



**DCDT Minutes  
Phone Conference  
April 12, 2019  
8:00-9:00 a.m.**

Attendance: Colleen Crisell, Nancy Hinckley, Joyce Hawk, Cathy Pantelides, Letah Graff, Carol Watros and Kelly Clark

1. **Approval of Minutes** from March 11, 2019. Nancy made a motion. Joyce seconded.
2. **Membership and Officers Update:**
  - a. Current membership continues to be 46. New list will be out in a week. Some TSs that were members lapsed. Carol indicated that membership list will be color coded so lapsing members can be more readily identified.
  - b. Open positions – President-Elect and secretary is anticipated as of July 1, 2019.
3. **Financial:**
  - a. \$27,130.47 reported in treasury. Figure adjusted to \$21,704.62. This will be accurate once all WBL grant checks are cashed. Letah made a motion. Cathy seconded.
  - b. Colleen reported that all paperwork has been sent to IRS for name change. Once accepted we will change bank account and Bylaws accordingly to reflect.
  - c. \$34.40 postage to have all mini-grants checks sent return receipt.
4. **New Business:**
  - a. Audrey Trainor's Pre-service learning grant award was reviewed and unanimously approved. All WBL grant awards will be posted on website.
  - b. Conference Discussion:
    - i. An extensive discussion regarding whether or not to proceed with November 2019 ensued. Some members expressed concern with unstable status of network and new grant awards/structure. Potential impact on other networks such as Parent Centers etc. was also discussed. Postponing to spring not considered good option due to annual review. If it were moved to November of 2020 it will be 4 years since last conference and significant concern that we are already off people's radar and would potentially make us less visible and effective. Kelly indicated that we may be able to attract other new project leads and other specialists within network due to increased focused on collaboration. ALL will have to address transition moving forward. We also need to do more outreach to

parents, students, and agency personnel. Colleen provided data that only 30 attendees at 2014 conference represented RSE-TASC, CES, and ACCES-VR.

**Ultimately, decision was to move forward with November 2019 with renewed vigor and focus.**

- ii. Kelly will reach out to NTACT and other leaders in the field for other keynote opportunities and/or breakout sessions.
- iii. It was agreed that Cathy will reach out directly to Joanne and follow up with Chris Suriano following the submission of RFPs.
- iv. Embassy Suites has reserved the corner suite for us to use as home base. More information to come on all that has to be done on site. Colleen provided new estimate of cost for Embassy Suites after reaching out to Rebekah. These costs will be \$15K.
- v. Members are asked to review RFP for sessions and provide edits through track changes PRIOR to next meeting on May 2, 2019 at 4 pm so we can expedite approval.

#### **5. Website and Communications**

- a. <https://nydcddt.org/>
- b. Distribution/posting of marketing tools incl. social media
- c. Drew will ensure that all grant opportunities and conference information is posted to social media.

#### **6. Future Meetings:**

- a. May 2, 2019, 4pm (teleconference)
- b. June 12, 2019, 8am (teleconference)
- c. July 29 and 30, 2019 (retreat)

Cathy made a motion at 9:10 to end the meeting and Nancy seconded it.