



Governor's Commission on Disabilities
Executive Committee
Monday July 7, 2014 4:30 PM - 5:30 PM
 John O. Pastore Center, 41 Cherry Dale Court,
 Cranston, RI 02920-3049
 (voice) 401-462-0107 (fax) 462-0106 (tty) via RI Relay 711
 (e-mail) GDC.Disabilities@gcd.ri.gov (website)
www.disabilities.ri.gov

	<p>Attendees: Timothy Flynn (Chair.); Rosemary Carmody, (Vice Chair.); Judi Drew; Ronald McMinn; Jack Ringland; & Linda Ward*</p> <p>Absentees: Andrew Argenbright; Sarah Everhart Skeels; Casey Gartland; Harvey Salvas;</p> <p>Guests:</p> <p>Staff: Bob Cooper, Executive Secretary</p>
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	<p>4:30 Call to Order and Acceptance of the Minutes, Timothy Flynn, Chair</p> <p>Chair calls the meeting to order at 4:34 PM</p>
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	<p>MOTION: To accept the minutes of the previous meeting as presented Motion moved by RMcM, seconded by LW, passed abstained JD</p>
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Action Items:

	<p>4:35 Appointment/Re-Appointment of Commissioners, Timothy Flynn</p> <p>Purpose/Goal: To make recommendations to the Governor on appointments and reappointments of Commissioners.</p> <p>Discussion: The General Assembly passed and the Governor signs the bills reducing the Commission membership to 18; 14 S 2525 & H 8123 ACTS RELATING TO STATE AFFAIRS AND GOVERNMENT - GOVERNOR'S COMMISSION ON DISABILITIES. {RI Public Law 2014 Chapters 100 & 139 The bills took effect on July 1st.</p>
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	<p align="center"> Chapter 100 2014 -- S 2525 Enacted 06/16/14 A N A C T RELATING TO STATE AFFAIRS AND GOVERNMENT - GOVERNOR'S COMMISSION ON DISABILITIES </p> <p><u>Introduced By:</u> Senators Jabour, Crowley, Lombardi, and Lombardo <u>Date Introduced:</u> February 27, 2014</p> <p>It is enacted by the General Assembly as follows:</p> <p align="center">SECTION 1. Sections 42-51-2 and 42-51-4 of the General Laws in Chapter 42-51 entitled "Governor's Commission on Disabilities" are hereby amended to read as follows:</p> <p align="center">42-51-2. Composition of commission. – <u>Effective on July 1, 2014, the</u> The commission shall be</p>
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	<p>composed of a minimum of twenty-four (24) <u>eighteen (18)</u> members, and any additional members the governor may appoint. Insofar as practicable, the commission shall consist of <u>people with disabilities and</u> state leaders of industry, labor, business, veterans, women, and federal, state, and local governments, and representatives of religious, charitable, business, labor, industrial, fraternal, civic, educational, medical, legal, veterans, welfare, and other professional groups and organizations.</p> <p>42-51-4. Term of office. – (a) Of the number of members appointed originally under this chapter, one-third (1/3) shall be appointed for a term of one year; one-third (1/3) shall be appointed for a term of two (2) years; and one-third (1/3) shall be appointed for a term of three (3) years. Thereafter, vacancies created by the expiration of terms shall be filled with appointments for terms of three (3) years. Members whose terms expire may be reappointed to succeed themselves.</p> <p><u>(b) Effective on July 1, 2014, of the number of members appointed between July 1, 2014 and June 30, 2015, two (2) shall be appointed for a term of one year; two (2) shall be appointed for a term of two (2) years; and six (6) shall be appointed for a term of three (3) years. Thereafter, vacancies created by the expiration of terms shall be filled with appointments for terms of three (3) years. Members whose terms expire may be reappointed to succeed themselves.</u></p> <p>SECTION 2. This act shall take effect on July 1, 2014.</p>
	<p style="text-align: center;">Chapter 139 2014 – H 8123 Enacted 06/16/14 A N A C T</p> <p style="text-align: center;">RELATING TO STATE AFFAIRS AND GOVERNMENT - GOVERNOR'S COMMISSION ON DISABILITIES</p> <p><u>Introduced By:</u> Representatives Azzinaro, McNamara, Guthrie, Johnston, and Slater <u>Date Introduced:</u> May 01, 2014</p> <p>It is enacted by the General Assembly as follows:</p> <p>SECTION 1. Sections 42-51-2 and 42-51-4 of the General Laws in Chapter 42-51 entitled "Governor's Commission on Disabilities" are hereby amended to read as follows:</p> <p>42-51-2. Composition of commission. – <u>Effective on July 1, 2014, the</u> The commission shall be composed of a minimum of twenty-four (24) <u>eighteen (18)</u> members, and any additional members the governor may appoint. Insofar as practicable, the commission shall consist of <u>people with disabilities and</u> state leaders of industry, labor, business, veterans, women, and federal, state, and local governments, and representatives of religious, charitable, business, labor, industrial, fraternal, civic, educational, medical, legal, veterans, welfare, and other professional groups and organizations.</p> <p>42-51-4. Term of office. – (a) Of the number of members appointed originally under this chapter, one-third (1/3) shall be appointed for a term of one year; one-third (1/3) shall be appointed for a term of two (2) years; and one-third (1/3) shall be appointed for a term of three (3) years. Thereafter, vacancies created by the expiration of terms shall be filled with appointments for terms of three (3) years. Members whose terms expire may be reappointed to succeed themselves.</p> <p><u>(b) Effective on July 1, 2014, of the number of members appointed between July 1, 2014 and June 30, 2015, two (2) shall be appointed for a term of one year; two (2) shall be appointed for a term of two (2) years; and six (6) shall be appointed for a term of three (3) years. Thereafter, vacancies created by the expiration of terms shall be filled with appointments for terms of three (3) years. Members whose terms expire may be reappointed to succeed themselves.</u></p> <p>SECTION 2. This act shall take effect on July 1, 2014.</p>
	Commissioners by Term
	<p>Term Ending 5/1/2013</p> <ol style="list-style-type: none"> 1) Andrew Argenbright East Providence, RI 2) Rosemary Carmody Coventry, RI 3) Ronald C. McMinn 02891 Cumberland, RI 02864- 4) Arthur M. Plitt 44 Cooke Street Pawtucket, RI 02860-6114 <p>Term Ending 5/1/2013 # of Commissioners: 4</p>
	<p>Term Ending 5/1/2014</p> <p>Joseph Cirillo Middletown, RI 02842 - does not wish to be reappointed</p> <ol style="list-style-type: none"> 1) Judith Drew, Ph.D. Cumberland, RI 02864 2) James A. Pitassi, Jr. Johnston, RI 02919

