Governor's Commission on Disabilities
Executive Committee Agenda
Monday August 27, 2012

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	Attendees: Timothy Flynn (Chair.); Andrew Argenbright, Casey Gartland, Ronald McMinn, Linda Ward **Absent:** Kate McCarthy-Barnett (Vice Chair.); Rosemary Carmody, Judi Drew, Jon DuPre, Sarah Everhart Skeels, Bill Inlow, & Patricia Ryherd
Staff:	Bob Cooper, Alyssa Sarault, Christine Rancourt
 Clock graphic	**4:00 Call to Order and Acceptance of the Minutes, Tim Flynn, Chair**
	Chair calls the meeting to order at 4:01 PM Introductions of Commissioners and guests
☑ voting check off graphic	MOTION: To accept the minutes of the previous meeting as presented RMcM/CG unanimously

Action Items:

Insert graphic	**4:05 Commission Operational Plan and Budget Requests for FY 13 & 14, Bob Cooper, Executive Secretary**
	Purpose/Goal: To adopt a recommended FY 2013 & 2014 Budget, Resource Allocation, and Performance Management, for the Commissioners to consider at the Annual Meeting September 10th.
	Discussion: The Budget Office has issued the FY 2014 Budget Targets. There will be 2 budget requests for FY 2014; a current service level request and a request 7 % lower than current service levels. They should be coming out later this week. The Election Assistance and Employment Committees met last Wednesday and Thursday. On Friday morning, the Executive Secretary met with the Governor's Performance Management Team. The combined requests are below.

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
BUDGET OFFICE
One Capitol Hill
Providence, R.I. 02908-5886

To: Department Directors and Agency Heads

From: Thomas A. Mullaney
Executive Director/State Budget Officer

Subject: Budget Instructions for FY 2014

Date: July 30, 2012

Accompanying this memo (via email) are the FY 2014 Budget Instructions. Current services and target calculations and Salary-Wage Projections will be distributed to your CFO's within the next week.

Submission Date
RIGL 35-3-7 requires the submission of both the Supplemental Budget and the new-year Budget by the third Thursday in January. This year's date falls on January 17, 2013 for the FY 2014 budget. RIGL 35-3-4 requires that agency budget requests be "submitted to the governor through the budget officer" on a date determined by the Budget Officer, but not later than the first day of October in each year. This year, the Budget Office is re-establishing a tiered submission schedule for agency budget requests. Agencies with total FY 2013 enacted budgets of less than $10.0 million (all funds) are required to submit their requests no later than September 14, 2012. Those agencies with total FY 2013 enacted budgets of greater than $10.0 million (all funds) are required to submit their requests no later than October 1, 2012.

FY 2014 Process
The FY 2014 budget process is once again requiring a constrained budget request, in addition to a current services level budget. The intent of requesting two separate budgets is to provide the Governor an understanding of what it would cost to fully fund the various programs of state government and options for reducing spending to meet available resources.

Agencies will be provided with a current services and target funding level based on adjustments made for known statewide or agency specific items. Your FY 2014 budget

request should be in line with these targets, including the annualization of additional costs or savings from initiatives included in the enacted FY 2013 budget.

FY 2013 Revised Budget

The FY 2013 Enacted Budget included a number of savings initiatives that agencies should be in the process of implementing. The revised budget should assume full implementation of these initiatives within expected timeframes and the associated savings. If unforeseen circumstances are affecting implementation of a savings initiative, the agency should attempt to identify other savings within its own budget to offset any lost savings from the original initiative. Requests for supplemental appropriations are not encouraged.

In order to meet the timelines for submission of the Governor's budget to the General Assembly in January, it is imperative that agencies adhere to the timetable laid out in these instructions. Action on personnel requests will be suspended for any agency whose budget is not submitted on time.

If you have any questions on the current services or target funding levels or the overall instructions, please contact your assigned Budget Analyst.

Thank you in advance for your continued cooperation.

TAM: sa12-54
cc: Chief Financial Officer

Attachments:
FY 2014 Budget Instructions

Budget Office's FY 2014 Current Service Level and Constrained Budget Targets:

FY 2013 Enacted General Revenue Appropriations		$371,096
Adjustments:		
Statewide Adjustments:		
1	Medical Benefit Inflation	$2,389
	Salary Adjustment on Overtime, Holiday, Briefing Time. Grad Asst.	$0
2	Retirement Rate Change	$4,368
3	Election Day Holiday in FY 2012	$0
4	Statewide Benefit Assessment, Rate Change	$0
5	Retiree Health Rate Change	$2,104
6	Medical Insurance Waiver Bonus	$0
	Total Statewide Adjustments	$8,861
Entitlement Adjustments:		
1)		$0
	Total Entitlement Adjustments	$0
Non-recurring expenditure items:		
1)		$0
	Total Non-recurring Expenditure Items	$0
Other:		
1)		$0
	Total Other	$0
FY 2014 Current Service Level (CSL) Target Base		$ 379,957
Hold Harmless Items		
1)		$0
	Less Total Hold Harmless Items	$0
Adjusted Target Base		$379,957
Adjusted Base		$379,957
FY 2014 - Target Adjustment		($26,597)
Plus: FY 2014 Hold Harmless Items		-
FY 2014 7% Constrained Budget Target		$353,360

Executive Secretary's Recommendation's

Agency: 022	FY 10 Actual	FY 11 Audited	FY 12 Unaudited	FY 13 Enacted	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%
By Category							
Salary/Wages and Benefits	$360,893	$380,610	$380,543	$395,384	$338,886	$345,750	$345,750
Contracted Professional Services	$1,499	$1,622	$2,490	$7,773	$19,556	$15,091	$11,470
Operating Supplies and Expenses	$22,077	$29,112	$30,368	$40,500	$57,337	$24,716	$24,012
Assistance and Grants	$49,860	$68,872	$43,464	$60,754	$119,650	$92,205	$77,530
Capital Purchases and Equipment	$142,249	$7,042	$174,548	$251,881	$252,759	$253,881	$253,881
Operating Transfers	$2,250	$27,500	$2,500	$0	$217,000	$0	$0
	$578,828	**$514,758**	**$633,913**	**$756,292**	**$1,005,188**	**$731,643**	**$712,643**
By Source							
General Revenue	$343,443	$352,190	$381,213	$371,096	$371,095	$379,954	$353,352
Federal Funds	$85,777	$124,377	$70,987	$125,502	$160,176	$95,496	$103,099
Restricted Receipts	$7,931	$5,191	$7,567	$9,694	$6,039	$6,193	$6,193
Other Funds							
RICAP	$141,677	$33,000	$139,212	$250,000	$467,000	$250,000	$250,000
General Obligation Bonds			$34,933		$878	$0	$0
	$578,828	**$514,758**	**$633,913**	**$756,292**	**$1,005,188**	**$731,643**	**$712,643**
Full Time Equivalence Employees (FTE)	4.0	4.0	4.0	4.0	4.0	4.0	4.0

Overview of Changes from the FY 2013 Budget as Enacted

1. Transfer all wages and benefits from grant accounts to general revenue accounts.
2. Install Constituent Relationship Management Software to improve contact management, outreach programs, constituent relationship management, citizen self-service, case management, event management, and project management.
3. Contract communications & media services to enhance promotion of:
    a. Disability Business Enterprise program;
    b. ADA Technical Assistance; and
    c. HAVA Voting Rights.
4. Expand the use of college fellowships, utilizing grant funds for:
    a. Fall 2012 Architectural Access Fellow to survey all polling place prior to Election Day;
    b. Fall & spring semester Employment Policy Fellowships; and
    c. Spring Architectural Access Fellowship.

