



Maryland Developmental Disabilities Council

Council Meeting Minutes

September 19, 2024

Present:

Kevin Armstrong, Angie Auldridge, Richard Bauernschub, Jody Boone, Damon Briggs, Kalani Brown, Meeka Caldwell, Lucy Caltagirone, Laura-Sun Cefaratti, Amanda Distefano, Laura Chavez-Luna, Kay Han, Kathy Hargett, Marlana Hutchinson, Karena Jones, Meghan Jones, Tiffany Joseph, Theresa Kuhns, Kim McKay, Dr. Sohail Qarni, Dee Sapp, Justin Stocker, Kate Szymanski, and Maureen van Stone

Absent:

Carmen Brown, Jarred Jones, Staci Forrest, and Marcus Whitman

Staff:

Rachel London, Dr. Stephanie Dolamore, Shawan Pearson, and Chris Rogers

Guests: Bailey House, Maryland Department of Health

The meeting was called to order at 1:30 p.m. by Dee Sapp, Council Chairperson.

Welcome and Introductions - Dee Sapp

- Dee Sapp welcomed everyone to the Council's meeting.

Public Comments

- No public comments

Approval of Minutes - Dee Sapp

- M/S/P to approve the June 13, 2024 minutes with 2 changes to the attendance.

Chair Report – Dee Sapp

- The Council toured the Annapolis MVA this week. The Chair and Vice Chair provided an overview of accommodations and accessibility features at the MVA for people with disabilities. The Council shared recommendations to improve processes and make visits to the MVA better for people with disabilities.
- The Council's Orientation manual was updated. The updated manual will be made available to everyone through the Google drive.
- We are also going to update policies over the next 2 years. Staff will begin to review, make recommendations to the Executive Committee, and then any updates will come to the full Council for review and approval.

Executive Director Report – Rachel London

- A Continuing Resolution is expected for the FFY 2025 funding. This means we should the first Notice of Award in mid-October for FFY 2025. We expect the award amount to be \$1,262,502.
- We are working with partners on the Plain Language Initiative based on the Governor's Executive Order. The plan is to have the required plan by December 31, 2024.
- The Think Tank sessions are completed. There are 24 final recommendations that will be submitted to the Department of Health for review by September 30, 2024.

FFY2025 Budget Overview – Rachel London

- The Executive Committee approved the FFY2025 budget that will begin on October 1, 2024. The Council's budget is completely funded by the Federal Government.
- Some areas of the budget increased and some areas of the budget decreased. The total expenses in FFY 2025 are \$903 higher than FFY 2024.

- 70% of the Federal funds must be allocated to the State Plan objectives and no more than 30% of the Federal funds can be allocated to General Management funds. We are in compliance with this rule.

Next State Plan – Overview & Survey - Rachel London & Dr. Stephanie Dolamore

- The State Plan leads the work of the Council. It sets the goals the Council tries to achieve every five years.
- The new State Plan is due August 15, 2026. The new State Plan will start on October 1, 2026.
- To support developing the new State Plan, a work team will work together. They will make recommendations to the entire Council and meet more often than the full Council.
- The first step in developing the new state plan is to send out a survey. The survey will ask people in the community about the top barriers facing people with developmental disabilities and their families. Council members shared feedback on how to improve the survey.

Meeting Closed at 4:00 p.m.

- M/S/P to close the meeting for the Council Retreat under the General Provisions Art. §3-305(b): “To protect the privacy or reputation on individuals concerning a matter not related to public business.”

SUMMARY OF CLOSED SESSION HELD ON 9/19/2024

1. *Statement of the time, place, and purpose of the closed session:*

Time of closed session: 4:00 pm

Place (location) of closed session: Sheraton Baltimore Washington Airport Hotel

Purpose of the closed session: Council Retreat

2. *Record of the vote of each member as to closing the session:*

Names of members voting aye: Kevin Armstrong, Angie Auldridge, Richard Bauernschub, Damon Briggs, Jody Boone, Kalani Brown, Meeka Caldwell, Lucy

Caltagirone, Laura Sun Cefaratti, Amanda Distefano, Laura Chavez-Luna, Kay Han, Kathy Hargett, Marlana Hutchinson, Karenna Jones, Meghan Jones, Tiffany Joseph, Theresa Kuhns, Kim McKay, Dr. Sohail Qarni, Dee Sapp, Justin Stocker, Kate Szymanski, and Maureen van Stone

Members opposed: None

Abstaining: None

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

→ **Topic #1: § 3-305(b) (2)**

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Diversity Statement	All Council Members	No vote

Meeting Adjourned at 6:00 p.m.