	<p>Patricia Ryherd Barrington, RI 02806 - does not wish to be reappointed 3) Angelina Stabile East Providence, RI 02914 4) Linda N. Ward Cranston, RI 02921-1139 Term Ending 5/1/2014 # of Commissioners: 6</p>
	<p>Term Ending 5/1/2015 1) Frederick Burke North Scituate, RI 02857 2) Jonathan C. Dupre Providence, RI 3) Sarah Everhart Skeels Tiverton, RI 02878 4) R. Timothy Flynn Ashaway, RI 02806-0362 5) Casey Gartland North Kingstown, RI 6) William R. Inlow Cranston, RI 02842 7) Monsignor Gerard O. Sabourin Exeter, RI 02822-3802 8) Dawn Wardyga Barrington, RI 9) Gary Witman, MD Providence, RI Term Ending 5/1/2015 # of Commissioners: 9</p>
	<p>The number of reappointments will need to conform to paragraph (b) above: The Executive Committee's February 10th recommendations were to reappoint to terms that would expire on May 1, 2016: 1. Andrew Argenbright, East Providence, RI 02915; 2. Rosemary Carmody, Coventry, RI 02827; 3. Ronald C. McMinn, Cumberland, RI 02864; and 4. Arthur M. Plitt, Pawtucket, RI 02860. and to reappoint to terms that would expire on May 1, 2017: 1. Judith Drew, Ph.D. Cumberland, RI 02864; 2. James A. Pitassi, Jr. Johnston, RI 02919; 3. Angelina Stabile, East Providence, RI 02914; and 4. Linda N. Ward, Cranston, RI 02921.</p>
	<p>Total Membership - 17</p>
	<p>MOTION: To recommend the following Commissioners be reappointed to terms expiring on May 1, 2016: 1) Andrew Argenbright, of East Providence 2) Arthur M. Plitt, of Pawtucket and to terms expiring on May 1, 2017: 1) Rosemary Carmody, of Coventry; 2) Ronald C. McMinn, of Cumberland; 3) Judith Drew, Ph.D. of Cumberland; 4) James A. Pitassi, Jr. of Johnston; 5) Angelina Stabile, of East Providence; and 6) Linda N. Ward, of Cranston Motion moved by RMcM, seconded by RC, passed unanimously</p>



