

**FREDERICK COUNTY COMMISSION ON DISABILITIES**



**Winchester Hall**  
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Frederick, MD 21701  
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[www.frederickcountymd.gov/fccod](http://www.frederickcountymd.gov/fccod)

**Frederick County Commission on Disabilities**

**Minutes – Monday, October 9, 2017**

**Meeting Location – Winchester Hall**

**Submitted by Barb Trader**

- 1. MEETING START – 6:05 PM**
- 2. ATTENDANCE (Members and Liaisons)**

<b>Name</b>	<b>Title/Position</b>	<b>Present</b>
<b>Nadine Autry</b>	<b>Chairperson</b>	<b>Yes</b>
<b>Penny Jurchak</b>	<b>Vice Chair</b>	<b>Yes</b>
<b>Barb Trader</b>	<b>Secretary</b>	<b>Yes</b>
	<b>Treasurer</b>	
<b>Amy Crehan</b>	<b>Member</b>	<b>Yes</b>
<b>Denise Rudegear</b>	<b>County Liaison</b>	<b>No</b>

**Chair Nadine announced that Jay Croft has resigned his position on the Commission due to health concerns. Commission members expressed gratitude for Jay’s service and requested that a note be sent to him personally.**

- 3. Visitors: Marsha Flowers, John Jurchak, Mari Lee, John Gretz, Sara Ryan (interpreter).**
- 4. Comments from the Public:**
- 5. September 2017 Minutes**
  - Minutes were amended to add Sara Ryan as interpreter.**
  - Barb moved the meetings be approved, Amy seconded.**
  - Approved unanimously.**

## **6. AGENDA**

### **A. Officer/Member's Reports**

- **Amy attended a community of practice (COP) meeting in Hagerstown, addressing more integrated/ collaborative coordination of services for people with developmental disabilities. She will share more information about this emerging COP approach during future COD meetings.**
- **Penny shared that there has not been a Mass Care Meeting since the last meeting of the COD.**
- **Nadine also shared that the Transportation Board Meeting is coming up soon.**
- **Barb noted that open enrollment for the Affordable Care Act was beginning November 1, and was cut from three months to six weeks, ending December 15. The group discussed whether or not COD wanted to remind disability agencies in Frederick County to disseminate information to their consumers to ensure they are aware and acting accordingly. Mari Lee offered to create a spreadsheet listing agencies and contact information so information dissemination by email could be efficient. Amy offered to create a simple information sheet to share with key agencies.**

### **B. Liaison Report**

- **Nadine reported on Denise's behalf and shared that a phone call was received from Officer Lee regarding a disability issue. A message was left in response, but no contact has occurred yet.**

### **C. Old Business**

- a) Update - Keys to Independence revision – The Keys to Independence has been updated in hard copy and on the COD website. Members manning the information booth at the upcoming Health Fair will take 10 desk copies for booth visitors to review.**
- b) By-laws - Every member now has a current copy of the bylaws.**
- c) The MD Open Meetings Act requires that a member of each appointed commission receive training on implementation of requirements of the act. Barb was asked to complete the training. She agreed, noting that it would not be possible until mid-November due to her current commitments.**
- d) Recruiting additional COD commissioners – Mari Lee clarified that the COD is chartered to have nine commissioners. Currently, there are four due to a variety of circumstances. Members discussed the need to recruit people representing diverse ethnic, cultural, geographic and disability communities. It was suggested that a spreadsheet of organizations listed in the Keys to Independence be developed. Nadine will create an informational and recruitment email and work with Denise to disseminate to these groups. Two visitors, John Gretz and Marsha Flowers, expressed interest in commission membership. Mari Lee explained the process to become a member.**
- e) Barb informed the group that the Livable Frederick Plan, which provides a blueprint for county growth from now until 2040, has been drafted by a group**

convened by the Planning Commission. She suggested that the COD may want to review and provide comment. She will inquire as to when the draft plan will be released for public comment and notify commissioners of related timing and deadlines. Marsha asked if disaster preparedness is part of the plan. Penny reminded everyone that the Mass Care Plan will serve that purpose and its development is underway by a comprehensive group of disability experts.

**D. New Business**

- a) **New Recommendation for events – Consider continuing participation in the Health Fair. Penny and Amy will staff this year’s booth in the afternoon – Marsha also volunteered to help. Nadine will be there.**
- b) **Disabilities Expo 2018 or 2019 (Possible Events?) – discussion was tabled to next meeting.**
- c) **Budget for Commission – Mari Lee suggested that the COD use the most recent budget as a guide, and submit one for FY 2018 activities. Nadine will follow-up.**
- d) **New Ideas moving forward – tabled.**

**E. MEETING END – 7:22 PM**

**F. NEXT MEETING – 6:00 PM, January 8, 2018**