



## **Your Policy, Training and Technical Resource**

### **SUNSET COMMISSION REPORT**

**Submitted December 7, 2011  
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**Minnesota State Council on Disability  
SUNSET COMMISSION REPORT  
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# SUNSET COMMISSION REPORT ELEMENT I

## **EXECUTIVE SUMMARY:**

### **WHO WE ARE**

MSCOD was created to advise the governor, state agencies, state legislature, and the public on disability issues.

People with disabilities represent approximately 20% of Minnesota's population, and as we age, that number will increase. Individuals with disabilities are living longer, more inclusive and more productive lives than ever before in history. People in general are living longer. We know that as the population ages, in particular, as the baby boomers age, people will acquire age related disabilities.

MSCOD was established in 1973 in the midst of the disability civil rights movement which brought forth the first piece of federal disability-specific civil rights legislation in our nation's history. MSCOD's charge was broad in that our original issues, sparked by the sentiment of the time, dealt with: high unemployment rate of people with disabilities, lack of adequate accessible transportation, inclusion in education. MSCOD also was charged with regaining dignity and well-being of the de-institutionalizing of the state's most vulnerable population out of expensive and in some cases, abusive institutional settings. The voice of people with disabilities, parents of individuals with disabilities and service providers were heard and together successfully worked with legislators to create an independent state agency. MSCOD is an agency accountable to a council of citizens appointed by the Governor. MSCOD advises government entities and private interest on the requirements of state and federal disability laws and access regulations. Further, we work closely with government and the public to make compliance issues understandable and achievable.

Despite the progress that has been made, we continue to live in a Minnesota that has barriers for people with disabilities. People with disabilities continue to experience disparity with lack of adequate accessible transportation, housing, as well as physical and programmatic access to public and private facilities. People with disabilities experience disproportionate unemployment and underemployment. Because barriers

still exist, the Minnesota State Council on Disability's work is not done. MSCOD's work is critical to advance Minnesota toward removing barriers for people with disabilities.

MSCODs independence as a state agency is critical if Minnesota is to remain accountable to Minnesotans' with disabilities. The disability community, under MSCODs leadership, must be able to move with agility and focus so that we are able to address and resolve issues at all levels of state government and the private sector. MSCOD must be agile and available to work on statewide public policy decisions as the legislature convenes. We must act strongly and decisively when we advise the Governor and the legislature on disability matters. We must collaborate and build relationships with all state agencies; and are ready to assist all commissioners, directors and decisions makers on matters of inclusion. We meet annually with all new legislators, numerous commissioners and other state executive directors to discuss disability issues. We advise the staff of many state agencies; by sitting on task forces, commissions and work groups. Indeed, MSCOD was created to work with all levels of state government. Today, we are Minnesota's premiere agency for disability related technical support. Many organizations rely on our expertise to solve complex disability issues.

After years of advocacy and education within state agencies, we believe that blending MSCOD into a bigger state agency would potentially compromise our ability to look objectively as issues such as access, program compliance, and inclusion.

MSCOD is an integral part of the disability community and State government. We blend the necessary elements of government, private sector interests, the disability community, and the general public to make the greatest impact on public policy.

**CORE FUNCTIONS:**

MSCOD, created with a broad charge, advocates for policies and programs in the public and private sectors that advance the rights of Minnesotans with disabilities from childhood to adulthood. Public policy issue areas include: early identification, physical and programmatic access, education,

employment, healthcare, housing, transportation, civil rights, Americans with Disabilities Act (ADA) compliance, and emergency preparedness.

MSCODs current staffing compliment is 5.9 FTEs. Our current biennial appropriation is \$1,048,000, \$524,000 annually. MSCOD is governed by a 15 member citizen council, appointed by the Governor. Council members are appointed from the various economic development regions throughout Minnesota. Currently the council has 3 open seats, 11 members appointed by Governor Pawlenty, and 1 council member appointed by Governor Dayton. Each council member has a disability, has a family member with a disability, or works with people with disabilities.

We have 4 distinct audiences, the governor, the state legislature, state agencies and the general public, including businesses.

