



Community Advisory Council Meeting MINUTES

Wednesday, February 3, 2021, 12:00 to 3:00pm

Online Zoom Meeting

12:00 Welcome

CAC Member	Present	Not Present	Self-Advocate or Family Member
Karen Price (Co-chair)	X		Family
David Frye (Co-chair)	X		Self-advocate
June Bascom	X		
Mary Alice Favro	X		
Françoise Kahindo (left CAC)		X	Family
Kristofor Medina		X	Self-advocate
Kirsten Murphy	X		
Ed Paquin	X		
Persephone Ringgenberg	X		Self-advocate
Meagan Roy	X		Family
Liliane Savard	X		
Michael Shor	X		Self-advocate
Arline Seiler		X	Self-advocate
Randy Lizotte	X		
Nicole Villemaire	X		Self-advocate
15 Members	12	3	6

More than half of members were present, so we had a quorum. Half of members present were self-advocates and family members.

CDCI Personnel: Winnie Looby, Rachel Cronin, Jesse Suter

Meeting Roles:

- Facilitator: David & Karen
- Recorder: CDCI Staff
- Timekeeper: June
- Jargon buster: Meagan & Ed
- Keeper of the rudder: Kirsten
- Equalizer: Mary Alice
- Processor: Nicole

Vote on draft minutes:

- Ed made a motion to approve minutes from the last meeting.
- **VOTE to approve meeting minutes was unanimously approved.**

12:30 Working Together



- Members recommended we discuss meeting expectations.
- Review group agreements from VT Developmental Disabilities Council.

Discussion:

- Jesse read through group agreements from VTDDC
- Concern was raised that people should not have to participate.
Discussed goal is for everyone to have a chance to talk.
- Discussion about whether members should raise their hands or not.
Some members thought it was a good idea. Other members thought we should not raise hands and just talk.
- Consensus was to try to follow the group agreement for rest of meetings this year.

12:50 Hellos and Goodbyes



- Françoise Kahindo has asked to leave the CAC. She wants to rejoin next year if she can.
- Jeanne Nauheimer has a new job at UVM. We need to hire a new Dissemination Coordinator.
- CDCI hired Sara Forward as the new Children's Integrated Services coordinator.

Discussion:

- Jesse shared that Françoise would like to rejoin at a later date, maybe next year, when she has more time to serve the committee.
- Jesse also shared that we are happy to welcome Adrienne Miao, Occupational Therapist, and Lea Pettis, Family Resource Consultant, to CDCI
- We also congratulated Ed on his retirement and said goodbye to him on the CAC. The new director of Disability Rights Vermont will choose who will join CAC for their organization.

1:00 New Course



- Members wanted more time to discuss the new course: **Health and Wellness: Collaborating with People with Disabilities.**
- Winnie Looby will give updates and lead discussion.

Discussion:

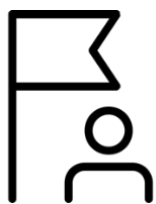
- Council agreed to move this agenda item to 1:00.
- Winnie shared that this course had to be cancelled this semester. Not enough people enrolled. 15 were needed and only 5 enrolled.

- Because the course was cancelled, Winnie wants to offer the information in a new way. Examples are online webinar, workshop, or online modules.
- Asked if students taking the course would have support before and after classes. Emphasized this is important for people with and without disabilities.
- Council offered feedback:
 - Make sure trainings have CEUs for professionals
 - Offer it through other existing groups. Example, the Vermont Higher Education Collaborative.
 - VTDDC had offered a training on disability and wellness before, and Kirsten would like to talk with Winnie more about this.
 - Was there marketing in the College of Nursing and Health Sciences? Winnie had worked closely with this college.
 - Reaching out to the nutrition program could be a good connection.
 - Good to reach out to: Social workers, school nurses, developmental services providers, shared living providers, self-advocates, peer advocates.
 - Liliane recommended that online modules could also be used in courses as required readings.
 - Liliane also recommended disseminating through CDCI's TRIPSCY project.
 - June shared that state has health and wellness guidelines for developmental services.

- Michael offered to meet with Winnie outside of the meeting to provide more feedback. Nicole and Randy also offered to meet regarding peer advocacy.
- Winnie shared that she is helping create a new doctoral program in our college. Disability Studies will be part of this.
- Students in doctoral programs need to do research. Winnie wants these students to help community organizations.
- One idea is a new course in Action Research. This is when researchers work with community partners to answer important questions. She asked if the council had suggestions for people to partner with:
 - VTDDC would like a research intern.
 - Washington County Mental Health was recommended.
 - June said she would like to partner and learn more about this.
 - Nicole suggested doctoral students partner with self-advocates to do research together. Especially Think College students.
 - Winnie clarified that this work is just beginning and it could take up to a year or more to see results.

