



Governor's Commission on Disabilities Monday July 16, 2012 5 - 6:30 PM

John O. Pastore Center, 41 Cherry Dale Court,
Cranston, RI 02920-3049

(voice) 401-462-0100 (fax) 462-0106 (tty) via RI Relay 711
(e-mail) disabilities@gcd.ri.gov
(website) www.disabilities.ri.gov



Attendees: Andrew Argenbright, Sharon Brinkworth, Frederick Burke, Rosemary Carmody, Joseph Cirillo, Dr. Judith Drew, Sarah Everhart Skeels, Ronald McMinn, James Pitassi, Arthur Plitt, & Angelina Stabile
Absent: R. Timothy Flynn (Chair.); Dr. Kate McCarthy-Barnett (Vice Chair.); Jeanne Behie, Christopher Butler, Marylouise Gamache, Roger Harris, William Inlow, Patricia Ryherd, Msgr. Gerard Sabourin, Linda Ward

Staff:

Bob Cooper, Executive Secretary & Alyssa Sarault, Public Education Aide



Clock graphic

5:00 Call to Order and Acceptance of the Minutes, Timothy Flynn, Chair

Executive Secretary, in the absence of the Chair & Vice Chair, called the meeting to order at 5:25 PM
Introductions of Commissioners and guests



voting check off graphic

MOTION: To accept the minutes of the previous meeting as presented
AA/JD passed unanimously

Action Items:

Insert graphic

5:05 FY 2013 Budget as Enacted, Bob Cooper, Executive Secretary

Purpose/Goal: To allocate Commission Resources for the fiscal year

Discussion: Executive Committee recommends the funds be allocated as follows:

Appropriations for the Governor's Commission On Disabilities	FY 2012	FY 2012	FY 2012	FY 2013	FY 2013
	Enacted	Revised	Enacted	Request	Enacted
Expenditures By Funds					
General Revenue	\$388,786	\$387,929	\$387,929	\$371,096	\$371,096
Federal Funds	\$181,842	\$122,546	\$122,448	\$125,502	\$120,649
Restricted Receipts	\$9,264	\$11,360	\$11,360	\$9,694	\$9,694
Operating Transfers from Other Funds (RICAP)	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Total Expenditures	\$829,892	\$771,835	\$771,737	\$756,292	\$751,439
FTE Authorization	4.0	4.0	4.0	4.0	4.0
Appropriations for the Governor's Commission On Disabilities	FY 2012	FY 2012	FY 2012	FY 2013	FY 2013
	Enacted	Revised		Request	Suggested
Suggested Expenditures By Program					
Central Management	\$829,892	\$771,835		\$756,292	\$751,439
Total Expenditures	\$829,892	\$771,835		\$756,292	\$751,439

From: Open Meetings Admin

<openMeetings@sos.ri.gov>

To: <bcooper@gcd.ri.gov>, <openMeetings@sos.ri.gov>

Date: 8/29/2012 7:50 PM

Subject: SOS Open Meetings : Meeting Minutes

August 29, 2012

This is your electronic confirmation for the electronic filing of meeting minutes for the Disabilities, Governor's Commission on. The meeting minutes filed are in for the meeting held on: July 16, 2012 17:00:00.

This notice was electronically filed on the Secretary of State Open Meetings Website on: August 29, 2012 07:50:04 pm.

Please retain this message as your official proof of electronic filing.

Sincerely,

The Open Meetings Team at
Office of Secretary of State A. Ralph Mollis
State House Room 38
Providence, RI 02903
(401) 222-2357
(401) 222-1404
TTY: 711
openmeetings@sos.ri.gov
sos.ri.gov

Appropriations for the Governor's Commission On Disabilities	FY 2012	FY 2012	FY 2012	FY 2013	FY 2013
	Enacted	Revised	Enacted	Request	Enacted
Expenditures By Object					
Personnel ¹	\$419,445	\$414,911		\$403,157	\$403,157
Operating Supplies and Expenses	\$24,812	\$35,149		\$40,500	\$40,500
Assistance and Grants	\$133,754	\$67,894		\$60,754	\$57,782
Subtotal: Operating Expenditures	\$578,011	\$517,954		\$504,411	\$501,439
Capital Purchases and Equipment	\$251,881	\$253,881		\$251,881	\$250,000
Operating Transfers	-	-		-	-
Total Expenditures	\$829,892	\$771,835		\$756,292	\$751,439



voting check off
graphic

MOTION: To allocate the Commission's FY 2013 Budget as Enacted as outlined above AP/RC passed unanimously

5:30 Ratification of the Appointment of Alyssa Sarault to the position of Public Education Aide, Timothy Flynn, Chairperson

Purpose/Goal: To approve the selection of the Commission's Public Education Aide

Discussion:

Alyssa Sarault

90 Beacon St. Cranston, R.I., 02910

Objective To obtain a position on the Governor's Commission on Disabilities utilizing my advocacy skills and to gain experience in the public sector.