We accomplish our mission with 3 primary functional areas:

**Policy:**

MSCOD advises the governor, state legislature, state agencies and local units of government on issues affecting Minnesotans with disabilities. We analyze legislative initiatives and work with policy makers to ensure they understand the impacts of decisions on Minnesotans with disabilities.

We bring citizens and policy makers together so that people with disabilities have an opportunity to interact with the elected officials. By coordinating statewide events with other disability organizations, policy makers are able to efficiently meet with many constituents. MSCODs Annual Legislative Forum (1 per year), Town Hall Meetings (up to 3 per year) and statewide policy dialogues are all broadcast statewide via video conference and web streaming so constituents are able to easily participate without transportation, economic or access barriers. Hundreds of individuals participate each year in these events. We also partner with statewide disability community groups for an annual Disability Day at the Capital.

MSCOD sits on the executive committee of the Minnesota Consortium for Citizens with Disabilities, a collaboration of over 50 disability organizations

working together contributing to public policy decisions that remove barriers for Minnesotans with disabilities.

Additionally, MSCOD has served, and continues to serve in leadership positions on hundreds of state and community committees and commissions since its inception.

**Performance measures for Policy work:**

MSCOD regularly surveys entities that look to us for policy assistance. We address issues brought to our attention through our annual customer satisfaction survey as well as spot surveys conducted on an ongoing basis. Because we are an agile and independent agency, we are able to focus on emerging issues as they arise. Our customer service satisfaction rate has consistently been rated over 97% over the last several years.

**Training:**

MSCOD provides training to State of Minnesota employees and managers, business leaders and the general public on a variety of subjects listed below.

- Disability awareness
- Emergency preparedness
- Building codes and building accessibility
- Accessible housing
- Disability parking
- Transportation access
- Employment rights

**Performance measures for Training work:**

Each training delivered by MSCOD is surveyed for content and delivery. Trainings consistently receive outstanding feedback from clients.

**Technical Advice:**

MSCOD has been championing access issues since the late 70's, long before ADA. As the first state agency to develop a disability related information and referral service, MSCOD provides disability related technical assistance to its 4 audiences; the governor, legislature, state agencies and the general public.

### Advising State Agencies and the Private Sector:

Early on, MSCOD realized that state agencies needed assistance in understanding and complying with complex disability laws. Over the past three and half decades, MSCOD developed a unique and important role in state government. MSCOD works with all other state agencies, as needed, to monitor and advise on disability civil rights, the ADA, building code and access compliance. In many instances we have addressed and resolved concerns proactively, avoiding costly legal remedies for the State.

