

Louisiana Developmental Disabilities Council  
Executive Committee  
July 17<sup>th</sup>, 2024

CHRISTI GONZALES: Good morning, everybody. We still do not have a quorum this morning and we're going to go ahead and wait till we do. Thank you.

The quarterly meeting of the Executive Committee will now come to order. We do have a quorum this morning. Thank you for everyone who is going to be attending this morning. Ms. Ebony Haven, could you please call roll.

EBONY HAVEN: Yes, ma'am. Ms. Jill Hano.

JILL HANO: I'm here.

EBONY HAVEN: Ms. Angela Harmon. Ms. Brooke Stewart. Ms. Renoda Washington.

RENODA WASHINGTON: Here.

EBONY HAVEN: Ms. Christi Gonzales.

CHRISTI GONZALES: Here.

EBONY HAVEN: Okay. You have three and you have a quorum.

CHRISTI GONZALES: All right. Thank you. Ms. Haven, could you please read the mission statement and ground rules for us.

EBONY HAVEN: Yes. So the Louisiana Developmental Disabilities Council's mission statement is to increase independence, self-determination, productivity, integration and inclusion for Louisianians with developmental disabilities by engaging in advocacy, capacity building and systems change. The ground rules are members must be recognized by the chair before speaking. Be respectful of each other's opinions. Break for ten minutes every one and a half hours. Discuss council business in a responsible manner. Except as necessary restrict the use of electronic communication, i.e. texting during council and committee meetings. Silence or turn off all cell phones. The mission statement is posted at every meeting. Be on time for meetings. No alphabets. Side conversations are kept to a minimum, done quietly and restricted to the subject at hand.

CHRISTI GONZALES: The next item for business is the approval of the meeting summary for the April 17th

Executive Committee meeting which was distributed. The meeting summary will not be read unless requested by a member. Are there any corrections? If there are no objections the meeting summary is approved as distributed. Thank you. Hearing none, the meeting summary is approved.

The next item of business is the quarterly executive director evaluation. According to the new council bylaws the Executive Committee has to perform an evaluation on a newly hired ED every quarter. The full council will evaluate the executive director at the April 2025 meeting which is her anniversary date. I was also informed by the Information and Technical Assistance Center for councils on developmental disabilities, ITAC, in that council staff should not be involved with collecting the data therefore staff assisted in creating an anonymous survey in Survey Monkey and a compilation was sent to me with all of the results.

I will now entertain a motion regarding the recommendation-- we will now go into executive session if there is no objection. Hearing none, we are now in executive session.

{Executive Session}

CHRISTI GONZALES: Glad to have everybody back. We went over the quarterly executive director's evaluation. She did great. The only item that we have, not even really issues with, was getting the council to be more collaborative and to know everyone and to get back to our many retreats, our many learning sessions so we can be a one, be a group. And I know we haven't had that since Covid and that was something we discussed as maybe to start facilitating.

The next item is the consideration of the five-year state plan development process. The chair recognizes Brenton to start discussion.

EBONY HAVEN: I'll start the discussion. I am trying to share my screen, but the five-year development process that staff came up with is included in the Executive Committee packet. As soon as I get my computer on we can share it with you guys. I'll pull it up on the screen. But we have come up with a process. Basically ITAC advises us that this process will take at least 12 to 18 months. This is similar to

the process that they used for the last five-year plan, the 2022 to 2026 plan. So now we're looking at the 2027 plan to 2031 five-year state plan. So this is the process that we've come up with. I kind of want to highlight some things that are in there. I'm not going to read the entire thing but I did want to point out some of the things that the council will be doing for the five-year plan. So the Executive Committee and the whole council for this July meeting will approve this process. If you all want to change anything up we can. And just keep in mind that the dates that we have in that center column there's a star and that just means that those dates are subject to change. We're not bound by these dates and they're not set in stone so if we need to change anything we can.