Education University of Rhode Island

- Bachelor of Arts in Political Science and Italian, with a concentration in foreign politics.

Degree Awarded in May 2012

3.48 G.P.A.

Professional Experience

West Bay Residential Services, Inc.

Direct Support Staff:

June 2008- present

- Assist developmentally disabled individuals with daily living skills
- Pass medications
- Aid with personal care including good hygiene habits
- Transport and assist individuals within the community
- Support individuals with behavioral and healthcare needs
- Help individuals achieve goals and develop relationships

Junior Direct Support Staff:

June 2004-June 2008

- Assist individuals with developmental disabilities with everyday household routines
- Provide support with recreational activities
- Aid with sensory and cognitive needs
- Help individuals with community activities including grocery shopping and running errands

Rickman Group

Intern:

February 2012- May 2012

- Created a multi-media campaign
- Organized a phone-in and e-mail campaign to reverse budget cuts for individuals with developmental disabilities
- Researched grant opportunities for non-profits
- Communicated with multiple agencies based on progress
- Organized budget presentations
- Dissemination of information

Honors

- Dean's List (Fall 2008, Fall 2009, Spring 2010, Fall 2010, Spring 2011, Fall 2011, Spring 2012)

¹ Personnel expenses are being recalibrated to account for the new staff. The update should be ready before the 7/16/12 meeting.

- Golden Key Society
- National Honors Society
- Rhode Island Honors Society
- National Language Honors Society
- Italian Honors Society

Leadership

- President of the U.R.I. Italian Club (March 2011-March 2012)
- Fundraising Chair of Zeta Tau Alpha (December 2010-December 2011)
- House Manager of Zeta Tau Alpha (September 2010-December 2010)
- Risk Manager of Zeta Tau Alpha (December 2009-September 2010)

Volunteer

Work

- Special Olympics (June 2011)
- West Bay Residential Services (May 2001-June 2004)

From: "Alyssa K."

To: <bcooper@gcd.ri.gov>

Date: Tuesday - June 5, 2012 11:58 PM

Dear Mr. Cooper,

Below are my responses to the required questionnaire. Attached is the requested application.

Thank you,

Alyssa Sarault

Public Relations Knowledge/Experience:

1. Describe your knowledge/experience of public relations techniques.

- Government Relations: Created and organized a student campaign at the University of Rhode Island in order to restore funding for individuals with developmental disabilities; this campaign involved students calling and e-mailing their state representatives and senators. Involved with the organization of a rally at the R.I. State House on behalf of disabled individuals.
- Direct Communication: Throughout the planning process of the student campaign, I met with various U.R.I. vice-presidents, addressed several school organizations, and maintained email and telephone correspondence with, as well as provided interviews to, college newspapers across the state. In aiding with the organization of the rally at the State House I exchanged phone calls and e-mails with Rhode Island newspapers.
- Social Media and Social Networks: Use of social media, including Facebook and Twitter, to promote rallies, campaigns, and fundraisers.

2. Describe your skills/experience in the preparation of effective written material for use in pamphlets, articles, leaflets, newspaper releases, radio, television and other manuscripts for the purpose of stimulating public interest.

- Sent e-mails to over 7,000 U.R.I. students regarding the student campaign.
- While Fundraising Chair for Zeta Tau Alpha, I created flyers, tickets, and other promotional materials for various fundraisers.
- Revised several press releases and aided in the creation of petitions while interning at Rickman Group.
- Published articles in West Bay Residential Services inter-agency newsletter.

3. Describe your skills/experience in the areas of information research and analysis, client/customer information assessment, referral and material distribution and resource maintenance.

- Researched and extracted important information to present to supervisors at Rickman Group; research of topics including but not limited to: non-profit organizations, various grant opportunities, and residential agencies in Rhode Island.
- Analyzed budgets of various residential agencies throughout the state; experience using websites such as Guidestar.
- Update Rhode Island Media Guide for Rickman Group.