Overview of FY 2014 Current Service Level Budget

1. Pay all wages and benefits from general revenue accounts.
2. Continue Constituent Relationship Management Software.
3. Contract communications & media services to enhance promotion of:
    a. Disability Business Enterprise program;
    b. ADA Technical Assistance; and
    c. HAVA Voting Rights; and
    d. Extend to include other Commission activities.
4. Continue the use of college fellowships, utilizing grant funds for:
    a. Summer, fall, & spring semester Employment Policy Fellowships; and
    b. Summer, fall, & spring Architectural Access Fellowships.
    c. Increase stipend by 2.8% or $97.20/semester to $3,547, the first increase since 2007. The change in the CPI was 7.7%.
5. Replacement of oldest desktop computer(s).

Overview of FY 2014 7% Constrained Budget

1. Transfer some wages and benefits back to grant accounts.
2. Eliminate communications & media services promoting:
    a. Disability Business Enterprise program;
    b. ADA Technical Assistance; and
    c. Commission's other activities.
3. Retain communications & media services promoting HAVA Voting Rights.
4. Reduce operating supplies and expenses in:
    a. Printing; and
    b. Staff training.
5. Reduce college fellowships, by:
    a. Eliminating the three Employment Policy Fellowships; and
    b. Eliminate one of the three Architectural Access Fellowships, and share one with HAVA.
    c. Not increase stipend by 2.8% or $97.20/semester.
6. Pray the oldest computer(s) do not expire.

FY 2013 Details

FY 2013 General Operations	Enacted	Request	Difference	Explanation of Changes
Wages and Benefits				
	$215,487	$223,572	$8,082	Transfer all wages & benefits from grants to general revenue
	$113,678	$100,750	($12,931)	Enacted based on 2 family health insurance coverage. One employee waived health & vision; another waived spouse's coverage.
	$329,165	$324,322	($4,849)	
Contracted Professional Services				
	$3,449	$3,496	$47	CPI adjustment for interpreters for the deaf
Operating Supplies and Expenses				
	$31	$300	$269	Building Maintenance and Repairs
	$0	$355	$355	Repair wheelchair lift
	$0	$1,245	$1,245	Constituent Relationship Management Software
	$70	$261	$191	Janitorial Supplies
	$2,389	$2,219	($170)	Postage
	$497	$876	$379	Printing - business cards & outreach material
	$259	$0	($259)	Staff Training
	$829	$605	($224)	Mileage, tolls & parking
	$450	$854	$404	Telephone
			($32)	Several small adjustments
	$10,683	$12,841	$2,158	
Capital Purchases and Equipment				
	$1,881	$1,881	$0	
FY 2013 General Operations	**$345,178**	**$342,539**	**($2,640)**	

FY 2013 Mary Brennan Fellowship	Enacted	Request	Difference	Explanation of Changes
Assistance and Grants	**$10,350**	**$10,350**	**$0**	No change, 3 fellowships

FY 2013 Disability Business Enterprise	Enacted	Request	Difference	Explanation of Changes
Wages and Benefits				
	$10,442	$10,440	($3)	Recalibration of wages
	$4,125	$4,126	$1	Recalibration of benefits
	$14,567	$14,565	($2)	
Contracted Professional Services				
	$214	$531	$317	CPI adjustment for interpreters for the deaf
	$214	$2,311	$2,311	Communications & media services

FY 2013 Disability Business Enterprise	Enacted	Request	Difference	Explanation of Changes
	$214	$2,842	$2,628	
Operating Supplies and Expenses				
	$0	$47	$47	Constituent Relationship Management Software
	$0	$60	$60	Society of Human Resource Managers Membership
	$207	$350	$143	Printing - outreach material
	$130	$132	$2	Mileage, tolls & parking
	$450	$211	($239)	Telephone
	$787	$800	$13	
FY 2013 Disability Business Enterprise	**$15,568**	**$18,207**	**$2,639**	

FY 2013 NE ADA Grant	Enacted	Request	Difference	Explanation of Changes
Wages and Benefits				
	$18,902	$0	($18,902)	Transfer all wages & benefits from grants to general revenue
	$18,902	$0	($18,902)	
Contracted Professional Services				
	$1,036	$1,038	$2	CPI adjustment for interpreters for the deaf
	$0	$6,000	$6,000	Communications and Media Related Services
	$1,036	$7,038	$6,002	
Operating Supplies and Expenses				
	$0	$186	$186	Constituent Relationship Management Software
	$0	$60	$60	Society of Human Resource Managers Membership
	$218	$600	$382	Printing
	$1,758	$0	($1,758)	Statewide Savings Offset
	$1,791	$1,675	($116)	Mileage & Parking
	$1,554	$2,384	$830	Out-of-State Travel
	$223	$204	($19)	Telephone
	$5,563	$5,129	($435)	
Assistance and Grants				
	$0	$3,450	$6,900	2 ____(Employment Policy) Fellowships
	$10,350	$0	$3,450	1 G. Paul Hanaway (Architectural Access) Fellowship
	$0	$10,350	$10,350	
FY 2013 NE ADA Grant	**$25,501**	**$22,517**	**($2,985)**	

FY 2013 HAVA Grant	Enacted	Request	Difference	Explanation of Changes
Wages and Benefits				
	$32,750	$0	($32,750)	Transfer all wages & benefits from grants to General Revenue
	$32,750	$0	($32,750)	
Contracted Professional Services				
	$518	$531	$13	CPI adjustment for interpreters for the deaf
	$0	$3,000	$3,000	Communications and Media Related Services
	$518	$3,531	$3,013	
Operating Supplies and Expenses				
	$383	$0	($383)	Consolidate office supplies and equipment in general operating account
	$0	$350	$350	Constituent Relationship Management Software
	$1,399	$0	($1,399)	Consolidate postage
	$8,200	$20,267	$12,067	Print Advertising
	$1,036	$12,598	$11,562	Printing
	$3,095	$0	($3,095)	Statewide Savings Offset
	$789	$653	($136)	Mileage & Parking
	$1,352	$1,235	($117)	Out-of-State Travel
	$16,329	$35,178	$18,849	
Assistance and Grants				
	$3,450	$6,900	$3,450	1 G. Paul Hanaway (Architectural Access) Fellowship
	$18,557	$10,000	($8,557)	Voter Education & Registration
	$20,000	$20,000	$0	Polling Place Access Renovations

FY 2013 HAVA Grant	Enacted	Request	Difference	Explanation of Changes
	$2,050	$2,050	$0	RIde trips & Voter Outreach Mailing
	$6,347	$10,000	$3,653	Election Day polling place surveyors
	$0	$50,000	$50,000	Voter Outreach Mailing DMV
	$50,404	$98,950	$48,546	
FY 2013 HAVA Grant	**$100,001**	**$137,659**	**$37,658**	

FY 2013 Public Forums	Enacted	Request	Difference	Explanation of Changes
Contracted Professional Services				
	$76	$670	$594	Stenographic Services for Public Hearings
	$2,480	$1,980	($500)	CART Recorders for Public Forums
	$2,556	$2,650	$94	
Operating Supplies and Expenses				
	$0	$74	$74	Constituent Relationship Management Software
	$7,019	$3,315	($3,704)	Print Advertising
	$119	$0	($119)	Miscellaneous Expenses
	$7,138	$3,389	($3,749)	
FY 2013 Public Forum	**$9,694**	**$6,039**	**($3,655)**	