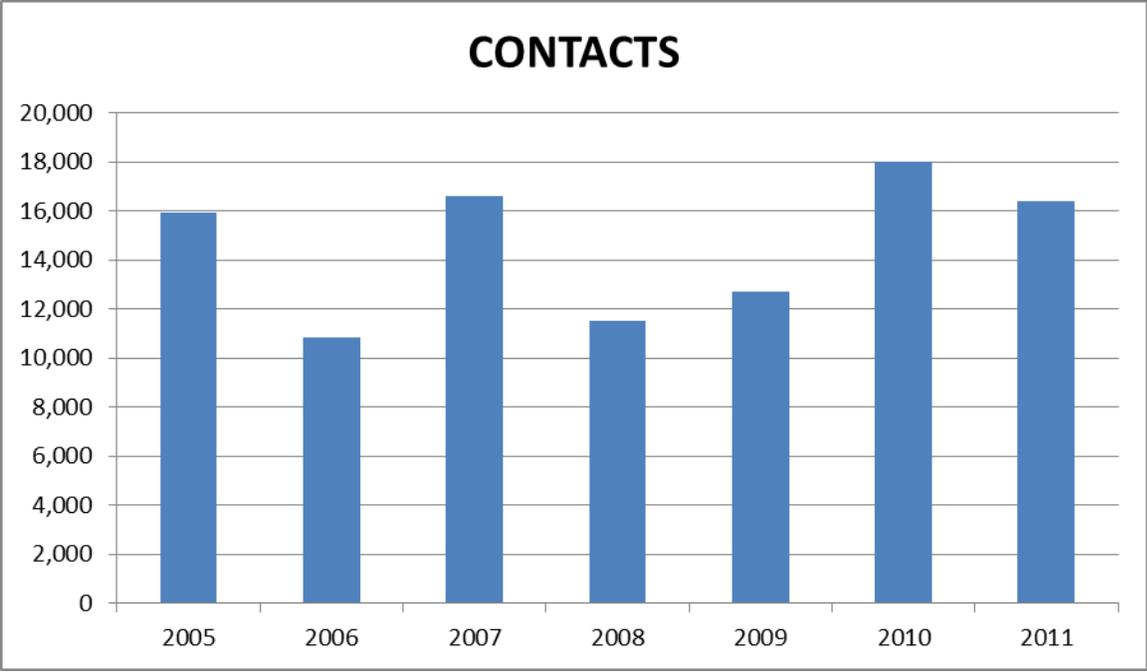
One of MSCOD's strength has always been, and continues to be, keeping Minnesota's public and private entities in compliance with building code and access requirements; be they commercial, residential, transportation, public right of way, or recreational. Our public and private partners indicate to us we are the only organization in Minnesota that provides comprehensive guidance on the various state and federal accessibility requirements and the complex relationship between the code requirements and the civil rights obligations in Title II & III of the ADA.

### Core areas of technical expertise:

- Understanding of; and compliance issues with the ADA
- Building Code
- Disability parking
- Disability awareness
- Voting accessibility
- Emergency preparedness
- Other laws and regulations

### Summary of MSCOD contacts:

FY	CONTACTS
2005	15,925
2006	10,832
2007	16,628
2008	11,505
2009	12,712
2010	18,008
2011	16,420



We know we meet our customers' expectations based on our annual customer satisfaction survey where we have scored over 97% satisfaction for the past 7 years.

## **SUNSET COMMISSION REPORT ELEMENT II) STATUTORY REQUIREMENTS**

### **(1) The efficiency and effectiveness with which the agency or the advisory committee operates;**

MSCODs current staffing compliment is 5.9 FTEs; with a 2012/13 biennial appropriation of \$1,048,000, \$524,000 annually. MSCOD is governed by a 15 member citizen council. Currently the council has 3 open seats, 11 members appointed by Governor Pawlenty, and 1 member appointed by Governor Dayton. Each council member has a disability, has a family member with a disability, or works with people with disabilities.

When MSCOD was created in 1973, no other state agency was dedicated solely to disability issues. The broad charge of MSCODs duties made it seem like we did it all, and in large part, we did. \*For an abbreviated historical list of MSCOD accomplishments, **SEE APPENDIX.**

Since the beginning, when people with disabilities struggled to be heard, and disability civil rights were near nonexistent, other entities have developed disability related services. Over the years, as programs emerged in the civil rights and health and human services sectors, MSCOD narrowed its focus to deliver only what other organizations and entities did not. Today, we continue to constantly reassess the needs of the disability community to ensure our resources are devoted where others are not.

#### **Areas of recent efficiencies:**

Non-profit organizations have stepped up in the recent past to focus on health care issues for people with disabilities. MSCOD partners with the nonprofit community on health care issues but no longer dedicates a full time staff position to health care. This allows us to use our staffing resources in other equally important issue areas where MSCOD has a developed reputation as subject experts: such as compliance with the Americans with Disabilities Act and how it relates to public and private building accessibility, government programs and services, disability parking, emergency preparedness, transportation, housing discrimination, employment rights, and removing barriers to employment opportunities.

MSCOD operates with its governing citizen council with transparency. The citizen council practices oversight of the agency by reviewing all financial decisions, participating in biennial strategic planning, managing and reviewing the executive director and being involved in routine agency activities throughout the state on behalf of MSCOD. MSCOD analyzes data collected from several surveys it conducts annually. This analysis plays an important role during our strategic planning to determine issues most important to the disability community.

