

Olmstead Executive Committee
September 21, 2015
3:30 p.m. – 4:30 p.m.

I. Call to Order

Action: N/A.

The meeting was called to order at 3:34 p.m. by Chair Mary Tingerthal.

II. Roll Call to Establish Quorum

Action: N/A.

Committee members present: Mary Tingerthal (Minnesota Housing); Jeremy Hanson-Willis (Department of Employment and Economic Development); Lucinda Jesson (Department of Human Services).

Subcabinet members present: Susan Mulvihill, Department of Transportation; Colleen Wieck, Governor's Council on Developmental Disabilities; Roberta Opheim, Ombudsman's Office.

Guests present: Karen Sullivan-Hook, Erin Sullivan Sutton, DHS; Joe Sathe, Allison Jones, Governor's Office; Kristin Jorenby, Mike Tessneer, Darlene Zangara, Olmstead Implementation Office; George Stone, Corporation for Supportive Housing; Anne McLafferty, Department of Corrections; Paradigm Reporting and Captioning.

III. Welcome and Meeting Purpose

Action: N/A.

Chair Tingerthal stated the purpose of the meeting is to discuss and approve the agenda for next week's subcabinet meeting.

IV. Review I of Agenda

Action: N/A

Chair Tingerthal reviewed the agenda for the committee.

V. Status Update on Work Plan Development

Action: N/A.

Mike Tessneer reported work plans would be submitted to the Subcabinet by the end of the business day on September 22. Subcabinet members would review and approve the work plans at the meeting on September 29, 2015. Mr. Tessneer stated the Executive

Committee would be asked to approve any modifications or changes to the work plans at its meeting on October 6, 2015. Final work plans would be submitted to the Attorney General's office on October 8, 2015, for filing to the Court by the October 10, 2015 deadline.

Mr. Tessneer shared that OIO staff had met with agency leads twice to discuss development of the work plans, plain language needs, and formatting issues. Each work plan will include the major action item(s), expected outcome(s), and due dates. Compliance staff reviewed draft plans to make sure each was written in plain language. Sponsors are expected to present work plan(s) for their agencies at the subcabinet meeting and subject matter experts are encouraged to attend. Sponsors will also review their work plans to ensure deadlines are realistic and achievable. Sponsors will brief their subcabinet member prior to the meeting.

Mr. Tessneer will present a draft compliance plan for review and feedback at the subcabinet meeting.

Colleen Wieck requested that each work plan show a better connection between the measurable goal and strategy;; and include deadlines and outcomes. Ms. Wieck requested a communication plan be developed (as required under performance management of the plan) and that staff verify outcomes against the plan, the Jensen settlement, and the court order.

Ms. Wieck and Ms. Zangara are reviewing each work plan to identify large critical projects or themes that should be elevated and used in the communication plan. A draft communication plan will be presented to the subcabinet for review and approval at a future meeting and will address plans for community engagement and communication within agencies and among stakeholders. A short-term communication plan has been prepared to address the pending court orders.

Chair Tingerthal shared the subcabinet would be asked to consider regular monthly meetings that are shorter in duration and allow an opportunity to regularly report progress on specific areas of the work plans. She clarified that a schedule will be developed for which goals will be discussed at which meetings, and that all goals will not be discussed at every monthly meeting.

VI. Status Update on Court Actions

Action: N/A.

Karen Sullivan-Hook reported DHS had responded to the recent amicus brief and it is expected that the Judge will respond soon to the submission of the plan. The Executive Committee briefly discussed a letter from the Disability Law Center regarding the Oregon lawsuit filed to define diversion from day care programs. Ms. Sullivan-Hook was asked to provide a legal communications update at each monthly Subcabinet

meeting and was requested to provide an update regarding the Oregon lawsuit at the next meeting.

VII. Review Draft Agenda for Subcabinet Meeting (September 21, 2015)

Action: Approve the Agenda for the Subcabinet Meeting

Moved: Jeremy Hanson-Willis

Second: Lucinda Jesson

Committee members reviewed the draft agenda for the September 21, 2015 Subcabinet meeting. The recommended agenda included the Chair's recommendation for monthly subcabinet meetings and proposed dates for October, November, and December meetings; recommendations for a draft Compliance Plan; presentations and requests for approval of work plans.

Jeremy Hanson-Willis requested a report that captures next steps or milestones after work plans are submitted, reporting expectations, and what status reports are expected.

VIII. Adjourn

The meeting was adjourned at 4:05 p.m.

Next Executive Committee Meeting:
October 6, 2015, 9:00 a.m. – 10:00 a.m.