FY 2013 RICAP Access Projects	Enacted	Request	Difference	Explanation of Changes
Capital Purchases and Equipment				
		$25,000	$25,000	Architecture and Engineering
	$250,000	$222,500	$222,500	Building Renovations and Improvements
	$250,000	$247,500	$247,500	
Operating Transfers				
	$0	$2,500	$2,500	To General Fund {Sherlock Artwork}
	$0	$217,000	$217,000	Unspent FY 2012 Groden Elevator
	$0	$219,500	$219,500	
FY 2013 RICAP Access Projects	**$250,000**	**$467,000**	**$467,000**	
General Obligation Access Bonds				
Capital Purchases and Equipment	$0	$878	$878	Architecture and Engineering
Total FY 2013 Access Projects	**$250,000**	**$467,878**	**$467,878**	

FY 2013 Grand Total	Enacted	Request	Difference	Explanation of Changes
Wages and Benefits	$395,384	$338,887	($56,498)	
Contracted Professional Services	$7,773	$19,557	$11,784	
Operating Supplies and Expenses	$40,500	$57,337	$16,836	
Assistance and Grants	$60,754	$119,650	$58,896	
Capital Purchases and Equipment	$251,881	$250,259	$248,378	
Operating Transfers	$0	$219,500	$219,500	
FY 2013 Grand Total	**$756,292**	**$1,005,190**	**$498,896**	

FY 2014 Details

FY 2014 General Operations Account	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Wages and Benefits					
	$324,322	$330,898	$306,884	($23,765)	Transfer some wages & benefits back to grants and adjustments for step increases
Contracted Professional Services					
	$2,434	$2,468	$2,468	$0	
	$1,062	$1,076	$1,076	$0	CPI adjustment for interpreters for the deaf
	$0	$534	$0	($534)	Communications & media services, eliminated in CSL - 7%

FY 2014 General Operations Account	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
	$3,496	$4,078	$3,544	($534)	
Operating Supplies and Expenses					
	$300	$309	$309	$0	Building Maintenance and Repairs
	$384	$395	$395	$0	Shredding/Recycling
	$576	$593	$593	$0	Copier/Printer Maintenance
	$355	$360	$360	$0	Wwheelchair lift maintenance
	$688	$698	$698	$0	Office Supplies and Equipment
	$1,245	$1,226	$1,200	$0	Constituent Relationship Management Software
	$261	$269	$302	$33	CPI adjustment for janitorial Supplies
	$1,444	$1,465	$1,465	$0	Lexis/Nexis RI Primary Law CD Rom (bi-monthly updates)
	$2,219	$2,250	$2,250	$0	CPI adjustment for Postage
	$876	$888	$755	($133)	CPI adjustment for printing - outreach material
	$63	$64	$64	$0	Miscellaneous Expenses
	$0	$260	$57	($203)	Staff Training reduced
	$2,802	$2,840	$2,840	$0	Directors and Officers Liability Insurance
	$61	$62	$62	$0	Portable water
	$605	$643	$643	$0	CPI adjustment for mileage, tolls & parking
	$854	$866	$866	$0	CPI adjustment for telephone
	$80	$0	$0	$0	Notary Public's fee
	$12,841	$13,188	$12,859	($303)	
Capital Purchases and Equipment					
	$0	$2,000	$2,000	$0	Replacement of old computers
	$1,881	$1,881	$1,881	$0	Rental Copier/Printer
	$1,881	$3,881	$3,881	$0	
FY 2014 General Operations Account	**$342,539**	**$352,044**	**$327,166**	**($24,601)**	

FY 2014 Mary Brennan Fellowship	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	
Assistance and Grants	**$10,350**	**$10,642**	**$10,350**	**($292)**	CPI adjustment for 3 fellowship stipends by 2.8% or $97.20/semester to $3,54. It was last adjusted in FY 2007. No adjustment if 7% Constrained.

FY 2014 Disability Business Enterprise	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Wages and Benefits					
	$14,565	$14,853	$14,853	$0	Adjustments for step increases
Contracted Professional Services					
	$531	$538	$538	$0	CPI adjustment for interpreters for the deaf
	$2,311	$1,059	$0	$0	Communications & media services eliminated
	$2,842	$1,597	$538	$0	
Operating Supplies and Expenses					
	$47	$46	$32	$0	Constituent Relationship Management Software
	$60	$62	$62	$0	Society of Human Resource Managers Membership
	$350	$360	$0	($360)	Printing - outreach material eliminated
	$132	$134	$134	$0	CPI adjustment for mileage, tolls & parking
	$211	$217	$217	$0	CPI adjustment for telephone
	$800	$819	$445	($360)	
FY 2014 Disability Business Enterprise	**$18,207**	**$17,269**	**$15,835**	**($360)**	

FY 2014 Federal NE ADA Grant	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Wages and Benefits					

FY 2014 Federal NE ADA Grant	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
	$0	$0	$15,830	$15,830	In 7% constrained, transfer some wages & benefits back to grants, and adjustments for step increases
Contracted Professional Services					
	$1,038	$1,047	$1,047	$0	CPI adjustment for interpreters for the deaf
	$6,000	$2,028	$0	$0	Communications & media services eliminated
	$7,038	$3,075	$1,047	$0	
Operating Supplies and Expenses					
	$186	$196	$196	$0	Constituent Relationship Management Software
	$60	$62	$62	$0	CPI adjustment for Society of Human Resource Managers Membership
	$600	$618	$618	$0	CPI adjustment for Printing
	$1,675	$1,699	$1,699	$0	CPI adjustment for mileage & Parking
	$2,384	$2,416	$2,416	$0	CPI adjustment for out-of-state travel
	$204	$207	$207	$0	CPI adjustment for telephone
	$20	$21	$21	$0	Auditor General Fee
	$5,129	$5,219	$5,219	($0)	
Assistance and Grants					
	$6,900	$10,642	$0	($10,642)	Three Mary Brennan (Employment Policy) Fellowships, in CSL - 7% all eliminated
	$3,450	$8,868	$5,175	($3,693)	Three G. Paul Hanaway (Architectural Access) Fellowship, in CSL - 7% one eliminated and one shared with HAVA
	$10,350	$19,510	$5,175	($14,335)	
FY 2014 NE ADA Grant	**$22,517**	**$27,804**	**$27,271**	**$1,495**	

FY 2014 Federal HAVA Grant	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Wages and Benefits					
	$0	$0	$8,185	$8,185	Transfer some wages & benefits back to grants
Contracted Professional Services					
	$531	$538	$538	$0	CPI adjustment for interpreters for the deaf
	$3,000	$3,084	$3,084	$0	CPI adjustment for communications & media services
	$3,531	$3,622	$3,622	$0	
Operating Supplies and Expenses					
	$350	$350	$350	$0	Constituent Relationship Management Software
	$20,267	$0	$0	$0	No statewide elections - no print advertising needed
	$12,598	$300	$300	$0	No statewide elections - reduced printing
	$653	$40	$40	$0	No statewide elections - reduced mileage & parking
	$1,235	$1,252	$1,252	$0	CPI adjustment for out-of-state travel
	$75	$75	$75	$0	
	$35,178	$2,017	$2,017	$0	
Assistance and Grants					
	$6,900	$1,774	$1,725	$0	1 G. Paul Hanaway (Architectural Access) Fellowship
	$10,000	$10,280	$10,280	$0	Voter Education & Registration
	$20,000	$20,000	$20,000	$0	Polling Place Access Renovations
	$2,050	$0	$0	$0	RIde trips & Voter Outreach Mailing
	$10,000	$0	$0	$0	Election Day polling place surveyors
	$50,000	$10,000	$10,000	$0	Voter Outreach Mailing DMV
	$0	$20,000	$20,000	$0	Voter ID training mini-grants
	$98,950	$62,054	$62,005	$57,544	
FY 2014 Federal	**$137,659**	**$67,693**	**$75,829**	**$65,729**	