4:50 Commission Budget for FY 2015, Bob Cooper

Purpose/Goal: To prepare recommendations for the allocation of the Fiscal Year 2015 Enacted Budget

**House Fiscal Advisor’s Explanation of the FY 2015 Budget
Governor’s Commission on Disabilities**

	FY 2014 Enacted	FY 2014 Final	FY 2015 Recommended	FY 2015 Enacted
Expenditures by Category				
Salaries and Benefits	\$ 344,732	\$ 343,029	\$ 346,020	\$ 346,020
Contracted Services	11,458	17,778	16,718	16,718
Subtotal	\$ 356,190	\$ 360,807	\$ 362,738	\$ 362,738
Other State Operations	25,443	55,088	-	-
Aid to Local Units of Government	-	-	-	-
Assistance, Grants, and Benefits	114,551	75,758	76,116	76,116
Capital	959,152	993,959	1,000,628	1,000,628
Capital Debt Service	-	-	66,320	66,320
Operating Transfers	-	-	3,000	3,000
Total	\$ 1,455,336	\$ 1,485,612	\$ 1,508,802	\$ 1,508,802
Sources of Funds				
General Revenue	\$ 357,711	\$ 356,352	\$ 358,275	\$ 358,275
Federal Aid	129,989	156,330	141,350	141,350
Restricted Receipts	10,365	15,930	9,177	9,177
Other	957,271	957,000	1,000,000	1,000,000
Total	\$ 1,455,336	\$ 1,485,612	\$ 1,508,802	\$ 1,508,802
FTE Authorization	4.0	4.0	4.0	4.0

Summary. The Governor’s Commission on Disabilities requested \$1.5 million which is \$1,193 less than enacted from all sources for FY 2015. The request includes \$1,931 more from general revenues, \$11,361 more from federal funds, \$1,188 less from restricted receipts and \$13,297 less from Rhode Island Capital Plan funds and the authorized level of 4.0 positions. *The Governor recommended \$1,367 less than requested from general revenues to reflect statewide medical benefit savings and the enacted level of positions.* **The Assembly concurred.**

The Governor’s budget did not include a cost-of-living increase for state employees, however in April 2014, the Administration reached agreements with its largest unions for a new four-year contract effective July 1, 2013 through June 30, 2017. This includes 2.0 percent salary increases effective April 6, 2014 and October 5, 2014 offset by increased cost sharing measures for medical benefits. The cost for FY 2015 is estimated to be \$47.4 million of which \$24.3 million is from general revenues which reflects approximately 3.5 percent growth over FY 2014. The total amount estimated for the Commission is \$11,708 of which \$10,987 is from general revenues. The Budget assumes that in order to accommodate the increased costs associated with a new state employee contract; agencies will achieve savings through turnover and vacancies.