MSCOD conducts biennial strategic planning involving its' citizen council, staff and community partners, to analyze areas of focus most needed for the disability community. As a result of this careful, thorough and regular planning, MSCOD has reformed, and continues to reform practices and activities to be as efficient as possible, paying close attention to those disability related fiscal and legal issues most important to the state of Minnesota.

MSCOD council members are appointed from all economic development regions of the state. To hold meetings face to face, the cost is approximately \$5,000 per meeting. MSCOD currently holds at least one of the quarterly full council meetings electronically (via video conference and web streaming), resulting in savings of approximately \$3,000 per meeting. All executive committee meetings are held via conference call. In instances of meetings held electronically or by teleconference, at least one council member must be physically present at the point of the meetings origin, which is a statutory requirement.

Our financial management and reporting and human resource management have been provided by the Department of Administrations small agency resource team (SmART) since its inception, thus, eliminating the need for a full time accounting staff position. The expertise and knowledge from SmART has been instrumental for MSCOD to ensure sound fiscal and human resource management while working in large federal grants such as Pathways to Employment.

MSCOD realized early on that state agencies needed technical assistance in understanding and complying with complex disability laws. Now, agencies

are required to have an ADA coordinator; however this does not mean individual coordinators have the technical expertise of ADA compliance and knowledge of other laws, policies and standards, but MSCOD does. Because MSCOD is known for holding this expertise, ADA coordinators throughout the public sector contact MSCOD to ensure ADA compliance, thus reducing consulting fees statewide. Similarly, many cities and towns throughout Minnesota utilize our knowledge base on the ADA as well.

**(2) an identification of the mission, goals, and objectives intended for the agency or advisory committee and of the problem or need that the agency or advisory committee was intended to address and the extent to which the mission, goals, and objectives have been achieved and the problem or need has been addressed;**

The Minnesota State Council on Disability was created to remove barriers for people with disabilities to ensure unobstructed participation in society. Governing statute is listed in its entirety in Section 3, point 6 of this report. Without MSCOD leadership, these barriers will not go away on their own.

## **MISSION STATEMENT**

*The Minnesota State Council on Disability is a state agency providing leadership to empower and strengthen the rights of Minnesotans with disabilities. We collaborate with the public and private sectors as a policy, training and technical resource advisor.*

Much progress has been made on removing barriers for people with disabilities. An abbreviated list of MSCOD's accomplishments is found in APPENDIX. However, despite the progress that has been made, we continue to live in a Minnesota that has barriers for people with disabilities. People with disabilities continue to experience disparity with lack of adequate accessible transportation, housing, as well as physical and programmatic access to public and private facilities. People with disabilities experience disproportionate unemployment and underemployment. Because barriers still exist, the Minnesota State Council on Disability's work is not done. MSCOD's work is critical to advance Minnesota toward removing all barriers for people with disabilities.

Mission and goals are regularly reviewed during the biennial strategic planning process; completed with our citizen council, staff and community partners.

Current Initiatives/partnerships: (above and beyond daily activities)

- Partnering with the DNR and Explore MN Tourism to evaluate the accessibility of the six most popular state parks, to make recommendations for accessibility improvements and educate the disability community on their usability.
- Working with DHS and DEED on the 5-year, multi-million dollar federal Centers for Medicare and Medicaid Services grant, "Pathways to Employment", which strengthens the infrastructure for removing barriers for people with disabilities to gain employment.
- Working with DHS Nonemergency Medical Transportation Advisory Council to increase efficiency in the program so that people with disabilities are more efficiently served.
- Working with the Minnesota State Arts Board to assess the ADA component of grant applications for arts funding so that art venues are accessible to all Minnesotans.
- Working with DPS/Homeland Security Emergency Management and the Minnesota Department of Health to provide emergency managers with disability solutions to planning and response so that emergency managers can effectively respond to all Minnesotans regardless of their functional needs.
- Working with MnDOT and other agencies in a leadership role on the Minnesota Council on Transportation Access.
- Working with the Minnesota Office of Enterprise Technology to develop a small agency response team based on the SmART model so that small agencies receive more efficient IT services.

