



Council Executive Committee

Location: Conference call
Date: Tuesday, April 18, 2017
Time: 11:00 A.M. CDT/12:00 P.M. EDT

Present: Tommy Lee Kidd, Serina Gilbert, Evan Espey, Lisa Johnson

Absent: Tecia Puckett Pryor

Staff: Wanda Willis, Lynette Porter, JoEllen Fowler, Alicia Cone

Tommy Lee Kidd, Chair, called the meeting to order at 11:03 a.m.

1) **Review Agenda; Approve Minutes**

Tommy Lee reviewed the Executive Committee agenda.

Lisa moved to approve the March 7, 2017 amended Executive Committee minutes as written. Serina seconded. Approved.

2) **Support Development Associates proposal for People Planning Together (PPT)**

Alicia reviewed the Support Development Associates (SDA) proposal to provide People Planning Together training to individuals supported by the MCOs, who are implementing the ECF CHOICES program. Bob Sattler, senior SDA staff, will provide the training. He worked with the Council years ago on implementing Person Centered Planning with the Department of Intellectual and Developmental Disabilities (DIDD). TennCare, who fully supports this training, the MCOs, and the Council, will monitor implementation of the grant. This important training is geared toward people with disabilities who want to be leaders and teach other people with disabilities how to participate in their own plans. People who receive services will be better able to speak up in meetings about their services.

The outcomes are twofold: 1) 8 -10 people served by the MCOs become certified to train the PPT curriculum to other people receiving MCO services through the ECF CHOICES program; and 2) 40 people with disabilities receiving services through the MCOs and 40 Secretaries, who are the people supporting them to participate, receiving the PPT training. The project would run from September 1, 2017 to June 30, 2018 with a cost of \$29,220.

The goal is to have the Executive Committee approve funding today and take it to the full Council at the April 28th Council meeting.

Serina moved to approve the expenditure of \$29,220 for the People Planning Together training. Lisa seconded. Approved.



The Executive Committee will bring this to the Council during the Executive Committee report at the Council meeting.

Staff will send talking points on PPT to Tommy Lee and Serina.

3) **Operational Items**

Lynette updated everyone on a couple of operational items.

Research in light of a current Council member passing: Previously, no agency funds were used to purchase flowers or make donations when someone passed away. Council staff took up a collection for the purchase. Given that it was a current Council member, we wanted to investigate to see if the Council could use its funds to purchase flowers, etc. Research confirmed our federal grant is specific that any expenditure must be tied to our grant award outcomes. Gifts are strictly prohibited. Staff will continue to voluntarily make donations as appropriate when needed to honor someone who has passed away. We are all happy to do so.

Staff will send the Executive Committee donation information so they can send something if they would like.

In the future, when it comes to Council members, we will share the memorial information with the Executive Committee and they can do what they want. Staff can also facilitate gathering funds.

Operational procedures and government meeting rates: There has been a big focus this year on operational procedures and review of processes. All hotel contracts, for both Partners in Policymaking™ and Council meetings, will be negotiated within standard government rates. Both Wanda and Lynette will be reviewing and signing off on bids for meetings and are accountable to the state comptroller for the bidding process.

4) **Review April 28th Council Meeting Agenda**

Wanda reviewed the April 28th Council meeting agenda. We will use PollEverywhere for an interactive event throughout the meeting. Questions will be about the DD Act and Council history. Tommy Lee will ask members to say their names, city and district they represent during introductions.

At 11:57 a.m. Evan moved for adjournment. Serina seconded. Approved.

Next meeting: Thursday, April 27, 2017 at 3 p.m. Central/4 p.m. Eastern

Next call: Tuesday, May 2, 2017 at 11 a.m.

Prepared by: JoEllen Fowler, Administrative Assistant

Approved by: Wanda Willis, Executive Director