So the second item where it says develop the mission statement and position papers that will be done next month and staff are going to just draft a version of the mission statement for the council's consideration. It won't be set in stone so if you guys have any recommendations or if you have any changes that you want to make we can make those changes. We would just make recommendations to the council as we normally do.

CHRISTI GONZALES: So if we have any additions we just submit?

EBONY HAVEN: Yes. And then we will look at the position papers that are online. All of y'all's position papers are on our website. If you go to About Us all of your position papers are on the website. So you can look at your position papers, if there's any positions that the council wants to add to the positions that we already have, we can add those. But staff will, again, make recommendations during August. At the October meeting you guys will review those proposals and then you will approve the mission statement and position papers. In January 2025 the whole council reviews and approves the Executive Committee's recommendations for the mission statement and position papers and then the council members can offer concepts for the five-year plan. So based off things, barriers or anything that you see that is going on in your regions you can make suggestions for concepts for the five-year plan during that January

2025 meeting. And so those recommendations will come from your standing committees. So whatever standing committee that you're a part of that committee will be responsible for making recommendations to the full council for the five-year plan concepts.

Just skipping down to the public forums. It is our goal to have more than two, but we will at least hold two across state. Last year-- not last year, last five-year plan they held two. One was in Shreveport and then the other one was in Baton Rouge. If we are only able to hold two one will be in the northern region again, but we're thinking more northeast like the Monroe area and then Baton Rouge again since this is our capital area. But it is our goal to have more than two. Just to kind of hit the different sections of the state. Like the central part. The southern part, maybe New Orleans. The western part, maybe Lake Charles, is our goal but we don't know where we're going to be in May 2025. Session will be in then and so we don't know what the session holds for next year. We do know that it is a fiscal session so they're going to be discussing money a lot and they're predicting a fiscal cliff. Again, we don't know where we'll be but we will at least hold two public forums.

Renoda, if you're still there we lost a quorum because you don't have your camera on. Okay. Now we have it back. So after the public forums there will be a public input survey based on the information gathered from those public forums. The public will rate what concepts you all have or we have gathered from the public forums to determine what the council should focus on for their next five-year plan.

So just kind of going through number 12 and 13 will probably be the most important for the council. That is when the ad hoc committee will be developed. You guys will be discussing your goals and objectives based on all of the research that we will provide the council. But 12 and 13 are very important meetings. And you'll probably be meeting over multiple days because the five-year plan meeting is very intense. Any questions about the plan? Jill.

JILL HANO: I have number seven on my document that I printed. Establish the committee is number seven.

EBONY HAVEN: That's correct.

JILL HANO: Okay. I thought you said 14 and 15.

EBONY HAVEN: Well, I was saying 12 and 13 are the actual planning meetings, Jill.

JILL HANO: Oh, okay. My bad.

STEPHANIE CARMONA: So Jill, for number seven that's just at the April meeting where people are going to volunteer or the chair is going to appoint that ad hoc. But then like Ebony was saying, 12 and 13 are when the actual meetings of that ad hoc are going to be. If you look it's before the next council meeting.

JILL HANO: Okay. I just wanted to make sure I had the right paper. Thanks.

STEPHANIE CARMONA: No problem. There was one other thing that I just wanted to mention about this. This is going to be a very busy time for the council because not only are we developing the five-year plan, but we still have to develop the annual work plan. So we'll have to be thinking ahead five years for 2027-2031, but also working on our, like our annual plan that's for 2026. So it is kind of a big task kind of all at the same time.

EBONY HAVEN: So do we have any other questions about the process or are there any recommendations from the committee for changes?

ERICK TAYLOR: When you said it's going to be a lot of process to get this lined out to where we need to get it?

CHRISTI GONZALES: Not a lot, it's just going to be tedious. It's going to be a lot of work for that one year because they're doing the five-year plan and the yearly plan so they're going to be very busy. Is there anything else? Anybody else? I need a motion to go ahead and approve the process that's presented. Do we have a motion? Jill.

JILL HANO: I'll motion it.

CHRISTI GONZALES: Okay. Is there a second?