FY 2014 Federal HAVA Grant	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
HAVA Grant					

FY 2014 Public Forums	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Contracted Professional Services					
	$670	$680	$680	$0	CPI adjustment for stenographic services for public hearings
	$1,980	$2,040	$2,040	$0	CPI adjustment for CART recorders for Public Forums
	$2,650	$2,720	$2,720	$0	
Operating Supplies and Expenses					
	$74	$65	$65	$0	Constituent Relationship Management Software
	$3,315	$3,408	$3,408	$0	CPI adjustment for print advertising
	$3,389	$3,473	$3,473	$0	
FY 2014 Public Forum	**$6,039**	**$6,193**	**$6,193**	**$0**	

FY 2014 RICAP Access Renovations	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Capital Purchases and Equipment					
	$25,000	$25,000	$25,000	$0	Architecture and Engineering - Capital Improvements
	$222,500	$222,500	$222,500	$0	Building Renovations and Improvements
	$247,500	$247,500	$247,500	$0	
Operating Transfers					
	$2,500	$2,500	$2,500	$0	To-General Fund {Sherlock Artwork}
	$217,000	$0	$0	$0	Groden Elevator completed in FY 2013
	$219,500	$2,500	$2,500	$0	
FY 2014 RICAP Access Renovations	**$467,000**	**$250,000**	**$250,000**	**$0**	
General Obligation Access Bonds					
Capital Purchases and Equipment	$878	$0	$0	$0	Architecture And Engineering
Total FY 2014 Access Renovations	**$467,878**	**$250,000**	**$250,000**	**$0**	

FY 2014 Grand Total	FY 2013 Revised	FY 2014 CSL	FY 2014 CSL - 7%	FY 2014 Difference	Explanation of FY 2014 Differences
Wages and Benefits	$338,887	$345,751	$345,752	$250	
Contracted Professional Services	$19,557	$15,092	$11,471	($534)	
Operating Supplies and Expenses	$57,337	$24,716	$24,013	($663)	
Assistance and Grants	$119,650	$92,205	$77,530	$42,917	
Capital Purchases and Equipment	$250,259	$251,381	$251,381	$0	
Operating Transfers	$219,500	$2,500	$2,500	$0	
FY 2014 Grand Total	**$1,005,190**	**$731,645**	**$712,647**	**$41,970**	

The FY 2013 & FY 2014 Operational Plan and Performance Measures

Overview of the proposed changes[1]:

Program 1 Advocacy: & Information

1) Shift to the Public Education Aide the responsibilities to manage the Commission's general information and referral services, including:
   a) Maintenance of the website and other social media;
   b) Quarterly newsletter;
   c) Outreach to under-served communities and
   d) Information dissemination

OPTIONS

2) Track information/referral requested:
   a) Types of contact –
      i) Phone calls
      ii) E-mail
      iii) In-person and
   b) Topics of inquires –
      i) Benefits/Income Support
      ii) Disability Awareness
      iii) Disability Prevention
      iv) Disability Rights
      v) Education
      vi) Employment
      vii) Health Care
      viii) Housing
      ix) Transportation
3) Track information dissemination by:
   a) Type of information
      i) Bulk mailing
      ii) Community involvement (Serving on advisory boards, task forces, community boards, organizations)
      iii) Written articles (published, newspapers, magazines)
      iv) Displays (materials only)
      v) Exhibits (staffed)
      vi) Media (newspaper, magazine, newsletter, TV and social media)
      vii) Networking (Meeting with someone, Introducing your organization)
   b) Topic of information (see list above)
      i) Should current advocates listserv to broken apart into topics (see above) and offer the reader choices of topics
4) Track Advocacy by:
   a) Type of advocacy:
      i) Legislative
      ii) Regulatory
      iii) Policy
      iv) Outreach & partnering with other entities
   b) Topics of advocacy (see list above)

Program 2 Protecting Right:

1) Shift to the Public Education Aide the responsibilities to manage the Commission's ADA Title II (government services), Title II (public accommodations and commercial facilities), and Transportation provisions; including

[1] Detailed charts on the Operational Plan and Performance Measurements are attached, following page 14.

a) Training;
b) Information dissemination;
c) Outreach (Public Awareness); and
d) Capacity Building

2) Tracking NE ADA Grant related activities are spelled out in detail as contained in the grant contract.
3) The Assistant ADA Coordinator (access) will focus on providing site-specific technical assistance.

Program 3 Protecting Voting Rights

1) Shift to the Public Education Aide the responsibility to manage the Help America Vote Act:
   a) Recruiting of individuals with disabilities to become poll workers;
   b) Encouraging voting age adults with disabilities to register and vote;
   c) Training of Election Officials and Poll Workers; and
   c) Disseminating Information on the voting rights of individuals with disabilities.
2) The Assistant ADA Coordinator (access) will focus on ensuring all polling places are accessible and providing site-specific technical assistance.
3) Tracking HAVA Grant related activities are spelled out in detail as contained in the grant regulations.

Program 4 Prompting Employment

1) Shift to the Public Education Aide the responsibilities to manage the Commission's ADA Title I (employment) provisions; including
   a) Information dissemination;
   b) Outreach (Public Awareness) ;and
   c) Capacity Building;
2) The Assistant ADA Coordinator (employment) will focus on:
   a) Title I training and providing job specific technical assistance;
   b) Investigating employment discrimination complaints; and
   c) Encouraging employment as a life-style for youth and working age adults with disabilities.
4) Tracking NE ADA Grant related activities are spelled out in detail as contained in the grant contract.

Program 5 Disability Business Enterprises

1) Shift the focus of the DBE program to business owners and potential business owners with disabilities.
2) Target training and technical assistance, including:
   a) Business plan development
   b) Marketing assistance
   c) Customer referrals and/or leads
   d) Other (phone, email, on-site visits and consultations, letters, faxes)
   e) Assistance in preparing bids
   f) Promoting purchasing from Disability Business Enterprises
3) Change performance measurements from the # and $ amount of state government contracts to:
   a) The growth of businesses after assistance;
   b) difference from pre assistance to 6 months after assistance;
   c) The number of Disability Businesses Enterprises owners' no longer receiving SSDI /SSI benefits;
   d) The change in the number of customers/clients;
   e) The change in the number of contracts;
   f) # of disability business enterprises - awarded purchase orders;
   g) The change in the number of employees; and
   h) The percentage growth in business.