Target Issues. The Budget Office provided the Commission with a general revenue target of \$334,467. The amount includes current service adjustments of \$1,931 and a 7.0 percent target reduction of \$25,175. *The Governor's recommendation is \$23,808 above the target. The Assembly concurred.*

FY 2015 Budget	Commission on		
	Budget Office	Disabilities	Difference
FY 2014 Enacted	\$ 357,711	\$ 357,711	\$ -
Current Service Adjustments	1,931	1,931	-
Change to FY 2014 Enacted	\$ 1,931	\$ 1,931	\$ -
FY 2015 Current Service/ Unconstrained Request	\$ 359,642	\$ 359,642	\$ -
Target Reduction/Initiatives	(25,175)	(25,175)	-
FY 2015 Constrained Target/Request	\$ 334,467	\$ 334,467	\$ -
<i>Change to FY 2014 Enacted</i>	\$ (23,244)	\$ (23,244)	-

The constrained budget submitted by the agency is consistent with the Budget Office target. The proposals to achieve the reductions are noted among the items described below where appropriate.

Salaries and Benefits. The Commission's unconstrained request includes \$347,303 from all sources for salaries and benefits for its 4.0 full-time equivalent positions, including \$72 more from general revenues and \$2,499 more from federal funds to reflect current staffing and a higher level of Help America Vote Act funding in an election year. This includes an increase of \$1,931 to reflect statewide benefit adjustments consistent with Budget Office planning values. The Commission did not assume turnover savings, consistent with the enacted budget.

The Commission's constrained request includes \$16,712 less from general revenues to reflect 11.0 unpaid furlough days. *The Governor did not concur with the constrained request and included funding as requested with the exception of \$1,283 to reflect statewide medical benefit savings. The Assembly concurred. As noted above, the budget assumes that costs associated with employee raises will be paid through savings from holding positions vacant and other cost saving measures.*

Fellowships. The Commission's unconstrained request includes \$25,757 including \$14,718 from general revenues and \$11,039 from federal funds for 11 fellowships, which is \$4,656 more than enacted. The Commission requests three additional fellows for FY 2015 including one Mary Brennan fellowship, and two Americans with Disabilities Act fellows. Fellows receive different levels of compensation based on the number of activities and hours worked.

The Commission's constrained request reduces general revenue funding for the Mary Brennan fellowship and other fellowships by \$7,359 from general revenues, or 50.0 percent. The Commission does not reduce federally funded fellowships. *The Governor recommended the unconstrained level of funding. The Assembly concurred.*

Election Expenses. The Commission requested \$92,895 from federal Help America Vote Act funds, which is \$6,020 less than enacted. Funding supports improved voter access, education, transportation to polling places, polling place identification flags, mailings, and polling place inspections before the 2014 elections. The Commission indicated that this would exhaust Help America Vote Act funds. Grantee funding can be spent at the Commission's discretion through April 2016. *The Governor recommended funding as requested. The Assembly concurred.*

Other Operations. The Commission requested \$44,214 from all sources, which is \$10,897 more than enacted for all other Commission operations. This includes \$1,859 more from general revenues, \$10,226 more from federal funds and \$1,188 less from restricted receipts for lease payments for a copier, new computer software, constituent management software, a communications consultant and other minor operating adjustments. The Commission's constrained request reduces general revenue funding by \$1,104 for other operations and excludes the request for new computer software. *The Governor recommended \$84 less than the unconstrained request to reflect postage costs. The Assembly concurred.*

Accessibility Capital Projects. The Commission requested \$943,974 from Rhode Island Capital Plan funds for accessibility renovations to state-owned facilities. This is \$13,297 less than enacted, which reflects a shift of some expenses to the current year. The Commission plans to continue renovations of state facilities identified by an accessibility survey completed in FY 2012. Specific project information is included in the Capital Budget section of this analysis. *The Governor recommended \$56,026 more than requested to reflect updated project schedules. The Governor also recommended merging all projects into a single accessibility project. The Assembly concurred.*

Staffing: During the past year, it became very apparent that with the current 4.0 employees, we could not meet all our statutory and grant obligations. We are burning out the staff as they attempt to provide services in a timely manner.

