



Governor's Commission on Disabilities
Executive Committee
Monday November 10, 2014 4 PM - 5 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



Attendees: Timothy Flynn (Chair.); Casey Gartland; Jack Ringland; & Linda Ward
Absentees: Andrew Argenbright; Rosemary Carmody, (Vice Chair.); Judi Drew; Sarah Everhart Skeels; Ronald McMinn; Harvey Salvias;



4:00 Call to Order and Acceptance of the Minutes, Timothy Flynn, Chair

Chair calls the meeting to order at 4:05 PM
 Introductions of Commissioners and guests



MOTION: To accept the minutes of the previous meeting as presented
 Motion moved by LW, seconded by JR, passed unanimously

Action Items:



4:05 Appointment of Commissioners, Timothy Flynn

Purpose/Goal: To make recommendations to the Governor on appointments and reappointments of Commissioners.

Discussion: The Employment Conference presenter from Cox Communications has accepted our invitation to be recommended to the Governor to be appointed to the Commission.

PATRICIA A. BACCUS

80 Kingswood Road
 Bristol, RI 02809

Dedicated, results-oriented Human Resources professional with over 13 years of focused experience in Talent Acquisition. As an experienced change agent with strong work ethic, I have the expertise to attain company, team, and individual goals.

AREAS OF EXPERTISE

- Leadership
 - Business Partner
 - Change Management
 - Compliance
- Full Cycle Recruiting
 - Diversity
 - Community Outreach
 - Process Improvement
- Project Management
 - Talent Sourcing
 - Compensation Analysis
 - Vendor Management

EDUCATION

Bryant University – Human Resources Management Certification Program – currently enrolled

EMPLOYMENT HISTORY

Cox Communications, West Warwick RI

Talent Acquisition Consultant

April 2001 – present

Human Resources Supervisor – Talent Acquisition

Recruiter II

Key Accomplishments

- Joined Operational Excellence Team and successfully recruited and managed over 100 requisitions virtually for different parts of the organization in Center and in Regions across Cox's footprint
- Partnered with leaders and led team to ensure employee engagement during the recruiting process of several department transformations with positive impact on retaining employee talent
- Successfully managed and passed two OFCCP Audits
- Managed a cross-functional team to successfully hire and onboard Region's first visually challenged employee
- Developed several strong business relationships in the community to include the Department of Rehabilitation, Veteran's Organizations, and other diverse outreach organizations in order to continuously strengthen our Affirmative Action Plan
- Developed strong, diverse outreach programs to include career fairs, student tours, outreach partner sessions, and open houses
- Participated in development of work skills training program for "Goodwill" clients giving them the opportunity to experience the work environment as well as providing needed resources for Cox Communications Northeast

Primary Responsibilities

- Managed, motivated, and developed Talent Acquisition team of 2 and at peak times an additional 2-3 contractors
- Manage and oversee all Talent Acquisition functions for full-cycle recruiting in all markets in Cox Communications footprint across the Country
- Perform compensation analysis for job offers
- Develop strategic talent acquisition plans to address department transformations ensuring employee engagement
- Create and revise reporting tools, processes, and analysis to include the Attrition Meetings, Axis My Inbox (internal posting notification), the Open Requisition Report, Offer Forms, and the New Hire Orientation Schedule
- Serve as representative for the Northeast Region on Center led program launches, initiatives, and various projects
- Facilitate process changes for the Northeast Region
- Create Affirmative Action Plan, Equal Employment Opportunity and Federal Communications Commission (FCC) Reports annually and ensure compliance
- Manage own full-cycle recruiting requisition work load

Relocated to Rhode Island

May 1999 –

April 2001

Interim Technology, Orange CA

September 1998 –

May 1999

Technical Specialist

- Successfully recruited, screened, and placed contractors both in exempt and non-exempt positions in technical field which resulted in customer satisfaction, loyalty, and continued revenue
- Sourced talent for approximately 20 diverse client companies utilizing community networking, telemarketing, and cold calling skills
- Effectively managed business relationships at all levels with a wide variety of clientele