Program 6 Administrative Support

1) Shift to the Public Education Aide the responsibilities of preparing:
   a) Financial documents;
   b) Payroll documents;
   c) Personnel documents; and
   d) Record keeping/reports.
2) The Executive Secretary will focus on:
   a) Authorizing and
   b) Approving all financial, payroll, personnel, and record keeping/reports, as directed by the Commission.

voting check off graphic	MOTION: To recommend the Commission adopt the FY 2013 & FY 2014 Budget Requests, Operational Plans, and Performance Measures as requested by the Committees and Executive Secretary RMcM/CG passed unanimously
	5:20 Fall Fellowships, Tim Flynn, Chair
	Purpose/Goal: Appointing additional fellows for the fall semester.
	Discussion: The Election Assistance & Employment Committees request additional fellowships be created for the 2012 fall semester.
voting check off graphic	MOTION: To approve recruiting 2 additional fellowships for the fall 2012 semester. RMcM/LW passed unanimously MOTION: To schedule a September 12th deadline and 3 PM Monday September 17, 2012 meeting of the Executive Committee to interview and appoint 2 fall fellows. RMcM/LW passed unanimously
calendar graphic	**5:25 Agenda and Scheduling the October 15, 2012 Meeting, Tim Flynn, Chair**
	Items to be placed on the 10/15/12 meeting's agenda: none
	Next meeting will be on: Monday October 15, 2012 4 – 5:30 PM
alarm clock graphic	**5:30 Adjournment, Tim Flynn, Chair**
voting check off graphic	MOTION: To adjourn at 5:16 PM, RMcM/LW passed unanimously

Appendix

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.1	**Program 1 Advocacy on Behalf of People with Disabilities and their Families**								
	§ 42-51-6. Governor's Commission on Disabilities - Duties. It shall be the duty of the commission to work in cooperation with the National Council on Disability and other interested federal, state, and local agencies, organizations, and employers in: (1) Promoting on behalf of the people with disabilities and assuring, on behalf of the state, that people with disabilities are afforded the opportunities to exercise all of the rights and responsibilities accorded to citizens of this state; (2) Arousing community interest in the concerns of people with disabilities through the utilization of whatever community and state resources the commission may deem necessary to accomplish the maximum in independent living and human development;	**Legislation Committee**	**Legislation Committee**						
3.1.1	**Soliciting comments/concerns from people with disabilities and their families**	Mary Brennan Policy Fellow	Mary Brennan Policy Fellow						
3.1.1.1	The number of public forums and / or hearings			6	6	7	6	6	6
3.1.1.2	The number of participants at the public forums/hearing								
3.1.1.3	The percentage change in the number of participants from the previous fiscal year								
3.1.2	**Advocating Policy/Legislative Change:**	Legislation Committee, Executive Committee or Commission	Legislation Committee, Executive Committee or Commission						
3.1.2.1	The total number of bills, regulations, and policies reviewed			177	322	#			
3.1.2.2	The total number of policies advocated			51	106	78	86	86	80
3.1.2.3	The number of advocated policies adopted			39	61	27	49	49	46
3.1.2.4	The percentage of successful advocacy			76%	58%	35%	100%	100%	57%
3.1.3	**Information and Referral**	Executive Secretary	Public Education Aide						
3.1.3.1	The total number of inquiries								
3.1.3.2	The total number of material disseminated:								
3.1.3.3	The number of email announcements sent to listserv subscribers					321	482	482	448
3.1.3.3.1	The average number of listserv subscribers (annually)					205	308	308	286
3.1.3.3.2	The percentage change in the number of subscribers, YTD					0	50%	50%	40%
3.1.3.4	The number of Legislative (news)Letters disseminated	Edward J. Schroeder Legislative Fellow	Edward J. Schroeder Legislative Fellow			44	66	66	61
3.1.3.4.1	Number of Legislative Letter subscribers					162	243	243	226
3.1.3.3.4.2	The percentage change in the number of Legislative Letter subscribers, YTD						50%	50%	40%
3.1.4	**Resource Allocation**								
3.1.4.1	Staff Hours			819	962	1,291	1,414	1,531	1,531
	Mary Brennan Policy and Edward Schroeder Legislative Fellows			480	691		720	720	720
	Volunteers Hours								
	Total Hours			**1,299**	**1,653**	**1,291**	**2,134**	**2,251**	**2,251**

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.2	**Program 2 Protecting the Rights of Individuals with Disabilities**								
§ 42-51-6. Governor's Commission on Disabilities - Duties. It shall be the duty of the commission to work in cooperation with the National Council on Disability and other interested federal, state, and local agencies, organizations, and employers in: (4) Providing technical assistance to public and private agencies, businesses, and citizens in complying with federal and state laws protecting the rights of individuals with disabilities;		Accessibility Committee	Accessibility Committee						
State Affiliate will participate in ADA Update trainings on the new Regulations and Introduction to 2010 Standards.									
State Affiliate will learn new ADA regulations and incorporate these into core services:									
3.2.1	***I. Training***	Asst. ADA Coordinator (Access)	Public Education Aide						
3.2.1.1	*The total number of people trained*			979	541	1,490	616	616	573
3.2.1.2	*Total number of Trainings*					31			
3.2.1.3	*Total number of material disseminated*					255	255	255	237
3.2.1.4	The change in average pre & post training knowledge scores								
3.2.2	***II. Technical assistance:***	Asst. ADA Coordinator (Access)	Asst. ADA Coordinator (Access)						
3.2.2.1	*Total number of ADA technical assistance contacts*			2,922	1,239		1870	1870	1,739
3.2.2.2	The number of building design plans reviewed			67	120		58	58	54
3.2.2.2.1	The number of barriers identified			42			52	52	48
3.2.2.2.2	The number of solutions proposed & accepted			37			49	49	46
3.2.2.2.3	*d. Other (on-site visits and consultations, letters, faxes)*					55			
3.2.2.3	The number of on-site accessibility surveys			13	92		137	137	127
3.2.2.3.1	The number of barriers identified						118	118	110
3.2.2.3.2	The number of solutions proposed & accepted						102	102	95
3.2.2.4	*Indicate the top two audiences for technical assistance:*								
3.2.3	***III. Information dissemination -*** *State Affiliate disseminates New England ADA Center tools that help understand and implement the requirements of the ADA and reflect changes in regulations:*	Asst. ADA Coordinator (Access)	Public Education Aide						
3.2.3.1	*Type of materials: Distributed electronically*			-	-	95	313	313	291
3.2.3.2	*Type of materials: Distributed other (post-office, trainings, exhibits)*			-	-	822	945	945	879
3.2.3.3	*Total number of ADA materials disseminated*			-	-	917	1087	1087	1,011
3.2.4	***IV. Outreach -*** *State Affiliate will expand State ADA Coalition to include new target population: emergency management personnel, youth (college students under age 30), older workers, veterans and people with disabilities for m multi-cultural communities.*	Asst. ADA Coordinator (Access)	Public Education Aide						
3.2.4.1	*Total number of ADA public awareness activities*			0	0	16	32	32	30
3.2.4.2	*Total number of participants*					650	650	650	605
3.2.4.3	*3. Total number of hits to your website*					0			
3.2.4.4	*The number of participants from new target populations:*								
3.2.4.4.1	*Emergency management personnel*					575			
3.2.4.4.2	*Youth (college students under age 30)*								

