



Council Meeting Minutes

September 16, 2022

Council Members Present:

Kimberly Boyd*
Shontie Brown*
Alison Bynum*
Roddey Coe*
Kezia Cox*
Sarah Cripps*
Will Edwards*
Diamond Grigsby*
Alicia Hall*
Chrissy Hood*
Clancey Hopper*
Lisa Johnson*
Sarah Miller*
Edward Mitchell*
Tecia Puckett Pryor*
Brigham Scallion*
Bliss Welch*
Brent Wiles*
Martez Williams*
Alison Gauld, Dept. Special Education
Kendra Thompson, Dept. of Health
Julie Johnson, Voc. Rehab. Services
Carrie Brna, Dept. of Intellectual and
Developmental Disabilities
Shannon Nehus, TennCare
Bruce Keisling, UT Center on
Developmental Disabilities (UTCDD)
Elise McMillan, Vanderbilt Kennedy Center
Ryan Ramsey, Tennessee Commission on
Aging and Disabilities
Allie Haynes, TN Rural Health Association

Staff Present:

Lauren Pearcy
Lynette Porter
Ashley Edwards
Alicia Cone
Cathlyn Smith
Brian Keller
Jolene Sharp
Emma Shouse Garton
JoEllen Fowler
Mildred Sparkman

Guests Present:

Kati Snow (TennCare LTSS)
Shana Crispin (UT-CDD)

Council Members Absent:

Jody Cheek*
Ryan Durham*
Lisa Primm, Disability
Rights TN
Mark Liverman, Dept.
Mental Health & Substance
Abuse
Don Watt, THDA
Rusette Marcum-Embry,
Tenn. Commission on
Children & Youth

**denotes Governor appointed citizen*

8:30 a.m. Introductions, Opening & Agenda Review

Council Chair, Tecia Puckett Pryor, welcomed everyone and facilitated introductions of newly appointed members and staff.

- **Kimberly Boyd***, Northwest Tennessee Development District
- **Sarah Miller***, Southwest Tennessee Development District
- **Bliss Welch***, Southeast Tennessee Development District
- **Allie Haynes**, TN Rural Health Association

Tecia had members and guests introduce themselves to the full Council and share about their “why” for being part of the Council on Developmental Disabilities. Tecia then called the meeting to order after ascertaining there was a quorum at 9:01 a.m.

Tecia then reviewed the agenda.

9:00 a.m. Business Items

Approval of April 2022 Minutes and February Meeting Agenda

The April 2022 Council meeting minutes were emailed to all the Council members prior to the September 16, 2022, Council meeting to give members an opportunity to review before the meeting. Tecia asked if there were any amendments to the agenda or April 2022 minutes. Sarah Cripps, Upper Cumberland Development District, provided three edits to the April 2022 minutes. **Sarah Cripps moved to accept the February 25, 2022, agenda and the April 2022 minutes as amended. Roddey Coe seconded the motion. There was no further discussion and the motion carried.**

Executive Committee Report

Tecia Puckett Prior, Council Chair, shared an update on two projects the Executive Committee has been working on.

The first is a review of the Open Meetings Act. The Committee received an overview of the Act and its components from Brian Keller, General Counsel and Director of Public Policy. The Council and its committees are in compliance with the Open Meetings Act.

The second project is a review of the Council bylaws. The Committee will work with staff to suggest updates to the bylaws to better reflect the current workings of the Council. The Executive Committee will bring these proposed changes to the full Council for review in the Spring of 2023.

Tecia also mentioned that Council members have received copies of the Council Member Code of Conduct and Conflict of Interest Forms in their folders. The Council Member Code of Conduct describes expectations of the conduct to be upheld by all members of the Council on Developmental Disabilities, both while attending Council meetings and in your community. The Conflict of Interest form gives examples of when a conflict of interest might occur while members are serving on the Council. Both

documents should be signed and returned to Mildred Sparkman, Administrative Secretary, before members leave the meeting.

Executive Director's Report

Lauren Percy, Executive Director, presented a state service award to Emma Shouse Garton, Public Information Specialist, in celebration of her 10 years of faithful service to the state of Tennessee. Lauren noted that Emma's skills cross every program area of the Council's work, making her indispensable, and shared accolades from Council coworkers. Emma began with the Council as an intern and eventually built the Council's communications work from zero to where it is today. Emma received this award to a standing ovation from the Council.