Select Personnel, Anaheim CA
September 1998

March 1997 –

Account Representative

- Successfully recruited, screened, and placed contractors in non-exempt positions which resulted in customer satisfaction, loyalty, and continued revenue
- Sourced talent for approximately 75 diverse client companies utilizing community networking, telemarketing, and cold calling skills
- Effectively managed business relationships at all levels with a wide variety of clientele

Stay at home Mom
March 1997

August 1996 –

Inacom Communications, Omaha NE
August 1996

May 1995 –

Indirect Marketing Retail Program Manager
Indirect Sales Representative

- Managed new program launch
- Developed and implemented all facets of the IMR Program for Southern California area including dealer recruitment through cold calling which resulted in 5 – 10 dealers

Nextel Inc., Orange CA (Fleet)
April 1995

October 1991 –

Customer Care Supervisor

Key Accomplishments

- Involved in startup company
- Successfully led Customer Care department through major migration from analog to digital radios with the utmost focus on customer needs which was a significant factor resulting in both customer loyalty and retention of approximately 60% – 70%

Primary Responsibilities

- Managed, motivated, and developed Customer Care team of 6
- Supervised processes and procedures of department
- Successfully managed team through intense migration focusing on customer loyalty
- Managed difficult business transition with customers while maintaining reduced risk of business loss

AFFILIATIONS AND MEMBERSHIPS

- Society of Human Resources Management (SHRM)
- Human Resource Management Association of Rhode Island (HRM-RI)
- National Society of Professional Women – Warwick Chapter
- Cox Communications Diversity Council Member
- Benevolent and Protective Order of Elks
 - District Deputy Grand Exalted Ruler
 - Exalted Ruler (Lodge President)
 - RI State Association Accident Prevention Chairman
 - RI State Association Veterans Committee East District Chairman
 - Past Exalted Rulers Association Lodge Chairman
- Bristol Fourth of July Committee – Chairman of the Flag Day Ceremony

AWARDS

- Bristol Christmas Festival Committee “Spirit of Christmas” Award 2014
- Cox Communications NEVA (New England Vision Award) Moment of Trust Finalist (to be announced 12/14)
- Cox Communications Moment of Trust Award Winner
- Champion Award – presented by RI Dept. of Health Services – Office of Rehabilitation
- Officer of the Year – Benevolent and Protective Order of Elks
- Commander’s Award for Public Service – Adjutant General Rhode Island National Guard
- Family Patriot Award – 43rd Army Brigade
- Cox Communications Impact Award – Local Programming
- Cox Communications Community Hero

ADDENDUM

LEADERSHIP TRAINING COURSES

- Evolving Frontline Leaders
- 5 Choices to Extraordinary Productivity (Time Management/Organization)
- Change: What’s It To You
- Coaching Agility
- Leading For Results
- Leading From A Distance
- Sexual Harassment Training

	<p>To recommend the Governor appointed Patricia A. Baccus to the Commission: Motion moved by LW, seconded by JR, passed unanimously</p>
	<p><i>4:20 Preparing for the Transition of Administrations</i></p> <p>Purpose/Goal: To prepare recommendations to the incoming General Officers on the concerns of people with disabilities and their families</p> <p>Discussion: After the primary all the candidates for General Officer and federal office were provided with a CD that included:</p> <ul style="list-style-type: none"> • Rhode Island’s A Better Bottom Line - A Blue Print for Governors 12-13-13 report to Governor Chafee • Promoting Independence and Employment First 12-13-14 report and • 2015 Disability Services Budget Report 02-12-14. <p>Below is the generic cover letter:</p>

