

North Dakota State Council on Developmental Disabilities

New

Applicant Information

North Dakota State Council on Developmental Disabilities

The North Dakota State Council on Developmental Disabilities is a federally funded program that advocates for the development of services and supports to enhance opportunities for North Dakotans with developmental disabilities to directly benefit and assist individuals in making life choices and decisions for themselves.

**Mission**  
The Council advocates for policy changes that promote choice, independence, productivity and inclusion for all North Dakotans with developmental disabilities.

The Council’s Areas of Emphasis

The Council supports and provides funding for projects and activities that maximize opportunities for consumers and families. The NDSCDD serves in a planning and advisory capacity to state policymakers and agencies relative to services for person with developmental disabilities. The following are four areas of emphasis the Council is focusing on in its current five year state plan:

1. Assist and facilitate employment opportunities for persons with DD
2. Facilitate community integration and inclusion of person with DD
3. Promote prevention of disabilities and work to minimize impact
4. Empower persons with DD and their families to access needed services

Membership

The Council is made up of 20 members appointed by the Governor. Sixty percent of the members are persons with developmental disabilities, or are parents, guardians or immediate relatives of a person with DD. The Council also includes state agency representation along with members from North Dakota’s University Center for Excellence in Developmental Disabilities, Protection and Advocacy Project and community DD service providers.

The Council’s State Plan

The NDSCDD was created in response to a federal law, the Developmental Disabilities Assistance and Bill of Rights Act (DD Act). The purpose of the law is to assure that people with developmental disabilities and their families help design and have access to necessary services, supports and other assistance. The Council promotes the development of a coordinated system of services and supports that provide opportunities for people with developmental disabilities to be independent, productive, integrated and included in their communities.

The Council’s state plan describes how the NDSCDD will carry out these responsibilities. The current state plan may be found on the Council’s web page [www.ndscdd.org](http://www.ndscdd.org)

Member Qualifications

Council members are knowledgeable about disability issues and work in partnership with other local, state and federal organizations, to increase the independence, productivity, integration and community inclusion of all individuals with disabilities. Council members share strengths in at least one of the following areas: quality assurance, education and early intervention, childcare, health, employment, housing, transportation and recreation.

Council business requires members who can recognize the underlying need for systems change activities. This challenge can be daunting to those looking for immediate answers, services, or remedies. Systems change happens incrementally, over time, through skillful planning, collaboration, cooperation, and negotiation. People with patience, tolerance and skills in these areas are best suited to carry out the business of the Council.

In addition, the following are also desirable qualifications:

1. Knowledge of issues concerning individuals with developmental disabilities and their families.
2. Knowledge of one or more disability service delivery systems, funding issues and disability groups.
3. Knowledge of other systems that affect persons with disabilities, such as housing, employment, health, education, self determination, and community supports (e.g., transportation, personal assistance, etc.).
4. Demonstrated leadership capabilities within communities or community organizations, such as facilitating groups, chairing meetings, or representing constituencies.
5. Ability to work comfortably with the other Council members and Council staff.
6. Ability to use communication skills to listen to other members, bring views of constituents to Council meetings, assure Council actions are shared with constituents, and contribute to public relations efforts.
7. Ability to participate in both large and small group meetings at the state level.
8. Demonstrated commitment to work as a team member willing to compromise, negotiate and agree to disagree while working toward the mission and goals of the Council.

Responsibilities of NDSCDD Members

1. Make a minimum 4-year commitment to serve on the Council.
2. Attend an orientation session for new members, and attend and participate in 4 (four) daylong, Council meetings each year.
3. Actively participate in other related activities, such as committee and regional meetings and networking activities.
4. Review and analyze information, form opinions, and prepare to discuss Council materials at Council meetings.
5. Advocate for the empowerment of persons with developmental disabilities, and promote the values of the Council.
6. Be leaders in changing the system of supports and services to be more responsive to individuals and families, at local, regional, state and federal levels.
7. Demonstrate a high level of knowledge and commitment to the values of independence, productivity, integration and inclusion for persons with developmental disabilities.
8. Act as a team to establish policies and a plan of action consistent with the mission and roles of the Council.
9. Provide the Executive Director with clear direction to accomplish the goals of the Council’s State Plan.
10. Participate in leadership activities, including mentoring other members of the Council.
11. Assist in the recruitment of new members for the Council.
12. Adhere to the Council’s mission, role, policies, procedures and initiatives when representing the Council.
13. Be able to make connections between Council activities and the department, organization or affiliation the member represents on the Council.

Reimbursements & Accommodations

1. Council members are reimbursed for expenses toattend andparticipate in meetings, such as mileage, lodging and meals.
2. The Council will also pay the cost of personal assistant services or child care services for members to attend and participate in Council meetings and sponsored activities.
3. The Council will pay the cost of respite care required for a member to be able to participate.

***\*Please note:*** It is the responsibility of Council members to recruit and hire their own attendant or respite care provider.

1. Additional accommodations for Council members with disabilities will be made upon request and may include, but are not limited to: large print, Braille, interpreters, etc.

To Apply for Council Membership

1. Read the attached “Conflict of Interest Policies” to determine whether your membership on the Council would represent or appear to represent a conflict of interest. If not,
2. Please complete the following forms:
3. SFN 7387 Application for Boards and Commissions, which can be found at

<http://www.governor.nd.gov/boards/doc/sfn07387.pdf>

1. New Member Application Questionnaire **(Attached)**

***\*****All Council meetings are open to the public. Those interested in being members are encouraged to attend a meeting to gain more information about the operations of the Council. Meeting dates are posted on the Council’s website at* [*www.ndscdd.org*](http://www.ndscdd.org)

*\*Applicants with disabilities, requiring assistance in completing the application forms can contact Andrea Peña for assistance or alternative formats.*

Mail both the SFN 7387 Application for Boards and Commissions and the New

Member Application Questionnaire to:

Cheryl Hess, Executive Director

North Dakota State Council on Developmental Disabilities

1237 W Divide Ave, Suite 3

Bismarck, ND 58505

1. Please contact Cheryl Hess if you have any questions @ 701-328-4847 or chess@nd.gov
2. You may be asked to interview with the Executive Director or members of the Council
3. The Governor’s office will notify new Council members of their appointment within 90 days of application.
4. If you have not been chosen for appointment at this time, you will be notified accordingly within 90 days and your application will be kept on file with NDSCDD for 5 years.