

September 11, 2025 Executive Committee Minutes

Attendee Council Members: George Thompson, Wendy Andersen, Kevin Harris, Casey Wilkinson

Council Staff: Brooke Lovelace, Carlyn Crowe, Lindsay Hommer

Absent: Charlene Wyatt Sauer

A meeting of the Iowa Developmental Disability Council (DD Council) Executive Committee (EC) was held on September 11, 2025. The meeting was called to order at 9:05 AM by Thompson.

Funding Update:

- Lovelace reported that the Council is level-funded in the Senate Appropriation Committee and House Appropriation Committee. A budget will not be likely be passed by October 1st and we either have a continuing resolution or a Federal Government shutdown. The DD Council did continue to stay open during the last shutdown.
 - While this has been a common practice in the past, Director Garcia expressed concerns about the impact of repeated continuing resolutions.
- The Council has existing funding from 2025 that can be drawn down as needed, but Lovelace emphasized the uncertainty of future funding due to potential government shutdowns.

2026 Budget Approval:

- Lovelace discussed the impact of stipends on the budget and noted that only a small number of people are claiming them, with the increased council support of \$500 covering these costs.
- Lovelace also reviewed the remaining budget for travel, stating that they have about \$1,200 left for in-state travel and \$4,600 for out-of-state travel, which she deemed sufficient.
- Lovelace mentioned a \$700 increase in cell phone and ICN costs.
- The EC reviewed the budget for the upcoming year and approved it pending final votes from the full Council. Wilkinson made the motion and Harris seconded.

Budget Review:

Creating change with and for persons with developmental disabilities so they can live, work, learn and play in the community of their choosing.

- Lovelace discussed the office's administrative budget cap, noting that the \$35,000 allotment from Health and Human Services (HHS) has not been increased in decades.
- Lovelace mentioned that Director Garcia offered the opportunity to move into the Lucas building to offset some costs.
- The EC discussed various pros and cons, including the potential for shared conference spaces and the need to ensure their equipment and storage could be accommodated.
- Lovelace emphasized that the decision did not need to be made immediately. We do have a current lease agreement until December 2027, but we are able to give 60 day notice if funding is not available.
- Factors such as accessibility, parking, and the potential impact on their relationship with HHS would need to be taken into consideration.
- Lovelace emphasized the importance of seeing the space before making a decision and expressed concerns about the autonomy of their current setup.
- Lovelace also raised questions about the financial implications of a move, including potential changes in rent, copier supplies, and additional fees for meeting spaces.
- Lovelace discussed the challenges of managing administrative costs under the Admin Cap while maintaining essential services like state plan priorities and closed captioning for recordings.
- Lovelace noted that reviewing the staff time allocation could help with the administrative cap.
 - Thompson asked if Lovelace could get data from other councils for averages of state plan work versus administrative work.
- Lovelace also mentioned that while HHS costs might decrease in the future, they should still budget conservatively to avoid surprises.
- Lovelace raised concerns about the cost of moving offices and suggested exploring options to potentially reduce expenses.
- The EC also discussed contract negotiations with Capture and Campbell Patterson, considering potential changes to their scope of work and financial match requirements.
- Hommer will share the scope of work for the Campbell Patterson and Capture contracts with the Executive Committee for further review.

Make Your Mark Update:

Creating change with and for persons with developmental disabilities so they can live, work, learn and play in the community of their choosing.

- Lovelace reported that the MYM! conference has 219 registrants and 10 sponsors including a \$10,000 contribution from ARC for hotel rooms and food.

Workplan/Stateplan:

- Lovelace discussed the advocacy coalition group, and their plans to host an upcoming event at the Harkin Institute on November 13th. The event will feature Tom Harkin and Erin Kiernan and will focus on the state of Medicaid and SNAP cuts in Iowa.
 - The advocacy coalition group is still determining the structure and funding of their group and what to call themselves.
- Lovelace discussed several ongoing initiatives, including Workday with Your Legislator.
- Lovelace requested team members to share Facebook posts about these initiatives and mentioned that nominations for direct support professionals for gift cards were open until September 12th.
- Lovelace also talked about a new approach to Workday with Your Legislator, suggesting that participants invite their legislators to experience employment-focused programs.
- Lovelace mentioned potential involvement from the Department of the Blind clients with the Workday with Your Legislator.

Cultural Diversity:

- Lovelace discussed the future implementation of a new web-based system to replace the Talent Bank. This system aims to improve accessibility and gather more information about applicants to enhance diversity in council recruitment.

Other Items:

- Concerns were raised about the current bylaws requiring council members to attend meetings in person, with exceptions only granted by the full Executive Committee.
 - It was decided that Thompson would be the only person needed for these approvals to streamline the approval process.
- The group acknowledged the need to review and potentially update the bylaws to allow more flexibility for virtual attendance.
 - It was noted that any proposed changes to the bylaws would need to be shared with the full Council 30 days in advance to approve.
- The group discussed attendance requirements for council members, emphasizing that while in-person attendance is preferred, virtual participation should be allowed when necessary.

Creating change with and for persons with developmental disabilities so they can live, work, learn and play in the community of their choosing.

- The discussion also touched on brainstorming more efficient ways to collect lunch orders and get notification of members intention of coming to meetings in-person or attending virtually. Using a share Google doc was suggested as a solution.

Adjourn:

Harris made a motion to adjourn, and Wilkinson seconded the motion. The meeting adjourned at 10:15 AM.

Action Items:

- Lovelace to get data from other councils for averages of state plan work versus administrative work.
- Hommer will share the scope of work for the Campbell Patterson and Capture contracts with the Executive Committee for further review.