

Bismarck-Mandan Mayors' Committee for People with Disabilities

January 9, 2024
4:00 pm Mandan City Hall
Dykshoorn Conference Room

Agenda

Meeting called to order at 11:01am. DesaRae did introductions.

1. Review & consider minutes from Sept. 12, 2023.

Jim moved to accept minutes as presented. Tami seconded the motion. Motion carried unanimously.

2. Review and consider treasurer's report from Sept. 12, 2023.

Jim provided a summary of the year-end information. Collection of \$4,397.50 in the year 2023 from half of the parking violations revenue. \$4000 in scholarships were issued last year. We will be receiving a \$500 return check due to a student transferring from Valley City to Bismarck State College. This will be reissued to the awardee's new college. Jim discussed the new rate for the CD at 4% for 12 months.

Deidre moved to accept the treasurer's report as presented. Seconded by Carol. Motion carried unanimously.

DesaRae updated that Brittany Hanson is no longer with DCIL and will not be on the committee moving forward.

3. Schedule annual audit.
DesaRae discussed that the annual audit will be scheduled before the next meeting.

4. Review by-laws.
DesaRae discussed the annual review of the by-laws, primarily removing the word handicap with accessible and disabled to people with disabilities. This change will be added to the history of the organization for 2024.

Committee Members

x President, DesaRae Berreth, MDU, 2015 (Mandan)

x Vice President, Tom Schiwal, VR, 2018 (Bismarck)

x Secretary, Deidre Hughes, Bis-Man Transit, 2021 (Mandan)

x Treasurer, Jim Neubauer, City Administrator, 2009 (Mandan)

~~□ Ashley Coles, Bismarck Public Schools—CBEE, 2023 (Bismarck)~~

□ Nicole Lund, Bismarck Public Schools, 2023 (Bismarck)

□ Renae Peterson, Bismarck Public Schools, 2023 (Bismarck)

□ Jennifer Sick, Bismarck Public Schools, 2023 (Bismarck)

x Michael Connelly, City Commission 2023 (Bismarck)

□ VACANT, Community Options

x Carol Cristilli, Dakota CIL, 2023 (Bismarck)

~~□ Brittany Hanson, Dakota CIL, 2023 (Bismarck)~~

□ Ryan Fugere, HIT Inc., 2020 (Bismarck)

x Tami Ternes, ND Assistive, 2022 (Bismarck)

x Devan Gross, Pride Inc., 2022 (Mandan)

□ VACANT, MHS

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Jim moved to accept the changes to the bylaws as presented. Commissioner Connelly seconded the motion. Motion carried unanimously.

5. Roles available on committee.

DesaRae asked the committee if there were any members that would like to transition to one of the officer positions. Deidre stated that she is willing to continue in the Treasurer role. Commissioner Connelly discussed his background and stated that currently he would not like to step into one of these roles, but would like to learn more about the committee's role and how the election plays out.

DesaRae stated that committee members can reach out to her or Jim offline to further discuss the position. Devan questioned when the start date would be if a position was accepted. DesaRae explained that this would be put in place at the May Meeting.

6. Follow-up Action Items:

- a. Accessibility Documents
- b. Scholarship application revisions and formatting
- c. Competitive Integrated Employment (CIE) Opportunity Grant

Tami stated that she will begin working on this for the scholarship and financial assistance documents. DesaRae discussed that the deadline for this would be the May meeting.

Jim questioned when the scholarship will be going out. Applications will be reviewed and selected May 14th. Deidre will work with Tami to create fillable documents and Google form links. Tami questioned what year of college the applicant must be in. All years are accepted. Tami questioned if we have a distribution list for who should receive the scholarship notice.

Commissioner Connelly questioned if there was an agency that was able to help applicants fill out the application if they were unable to do this on their own. He also questioned if the private schools are included on our notices. DesaRae stated that the counselors at the schools are able to assist with the application. Carol mentioned that DCIL has been able to work with the transition coordinator at all of the schools, although this information doesn't always filter down to the individuals who are willing to assist the applicants. Carol will work with Legacy High School to have the scholarship notice added to their wall of possible scholarships.

DesaRae asked Tom if there were any updates on the Competitive Integrated Employment (CIE) Opportunity Grant. This would help replenish our scholarship funds. Tom will follow-up with DesaRae in two weeks to determine the next steps for application.

7. Review budget

DesaRae discussed the budget. Jim mentioned that based on previous conversations five \$1,000 was the ideal amount for the program. DesaRae discussed if there were four applicants, we would have the ability to parse out the remaining \$1000 to the applicants. Deidre moved to accept Jim's recommendation of five \$1,000 scholarships. Carol seconded the motion. Motion carried unanimously.

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8. Scholarship application

- a. Determine due date for applicants.
- b. Determine how many scholarship applications will be provided and dollar value.
- c. Determine if there are other ways to advertise and make public aware of scholarship.

Scholarship application will be due April 26, 2024 and announced May 17, 2024. Tami will be the contact for the scholarships. Deidre will email Tami the previous award and rejection letters. Jim will reach out the Mary to find out if there was a distribution list. Deidre will create a google account to upload distribution list and drive for other historical documents.

9. Review and consider any barrier free request.

No requests.

10. Review and consider any financial request.

No requests.

Following up on the role of committee. No changes at this time.

Deidre discussed Bis-Man Transit's DD Council award for travel training. Tom updated on the available grants.

11. Next Meeting May 14, 2024

12. Adjourn

Tami moved to adjourn at 11:57am. Tom seconded the motion. Motion carried unanimously.