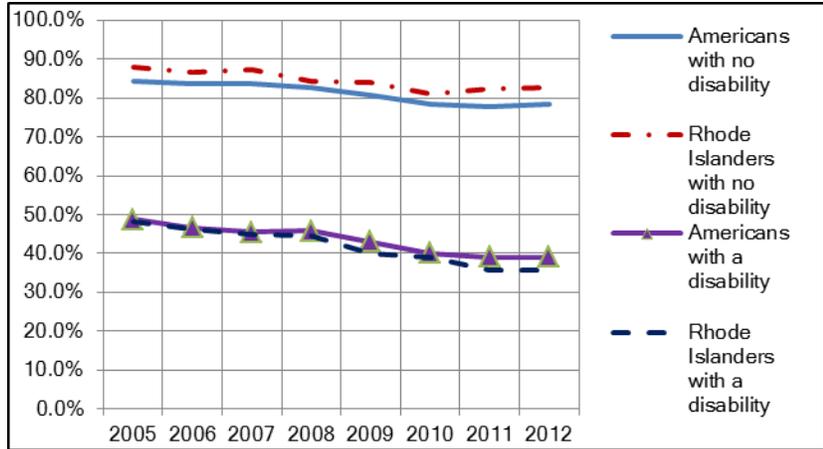
Dear M:

The Governor’s Commission on Disabilities has prepared a brief packet of information regarding the 129,386 Rhode Islanders with disabilities and their families that is being shared with all candidates for general office and Congress. The National Governor’s Association’s [*A Better Bottom Line: Employing People with Disabilities: Blueprint for Governors*](#) provides a set of five action steps for Rhode Island to re-design disability services with the goal of increased self-sufficiency and employment and decreased dependence on service delivery systems.

Employment of civilians with disabilities ages 18 to 64 years living in the community for the United States and the State of Rhode Island has remained around 30% for several decades. Resolute action is needed. The NGA's recommends five areas for state action:

1. Make disability employment part of the state workforce development strategy.
2. Find and support businesses in their efforts to employ people with disabilities.
3. Be a model employer by increasing the number of people with disabilities working in state government.
4. Prepare youth with disabilities for careers that use their full potential, providing employers with a pipeline of skilled workers.
5. Make the best use of limited resources to advance employment opportunities for people with disabilities.

Table 1 Percentage of 18 – 64 year old individuals who worked in the past 12 months



The Commission recommends the adoption of a set of state wide goals for all services to individuals with disabilities. The objective of all services should be to encourage and assist each individual with a disability to reach their maximum potential of independence and self-sufficiency.

Individuals with a disability should be provided the necessary employment supports, and be evaluated and served according to their ability.

In the attached CD are:

1. An overview of the status of Rhode Islanders with Disabilities (GCD Disability Policy Ideas for Today and Tomorrow 09-22-14 PowerPoint);
2. Creating an Accessible Political Campaign: Practical Tips to Include People with Disabilities and Win More Votes!
3. A Proposal for Implementing the National Governor's Association's A Better Bottom Line: Employing People with Disabilities Report;
4. Promoting Independence and Employment First 12-13-10 a proposal for redesigning the delivery of services to people with disabilities from the patchwork system cobbled together over the years to a streamlined, coordinated system with increased self-sufficiency/employment and decreased dependence on service delivery systems, outcomes the will improve full citizenship potential and be more cost-effect; and
5. The 2015 Disability Services Budget Report a detail listing of the 48% of state government expenditures that are disability related.