RENODA WASHINGTON: I second it.

CHRISTI GONZALES: Thank you. It is moved and seconded to approve the process as presented. Is there any debate from committee members? Is there any public comment? No. Okay. No comments in the chat box? Making sure. Are you ready for the question? The question is on whether to approve the process that was presented in regards to the five-year plan. When Ebony

calls your name please respond with yes if you're in favor of the motion, or no if you're opposed to the motion, or abstain if you're not voting.

EBONY HAVEN: Ms. Jill Hano.

JILL HANO: Yes.

EBONY HAVEN: Ms. Angela Harmon. Ms. Brooke Stewart. Ms. Renoda Washington.

RENODA WASHINGTON: Yes.

EBONY HAVEN: That's two yeses, zero nays.

CHRISTI GONZALES: The yes votes have it. The motion is adopted. The next item of business is the consideration of vendors for the federal fiscal year 2025 action plan activities. The chair recognizes Ms. Ebony Haven.

EBONY HAVEN: Okay. So you guys have one contractor for activity 2.1.3. That is the navigating the system, the developmental disability system, behavioral health system and the managed care organization. We only received one proposal and that was from the Arc of Louisiana. So you guys have the proposal in your packet. It is included in your packet. And the Executive Committee did send them ratings for each of the contactors that sent proposals so I'll share that document with you guys just listing the ratings. I know we only had one person to apply for. Rekeesha is sharing the scores. I think we only received three, right. Three ratings for the Arc. We didn't receive everybody's. I know the average looks low but it's only because we had three members to rate the Arc because they were the only people to send in a proposal for this particular activity. So they had 76 percent. Does anybody have any questions about the Arc's proposal?

CHRISTI GONZALES: I was just wondering will like the toolkit that they construct, will that be able to be visible for the DDC website?

EBONY HAVEN: So I know in their proposal they state that they're going to create a web page on the Arc's page. They do always give us access to all the materials and everything that they create for their trainings so that is something that the council will have access to as well. But in their proposal I know that they state that they will create a web page and all of the materials, the toolkit, I think they're

producing a guide, a handout at each of the trainings. So that guide, the toolkit, any materials for the professionals that they're going to create is going to be on their website.

CHRISTI GONZALES: I'm just concerned like those who may not be able to attend.

STEPHANIE CARMONA: So they're also going to have one, like in their summary it says they'll have one webinar.

CHRISTI GONZALES: The webinar is going to be accessible?

STEPHANIE CARMONA: Yes. It should be. You know, it's for anybody that if you can't go in-person then you can go to this one. Oh, wait, it's for professionals, the webinar. (Inaudible). So the webinar is a web-based training for professionals on using the information kind of that they get from those statewide ones to help the professionals know how to (inaudible). Or that's how I interpret it.

CHRISTI GONZALES: And that's just my concern because even with my son transitioning we were at a loss because as a parent you don't know what to do next so having those written documents, I'm a visual person, having something that you can see actually on paper makes a big difference. It helps.

STEPHANIE CARMONA: And this one specifically is for the co-occurring disorders. But kind of like what Ebony was saying, they usually share, they usually have like a website or a web page dedicated to their information.

EBONY HAVEN: They do surveys after each training so I know that they actively take the information in their surveys and they make changes. So if the participants are saying that something's missing or they would like to see this I know the Arc they always adjust to the feedback that they receive. Does anybody else have any questions about the Arc's proposal? So we can move onto activity 3.1.5.

LAUREN WOMACK: I'm sorry. This is public? So just since we only have one in the past everybody just always goes with that one or what are the choices that usually happens if you only have one proposal?

EBONY HAVEN: If we only have one you can choose to go with the contactor that submitted the proposal or

the staff can put out the proposal for another time period to see if we get any other interested parties.

LAUREN WOMACK: Okay. And I just think since the council's paying for it it should go on our website and then they should put it on their website just for easy access. Like we're funding it. That's just my opinion. I feel like we're paying you to do this you giving it back to us that's not-- we should own the rights to it to keep for however we want. That way if we want to do something else with it later we can use it as a reference.