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.2.4.4.3	*Older workers*								
3.2.4.4.4	*Veterans*								
3.2.4.4.5	*People with disabilities from multi-cultural communities*								
3.2.4.4.6	Total growth in new target participants					575			
3.2.5	***V. Capacity building -*** *State Affiliate will expand State ADA Coalition to include new target population: emergency management personnel, youth (college students under age 30), older workers, veterans, and people with disabilities from multi-cultural communities.*	Asst. ADA Coordinator (Access)	Public Education Aide						
3.2.5.1	*The number of partners from new target populations:*								
3.2.5.1.1	*Emergency management personnel*								
3.2.5.1.2	*Youth (college students under age 30)*								
3.2.5.1.3	*Older workers*								
3.2.5.1.4	*Veterans*								
3.2.5.1.5	*People with disabilities from multi-cultural communities*								
3.2.5.1.6	Total growth in new target partners								
3.2.6	**Disability Rights Compliance**								
§ 42-51-6. Governor's Commission on Disabilities - Duties. It shall be the duty of the commission to work in cooperation with the National Council on Disability and other interested federal, state, and local agencies, organizations, and employers in: (3) Coordinating compliance with federal and state laws protecting the rights of individuals with disabilities by state agencies; **§ 42-51-9. Definitions.** (4) "Coordinating compliance" means the authority to: (i) Issue guidelines, directives, or instructions that are necessary to effectuate compliance with federal and state laws protecting the rights of individuals with disabilities; (ii) Establish a grievance procedure to promptly and equitably resolve complaints of noncompliance with federal and state laws protecting the rights of individuals with disabilities involving state agencies, including the power to investigate possible discrimination and eliminate unlawful practices by informal methods of conference, conciliation, and persuasion; (iii) Initiate complaints against any state agency that willfully fails to comply with federal and state laws protecting the rights of individuals with disabilities to the appropriate state or federal agency; and (iv) Develop, make periodic revisions to, and oversee the implementation of a transition plan for the removal of environmental and communication barriers in state-owned facilities.	**State Coordinating Committee on Disability Rights**	**Executive Secretary**						
§ 37-8-15 Public Property and Works – Access for people with disabilities The design of all public buildings to be constructed, leased, or rented by the state or any municipality of the state must be in compliance with all the standards promulgated by the Rhode Island State Building Code, chapter 27.3 of title 23, which make buildings and facilities accessible to and usable by people with disabilities.	**State ADA Coordinator**	**Asst. ADA Coordinator (Access)**						
3.2.6.1	The number of government facility design plans submitted						28	28	26
3.2.6.1.1	The number of design plans reviewed						22	22	20
3.2.6.1	The number of barriers identified						10	10	9

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
.2									
3.2.6.1.3	The number of solutions proposed & accepted						9	9	8
3.2.6.1.3.1	The percentage of solutions proposed & accepted						90 %	90 %	90 %
3.2.6.1.3.2	Total number of state owned facilities				1,913	1,913			
3.2.6.1.2.1	Total number of facilities with barriers				121	125			
3.2.6.1.2.2	The number of Access Renovation Projects				252	252			
3.2.6.1.2.3	The number of state owned facilities made programmatically accessible								
3.2.6.1.2.3.1	The percentage of state facilities renovated								
§ 37-8-15.1 Public Property and Works - Accessibility of leased or rented facilities for people with disabilities. (a) No governmental body or public agency, as defined in 37-2-7, acting as lessee, shall lease or rent facilities that are not accessible to and usable by individuals with disabilities. The lessee governmental body or public agency shall provide the state building commissioner with a list of prospective facilities to be leased and shall ensure that accessibility certifications in subdivision (a)(1), (a)(2), or (a)(3) and (a)(4) of this section are completed prior to submission of the lease or renewal of the lease for final approval by the state properties commission or other authorized body. Prior to a governmental body or public agency leasing or renting any facility, or renewing a lease: 4) The governor's commission on disabilities shall certify that the lessee agency's program accessibility plan ensures access to, and use of the facility to be leased or rented for people with disabilities.		State ADA Coordinator	Asst. ADA Coordinator (Access)						
3.2.6.2	The total number of state leased facilities								
3.2.6.2.1.1	The number of facilities leased by the state - Total programmatically accessible								
3.2.6.2.1.2	The number of facilities leased by the state - with barriers						2	2	2
3.2.6.2.1.3	The number of facilities leased by the state - with barrier solutions proposed and accepted						2	2	2
3.2.6.2.1.3.1	The percentage of facilities leased by the state renovated								
§ 42-46-5 Open Meetings - Purposes for which meeting may be closed - Use of electronic communications - Judicial proceedings - Disruptive conduct. (b) No meeting of members of a public body or use of electronic communication, including telephonic communication and telephone conferencing, shall be used to circumvent the spirit or requirements of this chapter; provided, however, these meetings and discussions are not prohibited. (3) Provided, further however, that a member of that public body, who has a disability as defined in chapter 87 of title 42 and: (i) Cannot attend meetings of that public body solely by reason of his or her disability; and (ii) Cannot otherwise participate in the meeting without the use of electronic communication or telephone communication as reasonable accommodation, may participate by use of electronic communication or telephone communication in accordance with the process below. (4) The governor's commission on disabilities is authorized and directed to: (i) Establish rules and regulations for determining whether a member of a public body is not otherwise able to participate in meetings of that public body without the use of electronic communication or telephone communication as a reasonable accommodation due to that member's disability;		Hearing Board	Hearing Board						

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.2.6.3	The number of Open Meeting Telecommunication Waivers Requested						1	1	1
3.2.6.3 .1	The number of Open Meeting Telecommunication Waivers Granted						1	1	1
§ 42-46-13. Accessibility for persons with disabilities. (a) All public bodies, to comply with the nondiscrimination on the basis of disability requirements of R.I. Const., Art. I, 2 and applicable federal and state nondiscrimination laws (29 U.S.C. 794, chapter 87 of this title, and chapter 24 of title 11), shall develop a transition plan setting forth the steps necessary to ensure that all open meetings of said public bodies are accessible to persons with disabilities. (f) Each municipal government and school district shall, with the assistance of the state building commission, complete a transition plan covering the location of meetings for all public bodies under their jurisdiction. Each chief executive of each city or town and the superintendent of schools will submit their transition plan to the governor's commission on disabilities for review and approval. The governor's commission on disabilities with assistance from the state building commission shall approve or modify, with the concurrence of the municipal government or school district, the transition plans.		**Hearing Board**	**Hearing Board**						
3.2.6.4	The number of Open Meeting sites surveyed						30	30	28
3.2.6.4 .1	The number of Accessible Open Meeting sites						16	16	15
§ 42-87-5 Civil Rights of People with Disabilities - Enforcement of anti-discrimination provisions (b) (1) The governor's commission on disabilities is empowered and directed to investigate and hear all complaints relating to alleged violations of this chapter relating to the physical inaccessibility of buildings and structures.		**Hearing Board**	**Hearing Board**						
3.2.7	Investigating ADA Title II (government services) Complaints: number filed	Asst. ADA Coordinator (Access)	Asst. ADA Coordinator (Access)	66	34	42	60	60	56
3.2.7.1 .2	ADA II number complaints resolved			66	34	42	59	59	55
3.2.7.1 .2	% of complaints resolved prior to hearing			100 %	100 %	100 %	98 %	98 %	98 %
3.2.7.2	Investigating ADA III (public accommodations and commercial facilities) and Fair Housing Complaints: number filed						85	85	79
3.2.7.2 .1	ADA III number complaints resolved						80	80	74
3.2.7.2 .2	% of complaints resolved prior to hearing						94 %	94 %	94 %
§ 42-51-6.1. Governor's Commission on Disabilities - Hearing boards. (a) The commission's chairperson shall appoint five (5) commissioners as the hearing board for the purpose of conducting hearings and rendering decisions on matters relating to the provisions of chapter 87 of this title and §§ 37-8-15.1 and 42-46-13 within the jurisdiction of the commission. (b) Three (3) commissioners shall constitute a quorum of a hearing board. (c) The hearing board is empowered to: (1) Receive, investigate, and act upon charges of unlawful practices within its jurisdiction; and (2) In connection with any investigation or hearing held on any matter within its jurisdiction to hold hearings, administer oaths, take the testimony of any person under oath, and to require the production for examination of any books and papers relating to any matter under investigation or in question before the hearing board.		**Hearing Board**	**Hearing Board**						
3.2.8	Hearing Conducted						1	1	1

