

Clackamas County-Developmental Disabilities Council Meeting Agenda

2/27/2023

Meeting Time: 04:30 pm – 06:00 pm

Meeting Location: Zoom, <https://clackamas-us-countyhealth.zoom.us/j/88021405281>

Attendees:

FACILITATOR	John Merrick		
NOTE TAKER	Amy Butler		
	vacant	P	Colleen Johnston (indiv/family), term ends 5/1/24
P	John Merrick (advocate), term ends 1/1/23	P	Kalkidan (Mimi) Ezra (provider), term ends 1/1/25
P	Jacob Tolbert (provider), term ends 1/1/23	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)
	Sara Lambert (provider), term ends 1/1/24	P	Amy Butler (CDDP employee)
P	Sara Szwarc (indiv/family), term ends 5/1/24	G	Amanda Newcomb
		G	Ken Hanson (CDDP employee)

	Key
P	Present
A	Absent
G	Guest

Time	Agenda	Minutes
4:30 – 4:50 pm	<p>Introductions-guests</p> <p>Call to order, establish quorum (4 members present), approval of meeting minutes from 10/24/22</p>	<p>John-call to order, quorum established, meeting minutes approved as written.</p> <p>John-wants to discuss updating outfacing website. None are interested in changing agenda.</p> <p>Introduction of guests-</p>

	<p>County updates-Kim Cota and Stacie Mullins (legislative and audit updates)</p>	<p>Kim-introduces Ken Hanson-new supervisor for DD Investigations</p> <p>Brooke-introduces Amanda Newcomb-potentially interested in applying to be part of the council</p>
<p>4:50 – 5:45 pm</p>	<p>Review-John Merrick</p> <ol style="list-style-type: none"> 1. Year in review-any unanswered questions or thoughts regarding past year’s council meetings 2. Develop mission statement for DD council 3. Development of DD Advocacy Group 4. Council meetings ongoing <ol style="list-style-type: none"> a. Hybrid or virtual b. Number of meetings per year c. Chat function in meetings on Zoom d. Meeting in March 5. Recruitment for council open until March 31st, 2023 <ol style="list-style-type: none"> a. What do we want the DD Council webpage to look like? 6. Guest speakers update and ideas 	<p>John-asks for updates from Kim and Stacie.</p> <p>Stacie-gives audit update. Just received corrective action plan from audit. We will be focusing on training staff on these findings. Most findings were regarding verbal signatures on documents and progress notes.</p> <p>In terms of legislative update, CDDP has been involved in house bill 2448. There are several bills but this is just one we are working on. Another item being worked on is case management budget and fully funding our funding model.</p> <p>March 2nd people are invited to testify. If people are interested Kim/Amy will send info. This is on the Human Services Committee.</p> <p>Kim-states Dawn Alisa Sadler will be testifying.</p> <p>John-asks for clarification on bills and discusses concerns with legislature not changing over several decades.</p> <p>Shasta-asks for clarification on bills and audit.</p> <p>Kim-HB 2448 is specific to reviewing position descriptions to ensure it is in-line with the work CDDP staff are doing and then funding as appropriate for those positions.</p> <p>Kim-will provide corrective action plan after meeting and link provided for testimony.</p> <p>Lisa-asks about MOU versus signing a bill.</p>

Kim-clarifies that MOU would avoid it being put in statute.

Shasta-SB 91 + 646 discussion, asks for update from CDDP side.

John-requests legislative update in March.

Kim-no update regarding those bills (SB 91 +646).

John-moves subject to “year in review.” Asks council if there is any follow-up that the county has not followed through on. No comments from council. John brings up council members participating on interviews. Ask for update on council members participating.

Stacie-due to being in constant state of hiring, this has not been started yet. List of job descriptions will need to be provided to see what council members are interested in and then looking at availability to sit on multiple days of interviews.

John-asks people about interest in participating on interviews.

Shasta-asks for clarification about which positions this includes and requests list of positions. She would be interested in sitting on panel for high level admin support positions.

Mimi-suggests provider support, perhaps hiring a support person to assist residential providers regarding rules and regulations.