RI Disability Services Budget Summary	FY 2011	FY 2012	2013	2014 Revised	2015	FY 11/15
	Audited	Audited	Audited	House	House	% Change
Health & Human Services Agencies	\$3,009,747,027	\$2,946,701,799	\$2,976,425,478	\$3,264,815,474	\$3,649,616,217	21%
Education Agencies	\$107,039,332	\$95,068,271	\$87,633,694	\$93,114,365	\$92,432,395	(14%)
Public Safety Agencies	\$195,016,302	\$200,809,951	\$200,295,973	\$211,740,434	\$220,904,311	13%
General Government	\$255,012,440	\$250,546,279	\$283,211,243	\$332,445,150	\$321,175,242	26%
Disability Related Grand Total	\$3,566,815,101	\$3,493,126,300	\$3,547,566,388	\$3,902,115,423	\$4,284,128,165	20%
Grand Total All State Expenditures	\$7,729,206,810	\$7,713,003,259	\$7,709,261,334	\$8,379,424,534	\$8,543,962,003	11%
% Disability Related Services / Entire State Budget	46%	45%	46%	47%	50%	9%

We hope the information above, will allow you and the other candidates to make informed policy choices regarding the 129,386 Rhode Islanders with disabilities and their families that focus on maximizing increased self-sufficiency and employment and decreased dependence on service delivery systems. [an additional closing sentence for the candidates for: AG ¹; SoS ²; GT ³]

If you have any questions or would like further information, contact:

Bob Cooper, Executive Secretary, 462-0102 bob.cooper@gcd.ri.gov

Sincerely,

R. Timothy Flynn
Chairperson

	Is there anything else we should do to follow up with the incoming officers?
	Discussion tabled
	4:45 Commission Budget Requests Bob Cooper, Executive Secretary
	Purpose/Goal: To brief the committee on Budget Office's recommendations for Commission operations and budget
	Discussion: The Chair and Executive Secretary met with the Budget Office & Performance Management staffs to review their FY 15 & 16 Budget Recommendation.

Budget Office Recommendations: Heard Wednesday Oct. 29, 2014

Governor's Commission on Disabilities	FY 2015 Enacted	FY 2015 CSL	Budget Office	Difference
FY 2015 General Revenue Request				
Salary/Wages and Benefits	323,982	329,867	329,855	(12)
Contracted Professional Services	4,191	4,704	4,716	12
Operating Supplies and Expenses	14,376	11,657	11,657	0
Assistance and Grants	14,718	11,039	11,039	0
Capital Purchases and Equipment	628	628	628	0
General Revenue Total	357,895	357,895	357,895	0
Full Time Equivalent Positions (FTE)	3.72	3.72	3.72	0
FY 2015 Federal Funds				
Wages and Benefits	21,606	37,877	37,877	0
Contracted Professional Services	9,648	1,804	1,804	0
Operating Supplies and Expenses	45,646	34,860	34,860	0
Assistance and Grants	61,398	230,983	230,983	0
Capital Purchases and Equipment	0	0	0	0
Operating Transfers	3,000	0	0	0
Federal Funds Total	141,298	305,524	305,524	0
Full Time Equivalent Positions (FTE)	0.28	0.28	0.28	0
FY 2015 Restricted Receipts				
Contracted Professional Services	2,879	2,695	2,695	0
Operating Supplies and Expenses	6,298	7,236	7,236	0

¹ The Attorney General letter concluded with "We are especially interested in comprehensive re-entry and support services for convicts, similar to the lifetime supports for adults with developmental disabilities. As you know the US Department of Justice Bureau of Justice Statistics Report that about 70% of prisoners are functionally illiterate."

² The Secretary of State letter concluded with "We are very interested in ensuring equal access to on-line government services and public information for Rhode Islanders with vision or reading impairment."

³ The General Treasurer letter concluded with "We are very interested in transforming the disability retirement system into a reemployment system."