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.2.8.1	Decision Rendered						1	1	1
3.2.9	**Resource Allocation**								
	Traning & Technical Assistance								
3.2.9.1	Staff Hours						1,656	1,795	1,796
	G. Frank Hanaway Fellows						240	600	360
	Volunteers Hours								
	Total Hours			**-**	**-**	**-**	**240**	**600**	**360**
	Disability Rights Compliance								
3.2.9.1	Staff Hours						112	112	112
	G. Frank Hanaway Fellows						240	600	360
	Volunteers Hours								
	Total Hours			**-**	**-**	**-**	**240**	**600**	**360**
3.3	**Program 3 Protecting the Voting Rights of Individuals with Disabilities**								
17-19-3.2. Elections - Conduct of Election and Voting Equipment, and Supplies - Polling place accessibility for voters who are disabled or elderly. (a) Every polling place shall be situated in a building that can be entered and exited by persons who are disabled or elderly.		**Election Assistance Committee**	**Election Assistance Committee**						
a) Make polling places, *including the path of travel, entrances, exits, and voting areas of each polling facility, accessible to individuals with the full range of disabilities (e.g., visual impairments, including blindness; hearing impairments, including deafness; the full range of mobility impairments, including gross and fine motor impairments, emotional impairments, and intellectual impairments)*		Asst. ADA Coordinator (Access)	Asst. ADA Coordinator (Access)						
3.3.1	Total number Polling Places open or might be used			589	537	135			
3.3.1.2	The number of polling places surveyed			132	537	15	191	191	178
3.3.1.2.1	The percentage of open polling places surveyed prior to the election			22%	100%	11%			
3.3.1.3	The number polling places with voting barriers				147	2	69	69	64
3.3.1.3.1	The number of polling places with voting barriers on election day					2	2	2	2
3.3.1.3.2	The percentage of accessible polling places on election day								
3.3.1.3.3	The number of polling places with barriers to voting identified & resolved on election day				147	2	68	68	63
3.3.1.4	The number of polling place accessibility grants	Election Assistance Committee	Election Assistance Committee			1	2	2	2
3.3.1.4.1	The total amount awarded of polling places renovation grants to local boards of canvassers					$ 15,700	$ 12,307	$ 12,307	$ 11,446
b) Provide the same opportunity for access and participation *(including privacy and independence) to individuals with the full range of disabilities;*		Election Assistance Committee	Election Assistance Committee						
3.3.2	The number of people with disabilities recruited to be poll workers					5	5	5	5
3.3.2.1	The number of people with mobility impairments transported to the polling places								
3.3.2.3	The number of voter registration activities					3	3	3	3
3.3.2.3.1	The number of newly registered voters with disabilities								
c) Provide training for election officials, poll workers, and election volunteers *on how best to promote the access and participation of individuals with the full range of disabilities in elections for Federal office*		State Board of Elections	State Board of Elections						
3.3.3	The number of Election Officials & Poll Workers on election day					850	850	850	850
3.3.3.1	The number of election officials & poll workers received voting rights accessibility training or information					850	850	850	791
d) Provide individuals with the full range of disabilities with information		Asst.	Public						

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
about the accessibility of polling places.		ADA Coordinator (Employment)	Education Aide						
3.3.4	The number of voting rights awareness activities for people with disabilities					7	7	7	7
3.3.4.1.2	The number of participants in voting rights awareness activities					125	125	125	116
3.3.4.1.3	The change in average pre & post training knowledge scores								
3.3.4.2	The number of recipients of voting rights material								
3.3.5	**Resource Allocation**								
3.3.5.1	Staff Hours			169	786	400	547	179	179
	G. Frank Hanaway Fellows						480	120	120
	Volunteers Hours								
	Total Hours								
3.4	**Program 4 Prompting Employment and Protecting the Employment Rights of Individuals with Disabilities**								
§ 42-51-6. Governor's Commission on Disabilities - Duties. It shall be the duty of the commission to work in cooperation with the National Council on Disability and other interested federal, state, and local agencies, organizations, and employers in: (4) Providing technical assistance to public and private agencies, businesses, and citizens in complying with federal and state laws protecting the rights of individuals with disabilities;		**Employment Committee**	**Employment Committee**						
State Affiliate will participate in ADA Update trainings on the new Regulations and Introduction to 2010 Standards.									
State Affiliate will learn new ADA regulations and incorporate these into core services:									
3.4.1	***I. Training***	Asst. ADA Coordinator (Employment)	Asst. ADA Coordinator (Employment)						
3.4.1.1	*The total number of people trained*			400	202	316	245	245	228
3.4.1.2	*The total number of trainings on ADA Title I (employment):*				541	7	287	287	267
3.4.1.3	*The total number of material disseminated*					178	178	178	166
3.4.1.4	*The change in average pre & post training knowledge scores*					0			
3.4.2	***II. Technical assistance:***	Asst. ADA Coordinator (Employment)	Asst. ADA Coordinator (Employment)						
3.4.2.1	*2. Total number of ADA Title I technical assistance contacts*			431	319	860	383	383	356
3.4.2.1.1	The number of reasonable accommodation plans developed					0	2	2	2
3.4.2.1.2	The number of accommodation plans proposed, accepted and implemented					0	2	2	2
3.4.3	***III. Information dissemination -*** *State Affiliate disseminates New England ADA Center tools that help understand and implement the requirements of the ADA and reflect changes in regulations:*	Asst. ADA Coordinator (Employment)	Public Education Aide			0			
3.4.3.1	*Type of materials: Distributed electronically*					0	0	0	0
3.4.3.2	*Type of materials: Distributed other (post-office, trainings, exhibits)*								
3.4.3.4	*3. Monthly ADA Audio Conferences*								
3.4.3.5	*4. ADA National Network Webinars*								
3.4.3.6	*5. Annual ADA Symposium*								
3.4.4	***IV. Outreach -*** *State Affiliate will expand State ADA Coalition to*	Employm	Employm						

