**Advocacy Development Committee**

**FINAL MINUTES**

**Thursday, August 10, 2023**

**11:40am - 3:30pm**

**Virtual Meeting Link:**

<https://www.zoomgov.com/j/1603882640?pwd=SXpBWTJvNUkydnZ0RE5IWHQwYmFTUT09>

**Virtual Meeting ID:** 160 388 2640

**Members Present**: Keith Carney,Bryan Dooley, Carol Ann Conway, Myron Gavin, Aldea LaParr (Chair), Virginia Knowlton Marcus, Danielle Matula for Yvonne Copeland, Kay McMillan, William Miller, Marjorie Serralles-Russell, Anna Ward for Joe Piven

**Members Absent**: Rep. Zack Hawkins, Tocarra Osborne, Karey Perez,

**Staff in Attendance**: Chris Hendricks, David Ingram, LaQuadia Smith, Melissa Swartz, Talley Wells, Shar’ron Williams

**Guests:** Kenneth Kelty, DSP/Kay McMillan

**Welcome/Introductions:**

The Advocacy Development Committee (ADC) started late at 11:40a because of technology issues with welcome by Aldea LaParr, ADC chair.

**Approval of Minutes:**

**Carol Conway made a motion** to approve the May 2023 Advocacy Development Committee (ADC) minutes. **Anna Ward seconded** the motion. **Kay McMillan recused** because of absence in May. The motion was approved.

**Initiative Updates: Film: Unmet Needs, Self-Advocate Discussion Series, and Hispanic Disability Advocate**

Pam Dempsey, NCCDD Systems Change Staff provided an in-depth presentation about the “Unmet” film initiative. Chris Hendricks, NCCDD Policy Education Coordinator shared an update of the NCCDD Self-Advocate Discussion Series, and Irlanda Ruiz, the new Hispanic Disability Advocate provided a detailed self-introduction and an update on the work and networking that she has accomplished since joining the Council on June 16th. All 3 initiatives are accomplishing or exceeding initiative objectives and reaching important disability communities.

**RFA Process: NC Advocacy Leaders Network Application Review Committee Recommendation**

Melissa Swartz, NCCDD Systems Change Staff provided an overview of the NC Advocacy Leaders Network request for applications (RFA). This RFA aims to establish and maintain an organized network of developmental disabilities advocacy leaders made up of North Carolinians that are graduates from state and nationally recognized advocacy and leadership development programs (e.g., Partners in Policymaking, Advancing Strong Leaders, and STIR). This initiative will identify, track, further train, and keep informed the graduates from NC I/DD advocacy training programs, so that as members of the NC Advocacy Leaders Network they can be informed and organized to educate others about I/DD issues important to them and/or all North Carolinians.

With input from Aldea LaParr and Danielle Matula, Melissa presented the application review committee’s recommendations who met on August 7th. The Akalaka co. was the only applicant and was recommended for full funding with contingencies and recommendations.

**Marjorie Serralles-Russell made the motion** for NCCDD to approve the recommendation of the RFA Review Committee to award Akalaka co. the North Carolina Advocacy Leaders Network initiative in the amount of up to $90,000 in NCCDD Funds, with Akalaka co. responsible for 25% in non-federal matching funds (e.g., $30,000) intended to begin on October 1, 2023 and end on September 30, 2024, provided Akalaka co. meets the following **contingencies**:

* On or before September 11, 2023, revise the DD Suite Application, with NCCDD Staff support and guidance available, to include the following:
	+ Increased alignment with RFA Deliverables, using plain, clear, and concise language.
	+ Marketing Plan
	+ Sustainability Plan
* On or before September 11, 2023, attach to the revised DD Suite Application a clear description of the Leadership Empowerment and Advocacy Development-Extension of Community Healthcare Outcomes (LEAD-ECHO) Model and its alignment with implementing the revised DD Suite Application and RFA Deliverables (e.g., advocacy development, advocacy education for systems change, and policy education related to I/DD).
* Include an updated Budget incorporating the DD Suite Application revisions, using NCCDD’s Budget Template, which will be sent along with this Notice of Award (with Contingencies).
* The revised DD Suite Application will require Executive Committee review and approval with the review anticipated to occur during its September 18, 2023 meeting.

**Carol Conway** seconded the motion**.  Anna Ward abstained.** The motion wasapproved by majority vote.

**Request for Sole Source Funding: ALP-NC Coordination and Management**

Melissa presented a proposal for Sole Source funding to Coordinate and Manage the Ability Leadership Project of NC (ALP-NC) leadership development Training to Community Bridges Consulting Group (CBCG). Melissa provided a comprehensive informational history for the ALP-NC training initiative, description of recent and current accomplishments attributed to the dedicated coordinator. The dedicated coordinator is a coordinating team made up of 3 CBCG personnel that work together to implement all aspects of the ALP-NC basic training and most aspects of the Train the Trainer training.

The purpose of this twelve-month phase will be to continue to reinforce the training program as sustainable and replicable, continue to build the experience of the new coordinators and co-directors, further develop the strong cohort of existing trainers (and trainees), expand the cohort of trainers, reconcile property rights of curriculums and materials, and work out how the training program can continue through a competitive RFA.

The ADC requested that cumulative data reflecting the actual number of basic training graduates, train the trainer participants, and the number of committed trainers be provided at the next ADC Meeting.

**Carol Conway made the** **motion** NCCDD to provide sole-source funding to Community Bridges Consulting Group to engage in and implement the Ability Leadership Project of North Carolina (ALP-NC) initiative for a period up to 1-year in the amount of $110,000 with required minimum of 25% non-federal matching funds $36,667, starting no sooner than October 1, 2023 and ending no sooner than September 30, 2024.

**Aldea LaParr** seconded the motion**.**The motion wasapproved by majority vote.

Adjourn (3:30p.m.)