

Clackamas County-Developmental Disabilities Council Meeting Agenda

4/24/2023

Meeting Time: 04:30 pm – 06:00 pm

Meeting Location: Zoom, <https://clackamas-us-countyhealth.zoom.us/j/82724558451>

Attendees:

FACILITATOR	John Merrick		
NOTE TAKER	Stacie Mullins		
	vacant	P	Colleen Johnston (indiv/family), term ends 5/1/24
P	John Merrick (advocate), term ends 6/30/26	P	Kalkidan (Mimi) Ezra (provider), term ends 1/1/25
P	Jacob Tolbert (provider), term ends 6/30/26	P	Kim Cota (CDDP employee)
P	Shasta Kearns Moore (indiv/family), term ends 12/1/24	P	Brooke Gelfand (CDDP employee)
P	Lisa Ledson (indiv/family member), term ends 12/1/24	P	Stacie Mullins (CDDP employee)
P	Sara Lambert (provider), term ends 1/1/24	A	Amy Butler (CDDP employee)
A	Sara Szwarc (indiv/family), term ends 5/1/24	P	Roxanne Cloutier (CDDP employee)

	Key
P	Present
A	Absent
G	Guest

Time	Agenda	Minutes
4:30 – 5:15 pm	<p>***Reminder-council meeting will start recording***</p> <p>Introductions-guests</p> <p>Call to order, establish quorum (4 members present), approval of meeting minutes from 2/27/23</p>	<p>John-call to order, quorum established, meeting minutes approved as written.</p> <p>No guests in attendance.</p> <p>John expressed concern with the notes from the 2/27/23 meeting not including some information he wanted captured. The council went forward with</p>

Program updates-Kim, Stacie, Brooke (PHE ending)

Bylaws and meeting frequency-pick number of meetings and meeting months (8x per year per bylaws)Brooke

Roles and responsibilities- CDDP role on advisory board and purpose of advisory board (Robert's Rules of Order back-up, timekeeper)-Kim

approval of last meeting minutes as is. These concerns will be captured in future meeting notes.

Program Updates:

- Stacie & Kim gave a quick audit update, reporting to the council that our Corrective Action Plan (CAP) and follow-up documentation were submitted to ODDS last Thursday (4/20). Our program is still has a few follow-up tasks to complete in May. One positive to note is that over 99% of our progress notes reviewed by ODDS met billable standards.
- Stacie gave a few updates about changes happening in May as a result of the end of the Public Health Emergency (PHE). Our program is now offering the option of in-Person ONA assessments; however, Telehealth is still an option for the interview. If an interview is completed via Telehealth, an in-person face-to-face meeting will still be required. Once the PHE is lifted, we will go back to requiring wet signatures on documents, including ISP documents and Releases of Information (ROIs). The state (ODDS) will be offering DocuSign as an option for ISPs and some other support documents. Not all ODDS forms and documents will be immediately available for signature using DocuSign. There are upcoming Webinars to learn more about this option, including one on May 5th that is open to anyone. While we no longer have a mask mandate, there is still a vaccine mandate in place. Anyone can choose to wear a mask in

any setting. When service coordinators (or other DD staff) go out into people's homes they must ask if the person wants them to wear a mask. If they do, then we must comply.

- Shasta asked about any updates regarding parents as paid care providers, and she expressed frustration that this is topic is not being talked about in discussions of the end of the PHE. This will impact 440 families who will no longer have paid parent caregivers, some of who are looking at losing their kids and their housing because of this ending. Without a gap funding program, people are losing this support.
- Kim shared that we have not heard about impacts to the families we serve in our program and that conversations are more focused on it being played out at the legislature level.
- Shasta shared that this has been the most successful support program her family has experienced and feels it should be planned for and talked about.
- Roxanne shared that people are having decreases in their food stamps, which is resulting in food insecurity. She is doing what she can to help people find resources. The changes are at the federal level.
- John mentioned how the toll tax might impact environmental equity for individuals with disabilities.
- Sara asked for some clarification about the paid parent caregiver program and Shasta provided answers.

- John and Shasta discussed some issues that have come up around statements being made about advocates and opportunities to be included in the conversation. There was an invitation to talk offline about this specific issue.
- John advised Clackamas County to bring forward the history and how we can move forward with the history and having this conversation space.
- John then moved to the next agenda item.

Bylaws and meeting frequency: Current bylaws state that the council will meet 8x per year. Council discussed a schedule.

- Sara Lambert proposed that we pick 4 months out of the year we do not meet. She also asked if there is a timeline for putting things on an agenda.
- Mimi Ezra supported choosing 4 months out of the year that do not work.
- John proposed adding one emergency meeting per year to be added at a later date.
- Sara Lambert suggested that we not meet in the months of November, December, July, and August.
- Council voted to hold 8 meetings per year, excluding the months of November, December, July & August with the potential to add emergency meetings if needed.
- Jacob made a motion to adopt this schedule.
- Lisa seconds the motion
- John motions for vote

		<ul style="list-style-type: none"> <input type="checkbox"/> Motion passed. <p>Roles and Responsibilities topic was not discussed, and will be moved to the next meeting.</p>
5:15 – 5:45 pm	Council share progress on Mission Statement- John	<p>Shasta shared proposed language for the council’s Mission Statement.</p> <ul style="list-style-type: none"> <input type="checkbox"/> John proposed using that term “outreach” as opposed to “reach out to.” <input type="checkbox"/> Sara asked for clarification around the term service provider. <input type="checkbox"/> Lisa suggested that “DD” be spelled out. <input type="checkbox"/> Sara indicated that outreach was confusing, and suggested focusing on the support. <input type="checkbox"/> Kim asked the council to consider language accessibility and whether or not this statement is in terms that individuals’ receiving I/DD services would understand. <input type="checkbox"/> Shasta read the revised version to the council. She also provided a copy of ChatGPT. This version could be used as a plain language version. <input type="checkbox"/> Shasta motioned to approve Revision 3 of the council’s Mission Statement. <input type="checkbox"/> John seconds the motion <input type="checkbox"/> John calls for vote. <input type="checkbox"/> The council moved to approve revision 3 that will be shared out with the minutes. <input type="checkbox"/> Shasta motioned to also approve ChatGPT as an accessible version. <input type="checkbox"/> Lisa seconds the motion. <input type="checkbox"/> John calls for vote.

		<ul style="list-style-type: none"> <input type="checkbox"/> The council moved to approve the ChatGPT version of the Mission Statement for accessibility.
5:45 – 6:00 pm	<p>Open floor (Council)</p> <p>Public comment (Public)</p>	<p>For the good of the order.</p> <ul style="list-style-type: none"> <input type="checkbox"/> John discussed his preparation for meetings, and acknowledged the importance of keeping it simple.
Next Meeting	TBD, 2023, 04:30pm-06:00pm	<ul style="list-style-type: none"> <input type="checkbox"/> Sara motioned to close the meeting. <input type="checkbox"/> Shasta seconds the motion. <input type="checkbox"/> John calls for vote. <input type="checkbox"/> Council voted to adjourn. <p>Topic moved to next meeting:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Roles and responsibilities- CDDP role on advisory board and purpose of advisory board (Robert’s Rules of Order back-up, timekeeper)- Kim