

# Clackamas County-Developmental Disabilities Council Meeting Agenda

5/20/2024

Meeting Time: 04:30 pm – 06:00 pm

Meeting Location: Zoom <https://clackamas-us-countyhealth.zoom.us/j/81700914467> , and  
Public Services Building, 2051 Kaen Rd. Room 288, Oregon City

## Attendees:

<b>FACILITATOR</b>	John Merrick		
<b>NOTE TAKER</b>	Malika Renard		
	vacant	A	Colleen Johnston (indiv/family), term ends 5/1/27
P	John Merrick (advocate), term ends 6/30/26	A	Kalkidan (Mimi) Ezra (provider), term ends 1/1/25
P	Shasta Kearns Moore (indiv/family), term ends 12/1/26	A	Kim Cota (CDDP employee)
P	Lisa Ledson (indiv/family member), term ends 12/1/24	P	Stacie Mullins (CDDP employee)
P	Sara Lambert (provider), term ends 1/1/27	P	Amy Butler (CDDP employee)
P	Sara Szwarc (indiv/family), term ends 5/1/27	A	Roxanne Cloutier (CDDP employee)
		P	Malika Renard (CDDP employee)

	<b>Key</b>
P	Present
A	Absent
G	Guest

Time	Agenda	Minutes
4:30 – 4:40 pm	<p>***Reminder-council meeting will start recording***</p> <p>Call to order, establish quorum (4 members present), approval of meeting minutes from 3/25/24 and 4/22/24.</p>	<p>Call to order by John.</p> <p>Amy confirms established quorum.</p> <p>John proceeds to put minutes from 3/25/24 and 4/22/24 up for approval. No objections as presented, so approved.</p> <p>Lisa confirms no objections.</p> <p>[End of discussion topic]</p>

<p>4:40 – 5:05 pm</p>	<p>Follow up on Abuse Investigations Provider List discussion- John and Sara S.</p>	<p>John mentions Shasta and Sara S. has brought up the subject of researching where an Abuse Investigations provider list might be housed (county and state) for the future, or how one could be developed. John wants to establish with the council what (if anything) the council wants to do about this.</p> <p>Sara emailed Stacie and Kim, and Kim said to send a letter to ODDS and OTIS, which Sara has on her to-do this summer. Sara volunteered to bring the letter for council review prior to sending it.</p> <p>Amy checks to see if anyone present needs clarification regarding this topic. Sara S. says that everyone was at that particular meeting.</p> <p>Stacie clarifies that if such a letter was presented to ODDS/OTIS, it would be on the Council's behalf, without the County's involvement. Sara would be welcome to send this letter on her own as well, but Stacie mentions the Council would need to vote on this if sent by the Council as a whole.</p> <p>Shasta and Sara S. agree that when the time comes, it may be valuable for the letter to be sent on behalf of the Council, pending a vote, etc.</p> <p>Amy mentions this could be a prime opportunity to create a sub-committee that would work on a letter like this. Sara S. would still like to draft a letter and said she will be doing research so it may take her some weeks (estimated mid-July).</p> <p>[End of Topic discussion]</p>
<p>5:05- 5:15pm</p>	<p>Voting for Chair and Vice Chair positions-Amy</p>	<p>Both Chair and Vice Chair roles are up for elections this month and will be elected during this meeting. John Merrick is the candidate for Chair once more but is also open to Vice, and Sara</p>

		<p>Lambert is running for either role. John asks if anyone present at this meeting would like to be included in the nominations? No one else raises their hands. Amy does confirm that Lisa L. will not be looking to renew her position as Vice Chair, leaving this role wide open during this election period. Shasta asks the nominees what their vision is for the Council. Both present small speeches.</p> <p>The voting opens for Chair. Shasta makes a motion to vote, seconded by Sara S. For Sara Lambert as Chair: 2 Yes, 0 Abstain, 3 No. For John Merrick as Chair: 3 Yes, 0 Abstain, 2 No. John Merrick is elected as Council Chair.</p> <p>The voting opens for Vice Chair. Shasta motions to vote, seconded by John. For Sara Lambert as Vice Chair: Unanimous Yes vote of 5.</p> <p>Sara Lambert is elected Council Vice Chair. Congratulations to both on your wins!</p> <p>[End of Topic discussion]</p>
5:15p-5:25p	DD Resource Fair-Amy	<p>Amy reminds the Council that the County will host its inaugural DD Resource Fair June 22<sup>nd</sup>, 2024 at Clackamas County College, from 10AM to 2PM. The flyer has been mailed out. Amy asks the Council if it would like to have a table at the Fair. Sara L. volunteers 10-Noon to be at the table. Sara S. volunteers 10-11AM. John volunteers his time for Noon-1PM. Lisa can volunteer 1-2PM. The county can help cover also. Amy will reach out to the volunteers with more information.</p> <p>[End of Topic discussion]</p>

<p>5:25-5:45 pm</p>	<p>DD Advisory Council bylaws review-Amy, Stacie</p>	<p>John introduces the bylaws topic and turns it over to Amy. Amy describes the reasoning for needing to update the bylaws. Amy will be sending the draft bylaws when she sends the Fair flyers. Shares screen so the Council can see the draft. Council begins to edit with Amy line by line, but encounter some challenges with the existing wording and wanting better definition of roles, who the Council advises (if anyone) and closer adherence to OAR 411-320-0030. Shasta motions for the County staff to gain some answers for the above and come back at the next meeting with more information. Lisa seconds. John asks for discussion on the motion, and asks what is the goal of the Council?  The questions to ask the County Council are:  Who does the DD Council advise in policy?  How or in what ways can/does the DD Council hold the DD Program accountable?  What is our relationship to the Board of Commissioners?  What is our role within OAR, #11?  Per the OAR, #11, the LMHA (LMHA stands for Local Mental Health Authority and is Behavioral Health at Clackamas County) is who the Council should advise, among others.  Motion to vote on this by Sara L., seconded by Shasta. This motion passes.  [Discussion Tabled to next meeting]</p>
<p>5:45 – 6:00 pm</p>	<p>Open floor (Council)  Public comment (Public)</p>	<p>Sara L. thanks the council for their vote, and also brings up topic of annual planning for the next meeting; asks the group for any ideas for the annual planning for next time.  Shasta motions to adjourn, seconded by John. Motion passes.</p>

<b>Next Meeting</b>	<b>June 17<sup>th</sup>, 2024, 04:30pm-06:00pm</b>  <b>Next agenda topics: review bylaws, annual planning</b>	
Meeting Chat Recording	16:51:28 From Malika Renard (She/Her/Elle) : Do we want Lisa to come back for this? 17:01:46 From Malika Renard (She/Her/Elle) : Congratulations to you both on your wins! 17:05:34 From Lisa : I can volunteer a few hours on that day! 17:06:35 From Lisa : I can do 1-2 17:21:48 From Malika Renard (She/Her/Elle) : Maybe include 'potential' or 'coordinated' intermittent communication with the board etc... 17:32:38 From Lisa : Did we get these bylaws in an email? 17:33:04 From Malika Renard (She/Her/Elle) : Could the bylaws include either a formal or informal chain of command infographic for process clarity? 17:34:11 From Lisa : Reacted to "Could the bylaws inc..." with 👍 17:36:05 From Lisa : Do other councils review and recommend policy? 17:40:19 From Amy Butler (she/her) : OAR 411-320-0030	