



AIDD COMPLIANCE TASK SUBMISSION

Item No.: I7	Due Date: 12/1/2014	Submission Date: 11/26/2014
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Description: Policies and/or procedures (with other documentation as necessary) regarding : (a) Council staff carrying out solely the responsibilities duties of the Council as described in the DD Act; (b) training on the DD Act, the DD Council’s federal mandate to conduct and support advocacy, capacity building, and systemic change on a statewide level; (c) state plan implementation, data collection and analysis, supports to engage self-advocate members in council meetings and activities; (d) standard orientation tools for staff, policy manuals and trainings to learn Council programs and administrative requirements

Narrative:

On November 19, 2014, the Council bylaws that state the policy for (a), (b), and (d) above. Page 11 of the bylaws state:

- Federal funds shall only be utilized for activities permissible under the DD Act (a)
- Council members and staff receive training on the federal mandate of the DD Act to conduct and support advocacy, capacity building and systemic change on a statewide level (b); and
- There is adequate supervision over the development and implementation of standard orientation tools for staff, policy manuals, and trainings addressing program and administrative requirements (d).

As discussed by phone, (c) will be covered at later dates with documents submitted for H1 (state plan), H2 (state plan), J2 (state plan), J3 (state plan), J4 (data collection and analysis), K2 (data collection and analysis), and G3 (self-advocate supports).

The Council’s policy is clear: there must be a nexus between staff activities and the DD Act and staff need to receive supports to be refreshed and stay current.

Barrier to Implementation:

None

Findings Fully Addressed

Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> (If no explain)	Explanation: Click here to enter text.
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Changes to Timeline:	No changes. Delivered on time.
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