4. Describe your skills/experience managing and maintaining web sites and other social media.

- Facebook: Successfully used for three separate fundraising events over the course of a year, which raised a combined total of \$4000; also used for student campaign.
- Twitter: Also used to promote fundraising events; utilized the University of Rhode Island's Public Relations Media Group.

5. Describe your skills/experience writing "business/professional correspondence"

- Inter-office emails while interning at Rickman Group; correspondence with national officers of Zeta Tau Alpha

Fiscal Knowledge/Experience:

	<p><u>6. Describe your knowledge/experience of the principles and practices of office management and/ or public administration.</u></p> <ul style="list-style-type: none"> · Not 'office management' in the traditional sense; however I was the House Manager for Zeta Tau Alpha for nearly 50 girls. House Manager duties included regularly meeting with superiors, holding and presiding over monthly meetings, ensuring that all necessary paperwork for the house was in order (fire alarm system, housing contracts), and ordering of necessary furniture. I was also the Risk Manager for Zeta Tau Alpha, and managed over 97 girls; duties included the implementation of national policies and the presentation of several seminars throughout the course of each semester. · While Fundraising Chair, I was in charge of the financial planning, billing and recordkeeping, as well as the logistics of running a fundraiser. <p><u>7. Describe your skills/experience in requisitioning, disbursing, interpreting and applying fiscal, purchasing, and budgetary rules and regulations</u></p> <ul style="list-style-type: none"> · Limited experience · Some experience in requisitioning, such as requests for funds in order to buy items for individuals in the group home; request for funds for fundraisers; experience justifying necessity of funding. <p><u>8. Describe your skills/experience involving the making studies and analyses of office methods and procedures.</u></p> <ul style="list-style-type: none"> · Volunteered for 2 years in an office; experience filing and communicating. · Through Rickman Group, experience telephoning, typing, communicating, mailing, and organizing. · Proficient in Microsoft Word, Excel, Powerpoint, and Publisher. <p><u>Disability Rights/Service knowledge/experience:</u></p> <p><u>9. Describe your knowledge/experience of federal and state disability rights laws and regulations</u></p> <ul style="list-style-type: none"> · Familiar with necessary paperwork and documentation · As a political science major, I am familiar with federal laws and regulations such as the Americans with Disabilities Act, and state laws and regulations such as the Rhode Island Fair Housing Practices Act. <p><u>10. Describe your knowledge/experience of disability related services and programs</u></p> <ul style="list-style-type: none"> · Over 8 years experience working directly with individuals with developmental disabilities; knowledge of day services and programs, as well as transportation programs; volunteered for programs such as Rhode Island Special Olympics; consistently advocating for the disabled community.
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INSERT Website Spread Sheet

 <small>voting check off graphic</small>	<p>MOTION: To ratify the appointment of Alyssa Sarault to the position of Public Education Aide AP/RC passed unanimously</p>
<small>Insert graphic</small>	<p>5:45 Adopt the Accessibility Renovation Capital Budget Requests for FY 2014 - 2018, Katy McCarthy Barnett, Accessibility Committee Chairperson</p> <p>Purpose/Goal: To determine the priorities for access renovations of state facilities, request to the Budget Office for FY 14 - 18.</p> <p>Discussion: INSERT RICAP spread sheet</p>
 <small>voting check off graphic</small>	<p>MOTION: To adopt the Commission's Accessibility Renovation Capital Budget Requests for FY 2014 - 2018, as recommended by the Accessibility Committee, as presented JD/JC passed unanimously</p>
 <small>Presentation graphic</small>	<p>6:00 Questions on the Status Report, Committee Chairs/Staff</p> <p>Purpose/Goal: To provide a progress report on activities since the last meeting.</p> <p>Discussion: To be distributed prior to the Meeting on the 16th.</p> <p>INSERT Legislative Package INSERT NE ADA Qtr Report</p>



State of Rhode Island and Providence Plantations
**Public Forums to Identify the Concerns of
 People with Disabilities and their Families**

Every year during the week of the anniversary of the signing of the Americans with Disabilities Act (July 26th) the Governor's Commission on Disabilities and over 20 other state and non-profit agencies conduct a week long series of public forums to hear the concerns of people with disabilities and their families.