Governor's Commission on Disabilities	FY 2015 Enacted	FY 2015 CSL	Budget Office	Difference
Restricted Receipts Total	9,177	9,931	9,931	0
FY 2015 Other (RICAP)				
Other Operating Expenses	0	41,873	0	(41,873)
Capital Purchases and Equipment	1,000,000	1,029,790	1,075,680	45,890
Operating Transfers	0	4,017	0	(4,017)
Other Total	1,000,000	1,075,680	1,075,680	0
FY 2015 Grand Total Revised	1,508,370	1,749,030	1,749,030	0
Full Time Equivalent Positions (FTE)	4.00	4.00	4.00	0.00

FY 2016 General Revenue Request	[C] FY 2016 CSL	Budget Office	Difference
Wages and Benefits	358,883	358,881	(2)
Contracted Professional Services	5,422	2,465	(2,957) ⁴
Operating Supplies and Expenses	12,601	9,578	(3,023) ⁵
Assistance and Grants	14,718	14,718	0
Capital Purchases and Equipment	0	0	0
Operating Transfers	0	0	0
General Revenue Total	391,624	385,642	(5,982)
Full Time Equivalent Positions (FTE)	3.79	3.79	0
Fellowship hours	960	960	0
# of Fellowships	4	4	0
FY 2016 Federal Funds			
Wages and Benefits	17,642	17,642	0
Contracted Professional Services	1,134	1,134	0
Operating Supplies and Expenses	6,015	6,015	0
Assistance and Grants	3,680	3,680	0
Operating Transfers	0	0	0
Federal Subtotal	28,471	28,471	0
Full Time Equivalent Positions (FTE)	0.21	0.21	
FY 2016 Restricted Receipts			
Contracted Professional Services	2,695	5,633	2,938
Operating Supplies and Expenses	7,314	9,308	1,994
Restricted Subtotal	10,009	14,941	4,932
FY 2015 Other (RICAP)			
Other Operating Expenses	1,674	0	(1,674)
Capital Purchases and Equipment	1,484,671	1,500,000	15,329
Operating Transfers	13,655	0	(13,655)
Other Subtotal	1,500,000	1,500,000	0
FY 2016 Grand Total	1,930,104	1,929,054	(1,050)
Full Time Equivalent Positions (FTE)	4.00	4.00	0.00

Our Concerns:

The FY 2016 Budget would fully fund staff, but shift interpreters/CART reporters and postage from general revenue (state \$\$) to donations.

There could be two problems with the recommendation that the Commission use donations to cover general operating expenses.

1. That may cause a problem with the incoming administration. Past administrations have explicitly told us NOT to solicit funds for general operations!
2. The provisions of RI General Laws

§ 42-51-7 Gifts, grants, and donations. - The commission is authorized to receive any gifts, grants, or donations made for any of the purposes of its program, and to disburse and administer them in accordance with the terms of its program. Can funds donated for a specific purpose (ie. The Public

⁴ Shift interpreter/CART from general revenue to donations (Restricted Receipts)

⁵ Shift postage from general revenue to donations (Restricted Receipts)

Forums on the Concerns of People with Disabilities) be used for other purposes without the consent of the donor?

§ 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.

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(g) The commission is authorized and empowered to receive donations and grants from sources including, but not limited to, the federal government, governmental and private foundations, and corporate and individual donors; these donations and grants to be deposited in the fellowship fund. The commission may create additional fellowships from available funds.

