

Minutes



Executive Committee

Tuesday February 20, 2007 4:00 PM to 5:30 PM

Governor's Commission on Disabilities

John O. Pastore Center (Formerly the Howard Center)

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Secretary:

Bob Cooper

Attendees:

Paul Choquette (Chair); John MacDonald (Vice Chair); Regina Connor; Binyamin Efreom; & Bill Nieranowski

Excused:

Rosemary Carmody; Judi Drew; Timothy Flynn; Paul Grenon; Kate McCarthy-Barnett; Ronald McMinn; Orestes Monterey & Patricia Ryherd

Minutes

4:00 PM Call to Order

Paul Choquette, Chair

Discussion: Call to order at 4:08 PM.

MOTION: To accept the minutes of the previous meeting, as mailed BE/RCo passed unanimously

4:05 PM Review of Governor's Budget Recommendations for the Commission

Bob Cooper, Executive Secretary

Overview	FY 2005	FY 2006	FY 2007	FY 2007	Governor's	FY 2008	Governor's
Explanation	Actual	Actual	Enacted	Appeal	FY 07	Appeal	FY 08
RICAP - Handicapped Accessibility - Facility	\$109,277	\$114,186	\$200,000	\$285,815	\$200,000	\$200,000	\$200,000
Total Other Funds	\$109,277	\$114,186	\$200,000	\$285,815	\$200,000	\$200,000	\$200,000
Governor's Commission on Disabilities	\$528,720	\$533,417	\$556,852	\$510,306	\$507,322	\$570,137	\$510,075
Mary Brennan Fellowship Fund	\$6,479	\$6,250	\$10,350	\$10,350	\$10,350	\$10,350	\$10,350
50th Anniversary Fund	\$0	\$0	\$35,000	\$25,000	\$35,000	\$0	\$15,350
Total General Revenue	\$535,199	\$539,667	\$602,202	\$545,656	\$552,672	\$580,487	\$535,775
New England ADA Center	\$26,607	\$38,925	\$77,671	\$45,498	\$42,367	\$34,581	\$58,482
HAVA Grant	\$12,602	\$32,980	\$118,010	\$134,561	\$133,237	\$109,777	\$123,210
Total Federal Funds	\$39,209	\$71,905	\$195,681	\$180,060	\$175,604	\$144,358	\$181,692
Technical Assistance - GCD	\$3,917	\$1,058	\$25,444	\$7,111	\$26,464	\$7,908	\$50,612
Human Resource Investment Council	\$18,717	\$66,000	\$0	\$0	\$0	\$0	\$0
Total Restricted Receipts	\$22,634	\$67,058	\$25,444	\$7,111	\$26,464	\$7,908	\$50,612
Grand Total	\$706,319	\$792,816	\$1,023,327	\$1,018,642	\$954,740	\$932,754	\$968,079
FTE Authorization	6.6	6.6	6.6	5.6	5.6	5.6	5.6

FY 2007 Major Differences: Governor’s Recommendations

1. Charges **(\$14,560)** in salaries and benefits to general revenue that Commission requested be charged to federal grants. *Includes 4 days off without pay (-28hrs)*
2. Allocates **(\$9,696)** less for the DBE Contract Position to general revenue than the Commission requested
3. Doesn’t allocate any funds for the ABLE TOO... producer, Commission requested **(\$2,722)**
4. Doesn’t allocate any funds for Commissioners’ Liability Insurance Policy, Commission requested **(\$2,369)** – Budget will ask the House Finance Committee to restore.
5. Allocates the entire \$35,000 for the 50th Anniversary Celebration, Commission requested cut to **(\$25,000)**

FY 2008 Major Difference: Governor’s Recommendations:

1. Allocates **(\$12,386)** less to general revenue salaries and benefits than Commission requested and charged more to the federal grants *Includes 3 days off without pay (-21hrs)*
2. Only restored \$30,000 for the DBE Contract position part time [21hrs/wk], just covers the DBE related hours **(\$3,640)** than Commission requested,
3. No funding for Promoting Work restored
4. Only restored the Commissioners’ Liability Insurance Policy and not the **(\$1,927)** the Commission requested for office supplies
5. Allocates \$15,350 for the 50th Anniversary Celebration, Commission cancelled the FY 2008 activities and requested the funds be allocated to the general operations account, to cover the above referenced shortfalls.

Impact on Federal Grants: Governor’s Recommendations for FY 07 & 08 will leave a free balance on June 30, 2008 of:

\$ 659 in the NE ADA Grant, the Commission’s appeal would have left \$19,534

\$87,627 in the HAVA Grant, the Commission’s appeal would have left \$93,275.

