

MCC Full Meeting Minutes  
3/11/2016

MCC Executive Council:

Maria Avila, Vermont LEND, Co-Chair  
Christine Vining, NM UCEDD, Co-Chair  
Tom Uno, Northern Arizona University, Past co-chair  
Winnie Looby, Vermont LEND, Vice-President

AUCD Staff:

Dawn Rudolph, Christine Grosso, Sarah Peterson, Tanisha Clark

Participants in the call (names are indicated if they were clear):

Brenda Clark, Florida, University of South Florida in Tampa.  
Lashanno Brukson, West Virginia UCEDD  
Melina Genco, West Virginia UCEDD  
Anna Bulle, Community Integration University of Minnesota  
Paula Sotnik, Institute for Community Inclusion in Boston  
Jessica Walker, Texas and Indiana University  
Susan Yuan, Vermont UCEDD  
Jennison R. from the UCEDD in Sacramento, California.  
Mark Smith, University of Nebraska Medical Center UCEDD.  
Carla Salas, Puerto Rico  
Joshua Allison-Burbank, Center for Child Development University of Kansas.  
Karen Brown, VI UCEDD, University of VI.  
Laura H, Institute in Human Development.  
Tracey Beard, Vanderbilt Kennedy Center  
Anna [missing last name], UFMI  
Eduardo Ortiz, Utah UCEDD  
Karin Knight, diversity fellow at University of Miami Center for Child Development  
Derrick Willis, University of Missouri, Kansas City of Community Development

### **1. Board of Directors Report**

This was Christine's first Board meeting so it was very insightful and enlightening. It was encouraging that the diversity issue is at the forefront as one of the initiatives for AUCD. Tanisha gave her update on the diversity fellows. There will be a board summer retreat in Minnesota and the plans are right now for the Council Co-chairs to have more time to engage in collaborations around some of the common issues. We already had one call where we've had Co-chairs from CORE and the Training Council and that was productive so I'm glad that we're continuing that effort.

There was a discussion at AUCD BOD meeting about the upcoming AUCD conference. And one of the things that were discussed was some of the recommendations from the evaluations from last year was to have more racial, ethnic, and disability diversity in the plenaries at the conference. So that's something that the conference committee is looking into. The other thing that was discussed is that there's not going to be an increase in the conference registration fees this year.

## 2. Diversity Tool Kit

The RFP to hire a consultant is almost finalized. Now we are looking at formulating an action team. If there is any input into what the makeup of the action team should be, we're hoping that many of these individuals will have content expertise in area of diversity, inclusion and cultural competency. We are also hoping that some of these individuals are also UCEDD directors or have a senior level leadership role to be able to help move the action plan forward.

Diversity Blueprint name change. It started out as a blueprint but we didn't create a blueprint but instead a toolkit was created. And then we were tasked to create a blueprint, but there was a lot of misunderstandings of what that meant. In discussions with MCC and AIDD, folks agreed on the term "action plan." The toolkit is a set of resources that anybody in the network in AUCD, and AIDD or anywhere else can access. It's a set of resources that centers can use and figure out where they are in the process, what resources and partnership they have, and where is best for them to move forward. The action plan is intended to provide more of a roadmap that AUCD network can follow as a network. The action plan is intended to provide a roadmap to help set some performance measures and some built-in accountability.

*Follow-up/To do/ suggestions:*

- *Developing presentation on how to move forward to get the strategic plan or an action plan out of the toolkit VT UCEDD (Susan Yuan) will share how the center is using the tool kit to set objectives and strategies around diversity and inclusion and cultural competence. We can share with the MCC listserv as an example on how to put all that information into practice and share with centers around the country.*

## 3. Engagement Survey

Last year we sent out a survey that first went out in paper form and then it went out as an electronic survey. And this was actually Eduardo who's on the call, who used to be our vice chair, was in charge of this engagement survey. As a result of that survey, we received several requests from MCC members for a couple of things. One had to do with having a section on the AUCD website to share MCC members' bio sketches or bios in the website that was one piece. And the other piece was to share areas of expertise or areas of training that different centers have or MCC members have around the country that we could share with other programs around the country. We wanted to ask the at large membership here in the MCC call is whether there were any concerns from people about sharing their bios or requesting from AUCD a place to have the bios of MCC members who are interested in having that information publicly that was one piece. And the other piece that came up from the survey was partnering regionally or across programs to apply for grants or funding opportunities.

*Follow-up/to do/suggestions:*

- *Check with AUCD about when people join the AUCD network we all have to create like a bio that goes on the site, that is linked to our centers, could that be linked to the MCC council? This could be a way of encouraging members across the country to have their bios that are updated and also to click the box that says cultural diversity coordinators so that links directly to MCC council. Could there be a section on that profile page around areas of expertise around cultural competency, diversity and inclusion, LGBTQ, etc.? Are there instructions available on how to update profile or create one on the AUCD site?*
- *Send engagement survey again as we have new MCC members.*

#### 4. MCC Workgroups

The workgroups are ad hoc groups. But how we kind of developed them were on an as needed basis. One of the workgroups we had was data and that was started way back when people were talking about what kind of data could we provide to the network. And at that point, we had to research how we could pull together the data. Then the data committee was established to look into NIRS and how we can pull the data. Angela Harnden from Oklahoma is the chair at that data committee, and she worked with AUCD staff to see how and what they had as part of the data related to diversity and from there we found out, year to year data was being pulled differently. There was another committee called the legislative committee that talked about our relationship with the legislative affair committee of the big one within the association. Often times, we would get requests or if we didn't get a request, we delve into on our own to look at what kind of recommendation coming from MCC could be given to the larger AUCD legislative committee in regards to introducing language in reauthorization bills that were coming up on in Congress. Another workgroup that we had was around training. That workgroup looked at development of content area that could be done in webinars with the association support. Also gathering information in content related to assisting and helping out on the AUCD annual conference that we have. Plenary sessions, workshop that are associated with the annual conference.