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
	include new target population: emergency management personnel, youth (college students under age 30), older workers, veterans, and people with disabilities for m multi-cultural communities.	ent Committee	ent Committee & Public Education Aide						
3.4.4.1	*2. Total number of ADA Title I public awareness activities*					6	6	6	6
3.4.4.2	*Total number of participants*					535	535	535	498
3.4.4.3	*Total number of material disseminated*					190	190	190	177
§ 28-5.1-9. Labor and Labor Relations - Equal Opportunity and Affirmative Action - State employment services. - (d) The department of labor and training, the governor's commission on disabilities, the advisory commission on women, and the Rhode Island economic development corporation shall fully utilize their knowledge of the labor market and economic conditions of the state, and their contacts with job applicants, employers, and unions, to promote equal employment opportunities, and shall require and assist all persons within their jurisdictions to initiate actions which remedy any situations or programs which have a negative impact on protected classes within the state.		**Employment Committee**	**Employment Committee**						
V. Capacity building - *State Affiliate will expand State ADA Coalition to include new target population: emergency management personnel, youth (college students under age 30), older workers, veterans and people with disabilities from multi-cultural communities.*			Employment Committee & Public Education Aide						
3.4.5	*The number of partners from new target populations:*								
3.4.5.1.1	*Emergency management personnel*								
3.4.5.1.2	*Youth (college students under age 30)*								
3.4.5.1.3	*Older workers*								
3.4.5.1.4	*Veterans*								
3.4.5.1.5	*People with disabilities from multi-cultural communities*								
3.4.5.1.6	Total growth in new target partners								
3.4.6	**Promoting Work**								
42-51-11. Mary Brennan fellowship fund. (a) There is established the Mary Brennan fellowship fund ("the fellowship fund"), which shall be utilized to create a fellowship program for college students with disabilities. (b) These fellowships shall provide a semester-long, part-time placement with the commission in Rhode Island, working on disability policy and research. Each fellow will be assigned to a specific placement, providing assistance to the commission in disability policy. Mentor experiences will introduce the fellows to disability policy issues and actions at the local, state and federal levels. The fellowships will offer students an opportunity to: (1) Gain perspective on the role and responsibility of the commission; (2) Knowledge of national/state disability programs; (3) Policy issues and research; (4) Meet with decision makers, experts and critics in disability and related policy fields; and (5) Develop networks with local, regional, and national based experts, and researchers who can assist in career development and future endeavors.		**Executive Committee**	**Executive Committee**						
3.4.5.2	The number of fellowship applicants								
3.4.5.2.1	The number of fellowships awarded and completed								
3.4.6.1									
3.4.6.2									

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.4.7	**Employment Discrimination Complaints**	Asst. ADA Coordinator (Employment)	Asst. ADA Coordinator (Employment)						
3.4.7.1	The number of employment discrimination complaints received				4	6	3	3	3
3.4.6.2	The number of employment discrimination complaints successfully resolved	Mediation Teams	Mediation Teams	1	4	0	3	3	3
3.4.6.3.1	The percentage of employment discrimination complaints resolved					0%	1	1	1
3.4.7	**Resource Allocation**								
3.4.7.1	Total Staff Hours (including Mary Brennan Policy Fellow)			1,829	1,348	1,294			
3.5	**Program 5 Disability Business Enterprises**								
§ 37-2.2-1. Public Property and Works - Disability Business Enterprises - Short title and purpose. This chapter shall be known as the "Disability Business Enterprises Act." The purpose of this chapter is to carry out the state's policy of supporting the fullest possible participation of small disadvantaged businesses owned and controlled by persons with disabilities in state funded and state directed public construction, public projects, and in state purchases of goods and services. This includes assisting disadvantaged disability throughout the life of contracts in which they participate.		**Disability Business Enterprise Committee**	**Disability Business Enterprise Committee**						
3.5.1	**Training**	Asst. ADA Coordinator (Employment)	Asst. ADA Coordinator (Employment)						
3.5.1.1	The total number of people trained								
3.5.1.2	The total number of trainings:								
3.5.1.3	The change in average pre & post training knowledge scores								
3.5.1.4	The total number of material disseminated								
3.5.2	**Technical Assistance:**	Asst. ADA Coordinator (Employment)	Asst. ADA Coordinator (Employment)						
3.5.2.1	The total number of technical assistance						0	0	-
3.5.2.1a	Business plan development								
3.5.2.1b	Marketing assistance								
3.5.2.1c	Customer referrals and/or leads								
3.5.2.1d	Other (phone, email, on-site visits and consultations, letters, faxes)								
3.5.2.1e	# of disability business enterprises - assisted preparing bids								
3.5.2.1f	Promoting purchasing from Disability Business Enterprises								
3.5.2.2	The growth of businesses after assistance; difference from pre assistance to 6 months after assistance								
3.5.2.2.1	The number of Disability Businesses Enterprises owners' no longer receiving SSDI /SSI benefits								
3.5.2.2.2	The change in the number of customers/clients								
3.5.2.2.3	The change in the number of contracts								
3.5.2.2.4	# of disability business enterprises - awarded purchase orders						4	4	4

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.5.2.2.5	The change in the number of employees						0	0	0
3.5.2.2.6	The percentage growth in business								
3.5.3	**Outreach: to expand the number of Disability Business Enterprises and their use by businesses and agencies**	Asst. ADA Coordinator (Employment)	Public Education Aide						
3.4.3.1	The number of recipients of information materials:								
3.5.3.1	Purchasing agents								
3.5.3.2	Potential Disability Business Enterprise owners								
3.5.3.3	The number of certified small Disability Businesses Enterprises					10	9	9	8
§ 37-2.2-4. Disability business enterprise committee -- Membership -- Duties. (d) The committee shall establish a procedure to certify small disadvantaged disability businesses that qualify under section 37-2.2-3.1 and submit a list of the certified small disadvantaged disability businesses and the products and services provided by them to the chief purchasing officer at least once a year. The chief purchasing officer shall utilize that procurement list in the program which involves small disadvantaged businesses as contractors established by subsection 37-2-9(b)(14).									
3.5.4	The number of products and services available from Disability Businesses Enterprises								
	~~The number of certified rehabilitation facilities~~								
3.5.5	**Resource Allocation**								
3.5.5.1	Total Staff Hours (including Mary Brennan Policy Fellow)			426	224	198			
3.6	**Program 6 Administrative Support**								
3.6.1	**Financial documents**								
3.6.1.1	The number of financial documents prepared:	Executive Secretary	Public Education Aide						
3.6.1.2	Recording Receipts		Executive Secretary						
3.6.1.2.1	Depositing Receipts	State ADA Coordinator	Public Education Aide						
3.6.1.4	Authorizing/Approving financial documents		Executive Secretary						
3.6.1.4.2	Average # processing days (invoice date to check issued)			34.0	52.3	38.8	38	38	35
3.6.2	**Payroll Documents**	Executive Secretary							
3.6.2.1	Preparing Payroll		Public Education Aide						
3.6.3.2	Approving Payroll		Executive Secretary						
3.6.3	**Personnel documents**								
3.6.3.1	Authorizing	Commission	Commission						
3.6.3.2	Preparing	Executive Secretary	Public Education Aide						
3.6.3.3	Approving	Chairperson	Chairperson						
3.6.4	**Budget Requests / Operational Plans**					1			

No.	MEASUREMENT INDICATOR	Responsible Point Person		FY 10 Actual	FY 11 Actual	FY 12 Unaudited	FY 13 Revised	FY 14 CSL	FY 14: 7% Constrained
3.0	Operational Measures	FY 12 Actual	FY 13/14 Revised						
3.6.4.1	Preparing budget/resource allocation options	Executive Secretary	Executive Secretary						
3.6.4.2	Recommending Budget, Performance Measures, and Resource Allocation:	Executive Committee	Executive Committee						
3.6.4.3	Authorizing the Budget Request / Operational Plan	Commission	Commission						
3.6.4.4	Presenting Budget Requests	Chairperson	Chairperson						
3.6.5	**Record keeping/reports:**								
3.6.5.1	Preparing:	Executive Secretary	Public Education Aide						
3.6.5.2	Approving & filing reports	Executive Secretary	Executive Secretary		14	16			
3.6.3	**Resource Allocation**								
3.6.3.1	Total Staff Hours			825	752	682			