
9:15

Max: Accessible playground.

- Share plans for creating accessible playground in Burlington, VT
- Project website: <https://oakledgeforall.org>

9:35

Max: Membership Committee.

- Membership committee will share updates about new members.
- Discuss new members.
- **Vote on new members.**
- Decide on recruitment strategies.

10:35

Max: 2013-2018 Progress.

- Review CDCI summary for past 5 years.
- Ask questions and give feedback.

11:20

Max: CAC plan for this year.

- Confirm schedule of CDCI and CAC meetings this year.
- Review plan to set annual priorities.

11:45

Max: What went well and what we should change for next time?

- How did it go?
- How did the roles work out?
- Any requests or changes for future meeti

Meeting Minutes:

Agenda Item #1: Welcome & Roles

Key Points

- < Everyone was asked to review the agenda to offer feedback. No changes were made.
- < CAC members were asked to choose roles for meeting. The following roles were chosen:

Meeting Roles	Assigned Person
Timekeeper	Liliane
Recorder	Lisa HB

Agenda Item #3: Accessible Playground

Key Points

- ◁ Julia Wayne presented her work to create an accessible playground in Burlington, VT.
- ◁

- Jeanne is working on a profile of Julia and Oakledge for All in upcoming newsletter.
- Topper and Max will share this information with GMSA board next week.

- Given the discussion, the CAC decided to vote on Meagan's application

- **Goal 1 We teach.** Winnie reviewed accomplishments for goal 1, and CAC members gave the following feedback:
 - Recommended we collect diversity of students and community would be great. Rachel shared that we do this for trainees (who take a course or more with us), but not all students in brief trainings.
 - Feedback from AUCD talked about hosting national training would love to see CDCI host broader groups and bring in network partners.
 - Will what you've done include feedback of where we go in the future?
 - We have areas to do more-Jesse
 - Pointed out that more courses are including self-advocates, and strongly recommended we continue to do this.
 - Recommended we work with VT LEND more.
 - Need to find more opportunities to teach people working around the state. Especially, disability rights and advocacy.
 - Recommended that we use many different teaching formats to reach people around Vermont. Winnie shared that courses are offered face-to-face and online. In addition, new courses are being developed to be easier to access.
 - Topper questioned whether Some agencies have hired self-advocates we must not lose this make sure we can weigh on this Karen Topper can give feedback on this.

- **Goal 5- Infrastructure.** Rachel reviewed accomplishments for goal 5 and CAC gave the following feedback:
 - Because a component of CDCI infrastructure is evaluation, it was asked if CDCI conducts needs assessments. Jesse shared that needs assessments are required as part of creating the 5-year Center work plans.
 - Several members recommend more focus on adults at CDCI.
 - When hiring it was recommended CDCI make it a priority to put in job description cultural and linguistic competency and diversity as targeted goals and responsibilities for the position.

- **Goal 4 Dissemination.** Jeanne reviewed accomplishments for goal 4 and CAC gave the following feedback:
 - CAC members said the new materials are looking good and are more accessible. Helpful and easier to read. Love the newsletter.

Some concern was raised that monthly newsletter articles may be unsustainable.

CDCI created 400 products over the past 5 years, and it was asked what exactly counts as a “product.” Jeanne shared products can be anything under the Dissemination umbrella including flyers, newsletters, websites, videos, etc.

Recommended that while products are increasingly accessible, they also need to be translated into languages other than English. Jeanne shared there is a translation of project descriptions being conducted now, and we are working with the Association of Africans Living i

Action Items

- Jesse and core function coordinators will incorporate this feedback and feedback from earlier meetings, into the final progress report for CDCI.
- CAC members can continue to share feedback with Jesse (phone, email, schedule a meeting) until the end of September to include in this report.

Agenda Item #6: CAC plan for this year

Key Points

- First, we wanted to confirm the remaining 3 meeting dates for this year:
 - Oct 12th 9-12
 - Feb 8th 9-12
 - May 31st 12-3
- Three members shared that they could not attend some or all of these dates, and Topper said she was not receiving the emails for scheduling.
- CAC discussed best way to schedule meetings going forward, and decided that Doodle is not working for scheduling such a large group. Lisa will follow up with CAC members directly to find the best times to meet for the coming year.
- At the end of the meeting, René shared that he is very upset at CDCI's management of the Deaf-Blind Project (Vermont Sensory Access Project). He said that he just learned this morning that CDCI signed a contract with Nine East, and CDCI would no longer hold the federal grant. He said that CAC should have been notified that the contract was transferred, and should have been involved in making that decision. Because he was invited to join the CAC by Deborah Lisi-Baker to provide feedback on this project - What is his role here now?
- Jesse responded by thanking René for raising these concerns and sadness that there has been miscommunication. He briefly shared that Emma Nelson has been the coordinator of the Deaf-Blind grant. The grant is funded through the US Department of Education, and the purpose is to provide state technical assistance to improve services for children who are deaf-blind. Emma has been meeting with people in Vermont and New England for the past year to determine how to

best keep these services in Vermont. The funding has been very limited, so it does not fund a full-time position to provide statewide technical assistance. Rachel added that this part-time position was not sufficient to meet the requirements of the federal grant. So with Emma moving to Oregon, and the current grant ending, the decision was made to have the New England Consortium (<http://www.perkins.org/services/other/nec>) apply for the grant and provide Vermont services through Nine East with Susan Kimmerly being the lead. Emma has moved to Oregon, but she continues to

What should change?

- Need materials earlier for review. Decided two weeks should be the minimum.
- Fewer topics are also recommended to have more time to discuss.