Kim-agrees support is needed and discussed shortages of staff and increasing support needed due to increasing number of individuals in service and homes to support.

Shasta-asks about Mission statement.

John-asks how council would like to move forward with creating Mission statement.

Shasta-wants to create a draft in writing before voting on something.

Sara S-agrees to make a draft in writing and thinks it would be important to create one.

John-says he has draft he can share and reads draft to council.

Shasta-gives feedback on draft. Suggests round robin so everyone can contribute to what is important for them regarding the council.

John-asks what should be added and what others think.

Sara-says she would also need to see it in a written draft.

Kim-suggests sending out draft of Mission Statement in minutes for people to review. Clarifies we can communicate via email between meetings. Drafts should go through Amy.

John-changes to topic of advocacy groups.

Brooke-talks about discussion she had with John about not having an advocacy group comprised of individuals we serve. There is a grant (ARPA) coming out that could help CDDP support the creation of an advocacy group to give people in service a voice.

John-asks if council is interested in further talking about this. Council member agree they would be interested in talking more about this.

John-voices concern about power dynamics and how to protect voices of individuals.

Brooke-validates concern and says this will be something we will continue to consider, monitor and assist with.

Shasta-Discusses how an advocacy group might be different. She would also like individuals in service to be able to come to the council meeting to discuss issues and potentially get resolution from the council.

Sara-adds to this discussion and says both groups (advocacy and council) would be important as people may feel different comfort levels in sharing and participation.

John-does time check.

Sara-brings up idea of communicating via email for things that can be done via email to save time.

John-voices concern about being able to use that form of communication due to accessibility issues.

John-asks about virtual meetings versus in-persons.

Colleen-says virtual is easier due to childcare.

John-asks if the county can provide hybrid meetings and is it user friendly.

Kim-says it is an option but it does have some challenges as far as how people can hear because of technology limitations.

Shasta-likes idea of hybrid meetings.

John-asks how people were accommodated to participate in years past.

Kim-says before COVID, meetings were held in-person and in the evening to help accommodate.

John-asks for public comment.
There are no public comments.

Shasta-makes motion for hybrid meeting for March meeting.

John-seconds motion.

John-motions for vote.

Sara S-seconds motion to vote.

John starts vote for hybrid meeting for next month.
Council votes for hybrid.

John-brings up chat function and states this is not very accessible with current functions available. The “reactions” in the chat functions are not the same as other meetings.

Amy-Informs that the type of Zoom account that the county has (HIPAA compliant) does not have those functions.

John-advocates that this be further looked into or fixed.

Shasta-asks if the closed caption is not a feature because of the type of Zoom account we have.

Brooke-confirms this type of account will not allow for that option.

Brooke-brings up guest leaving and how we might be able to adjust meeting forums to be more inviting and accessible for new members and guests.

John-brings up number of meetings a year.

Amy-reports the council currently meets 4 times a year but bylaws state we should meet 8 times a year.

Shasta-would like staff to create a schedule.

John-states we can talk more about this next meeting.

Kim-says it might be easiest to pick months we don't meet.

John-cancels guest speaker conversation due to time.

Amy-recruitment update for DD council-recruitment closes March 31st. The DD flier was sent to council members.

Shasta-requests this flier be resent.

John-asks about how interview process would go.

Amy-says applications will be discussed with executive council members and then brought to council to vote in afterward.

John-requests council members look at other advisory board pages to get ideas on how to adjust the council's outward facing webpage.

Shasta-created Google doc to share a Mission Statement.

		<p>Mimi-asks where the recruitment is and what the qualifications are.</p> <p>Kim-clarifies that the DD Council recruitment is on the county website along with qualifications.</p> <p>John-motions to close meeting.</p> <p>Shasta-asks if folks if she can email out the Google doc.</p> <p>Kim-says Amy will send out Shasta's Google doc link with meeting minutes. (The link was sent out immediately after meeting)</p>
5:45 – 6:00 pm	Open floor (Council) Public comment (Public)	
Next Meeting	March 27th, 2023, 04:30pm-06:00pm	