Additionally, Lauren highlighted three multi-year projects that the Council invested in with the approval and direction of Council Members. Additional information about these projects can be found in the Executive Director Report attached to these minutes:

- **Creation of the Tennessee Center for Decision Making Support**
- **"Everyone Can Work," a Person-Centered Training program with all Vocational Rehabilitation staff**
- **TN START Crisis Prevention & Stabilization Services, a partnership with the Department of Intellectual and Developmental Disabilities**

Finally, Lauren congratulated Council members on a job well done, connecting TN Disability Pathfinder to their communities. TN Disability Pathfinder served 87 of 95 counties in the last fiscal year, thanks to the continued work of Council members sharing resources with their development districts.

Budget Report

Lynette Porter, Deputy Director, provided an overview of longer-term spending by the Council on contracts with community agencies. Lynette reported that the Council uses contracts with partnering agencies as one method of meeting the Council's state plan goals. Other strategics include:

- Staff coordinated activities, like the Leadership Academy for Excellence in Developmental Disabilities, a leadership academy for state employees that the Council coordinates with the Department of Human Resources;
- Coordinated work groups, like the Employment Roundtable;
- Supporting Council member activities, like meeting with legislators
- Strategic public awareness activities.

Unique to the last three years, the Council has seen a "blip" in contract spending due to a number of external factors. The first was a federal spending rule change for the FY20 award, requiring the Council to spend its allotment in a shorter number of years. The second is the COVID-19 pandemic, which meant several contracts were unable to spend the full amount the Council awarded them in the originally planned time frame. The third is a federal extension, as a result of the COVID-19 pandemic, which allowed Councils additional time to spend those funds. These factors meant an extraordinary level of grant

contracts and funding for that year. Lynette shared tables highlighting these numbers, which are attached at the end of these minutes.

In addition to contract spending, staff have tracked the number of people reached by grant contracts provided by the Council. The data for number of people reached matches the pattern of spending: In 2021, the Council served three times the number of Tennesseans impacted by disability than in the previous year.

9:40 a.m. State Plan Year in Review

As context for the “determination of progress” discussions in committees, Council staff provided an overview for all Council members of activities and outcomes for each of the Council’s State Plan goal areas:

- Goal 1: Learning & Development, presented by Cathlyn Smith, Director of Leadership Development
- Goal 2: Improving Policy & Practice, presented by Brian Keller, General Counsel and Director of Public Policy
- Goal 3: Informing the Public, presented by Jolene Sharp, Chief Public Information Officer

Infographics attached to these minutes provide the overview of data presented during the State Plan Year in Review.

10:00 a.m. Committee Work & Break

Council members moved to assigned committee meetings, which are organized by State Plan Goal area. Each committee discussed the infographics for their respective goal area in detail, culminating in a “determination of progress” for fiscal year 2022. Each committee voted to bring a recommendation for the full Council’s vote.

Committee work was followed by an extended break to check out of the hotel.

11:30 a.m. Committee Report Outs

In addition to the notes below, minutes from committees are attached to these minutes.

Leadership Development Committee

Lisa Johnson, Committee Chair, reported on outcomes from FY22 from State Plan Goal #1: Developing Engaged Leaders. Lisa reported that the Council served three times as many Tennesseans with disability than their original goal. The Council could expand its reach with youth leadership by using the Youth Tech Camp structure and modifying it to fit various communities across the state. Those who participated in Council sponsored leadership training activities, including Partners in Policymaking, reported the following:

- increased knowledge and more information regarding information services (96%);
- better ability to track down resources and info (100%);
- increased access to services (100%);
- felt more connected to others with similar life experience (99%);
- increase independence and self-determination (97%);

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- increase ability to advocate (99%);
 - are satisfied with their experience (99%)

For the above reasons, the Leadership Development Committee moved that the Council has made progress on Goal 1, Learning and Development. There was not discussion. Passed unanimously.