Executive Secretary has requested a meeting with the Deputy Budget Officer to discuss the reasoning behind the Commission’s requests.

The House Finance Committee has tentatively scheduled the Commission’s Budget Hearing for Monday March 12th.

Executive Secretary Recommend a “Post Appeal” proposal	Impact
FY 2007:	
<p><u>GCD Operations Account</u> Cut from Governor’s Recommendation (\$9,974) for salaries and benefits for a total of \$465,158</p>	<p><i>Changes in general revenue funded staffing from Budget Appeal (based on current work load)</i> <i>Principal State Building Code Official shifted 25% from state funded Disability Rights Compliance (decreased to 25%) to ADA Maintenance of Effort (increased to 75%);</i> <i>Assistant ADA Coordinator shifted 15% from federal ADA grant funding (decreased to 15%) to state funded ADA Maintenance of Effort 11% (increased to 36%) & Management 4% (increased to 9%), and reduce 10% from Promoting Work (decreased to 20%) to Public Awareness (ABLE TOO) (increased to 20%)</i> <i>State ADA Coordinator shifted 7.9% from state funded from Management (decreased to 9%, 12%</i></p>

Executive Secretary Recommend a “Post Appeal” proposal	Impact
	<i>from Disability Compliance (decreased to 15%) & 6.1% from HAVA, to state funded ADA Maintenance of Effort 20% (increased to 75%), & disability parking .5% (increased to 1%). Executive Secretary shifted 15% from Advocacy (decreased to 25%) to Management (increased to 75%)</i>
Add to Governor’s Recommendation \$13,535 for contracted professional services:	
1. Allocate for DBE Smart Staffing Contract Employee, a total of \$26,778 to the “Temporary Service” natural account	<i>Changes in general revenue funded staffing from Budget Appeal for DBE Coordinator – shifts 1% to DBE (increased to 50%) 2% to 50th (increased to 23%) from ADA Grant Funding (reduced to 22%)</i>
2. Allocate for Cleaning services a total of \$4,860	<i>No change to services (adjusted to contracted rate)</i>
3. Allocate \$2,722 for Able Too... producer to the “communications & media related services” natural account	<i>No change to services (adjusted to contracted rate)</i>
\$ 760 for Office supplies for a total of \$1,545	<i>Already paid \$906.43</i>
\$ 99 for subscriptions for a total of \$840.45	<i>Already paid \$840.45</i>
\$ 2,369 for Commissioners’ Liability Insurance	<i>Budget Analyst has advised the Deputy Budget Officer that she neglected to include this in the Governor’s Budget Recommendation – Budget should fix it.</i>
\$ 777 for telephones for a total of \$1,872	<i>Already paid \$936 on phones</i>
New GCD Operations Account total of \$515,983 from Governor’s Recommendation of \$507,322 (\$ 8,851) for the 50 th Anniversary Celebration for a total of \$26,149	<i>Reallocation to Operational Account contracted services and operating expenses</i>
New Total General Revenue \$522,483 from Governor’s Recommendation of \$522,672 \$189 net savings in General Revenue	
Federal Grants Accounts:	
NE ADA Grant Reduce salaries and benefits by \$7,337 to \$9,776 Reduce contracted professional services by \$697 for a total of \$16,222	<i>Changes ADA grant funded staffing from Budget Appeal Assistant ADA Coordinator shifted 5% to state funded ADA Maintenance of Effort from ADA grant funding (decreased to 15%)</i>
Reduce Operating Supplies & Expenses by \$994 for a total of \$4,753	
New Grant total \$33,338 from Governor’s Recommendation of \$42,367	<i>Increases free balance on June 30, 2007 for the NE ADA Grant from \$31,408 to \$44,137</i>
HAVA Grant Reduces salaries & benefits by \$5,860 for a total	<i>State ADA Coordinator shifts 6.1% from HAVA to</i>