**(3) an identification of any activities of the agency in addition to those granted by statute and of the authority for those activities and the extent to which those activities are needed;**

MSCOD does not perform duties outside of its statutory authority.

**(4) An assessment of authority of the agency relating to fees, inspections, enforcement, and penalties;**

MSCOD does not impose fees, inspections or penalties.

**(5) Whether less restrictive or alternative methods of performing any function that the agency performs could adequately protect or provide service to the public;**

MSCOD provides services in light of this question specifically. In many cases within state government, we are the least restrictive method.

In many cases ADA coordinators have been hired in organizations for their expertise in racial disparity. As a result they have less disability technical knowledge and skill and have many other responsibilities other than ADA compliance. We provide technical assistance to state agencies in many areas as indicated in earlier sections of this report, thus reducing and eliminating the need for costly consultants. Due to our technical expertise in the ADA and disability in general, we are the **only** state access specialists. We **are** the state's disability resource.

**(6) the extent to which the jurisdiction of the agency and the programs administered by the agency overlap or duplicate those of other agencies, the extent to which the agency coordinates with those agencies, and the extent to which the programs administered by the agency can be consolidated with the programs of other state agencies;**

MSCOD has analyzed disability related services offered by other state agencies to determine if services are duplicated. The services we provide are not provided by other state agencies, as no other state agency offers technical support and training on disability related issues.

During the writing of this report, we convened many stakeholders to get feedback on our services. Many of our partner organizations agreed that we focus on areas no other state agency or nonprofit does.

MSCOD also has a long time reputation within state government as being a collaborator.

**(7) the promptness and effectiveness with which the agency addresses complaints concerning entities or other persons affected by the agency, including an assessment of the agency's administrative hearings process;**

The Minnesota State Council on Disability makes a consistent effort to address all complaints brought forth. MSCODs primary focus is to remove barriers for people with disabilities, because of this, many of the calls we receive are from parties who have a complaint about how a program or facility is not meeting their needs. When a complaint is made it is immediately assigned to a staff member and addressed. Our overall customer satisfaction rating is 97%.

**(8) An assessment of the agency's rulemaking process and the extent to which the agency has encouraged participation by the public in making its rules and decisions and the extent to which the public participation has resulted in rules that benefit the public;**

MSCOD does not have the statutory authority to make rules.

**(9) the extent to which the agency has complied with federal and state laws and applicable rules regarding equality of employment opportunity and the rights and privacy of individuals, and state law and applicable rules of any state agency regarding purchasing guidelines and programs for historically underutilized businesses;**

#### Employment

MSCOD utilizes the human resource services of SmART (Small Agency Resource Team) within the Department of Administration. We meet or exceed the state's overall affirmative action plans. MSCODs current FTE is 5.9 which represent nine (9) individuals. Five (5) employees have a disability or 60% of our FTE compliment. Seven (7) employees are women (also a protected class), which represent approximately 80% of our FTE.

MSCOD complies fully with federal and state laws regarding equality of employment opportunity, and the rights and privacy of individuals. The Executive Director is entrusted with responsibility for ensuring that federal and state equal employment opportunity laws are fully complied with. This is achieved with assistance of the agency's designated affirmative action officer.

MSCOD's affirmative action officer maintains and updates the agency affirmative action plan on a biannual basis. Criteria for affirmative action plans are established by state law, MS. 43A.19 and 43A.191, and MMB Administrative Procedure 19.1. The affirmative action officer prepares the plan; the executive director implements the plan, and is responsible for the agency adherence to the Plan.

MSCOD has received no complaints regarding violation of equal employment opportunity laws. All new employees are informed of equal employment opportunity policies and laws upon orientation, and a copy of the agency's affirmative action plan is reviewed with them, including equal opportunity provisions and the agency's complaint process. This Affirmative Action Plan is provided to all new employees. Equal opportunity and affirmative action requirements are discussed periodically with staff and council members through in-person training sessions and online training.

