 through May 31, 2014. Discussion was held about whether the 2% for insurance is sufficient or not. Arlene explained that she will not know until June what the changes to insurance will be through EDEC. Discussion was held about how the council wants to handle the insurance increase. Mark Way made a motion to approve the recommendation for salary and years of service incentive with the intent that the Council would cover any insurance increases that East Dakota would incur, seconded by JoAnne Cleveland. Motion passed.

### State Fiscal Year 2015 Budget Request

The Executive Committee recommended using a 3% salary increase for the next year with the same insurance negotiations as this year. They also recommended a \$500 incentive for 21 years of services. It was explained that the \$500 was in the Council approved policy as an incentive for 21 years and more of service. Discussion was held about comparing Arlene as an independent contractor to the state. It was explained that the state uses general funds for 25% of any salary increase and 75% are federal funds. Therefore if state employees don't receive a raise then Arlene does not receive one. It was noted that this is just the recommendation to use for the budget request. Robert Kean made a motion to accept these recommendations for the budget request for SFY2015, seconded by Mark Way. Motion passed.

#### LEGISLATIVE UPDATE

Robert Kean gave a brief summary of bills submitted during the last legislative session. He explained that the biggest debate is the expansion of Medicaid and that the net result was the Governor forming a workgroup. Another major change was SB26. That was changing the term Mental Retardation to Intellectual Disabilities. There was also a ceremony with the Governor for the signing of this bill.

#### DIVISION OF DEVELOPMENTAL DISABILITIES UPDATE

Dan passed out a final copy of the Department of Human Services strategic plan and explained how the Divisions are working on the measurable strategies and how to track them. He also gave the dates for the public forums being held in regards to the strategic plan. Dan informed the Council of changes that were made to the CHOICES Waiver renewal that was submitted on March 1.

The Division has been approved to hire two new employees to focus on assisting people with transitions from both Intermediate

Care Facilities for Intellectual Disabilities and Community Support Providers to smaller apartments and also to focus on building community capacity and infrastructure and helping people live in home and community based settings. Another Division initiative will be focusing on Co-Occurring Disorders.

He thanked the Council for funding the SELN membership and gave everyone a copy of the letter and schedule for the on-site visit in Chamberlain. He noted that the Governor's office is also sending a team to Seattle in May for a meeting of the National Governors Association with a focus on employment. Dan briefed the Council on the Division's approved budget for the next fiscal year including the growth of people into the DD system and also the expansion of the Family Support Program in the southeast part of the state.

#### SD COALITION OF CITIZENS WITH DISABILITIES

Arlene explained that as requested, she and Shelly Pfaff, Executive Director of the Coalition, want to address any concerns related to the Outreach and Support Grant that was approved at the January meeting. Following the January meeting, Arlene sent a letter and documentation of the activities funded through this grant during 2012. A request was made that this grant follows the same format and process as all others for the next year.

Shelly then explained that there is approximately \$2100 not spent from the mini grant the Coalition was awarded to do Beneficiary Training for people with developmental disabilities. The Coalition is requesting an extension of time to do additional training and develop and disseminate new materials to get the message to a broader audience. Monica Burgess made a motion to approve the extension of time as requested, seconded by Mark Way. Motion passed.

Shelly also shared that the Department of Transportation is preparing to complete an Evaluation of Rural Transit later this year. Additional information will be shared with the Council at future meetings.

### SABE REPRESENTATIVE GRANT APPLICATION

Mike Grengs told the Council that he has been chosen as an Alternate Regional Representative for our region to attend the Self Advocates Become Empowered (SABE) Board of Directors meetings. The national SABE conference is every two years in a different state and city. He explained to the Council that he would like to put his leadership skills to work and listed the activities that he has been involved with as a self-advocate. Arlene added that it is a requirement that SABE regional representatives and alternates be able to provide a commitment of \$16,000 to cover their travel costs for the 2 two-year terms.

Discussion was held about the amount of money requested; how the information was going to be disseminated; and how this activity would grow the self-advocate movement in South Dakota. It was suggested that possibly the Council fund one trip for Mike and see the value of the information he returns with and how he is able to share that information. One suggestion was to utilize the current SD Advocates for Change grant to fund one trip. Dan Lusk made a motion to not approve the grant application but to utilize the SD Advocates for Change grant funds to send Mike to the next meeting; have Mike report back to the Council; and Mike can resubmit a new proposal with a detailed plan for continuation, seconded by Mark Way. Motion passed.

### ANNUAL REPORT FOR FFY12

The Council members received a copy of the FFY2012 Annual Program Performance Report. Arlene informed the Council that the format for reporting was received in February which extended

the reporting timeline to March 15 rather than the usual December 31. It is different from previous years in which there were 100+ performance measures detailed by goal and now there are only 12 measures but they are detailed by objective. Arlene did feel that she had missed some performance measures due to the change in formatting and that the Council members should review the objectives and measures as those could be part of the changes made to the state plan through the amendment process.

#### STATE PLAN UPDATE FOR FFY14

Arlene reminded the Council members that the original State Plan was submitted in August 2011. The Goals and Objectives sheet that they have for the State Plan shows the amendments that were made in August 2012 as a result of the review of the State Plan by the Administration on Intellectual and Developmental Disabilities.

The Council is able to make additional changes and revisions to the State Plan but if any “substantial” changes are made then the public must be given time for input. Any amendment must be submitted by August 15<sup>th</sup>.

Discussion was held about adding something about post-secondary education. Valere shared information on the Osher Life Long Learning foundations as a possible funding source. Dan shared information regarding a workgroup established by several cabinet secretaries to create guidelines for a pilot program for people with intellectual and developmental disabilities in conjunction with the Disability Employment Initiative. Monica Burgess made a suggestion to keep the State Plan the way it is since post-secondary education does fall under one of the established goals and objectives. When more information is gathered in the future then something can be added to the State Plan if needed.

**REQUESTS FOR PROPOSALS**

Several items were brought up when asked for suggestions for new requests to be issued. One was for information to be easily accessed by new people moving into the state and ideas on how to get information out to people. Families new to South Dakota as well as those with family members with a new diagnosis need information on services.

Another was to look into the CHIPS program and see how that could be changed to include individuals with disabilities. This Child Identification Program is run by the Masons or Shriners and includes finger prints, photos, ID cards, dental, DNA sample and a recorded interview. This type of packet would be valuable for people with disabilities and the elderly.

Another was for the ASIST program that currently is put on by the Front Porch Coalition. ASIST stands for Applied Suicide Intervention Skills Training.

Additionally, there is an effort from the Division of Developmental Disabilities and the Department of Health to disseminate more education and awareness materials related to health and wellness, physical activity, chronic disease, etc.

**DIRECTORS REPORT**

Arlene passed out information about Lead for Life and a save the date for the Green Star symposium.

**NEXT MEETING**

The next meeting will be held on July 15<sup>th</sup> in either Pierre or Chamberlain.

**ADJOURNMENT**

Ted Williams made a motion to adjourn, seconded by Crystal Reuter.

**DRAFT**

**DRAFT**

**DRAFT**

Meeting adjourned at 3:28 p.m. central time.