Executive Secretary Recommend a “Post Appeal” proposal	Impact
<i>of \$28,172</i>	<i>state funded activities</i>
<i>Decreases operating supplies and expenses by \$285 for a total of \$1,689 – other travel & single federal audit</i>	
<i>New Grant total \$127,092 from Governor’s Recommendation on \$133,237</i>	<i>Decreases free balance on June 30, 2007 for the HAVA Grant from \$209,513 to \$216,982</i>
FY 2008:	
<u>GCD Operations Account</u> Add to Governor’s Recommendation \$12,380 for salaries and benefits for a total of \$470,361	<i>Changes in general revenue funded staffing from Budget Appeal (with termination of DBE & Promoting Work activities) Adopted on 1/3/07: <u>Principal State Building Code Official</u> shifted 25% from state funded Disability Rights Compliance to ADA Maintenance of Effort <u>Senior State Building Code Official</u> shifted 3% to disability parking (increased to 3%) and 10.4% to HAVA (increased to 35.4%) from ADA Maintenance of Effort (decreased to 51.6%) <u>Assistant ADA Coordinator</u> shifted 25% from HAVA (decreased to 0%) and 15.5 % from ADA Maintenance of Effort (decreased to 19.5%) to Promoting Work (increased to 20%); 10% to Public Awareness (ABLE TOO) (increased to 20%) & 10.5 % to federal ADA grant (increased to 40.5%) <u>Executive Secretary</u> shifted 15% from Advocacy (decreased to 25%) to Management (increased to 75%)</i>
<i>Reallocate contracted professional services:</i>	
<i>1. Allocate the \$30,000 for DBE to the “Temporary Service” natural account</i>	<i><u>DBE Consultant</u> restored to 60.4 % or 21.14hrs/wk</i>
<i>2. Allocate the \$2,806 for Able Too... producer to the “communications & media related services” natural account</i>	<i>No change to services</i>
<i>\$ 806 for Office supplies for a total of \$1,592</i>	<i>Restored to historic expenditure rate</i>
<i>\$ 99 for subscriptions for a total of \$840.45</i>	<i>Restored to historic expenditure rate</i>
<i>\$ 813 for telephones for a total of \$1,873</i>	<i>Restored to historic expenditure rate</i>
<i>New GCD Operations Account Total \$525,268 from Governor’s Recommendation of \$510,075</i>	
<i>Cut from Governor’s Recommendation (\$13,350) for the 50th Anniversary Celebration</i>	<i>Commission already cancelled FY 08 Activities, reallocation to salaries & benefits</i>
<i>New GCD General Revenue Total \$535,739 from Governor’s Recommendation of \$535,775 \$157 net savings in General Revenue</i>	
<u>Federal Grants Accounts</u>	

Executive Secretary Recommend a “Post Appeal” proposal	Impact	
NE ADA Grant <i>Decrease salaries & benefits by \$16,744 for a total of \$28,300</i>	<i>Changes to staffing Assistant ADA Coordinator shifted 10.5 % to federal ADA grant (increased to 40.5%) from HAVA grant (decreased to 0%)</i>	
<i>Add \$9,933 for DBE Smart Staffing Contract Employee and allocate to the “Temporary Service” natural account</i>	<i>DBE Consultant restored to 20% or 7hrs/wk (for a total from all funds of 80.4% or 28 hrs/wk)</i>	
<i>Allocate the \$1,652 for Able Too... producer to the “communications & media related services” natural account</i>	<i>No change to services</i>	
<i>Add \$173 for operating supplies & expenses for a total of \$5,462</i>		
<i>New Grant total \$51,843 from Governor’s Recommendation of \$58,482</i>	<i>Leaves a free balance on June 30, 2008 of \$16,293 from \$20,826</i>	
<i>HAVA Grant Reduces by \$2,094 to salaries & benefits for a total of \$41,825</i>	<i>Assistant ADA Coordinator shifted 14.5 % to promoting work and 10.5 % to federal ADA grant from HAVA grant (decreased to 0%)</i>	
<i>Reduce \$324 from operating supplies & expenses for a total of \$1,667</i>		
<i>New HAVA Grant Total \$104,165 from Governor’s Recommendation of \$123,210</i>	<i>Leaves a free balance on June 30, 2008 of \$112,817 from \$99,736</i>	
MOTION: To adopt the “post-appeal” general revenue budget request for FY 07 as presented above JMacD/RCo unanimously		
MOTION: To adopt the “post-appeal” general revenue budget request for FY 08 revised as follows to include an additional 20% \$9,933 for the in staff/contract employees to restore the Promoting Work activities position. JMacD/BE passed unanimously		
MOTION: To direct the Chairperson & Executive Secretary to present the “post appeal” budget revisions to the House Finance Committee BE/JMacD		
MOTION to amend the previous motion to add the end the following words “& Budget Office” RCo/BN passed, nay BE		
Vote on the motion as amended – passed, nay BE		
The DBE Chair will also testify at the Budget Hearing. The remainder of the agenda was tabled		
4:45 PM	Review of Commission Operations / Staff Management	John MacDonald, Vice Chair.
5:25 PM	Announcements and Scheduling of Meetings	Paul Choquette
Resource Persons:	Harvey Salvias & Christine Botts (GCD)	
Adjournment at:	5:28 PM	