2014 Staff Workload	HAVA	ADA I	ADA II	ADA III	DBE	Comply	Advocate	Admin	Total
Executive Secretary									
Plan %	2%	0%	0%	0%	0%	10%	45%	43%	100%
Actual %	1%	0%	0%	0%	0%	11%	40%	48%	100%
Plan hours/year	31.0	0.0	0.0	0.0	0.0	153.0	690.0	659.0	1,533.0
Actual hours/year	15.0	3.0	1.5	0.0	4.0	151.0	565.0	671.5	1,411.0
Over/(under)	(16.0)	3.0	1.5	0.0	4.0	(2.0)	(125.0)	12.5	(122.0)
Assist ADA Coord. (Accessibility)									
Plan %	25%	0%	75%	0%	0%	0%	0%	0%	100%
Actual %	27%	0%	43%	30%	0%	0%	0%	0%	100%
Plan hours/year	406.0	0.0	1,218.0	0.0	0.0	0.0	0.0	0.0	1,624.0
Actual hours/year	442.5	2.0	715.5	509.0	0.0	0.0	0.0	0.0	1,669.0
Over/(under)	36.5	2.0	(502.5)	509.0	0.0	0.0	0.0	0.0	45.0
Assist ADA Coord. (Employment)									
Plan %	0%	79%	6%	0%	15%	0%	0%	0%	100%
Actual %	10%	80%	4%	2%	2%	0%	1%	2%	100%
Plan hours/year	0.0	1,266.0	96.0	0.0	241.0	0.0	0.0	0.0	1,603.0
Actual hours/year	148.0	1,243.8	58.5	30.0	23.5	0.0	18.0	27.5	1,549.3
Over/(under)	148.0	(22.2)	(37.5)	30.0	(217.5)	0.0	18.0	27.5	(53.7)
Public Education Aide									
Plan %	5%	10%	10%	0%	0%	0%	45%	30%	100%
Actual %	8%	12%	4%	4%	0%	0%	52%	20%	100%
Plan hours/year	83.0	166.0	166.0	0.0	0.0	0.0	747.0	498.0	1,660.0
Actual hours/year	126.5	195.0	63.0	68.0	0.0	0.0	835.5	320.0	1,608.0
Over/(under)	43.5	29.0	(103.0)	68.0	0.0	0.0	88.5	(178.0)	(52.0)
Total Staff									
Plan %	8%	22%	23%		4%	2%	22%	18%	100%
Actual %	12%	23%	23%	0%	0%	2%	23%	16%	100%
Plan hours/year	520.0	1,432.0	1,480.0	0.0	241.0	153.0	1,437.0	1,157.0	6,420.0
Actual hours/year	732.0	1,443.8	1,445.5		27.5	151.0	1,418.5	1,019.0	6,237.3
Over/(under)	212.0	11.8	(34.5)		(213.5)	(2.0)	(18.5)	(138.0)	(182.7)
ADA Grant Maintenance of Effort Obligation		Employ	Access						
		1,155.0	1,643.0						2,798.0
Over/(under) MoE		288.8	(197.5)						91.3

Article 1. Section 10 of the 2014 Budget Act would make it difficult, but not impossible to hire temporary help.
 “No agency or department may employ contracted employees or employee services where contract employees would work under state employee supervisors without