Receipt Category:	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Total FY 04 - 14
Training Receipts	\$1,500	\$0	\$600	\$0	\$600	\$0	\$7,405
Training Expenses	\$0	\$0	\$445	\$397	\$0	\$0	\$5,262
Training Carry Forward	\$1,500	\$0	\$155	(\$397)	\$600	\$0	\$3,761
Public Forum Sponsorship	\$5,160	\$4,500	\$6,269	\$7,140	\$2,550	\$6,505 ⁶	\$67,949
Public Forums Expenses	\$5,571	\$5,191	\$6,997	\$4,820	\$5,482	\$6,572	\$64,371
Public Forum Carry Forward	(\$411)	(\$691)	(\$728)	\$2,320	(\$2,932)	(\$67)	\$3,577
Employment Conference Receipts	\$0	\$0	\$0	\$0	\$3,000	\$0	\$3,000
Employment Conference Expenses	\$0	\$0	\$0	\$0	\$487	\$1,000	\$1,487
Employment Conference Carry Forward	\$0	\$0	\$0	\$0	\$2,513	(\$1,000)	\$1,513
Resource Recovery Recycling Grant	\$0						\$6,000
Recycling Mini Grants	\$1,560						\$6,000
Resource Recovery Carry Forward	(\$1,560)						(\$0)
Other Donations	\$0	\$150	\$0	\$500	\$72	\$350 ⁷	\$7,458
Undesignated Expenses	\$201	\$0	\$0	\$0	\$1,000	\$350	\$2,687
Undesignated Carry Forward	(\$201)	\$150	\$0	\$500	(\$929)	\$0	\$4,771
Balance from Prior Year	\$14,964	\$13,329	\$11,354	\$10,048	\$11,905	\$10,542	\$9,080
Grand Total Receipts	\$6,660	\$4,650	\$6,869	\$7,640	\$6,222	\$6,855	\$88,812
Indirect Cost Recovery	(\$962)	(\$1,435)	(\$732)	(\$566)	(\$615)	(\$395)	(\$8,547)
Grand Total Expenses	(\$7,332)	(\$5,191)	(\$7,442)	(\$5,217)	(\$6,969)	(\$7,922)	\$78,320
Balance Carried Forward	\$13,329	\$11,354	\$10,048	\$11,905	\$10,542	\$9,080	\$10,492

Alternative Solution: Several of the HAVA Polling Place Accessibility Renovation projects have come in under budget.

Category Summary	FY 15	FY 16	FY 17
Projection as of 11/10/14		Presidential Primary	State Primary
Wages and Benefits	\$16,531	\$7,734	\$7,734
Contracted Professional Services	\$0	\$0	\$0
Operating Supplies and Expenses	\$23,863	\$806	\$806
Assistance and Grants	\$202,065	\$5,500	\$5,500
Capital Purchases and Equipment	\$0	\$0	\$0
Total	\$242,459	\$14,040	\$14,040

Office of Performance Management Recommendations: Heard Wednesday Oct. 29, 2014:

- 1. Fostering the Adoption of Policies that will Benefit People with Disabilities.** Question: Has GCD discussed focusing legislative and/ or policy advocacy in a few priority areas each year?
- 2. Promoting and Protecting the Rights of People with Disabilities Accessibility.** Recommendation: categorization of the calls GCD receives, and the timeliness of response and/or complaint resolution.

⁶ FY 2015 includes pledges not paid yet.

⁷ If parties request a transcript of a hearing, one will be provided at the cost of the Stenographer to transcribe the auto tape of the hearing.

3. **Promoting and Protecting the Rights of People with Disabilities Voting** Question: What data is collected on the number/percentage of voting officials/ polling staff trained? Consider requiring the voting official sand polling staff to take a quiz at the end of the training!
4. Promoting Employment and Entrepreneurship of Working Age People with Disabilities. Recommendation: Track the unemployment rate amongst work-ready individuals with a disability (on a quarterly basis).

	<p>MOTION: To not appeal, the Budget Office’s recommendations for the Commission’s FY 2015 Revised Budget and FY 2016 Budget Request amended to incorporate the Alternative Solution, above. Motion moved by LW, seconded by JR, passed unanimously</p>
	<p>4:55 Agenda for the Next Meeting, Timothy Flynn</p> <p>Purpose/Goal: To set the agenda for the next meeting.</p> <p>Discussion: The next scheduled meeting is on Tuesday 12/09/14 at 4 PM</p> <ol style="list-style-type: none"> 1. Interview and selection of spring semester fellows 2.
	<p>Potential MOTION: Motion moved by __, seconded by __, <i>passed/unanimous/ opposed by_/ abstained _/ defeated/ supported by__</i></p>
	<p>5:00 Adjournment, Timothy Flynn</p> <p>MOTION: To adjourn at 4:45 PM Motion moved by LW, seconded by JR, passed unanimously</p>