1:30 Break

1:45 Annual Priorities Updates



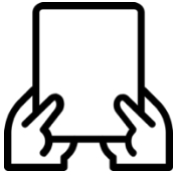
- Feedback from CAC and people at CDCI created priorities.
- Part of new Equity, Diversity, and Inclusion Action Plan.
- Summary of updates shared before meeting.
- Ask questions and make recommendations about progress.

Discussion:

- Jesse summarized the annual priorities document that was shared with the CAC before the meeting
- There are three priorities related to teaching at CDCI and UVM
 - Karen asked if budget cuts at UVM would have any impact on the teaching priorities and Jesse clarified that there are no direct impacts to CDCI from these cuts.
 - Jesse also shared though that each new effort towards teaching at UVM by CDCI are being reviewed very carefully by UVM because of the budget issues.
 - Persephone suggested that courses in disabilities studies be sure to focus on disability broadly and not only specific or intensive or “visible” disabilities.
 - Michael shared that it would be nice if UVM as an institution was more interested in including individuals with disabilities in their curriculum development and especially if CDCI could be involved in an accessible doctoral program with a concentration in disability studies.
 - Randy asked about required enrollment in courses and Rachel clarified that each course costs a certain amount of money to run and that student tuition pays for those costs. If there aren't enough students enrolled and paying tuition towards the course, the course cannot run.
- Persephone asked how the pandemic is affecting our annual priorities
 - We are working remotely and so it can be more difficult to work as a group

- Budget constraints because of the pandemic add a level of scrutiny to our work
- Time was running out on this agenda item so Jesse suggested the committee review the document and provide any feedback or ask question to him directly over email
- Jesse asked for specific feedback for our training survey.
 - CDCI added questions to our survey that ask participants in trainings about their demographics so we could have a better idea of the groups of people we serve in the state.
 - CDCI also added questions to the survey that asks participants if we did a good job of teaching participants about diversity, equity, and inclusion and if the training was accessible.
 - Jesse shared that some CDCI employees shared concerns about these questions making the surveys less anonymous and that he has taken steps to make sure it stays anonymous.
 - Mary Alice suggested you could keep the demographic information in a separate survey so that feedback and demographic information aren't shared in the same responses so it can be more anonymous.
 - Jesse shared that these steps have been taken.
 - Liliane shared that we should notify participants that we are analyzing the data from these surveys across all of the training offerings at CDCI.
 - Jesse suggested that he could continue this conversation outside of the CAC meeting with anyone who might be interested.

2:20 Bylaws Voting



- Last meeting voted on 2 of 6 changes.
- Updated bylaws changes sent to CAC.
- **VOTE: Discuss and vote on next changes to bylaws.**

Discussion:

- Must have 75% of members present to vote on Bylaws.
- The proposed bylaw changes were sent ahead of the meeting.
- Kirsten suggested that the CAC focus on a buddy system ahead of meetings to review documents shared by CDCI.
- Liliane suggested adding a step to the Robert's Rules for Order process to confirm that people understand the item up for vote.
- Mary Alice suggested a plain language document explaining Robert's Rules be created.
- Liliane suggested including that plain language in the agenda for items that will need a vote.
- The council determined to move bylaw change votes to the next meeting.

VOTE: Do you approve changes about how people join the CAC?

- A motion was made and seconded to approve changes.
- David read the summary of changes.
- Members said they would abstain from voting, so a roll call vote was taken:

CAC Member	Roll Call Vote
Karen Price (Co-chair)	Yes

David Frye (Co-chair)	Yes
June Bascom	Yes
Mary Alice Favro	Yes
Françoise Kahindo	Not present
Kristofor Medina	Not present
Kirsten Murphy	Yes
Ed Paquin	Yes
Persephone Ringgenberg	Abstain
Meagan Roy	Yes
Liliane Savard	Yes
Michael Shor	Yes
Arline Seiler	Not present
Randy Lizotte	Abstain
Nicole Villemaire	Yes

- **Vote passed with 10 voting Yes, 0 voted No, and 2 abstained**

2:50 Meeting Summary and Process

- Review decisions made today and next steps.
- Discuss how the meeting went today.
- Decide what we should change for next meeting.

Discussion

- Members recommended starting the buddy system to provide more support before meetings.