

**FAMILY CARE COUNCIL  
APD AREA 13  
OCTOBER 10, 2011 Meeting Minutes**

**IN ATTENDANCE:**

**MEMBERS:** Betty Kay Clements, Michael Payne, Shawn Mims, Karen Huscher, Don Taylor, Isabel S deMartinez,

**MEMBERS ON PHONE:** Anna Brynild, Eileen Reidy,

**MEMBERS ABSENT:** Tina Renwick, Caryn Jones, Sandy Dayton, Sandy Shorey, Phyllis Novak,

**ASSOCIATE MEMBERS:** Stephanie Hopper, Virginia Taylor,

**ASSOCIATE MEMBERS ABSENT:** Caroline Short,

**APD STAFF:** Brenda Stevens, Carmelo Abisso, Clarence Lewis, Angela Green

**VISITORS:** Joan Verity-family, Grant Harris-caregiver

Marjorie Burke on phone, Theresa Flick, Key Training Center

**MINUTES REVIEW/APPROVAL:**

Review of September 12, 2011 minutes, with a motion to accept as written by Michael and seconded by Don Taylor. Minutes approved by consensus.

**SUNSHINE LAW/PUBLIC RECORDS:**

Angela Green, APD Senior Attorney, gave a presentation on Florida's Sunshine Law and said that Robert's Rules govern collegial bodies unless Bylaws say differently or controversy arises. She advised to keep official board communications with one person. Referral to Attorney General Bondi's website was made. Go to open government-[www.myfloridalegal.com](http://www.myfloridalegal.com), and Go to Sunshine manual etc. On the website go to Resources for a good overview. Angela Green referred to Pat Dore as an authority on Florida Sunshine Law, a right to hearings, and administrative procedures were her specialty.

**Points of Significance are:**

**Any advisory board in statute is subject to sunshine law, so FCC's must follow.**

**Meetings must be open to the public, reasonable notice must be given and minutes recorded.**

**Two or more members cannot come together privately for discussion of board actions or pending matters before the board. Members can meet socially but may not discuss business that might come before the board.**

**Preserve integrity when voting; cannot have secret ballots, if written, must sign and keep.**

**Meetings are to be in public places, not private homes, must be accessible to public.**

**Infractions; Misdemeanor 2nd degree, non criminal infraction up to \$ 500 fine.**

In summary, Angela advised that violations of Sunshine will affect your reputation. She reported that, anyone can record the meeting. If disruptive they can be asked to leave.

Legislators and courts are not subject to sunshine, they have their own laws. Staff not subject such as a bookkeeper, though if they come in and present report they are subject to it. Courts see it liberally and legislature can exempt, but narrowly. Question on obtaining public records was answered that you can call and ask the Agency clerk. You can be charged up to

10cents/page or 15cents, 2 sided. Most agencies do not charge another agency. Information desired can also be viewed at the site, rather than obtained by copy.

For more information go to website, and Angela said that she would be happy to answer any questions that might arise in the future

#### **BUDGET REPORT/BUDGET REVIEW:**

Paul handed out spending plan of as of 9/30/11, Data cards, postage for mailouts now will be taken care of by APD. Travel estimates based on last year. FCC Budget Balance \$8, 087. Paul to check on ordering the internet card for the computer for Isabel to use. Isabel will assign a committee to work with Paul and Betty Kay on the projected budget.

#### **AREA ADMINISTRATOR REPORT/UPDATE:**

Clarence spoke about the long term plan sent out by Director Hansen. He pointed out that the Agency has to report about the fiscal status regularly to the legislature. The Director is not showing a request for increase in this years Budget Request. September costs came in around \$200, 000. This was an improvement over August. Providers have a year to bill was presented as a real issue that needs to be looked at. A provider present mentioned that much delay exists when billing is denied, must be resubmitted and make take 6-7 months to resolve, so issue is not a simple one.

