



## Meeting Notice

### N.D. State Council on Developmental Disabilities

Tuesday, March 5, 2013

9 a.m. to Noon (Central Standard Time)

Polycom sites are available at these locations:

- **Bismarck** - West Central Human Service Center, 1237 W. Divide. Ave. Ste. 5, Conf. Room 3
- **Dickinson** - Badlands Human Service Center, 300 13<sup>th</sup> Ave. W., Basement General Staff Conference Room
- **Fargo** - Southeast Human Service Center, 2624 Ninth Ave. S., Red River Room
- **Grand Forks** - Northeast Human Service Center, 151 S. Fourth St., Suite 401, Meeting Room C519
- **Minot** - Minot State University, 500 University Avenue West, Memorial Hall, Room 207
- **Williston** - Northwest Human Service Center, 316 Second Ave. W., Conf. Room A200

Individuals who need accommodations to participate in the meeting can contact Bonnie Roth at 701-328-1980, toll free 800-472-2622, Relay ND TTY 800-366-6888 or [broth@nd.gov](mailto:broth@nd.gov).

### **Tuesday, March 5, 2013**

Time	Event/Topic	Purpose
9:00 AM	Call the meeting to order and roll call	Determine members who are present/absent. Ensure the Council has a quorum.
9:05 AM	Introductions	Members will provide a brief introduction of themselves with one interesting fact about themselves.
9:10 AM	Review December meeting minutes	Review and revise/approve previous meeting minutes
9:15 AM	By-laws	A By-laws committee review and made recommendations to change areas of the by-laws. The changes will be reviewed and voted on by the full Council.
9:30 AM	Membership Matrix	A new membership sheet has been developed. The Council members will review the update membership matrix and provide any comments or corrections.
	Other Old	Members will address other old

	Business	business when needed.
9:35 AM	Training	Members will receive a brief training on roles and responsibilities of DD Council members.
9:55 AM	Membership Mentors	The Council will discuss the Membership Mentors Program and how to implement this for new members.
10:05 AM	State Plan	As required by the DD Act, the DD Council members will begin the annual review of the State Plan Goals and Objectives
10:30 AM	2014 RFP	Review the timeline and materials for the upcoming 2014 RFP process
10:50 AM	Executive Director Report	The ND DD Council Executive Director will provide a brief report of ongoing work and accomplishments.
11:00 AM	Council Budget	Review the 2011/2012 Council budget
11:15 AM	Elevator Speech	Several DD Council members will demonstrate the concept of an “elevator speech” in describing the purpose and work of the DD Council
11:25 AM	Public Comment	Time of general comments from the public who may be attending the meeting. It is an information sharing opportunity for the DD Council.
11:35 AM	Stipends and Council Meetings	Clarification on availability of stipends.
11:40 AM	Member Announcements	Members will provide the group with announcements of upcoming actives or events from across North Dakota
11:45 AM	Other Business	Time left for other New Business
11:50 AM	Meeting survey	Complete the meeting survey and return it to the Executive Director with your comments. A self-addressed envelope was provide with your meeting packet.
11:55 AM	Next Meeting	Discuss a date in June to meet. The date scheduled will not work for some members.
12:00 AM	Meeting Adjourned	Be sure to see Bonnie for reimbursement forms