

**MINNESOTA GOVERNOR'S COUNCIL
ON DEVELOPMENTAL DISABILITIES**

EXECUTIVE COMMITTEE

August 25, 2020
9:00 a.m. – 9:27 a.m.
Audio Conference Call

MINUTES

MEMBERS PRESENT

Lee Shervheim, Chair of Council
Dan Reed, Vice Chair of Council
Lisa Emmert, Chair, Grant Review Committee
Garrett Petrie, Chair, Public Policy Committee
Reid Scheller, Vice Chair, Public Policy Committee
Brittanie Hernandez-Wilson, Vice Chair, Grant Review Committee

STAFF PRESENT

Colleen Wieck
Mary Jo Nichols

I. CALL TO ORDER

Lee Shervheim called the meeting to order at 9:00 a.m. and asked for a roll call of members present. Reed, Emmert, Scheller, and Hernandez-Wilson all responded.

II. AGENDA

Shervheim noted two items of business for today's meeting, to reaffirm the Five Year State Plan Goals for the next Federal Fiscal Year and approve recommended allocations for each of the goal areas.

Wieck reminded members that each motion for allocations will be brought and voted upon separately.

III. REAFFIRM FIVE-YEAR STATE PLAN GOALS FOR FFY 2021

Shervheim asked for a motion.

MOTION: Emmert moved, seconded by Reed to reaffirm the Five Year State Plan Goals for FFY 2021. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, and Petrie responded in the affirmative. Scheller temporarily lost his phone connection. Motion carried.

IV. ALLOCATIONS FOR FFY 2021

Shervheim identified each goal area and the recommended funding level.

SELF ADVOCACY

Shervheim noted the recommended funding level at \$120,000 and asked for a motion to approve.

MOTION: Emmert moved, seconded by Reed to approve the recommended level for **Self Advocacy** at **\$120,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

LEADERSHIP DEVELOPMENT (PARTNERS IN POLICYMAKING®)

Shervheim noted the recommended funding level at \$210,000 and asked for a motion to approve

MOTION: Emmert moved, seconded by Reed to approve the recommended level for **Leadership Development** at **\$210,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

EMPLOYMENT

Shervheim noted the recommended funding level at \$80,000 and asked for a motion to approve.

MOTION: Emmert moved, seconded by Reed to approve the recommended level for **Employment** at **\$80,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

TRAINING CONFERENCES

Shervheim noted the recommended funding level at \$20,000 and asked for a motion to approve.

MOTION: Reed moved, seconded by Emmert to approve the recommended level for **Training Conferences** at **\$20,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

PUBLICATIONS, WEBSITES AND ONLINE LEARNING

Shervheim noted the recommended funding level at \$193,431 and asked for a motion to approve.

MOTION: Reed moved, seconded by Emmert to approve the recommended level for **Publications, Websites and Online Learning** at **\$193,431**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

CUSTOMER AND MARKET RESEARCH

Shervheim noted the recommended funding level at \$50,000 and asked for a motion to approve.

MOTION: Reed moved, seconded by Emmert to approve the recommended level for **Customer and Market Research** at **\$50,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

CONTINUOUS QUALITY IMPROVEMENT

Shervheim noted the recommended funding level at \$20,000 and asked for a motion to approve.

MOTION: Reed moved, seconded by Emmert to approve the recommended level for **Continuous Quality Improvement** at **\$20,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

CULURAL OUTREACH

Nichols noted that the allocation for Cultural Outreach was missed.

Shervheim recognized the missing item. He noted the recommended funding level at \$50,000 and asked for a motion to approve.

MOTION: Emmert moved, seconded by Hernandez-Wilson to approve the recommended level for **Cultural Outreach** at **\$50,000**. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

V. REALLOCATION OF FUNDS ORIGINALLY ALLOCATED FOR TRAINING CONFERENCES

Wieck explained that these additional dollars are available because some conferences were delayed or cancelled and funds need to be encumbered by September 30, 2020.

Shervheim asked for a motion to reallocate the \$17,650.

MOTION: Reed moved, seconded by Hernandez-Wilson to reallocate \$17,650 originally allocated to Training Conferences to Publications, Websites, and Online Learning. There was no discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

VI. ALLOCATION OF ADDITIONAL FUNDS FROM PUERTO RICO

Wieck said that the Puerto Rico Council has not been functioning for a long time so their funds are reallocated across the states. When we receive an additional allocation, we try to match these funds with their original mission. Using these dollars for translations is how we've usually spent them in the past. One option is to allocate the funds to Cultural Outreach since we are financially supporting a program for Somali immigrant families

Reed said that this has come up before and the preference has been to allocate these funds to Cultural Outreach. Emmert agreed.

In response to Emmert's question about whether a specific motion is needed, Wieck said, yes, an official motion is needed.

Shervheim asked for a motion but noted that it should be specific as to where the funding goes

MOTION: Reed moved, seconded by Emmert to allocate the additional \$32,529 to Cultural Outreach. There was no further discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

VII. ADDITIONAL BUSINESS ITEMS

A. Administrative Spending Plan

Wieck said it would be good to extend the Administrative Spending Plan for the following year for both Council funds and General Funds so we could continue with our federal and state administrative spending plans. This is a business item that usually comes before the Council in October. A motion is needed.

MOTION: Emmert moved, seconded by Reed to extend the Administrative Spending Plan as it currently exists to the next year. There was no further discussion so Shervheim proceeded with a roll call vote.

Reed, Emmert, Hernandez-Wilson, Petrie, and Scheller responded in the affirmative. Motion carried.

B. Council Meeting Plans

Wieck said that we will plan for a Council meeting on Wednesday, October 7, 2020. The first part of the meeting would be to hear the customer research results that will begin the process for our next Five Year State Plan. The October meeting will likely be virtual.

We have ten new Council members but it's taken 19 months to get all members appointed, the longest ever. Wieck said that she has been meeting with everyone on an individual basis by phone.

Emmert talked about access to Zoom, who might need assistance in order to access Zoom and participate, and offered to help.

Weick said that members will need to be contacted separately and individually assessed to determine their ability to access. We will do whatever it takes to make sure everyone is able to participate. If Zoom is not a workable option, we'll figure out what is.

Shervheim extended appreciation to everyone who accepted a leadership role for this next year.

VIII. ADJOURNMENT

Shervheim asked for adjournment. The meeting was adjourned by consensus at 9:27 a.m.

Respectfully submitted,

Colleen Wieck
Executive Director