Clarence reported that APD has several Strategic Plan committees being developed and he is working on one of them and 4 subcommittees. Cost plan reviews continue to be done. There are 1,847 to be done in Area 13. Appx. 16% are done at this time, or about 288 done so far. Intensive Behavioral 177, Residential- 509, in home 447, others 686..

Early signs indicate that many plans have services not being used. It is the obligation not the dollars at this time being looked at. Families will be asked to assist with reductions of plans. A member and others related that the fear is that you give up something and you may need it later and cannot get it. Also, if HMO's come in to DD system, they will not see need for services correctly. Question arose from a member about her nephew who is 21 and aging out of the school system. Will this meet crisis or will Provider have to support this? This provider may, but what happens to others? Another member has been asked to give up transportation for her daughter, what if this does not work. Discussion indicating that it is the individual who loses services.

Question from parent about long wait and the demand from waitlist families that needs to be acknowledged. Concerned that the State has an obligation. Clarence reminded all that the Waiver is not an entitlement, but an alternative to forego the ICF/DD route that is an entitlement as long as individual qualifies.

Clarence said everyone needs to work together. Members discussed getting younger families involved and how they might do that. Concern that while in school system the bigger picture is not evident.

**Bylaws:** Karen Huscher reported that technically nothing needs changing, but needs review. She indicated there might be consideration to take out the 10am meeting time, and have standing rules. Decision was made to leave in time and publish any changes. No further discussion it was decided to take a vote for approval.

Michael made motion to accept as indicated, and Betty Kay seconded. Motion passed by consensus.

Isabel brought up that in the absence of a current Vice Chairperson, as Chairperson, she is appointing Don Taylor to the position for the rest of this term.

**APD WAITLIST & FCC FORUM:**

EXPO Chair Eileen Reidy on the phone, spoke and took assignments for workers at the event, and gave an overview update. She reminded about unloading and parking in outer area to leave room for those attending. Front table/Registration-Don and Ginger, Anna bringing coffee, cake, Eileen handling the kitchen detail, and bringing many supplies. Clarence doing signs and parking duties, and bringing the banner. He is also bringing extra tables and chairs. Isabel is preparing for a Raffle regarding Believe in the Future bracelets. Betty Kay reported Exhibits are on schedule, 22-23 tables, and some who cannot attend will be sending materials for resource table. Evaluation forms and FCC Surveys available were selected. Eileen asked anyone having questions to let her know. Everyone will get there as early as possible, building will be open at 8 am and Eileen plans to be there. Others said they will be as early as possible to help with set up.

**MEMBERS/VISITORS:**

Isabel suggested more FCC exposure through social networking, such as facebook, twitter, etc. There is a need to get young people involved. Committee appointed of Anna, Karen and Shawn to bring proposal for next meeting.

Shawn reported that there is a Meet and greet for Disability Awareness Month Meet & Greet On The Square In Ocala - Sunday Oct. 16 at 1pm.

Karen read a newsletter from Jim Freyvogel written several years ago. She told of the many forums and events prior to FCC receiving money to assist, emphasizing what can be accomplished regardless of State money received.

Joan Verity expressed that she considered applying for FCC appointment but would like to be considered for an associate member instead. Joan has been attending FCC meetings regularly and contributing to comments etc. Joan qualifies as a parent. A motion was made to accept Joan as an associate member of Area 13 FCC by Karen Huscher, and seconded by Anna Brynild, and confirmed by consensus. She was welcomed by FCC members.

**ADJOURNMENT:**

No further business, meeting was adjourned at 12:20 pm. The next FCC meeting is scheduled for November 14, 2011 at the APD office from 10:00 am-12:00 pm.

Respectfully submitted,

Betty Kay Clements  
Area 13 FCC Secretary/Treasurer

**Area 13 FCC Mission:**

**To Promote the Welfare & Dignity of the  
Individual with a Developmental Disability,  
Allowing Each Person to Achieve  
His/Her Full Potential, while Preserving the  
Family's Ability to Function As A Unit**