



## Council Executive Committee

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Location: Conference Call - WebEx  
Date: Tuesday, August 11, 2020  
Time: 11:00 a.m. CDT/12:00 p.m. EDT

**Present:** Tecia Puckett-Pryor, Tatum Fowler, Ryan Durham, Lesley Guilaran, Lisa Johnson

**Absent:**

**Staff:** Wanda Willis, Ashley Edwards, Lynette Porter

1) **Call to Order**

After ascertaining there was a quorum, Tecia Puckett-Pryor, Chair, called the meeting to order at **11:09 a.m.**

2) **Consent Agenda: Approve today's Executive Committee Agenda and July 2020 Executive Committee Minutes**

No discussion.

***Tatum Fowler moved for approval; Lisa Johnson seconded. Approved.***

3) **Administrative Updates & Governor's Briefings**

The Council has been directly connected to improving accessibility to the Governor's weekly livestream press briefings, including improving the closed captioning feature. The Executive Committee members emphasized the need for accurate closed captioning transcription in a timely manner. Council staff will update the Executive Committee when they learn more.

4) **Partners in Policymaking® Updates**

On August 7, the Council hosted an online training for Partners in Policymaking® graduates. Director of Public Policy, Lauren Percy, presented *Home and Community-Based Services and COVID-19* to approximately 30 participants. Participants asked to have these trainings quarterly and staff will poll Partners graduates for future topics.

The 2020-2021 Partners sessions are scheduled to begin September 3. The Council has requested to use the Zoom platform for the video conferencing (live meeting) portion of these sessions. Additionally, staff are exploring content and event management providers to help streamline enrollment and access to competency materials for Partners. Council staff will share an update on the virtual platform and sessions in September.

5) **Public Input Survey Update**

The Council has received 646 responses to its request for public input for its State Plan priorities (616 to the English language survey, 40 to the Spanish language survey). Of these



submissions, only 11% of respondents identifies as a person with a disability. We would like to see an increase to that number and staff have created connection with small groups to help improve our reach, including focus groups with the Independent Living Centers and the People First leadership team. In an effort to continue to increase the racial diversity of survey responses, the Council has connected with Conexion Americas (CA), an organization in Middle Tennessee that services the Latinx community who has agreed to promote the survey with its partners. The survey will close September 30, 2020.

6) **Budget Updates**

Lynette Porter, Deputy Director, reminded Executive Committee members that the Council has submitted its reduction request to the state budget office. As of this meeting, the Council has not received any directive from the budget office related to next steps. Staff will inform Executive Committee members with any updates.

7) **September Council Meeting Agenda Review**

Wanda reviewed the upcoming September council meeting agenda with members, including a review of committee breakout agendas. The committee members suggested an informal social time prior to the 9 a.m. CST start time. Staff will also find intentional and authentic ways to encourage council member engagement during the meeting.

8) **November Retreat Discussion**

Without knowing the future status of meetings and health concerns related to the pandemic, the committee discussed alternative options to the in-person two-day retreat. **Ryan Durham moved to hold the November 2020 retreat virtually and forego meeting in person. Lisa Johnson seconded. This motion carried unanimously.** The committee tasked staff with thinking creatively about the length of a virtual meeting spanning the course of several days to review the Councils' activities for this year and begin planning for the 2021 calendar year.

8) **Motion to Adjourn**

***At 12:00 p.m. Tatum Fowler moved to adjourn. Lesley Guilaran seconded. Approved.***

**Next call:** Thursday, September 17, 3:00 p.m. CDT/4:00 p.m. EDT

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Prepared by: Ashley Edwards, Executive Assistant

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Approved by: Wanda Willis, Executive Director