REKEESHA BRANCH: We have a copy from Ashley McReynolds with the Arc. The council will receive the guide and other documents that can be shared.

CHRISTI GONZALES: And we would be able to put it on our website?

EBONY HAVEN: Yeah. They share all of their things so we have access to everything that they share at their meetings.

LAUREN WOMACK: Because I just know for one, the self-direction one or some training they had that expired that we didn't have. When I had first started it was some training.

EBONY HAVEN: Was it supported decision-making?

LAUREN WOMACK: Yeah, something like that that they had put up and it was available on their website. And I could be mistaken, but the council had paid for it or sponsored it and you had to do a little bit of digging to find it.

EBONY HAVEN: To find it on their website?

LAUREN WOMACK: Yeah. The resources, you have to dig all these different resources and that can be hard for parents and people with disabilities having to go to 50 million websites to get appropriate information.

ERICK TAYLOR: Is this the only person, the only one that we have a deal with?

CHRISTI GONZALES: This is the only one that applied for it, yes.

ERICK TAYLOR: But this is the first time we deal with them?

CHRISTI GONZALES: With the Arc, no. We deal with them a lot.

EBONY HAVEN: We have several contracts with the Arc right now. So currently they're doing a disability



voting training for us. They are also over the People First contract and they just did their annual People First conference that was in June. So we have two other contracts with them currently. And we contracted with them in the past too for supported decision-making training and I'm sure there's been others that aren't coming to my mind right now.

ERICK TAYLOR: But it's not the first time we had dealings with them?

EBONY HAVEN: Yeah, we have a very positive relationship with the Arc.

CHRISTI GONZALES: Anybody else? Okay. Thank you, Ebony. At this time I would entertain a motion to recommend a vendor for the activity 2.1.3. We need a motion.

JILL HANO: I move to accept the proposal from the Arc of Louisiana for the activity for navigating the system for people with dual diagnosis.

CHRISTI GONZALES: Thank you, Jill. Is there a second?

RENODA WASHINGTON: I second it.

CHRISTI GONZALES: Thank you, Ms. Renoda. It is moved and seconded to accept the vendor for the Arc of Louisiana for the navigating the systems for activity 2.1.3. Is there any debate? And no public comment? Ready for the question? The question is on accepting the proposal from the Arc of Louisiana for activity 2.1.3 navigating the systems for dual diagnosis. Navigating supports and services for people with co-occurring disabilities. So when Ebony calls your name please respond with yes if you're in favor of the motion or no if you're opposed to the motion or abstained if you're not voting.

EBONY HAVEN: Ms. Jill Hano.

JILL HANO: Yes.

EBONY HAVEN: Ms. Angela Harmon. Ms. Brooke Stewart. Ms. Renoda Washington.

RENODA WASHINGTON: Yes.

EBONY HAVEN: That's two yeas, zero nays.

CHRISTI GONZALES: Okay. So the motion is adopted and the Arc of Louisiana is selected. So now we move onto activity 3.1.5 the transition to adulthood training proposals. The first one up is the HD Guillory Incorporated.

EBONY HAVEN: Okay. So I think we received five of the Executive Committee scoring for HD Guillory and Team Dynamics. So you can look at the scores that were received. HD Guillory received like a 60 if you're looking at the rating. Team Dynamics received 93 percent of the scoring from the Executive Committee so it seems like you all must have liked the proposal from Team Dynamics just a little bit better than HD Guillory. So does anybody have any questions or is there any discussion?

CHRISTI GONZALES: I have the same one as what we had earlier about making it readily available since we are providing the funding for it. And the toolkit be accessible to our website.

EBONY HAVEN: And that's something that if you all decide to go with Team Dynamics or even HD Guillory that's something that we will work out in the contracting portion of things before we sign the contract with them to make sure that the materials are...