The forums are open for anyone to come in and speak; representatives of the sponsoring agencies will be there to listen. It is important for state policy makers and planners to hear from people with disabilities and their families, their concerns about current services, needs that are not being addressed, and suggestions for improving services and expanding opportunities.

Monday July 23, 2012 6 - 8 pm

Warwick Public Library's Community Room, 600 Sandy Lane, Warwick
 Hosted by the Ocean State Center for Independent Living

Tuesday July 24, 2012 3 - 5 pm

Barrington Public Library's Gallery Room, 281 County Road, Barrington
 Hosted by the Brain Injury Association of RI

Tuesday, July 24, 2012 6-8 PM

South Providence Library, 441 Prairie Avenue, Providence
 Hosted by RI Department of Health

Wednesday July 25, 2012 3-5 pm

South Kingstown Public Library, 1057 Kingstown Road, Peace Dale
 Hosted by the National MS Society, Rhode Island Chapter

Thursday July 26, 2012 3- 5 pm

Woonsocket Harris Public Library, 303 Clinton Street, Woonsocket
 Hosted by Perspectives Corporation

Friday July 27, 2012 3 - 5 pm

Middletown Public Library's Community Room, 700 West Main Road, Middletown
 Hosted by Looking Upwards &
 Opportunities Unlimited for People with Differing Abilities

The RI Statewide Independent Living Council requests your assistance.

Your Voice Matters - please take a 10 minute survey - www.RISILC.org/survey

Comments may be made in person during the hearing, or you can e-mail disabilities@gcd.ri.gov,
 fax 462-0106 or mail them by August 2nd to

Governor's Commission on Disabilities

John O. Pastore Center, 41 Cherry Dale Court,
 Cranston, RI 02920-3049

We ask that you use unscented personal care products. Please realize that what may seem to you to be a mild fragrance can constitute a toxic exposure for a person with an environmental illness.

CART Recorders (real-time captioning) and assistive listening devices will be at all sites, courtesy of the Office of Rehabilitation Services / Assistive Technology Access Partnership.

The RI Commission on the Deaf and Hard of Hearing will provide sign language interpreters; contact the CDHH (voice) 222-1204 or (tty) 222-1205 to confirm which forums will have interpreters.

When making the ADA reservation with RIdc to get to and from the public forum, tell the RIdc reservationist (1-800-479-6902) that this trip is for the Governor's Commission's Public Forums in order to guarantee your return trip, after normal RIdc hours of operation. The ADA fare is still applicable.

For more information or to request accommodation needed, please call: 462-0100 at least 3 business days in advance; arrangements will be provided at no cost.

Requests for language interpreting should be made to 462-2130 at least 3 business days in advance.

The Public Forums' additional sponsors are the: Brain Injury Association of RI; In-Sight; James L. Maher Center; National Federation of the Blind of Rhode Island; Neighborhood Health Plan of Rhode Island; Ocean State Center for Independent Living; Perspectives Corporation; RI Disability Law Center;

Volunteers are needed to serve on the listening panels at each of the public forums

Location	Commission Panelists
Monday July 23, 2012 6 - 8 pm Warwick Public Library	Rory Carmody,
Tuesday July 24, 2012 3 - 5 pm Barrington Public Library	Sharon Brinkworth, Angie Stabile, Andy

	Argenbright, Pat Ryherd
Tuesday, July 24, 2012 6-8 pm South Providence Library	Linda Ward, Judi Drew
Wednesday July 25, 2012 3-5 pm South Kingstown Public Library	
Thursday July 26, 2012 3- 5 pm Woonsocket Harris Public Library	Ron McMinn, Judi Drew
Friday July 27, 2012 3 - 5 pm Middletown Public Library	Linda Ward, Joe Cirillo,

6:25 Agenda and Scheduling the Next Meeting, Timothy Flynn, Chair



calendar graphic

Items to be placed on the Annual Meeting's Agenda:

1. Adoption of the Commission's Fiscal Years Budget Requests and Operational Plan
2. Elect the Vice Chairperson
3. Give advice and consent to the Chairperson's appointments of committee chairpersons and members and liaisons to other boards
- 4.

Next meeting will be on Monday September 10, 2012 5 - 7 PM.

6:30 Adjournment, Timothy Flynn, Chair



alarm clock graphic

6:30 Adjournment, Timothy Flynn, Chair



voting check off graphic

MOTION: To adjourn at 6:26 PM RMcM/JP passed unanimously