	determination of need by the Director of Administration acting upon positive recommendations of the Budget Officer and the Personnel Administrator and 15 days after a public hearing.”
	Options: 1. Hiring a contract worker for HAVA polling place inspections (July - Oct) & ADA Access surveys (Nov-June) only utilizing grant funds. A review of the list of positions by the State’s temporary service providers does not include any that match our needs. 2. Subcontract with a non-profit agency to conduct the polling place surveys and accessibility technical assistance. The only drawback would be that state employees may not directly supervise any employees of the subcontractor. 3. Hiring a part-time contract worker as a fiscal clerk; freeing up some of Bob & Alyssa’s time. The Controller’s Office may not allow access to the state’s fiscal system (RIFANS) by a non-state employee.
Employee Raises	The enacted budget assumes that costs associated with employee raises will be paid through savings from holding positions vacant and other cost saving measures. The cost of employee raises (including the employer FICA, Retirement, etc.) from all funding sources is \$17,312. In addition to the employee pay raises, one of the Commission’s staff has switched health insurance to the family plan, increasing our insurance cost by \$15,702.87. Based on the Commission’s FY 2015 general revenue budget requests those accounts would need to absorb \$24,814 .
	Options: 1. Request reappropriation of unexpended FY 2014 general revenue, see memo below from Thomas Mullaney. 2. Eliminate funding for: a. On-line subscription to the RI General Laws, court and administrative decisions, saving \$1,476 b. Maintenance contract for the wheelchair lift, \$1,034 c. Cancel the Directors’ and Officers’ Liability Insurance \$2,474 d. Total savings: \$4,984
	To: Department Chief Financial Officers From: Thomas A. Mullaney Executive Director/State Budget Officer Department of Administration Date: July 1, 2014 Subject: Request for Reappropriations RI General Law 35-3-15 provides the authority for the Governor to reappropriate funds from one fiscal year to the next for the same purpose for which the funds were originally authorized. If you wish to request the reappropriation of funds from FY 2014 to FY 2015, please submit a letter to my attention by August 1 detailing the amount of the reappropriation, the purpose for which the funds were originally appropriated, and why the funds remain unspent as of the end of FY 2014. Reappropriation requests are required for general revenue funds only. Please contact your assigned Budget Analyst if you have any questions. Thank you.

Fiscal Year 2014 (as of 7-7-14)							
Description	Budget	Expenditures	Encumbrance	Pre Encumbrance	Pending	Free Balance	% Remaining
GCD: Operations	\$326,736.00	\$322,181.02	\$916.81	\$0.00	\$385.74	\$6,409.20	2%
Mary Brennan Fellowship	\$14,718.00	\$10,906.00	\$0.00	\$0.00	\$2,330.66	\$1,481.34	10%
Disability Business Enterprise	\$14,898.00	\$2,582.51	\$0.00	\$0.00	\$0.00	\$12,315.49	83%
General Revenue	\$356,352.00	\$335,669.53	\$916.81	\$0.00	\$2,716.40	\$20,206.03	6%
NE ADA Grant	\$28,865.00	\$4,824.38	\$1,060.00	\$0.00	\$661.14	\$22,319.48	77%
HAVA Grant	\$127,465.00	\$39,122.51	\$22,494.28	\$0.00	\$7,183.17	\$58,665.04	46%
Federal Funds	\$156,330.00	\$43,946.89	\$23,554.28	\$0.00	\$7,844.31	\$80,984.52	52%
Restricted Receipts	\$15,930.00	\$6,897.88	\$0.00	\$0.00	\$0.00	\$9,032.12	57%
RICAP Accessibility	\$550,000.00	\$284,830.00	\$86,934.00	\$1,000.00	\$107,804.50	\$69,431.50	13%
All Funds	\$1,078,612.00	\$671,344.30	\$111,405.09	\$1,000.00	\$118,365.21	\$179,654.17	17%



MOTION: To recommend the Commission adopt an FY 2015 allocation of resources as follows:

1. Request reappropriation of \$20,206 of unexpended FY 2014 general revenue to cover employee COLA and benefits;
2. Request reappropriation of \$69,431 of unexpended FY 2014 RICAP funds to cover additional FY 14 URI reimbursement requests; and
3. Subcontract with an agency to conduct the polling place access surveys and provide accessibility technical assistance.

Motion moved by JD, seconded by RMcM, passed unanimously



5:25 Agenda for the Next Meeting, Timothy Flynn

Purpose/Goal: To set the agenda for the next meeting.

Discussion:

The next scheduled meeting is on 8/27/14.

1. Prepare for the Annual Meeting
 - a. Adopt a Recommended FY 2015 Revised Budget / Resource Allocation
 - b. Adopt a Recommended FY 2016 Budget / Resource Allocation
 - c. Adopt a FY 2015-2016 Strategic Plan



5:30 Adjournment, Timothy Flynn

MOTION: To adjourn at 5:40 PM

Motion moved by RMcM, seconded by RC, passed unanimously