CHRISTI GONZALES: Readily available.

EBONY HAVEN: Yes.

JILL HANO: I found that HD Guillory contract wasn't as like, and I don't want to say black and white because I mean it's my job to search for the answers I was looking for, but like I find Team Dynamics it was definitely more apparent that they have had what we were looking for on their specific contract.

CHRISTI GONZALES: Any other questions? At this time I will entertain a motion to recommend a vendor for activity 3.1.5 transition to adulthood training. So I need a motion.

BRENTON ANDRUS: Jill or Renoda, would any of you like to put forth a motion for one of these proposals?

JILL HANO: I motion to accept Team Dynamics to transition for adulthood. And what I meant to say is HD Guillory's proposal was not as straight forward. Thanks.

CHRISTI GONZALES: Thank you. Is there a second?

RENODA WASHINGTON: I second.

CHRISTI GONZALES: Thank you. So it's moved and seconded to accept the proposal from Team Dynamics on activity 3.1.5 transition to adulthood training. Any debate from committee members? All right. Are you ready for the question? Any public comment? Sorry.

The question is on whether to accept the proposal for Team Dynamics for activity 3.1.5 the transition to adulthood training. When Ebony calls your name please respond with a yes if you're in favor of the motion and no if you're opposed to the motion. Abstain if you're not voting.

EBONY HAVEN: Ms. Jill Hano.

JILL HANO: Yes.

EBONY HAVEN: Ms. Angela Harmon. Ms. Brooke Stewart. Ms. Renoda Washington.

RENODA WASHINGTON: Yes.

EBONY HAVEN: Ms. Renoda Washington, yes. I've been forgetting to do that. That's two yeas and zero nays.

CHRISTI GONZALES: The motion is adopted and Team Dynamics is selected for activity 3.1.5 proposal. Are there any public comment? Is there any further business?

LAUREN WOMACK: I just have an idea. I don't know where we want to put it or if Executive Council has one. But maybe to put contracts out to our other agencies that are mandatory partners like contact Julie or I can't think of his name, Phil, which are our partners anyway. They may be able to either blast it out to some of their other, especially Phil, other states to see what they're doing just so we have more to choose from because I've been just sitting for a while it seems like we don't have a whole lot of choice.

STEPHANIE CARMONA: I was just going to say so we send out proposals in two different ways. The first way is I have a master list of emails so it is not like our list serve. It is like every superintendent of every school board in the state. Every FHF director. Every person at OCDD. Different directors of different things like libraries, things like that. So I send it directly to them first and then we send it out as our, like in our Constant Contact to everybody else. So I feel like we're casting our net pretty wide and we're just not getting a good return.

LAUREN WOMACK: Yeah, I know it's not on the staff at all. But I'm thinking especially the ones that are on council we need to try to encourage them.

EBONY HAVEN: Yeah, we can definitely do that,

Lauren.

STEPHANIE CARMONA: I will say also if any of the council, council members don't follow our Facebook that really is something that you should do. We post everything that we send in the Constant Contact also gets put on social media on Facebook so those proposals are on Facebook also. If you wanted to give a quick share like if you're interested in this you should really look into it and that's a good way to get the word out also.

EBONY HAVEN: And I'll also just say for your FY25 action plan we are contracting with the Human Development Center, Dr. Wilson, on two activities and then with OCDD there is one activity that we're contracting with them.

LAUREN WOMACK: Good. That's good to hear. I know it's not coming from staff side. It is what it is. And people are so inundated with stuff.

STEPHANIE CARMONA: I was glad that we got a proposal.

LAUREN WOMACK: At least we got one.

STEPHANIE CARMONA: But no, I agree. Trying to get the word out.

LAUREN WOMACK: Yeah, sometimes it's easier if it's one-on-one. Hey, I thought of this, more personal.

CHRISTI GONZALES: Any other announcements?

EBONY HAVEN: So the next meeting starts in about three minutes.

CHRISTI GONZALES: If there's no objection this meeting is now adjourned.