

Community Advisory Council
Meeting Minutes ~ October 9, 2017
Vermont Association of Blind and Visually Impaired
60 Kimball Ave, South Burlington, VT

Present: Max Barrows & Lisa Maynes (Co-Chairs)
Mary Alice Favro, Kirstin Murphy, Ed Paquin, Rene Pellerin, Karen Topper, Nicole Villamarie
Absent: June Bascom and Liliane Savard
Support Staff: Lisa and Lindsey (Interpreters) & Lee
Guests: Dean Scott Thomas
CDCI Representatives: Jesse Suter, Jeanne Nauheimer, and Lisa Hurst Bouffard

1. Welcome:

Meeting began with introductions and review of the agenda. No changes were made to the agenda.

2. CAC Membership

Jesse began by sharing the CDCI CAC bylaws about membership:

- CAC should have similar demographics as Vermont
- CAC can have no more than 20 members (there are now 10)
- More than half people with disabilities and family members
- Need representation by
 - the protection and advocacy system
 - Vermont Developmental Disabilities Council

- representatives of local provider agencies/nonprofits serving individuals with developmental disabilities and their families
 - representative of a self-advocacy organization
- The terms of membership are:
 - 3-year terms for members (up to 2 terms)
 - 2-year terms for co-chairs (up to 2 terms)
- New members are selected by a membership committee asking for new applicants and then bringing to CAC for a vote.

Jesse also shared there is a national Council on Community Advocacy that should have one CAC representative from each center. Jesse asked if there was anyone from CAC interested in participating this year.

Next, the CAC discussed how to find new members.

- First, a membership committee is needed and Mary Alice, Lisa, and Kirsten volunteered.
- Next several offered suggestions on where to ask people:
 - Topper offered to invite self-advocates.
 - Recommended to invite people who have been supported by CDCI projects, for example I-Team or Think College.
 - Other ideas included reaching out to state representative for Assistive Technology, 9 East
 - Mary Alice shared that VT LEND has a Health Disparities group with diverse representation. This could be a group to recruit from and to seek input.
- Finally, the group also discussed what the process should be.
 - Decision was to offer broad invitation to be inclusive, AND to reach out to individuals mentioned above.
 - Membership committee would meet with potential members face-to-face.
 - May need to create an application if one does not exist.

Actions:

- Mary Alice, Lisa, and Kirsten volunteered to be on the Membership Committee. They will follow up before the next meeting to plan for recruiting new CAC members.
- Jesse and Lisa will contact Deborah Lisi Baker to see if there was an application that can be used.
- Jeanne will update CAC brochure.
- Kirsten volunteered to represent the CAC at the annual Association of University Centers on Disabilities (AUCD) conference this year.

3. Work for this year

Jesse shared there are three things to discuss about our work this year: 1) Giving feedback to CDCI, 2) CDCI 5-year plan, & 3) Decide how we will meet this year.

Jesse shared several things that need feedback from the CAC:

- Jesse reviewed the main reports over the next year:
 - 5 Year Plan (due March)
 - Annual Report for 2017-2018 (due July)
 - 5-Year Report 2013-2018 (due September)
- Jesse also shared that CDCI is working on a new summary document of CDCI. This will be sent out in the next month.
- CDCI has joined a national Community of Practice for Cultural and Linguistic Competency in Developmental Disabilities.
 - CDCI applied to receive support from the National Center for Cultural Competence over the next 5 years.
 - The Vermont Community of Practice Includes: Disability Rights Vermont (Ed Paquin), Green Mountain Self-Advocates

(Max Barrows and Karen Topper), Vermont Developmental Disabilities Council (Kirsten Murphy), Vermont Center for Independent Living (Sarah Launderville), and Vermont Developmental Services (Amy Roth).

- This work is still very new, but we will share updates with CAC in upcoming meetings. Next step is to reach out to expand the group to new members.
- More info can be found online:
<https://nccc.georgetown.edu/cop/>
- Finally, this year we plan to create at least one more Research to Practice Brief that will be shared with CAC for feedback.
 - A summary of the Numbers that Count study was chosen in May.
 - Other possibilities are a review of studies on Wraparound and recent studies about Think College.

Jesse review steps for developing next 5-Year Plan (2018-2023)

- Need to summarize the data we have to help answer the question: What are the needs in Vermont to support people with disabilities?
- Also need to hear from people and groups in Vermont to add to information we already have. CAC members gave suggestions such as:
 - Holding listening sessions with Green Mountain Self-Advocates.
 - Conduct simple survey to reach others.
 - Hold a Facebook Live event
 - It was recommended to be careful about confidentiality for all methods.
- After collecting information, need to create a draft of 5 year plan to give to CAC for feedback. Group discussed that best practice is review ahead of meetings and have individual conversations and

then as a group for presentation when we come together. Also, important to offer in alternate formats (e.g., ASL and video formats).

- After getting feedback, need to include that in the final plan that will be submitted. We expect plan is due in March, but we have not been given final date yet.

Decide how we will meet this year

- Given the work that is needed this year, the CAC agreed we should have four meetings this year:
 - October (today's meeting)
 - A meeting in January or February to review the 5-year grant
 - A meeting later in the spring
 - And joining CDCI faculty and staff at the June retreat.

<p>Action: Jesse and Lisa will follow up with the CAC to schedule each of these meetings.</p>
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4. Future of CDCI

Dr. Scott Thomas (Dean of the College of Education and Social Services at UVM) joined the CAC to talk about the future of CDCI.

- Dean Thomas shared how important CDCI is to the college.
- He also shared that he has a new strategic plan for the college and CDCI's work fits with that plan very well.
- After this overview, Dean Thomas met privately with the CAC to discuss the CDCI permanent director search. He confirmed that Jesse is an applicant for the director position, so Jesse was asked to leave the room.

- Because this was a private meeting between the Dean and the CAC these public minutes do not include information from that meeting.

5. Feedback and Adjourn:

CAC members shared what they thought went well and what could be improved for future meetings.

What went well?

- Sending out agenda ahead of time
- 15-minute lunch that started before meeting

What can be improved?

- We should have a “jargon buster” role at future meetings.
- Keep agenda simpler. There was too much to cover today.

Action: We use this feedback for the next meeting.