*Follow-up/To do/Suggestions:*

- *Put together descriptions of the workgroups to share with MCC membership. Also looking at how many workgroups we have, how active they are, and whether we could have the description and the membership in those workgroups so we can share also on the website. And ask people if there are any other topics or other workgroups that are needed at this point. The training workgroup will have a conference call on March 8<sup>th</sup>.*
- *One of the biggest issues that we're addressing right now is the action plan and action team trying to get that going. At some point, it looks to me that the action team is going to be a selective group of people that will help the consultants develop the action plan for the network. This sounds like a major initiative and at this point, it seems like the legislative affair is sort of inactive. Should we have a workgroup working on this?*
- *Diversity data report to share in their network and help track the progress that is being made. Maybe making every three year a report to summarize what the progress has been on that. And evaluate the progress that been made around initiatives.*

#### 5. MCC Awards Process

Winnie Looby, new vice-chair was tasked to look into the awards process. Winnie reached out to Laura Martin at AUCD and also Edwardo Ortiz who were very helpful by email. The national call goes out in May. We are looking for a workgroup of volunteers to get together and come up with a process for nominations and have that done and approved by MCC by the end of April. Some of the tasks that the award group would do and these are some ideas I want your feedback. So, first to create some guiding rules for award selection; second to review the nominations as they arrive because we will get some from the national office will send us some. And also to submit the final nominees to AUCD by their deadline.

*Follow-up/to do/suggestions*

- *Anyone interested in being on that workgroup to let Winnie know. Via email [wlooby@uvm.edu](mailto:wlooby@uvm.edu) by the end of March on the 31st. And then if you're not able to be on the workgroup but you like to offer your feedback or input about the process, Winnie would request that you email her*

*between today and mid-April, the 15<sup>th</sup> of April would be great to get your feedback. We need 4 people at a minimum.*

## **6. Diversity Fellows**

AIDD, the administration on intellectual and developmental disabilities had distributed a national training initiative grant and \$14,000 were awarded to recruit trainees that will assist them in their effort to diversifying, to support workgroup and do various projects, in the areas of diversity inclusion in cultural linguistic competence. We have 28 fellows that have been accepted to participate in the program and that's because some centers accepted one fellow and some who have the capacity to do up to three. They are each doing different projects at different level of studies, we have some students who are undergraduate, and then we have those who are in master's programs, doctorate programs. So it's a very wonderfully diverse group. A listing of all of the fellows is on the toolkit website; we added a new tab that says diversity fellow, and if you click on that tab, you can read about their programs, you can read about each of their overall objectives for their program. And you can also read the bios of the fellows. Most of the fellow just started, like in mid-January, so they're still in the process of like getting acquainted with the program, some are still getting to know what AUCD is, what the network is, what their fellowship is about, and they're working on developing their project. The objective of each of these 14 programs is to not only work on developing leadership in the fellows that were accepted, but to also have an impact on centers that they are serving and eventually share their efforts with the network so we can all transfer that knowledge gain from the fellows and from the centers to the network as a whole. Fellows were invited to join MCC. Fellows on the call:

1. Karin Knight diversity fellow at University of Miami center for child development the goal of our project is to help healthcare professionals identify healthcare disparities specifically looking at the intersection of disabilities and minority services
2. fellow at West Virginia University
3. Boston project called micro inequity, micro-equity
4. University of Missouri, Kansas City of community development fellow
5. [missing name, program] improve community outreach and be more inclusive in stand information and documentations that we have that we use to reach our community and to also I'm going to be translating them in Spanish so we can also reach our Hispanic community.

There will be a webinar coming up.

*Follow-up/to do/suggestions:*

- *Tanisha will send us the link from AUCD for Diversity Fellows bios and projects*

## **7. Annual Conference/Trainings/Webinars**

Tracey: will share data from the annual conference of a survey that was conducted last fall. They have some data. The topics that came up include the development of the diversity pipeline, cultural brokers, recruitment of diverse trainees in UCEDD and LEND programs, working with families and funding diversity 101, MCC orientation, basic orientation for new members, engagement, new partnerships training and health disparities. A concern was raised about being overloaded and just too consumed by so many webinars that are offered through the network. Originally AUCD asked councils to forward trainings, webinar trainings on their behalf, in their contact area. So the training directors, and councils along with, you know the family groups /self-advocate they were charged with developing webinars on these areas. AUCD tracks centers live webinars and do sometimes look at the analytics, but these are mainly about satisfaction of the webinar but there is no follow up.

*Follow up/to do/suggestions:*

- *Other creative ways to do trainings besides webinars.*
- *Is there any assessment related to the webinar or follow up with the centers to see and I know that there are some surveys that sent out but I wonder how much data we have around that?*
- *Do some types of data collection for people who do not participate in the webinar? You know people who do participate in the webinars are there but maybe there's some way to find out why people don't participate in webinars.*
- *Re: webinars that are related specifically to diversity and inclusion multicultural semi cultural competency. How many centers are attending those compared to a webinar related to either autism or another topic?*
- *We would like to learn from AUCD staff about how the institute went with their directors, specifically the topics related to diversity and inclusion and cultural competence*
- *The training workgroup would like to know what kind of things do MCC members want to see for the annual conference and how to bring the topics forward*
- *The training workgroup will move forward with their work.*

Next Call Friday August 5<sup>th</sup>, 2pm EST.

1-866-951-1151

Conference Room: 5506750#

Virginie Diambou

MCC Secretary