Public Policy Committee

Sarah Cripps, Committee Chair, reported on outcomes from FY22 from State Plan Goal #2: Improving Policy and Practice. Sarah named several successes of the Council's work:

- Adult Sized Changing Tables Bill, led by Council members Chrissy Hood and Roddey Coe, which leverages \$1 million in state funding for businesses and local governments
- Adult Sized Changing Table commitments by the TN Department of Environment and Conservation, and the TN Department of Transportation
- A commitment to make all state parks accessible to Tennesseans with Disabilities, with Council members serving as experts at the parks in their development district (ACCESS 2030)
- Passing of the Precious Cargo Act, led by Council member Martez Williams

Additionally, Sarah encouraged Council members and staff to continue to identify the "daylight" between policy makers and those enforcing it. For example, the Tennessee Highway Patrol and local clerks do not yet know about the Precious Cargo Act, which is an area that the Council could provide information (like a public service announcement). The Committee also suggested using a lens of consolidating initiatives that overlap or duplicate to prevent barriers to implementing those policies and services.

For the above reasons, the Public Policy Committee moved that the Council has made progress on Goal 2, Improving Policy & Practice. There was some discussion:

- Members requested Council staff consider a narrative approach to reporting metrics for Public Policy.
- Members suggested tracking and reporting metrics related to number of inquiries from legislators in addition to the number of times Council staff make inquiries of legislators to better illustrate the Council as an expert in the field.
- Members suggested looking to other organizations who are consolidating initiatives that overlap to see if there is a tool or process that can be duplicated for the Council's work.

The above discussion was taken for improving next year's reporting but there was no change to the motion. The motion passed unanimously.

Communications Committee

Edward Mitchell, Committee Chair, reported on outcomes from FY22 from State Plan Goal #3: Informing the Public. Edward reported key successes for the year, including an increase in *Breaking Ground* subscribers, which surpassed the goal the Council set, and intentional work to connect with BiPOC (Black, indigenous and people of color) communities. Edward also highlighted the Council's work to increase healthcare information for LGBTQIA+ people with disabilities. Additionally, the Council has made itself a leader in plain language, providing support to sister state agencies and implementing a Twitter campaign about why plain language is important and tips for using it. Edward encouraged members to look carefully at the infographics (included at the end of these minutes) for bite-sized nuggets of what the Council communication staff have been doing.

For the above reasons, the Communications Committee moved that the Council has made progress on Goal 3, Informing the Public. There was not discussion. Passed unanimously.

12:00 p.m. Lunch Break

1:00 p.m. Council Initiatives Discussion

Brian Keller, General Counsel and Director of Public Policy, gave a brief presentation on a key initiative for the Council, access to adult sized changing tables. Brian reviewed the history of the Council's involvement and key leaders of the movement. Council member Chrissy Hood began this initiative soon after her new member orientation three years ago, and since has been supported by fellow Council members and advocates across the state. The Council produced a video of Chrissy telling her family's story and why access to appropriately sized changing tables was key to her daughter's inclusion in her community. Thanks to the Council's efforts, the state of Tennessee is the first in the country to allocate \$1 million in state funding to create a grant program for businesses and local governments to install adult sized changing tables in their facilities. In addition, the Council secured commitments from the TN Department of Environment and Conservation and the TN Department of Transportation to install additional tables in welcome areas, rest stops, and state parks across Tennessee.

After the presentation, Council members spent time brainstorming how to share information in their communities about the changing tables grants. Council members shared insights and comments that will be used to inform messaging by the Council going forward.

2:00 p.m. Wrap Up

Tecia Puckett Pryor reminded members to complete the evaluation and travel forms before leaving today, which are in member folders. Tecia also encouraged Council members to complete the Council retreat survey found in their folders to help staff plan sessions that Council members are interested in. The Council retreat will take place on Thursday, November 3, 2022, and Friday, November 4, 2022, at the Embassy Suites Nashville Airport.

2:05 p.m. Public Comment

Visitors to the Council meeting were invited to make public comment. There was no comment.

2:05 p.m. Adjournment

A motion for adjournment was made by Brigham Scallion and seconded by Roddey Coe. The motion carried and the Council meeting was adjourned at 2:05 p.m.

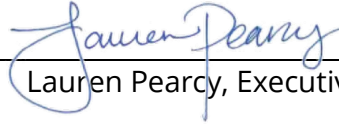
Upcoming Meeting Dates

2022 Council Meeting Dates

- Council Retreat: **Thursday & Friday, November 3-4, 2022**



Respectfully submitted by: Ashley Edwards, Assistant to the Executive Director



Approved by: Lauren Percy, Executive Director