MSCOD conducts its hiring processes in accordance with all applicable collective agreements, and state and federal law. This is accomplished with assistance from the Department of Administrations' Small Agency Resource Team (SmART). MSCOD responds to all applicable State surveys regarding equal opportunity and affirmative action, including an Annual ADA Survey conducted by Minnesota Management and Budget.

#### Purchasing and Contracting

MSCOD complies with all purchasing requirements, including the State's Targeted Group/Economically Disadvantaged small business program. Contractual guidance is provided by the Department of Administration's Materials Management Division. MSCOD also works closely with the Department of Administration's Small Agency Resource Team Financial Management & Reporting Division to manage the council's fiscal

responsibilities. MSCOD regularly and faithfully uses the services of MinnCor, as well as other contracted state vendors, specifically those vendors who have Targeted Group/Economically Disadvantaged preferences. MSCOD uses the 902TS and other purchasing guidelines provided by the Office of Enterprise Technology as it relates to information technology services and products.

MSCOD recently participated in the statewide accessibility work group with the Department of Administration Materials Management Division to develop procurement standards for purchasing accessible IT hardware and services statewide.

MSCOD must and does follow the policies, procedures, instructions and all applicable laws and rules, including but not limited to:

Minnesota Statutes Chapters 13, 16A, 16B, and 16C,

Minnesota Statutes §10A.07, 15.43, 43A.38, 609.43, and 609.456,

Minnesota Rules Chapter 1230

#### Rights and Privacy of Individuals

MSCOD fully complies with Minnesota Statute 13 as it pertains to Government Data Practices. MSCOD neither collects nor holds any private data on individuals electronically. We do collect some private data with regard to workers comp home modification investigations. Those paper files are kept in a secured file cabinet in compliance with Minnesota Statute 13. We follow electronic security and data privacy standards as set forth by the Office of Enterprise Technology.

#### **10) The extent to which the agency issues and enforces rules relating to potential conflicts of interest of its employees;**

MSCODs Executive Director is the responsible party for ethics issues. MSCOD has a written Code of Ethics for State Employees policy. MSCOD complies with Minnesota Statute 43A.39 Code of Ethics for Employees in the Executive Branch. We accomplish compliance by training all employees on the code of ethics during employment orientation, as well as orientation for council members. Code of ethic statute is discussed yearly with all employees during their annual performance review. The code of ethics

statute is also reviewed periodically in staff meetings, council meetings and other agency wide meetings. MSCOD periodically holds training for employees on several administrative procedures and state policies; including Code of Ethics and Government Data Practices statutes.

Conflict of interest affidavits are obtained prior to all contracts that require such documentation.

**(11) the extent to which the agency complies with chapter 13 and follows records management practices that enable the agency to respond efficiently to requests for public information; and**

The Executive Director is the responsible authority, ensuring MSCOD adheres to the legal requirements for managing its data as required by Minnesota Statutes § 13, the Data Practices Act. The Small Agency Resource Team (SmART) with the Department of Administration in partnership with MSCOD, manages all the agency's human resources and financial data.

**CONFIDENTIAL DATA:**

MSCOD neither collects nor stores confidential electronic data. The only data collected by paper means is information and records pertaining to workers compensation home modification cases, which MSCOD reviews. Data associated with workers compensation cases are kept in a locked and secure fire proof cabinet.

Although MSCOD neither collects nor stores personal identifying or private electronic data, all computers and networks are password protected. MSCOD maintains electronic firewall protection as outlined in the Office of Enterprise Technology standards.

**Open Meeting Laws**

The dates, places, and times of all meetings are posted in accordance with Minnesota's Open Meeting Law. Meeting notices are posted on the door of MSCOD's office and online on MSCOD's website. Council meeting agenda's and meeting minutes are posted on the agency website. **NOTE:** the agency website is in major re-design and development at this time and is not up-to-date.

### **Records Retention Policy**

MSCOD maintains record retention in compliance with Chapter 13, as outlined on the Minnesota Management and Budget website. All agency documents are retained according to schedule and disposed of securely by shredding.

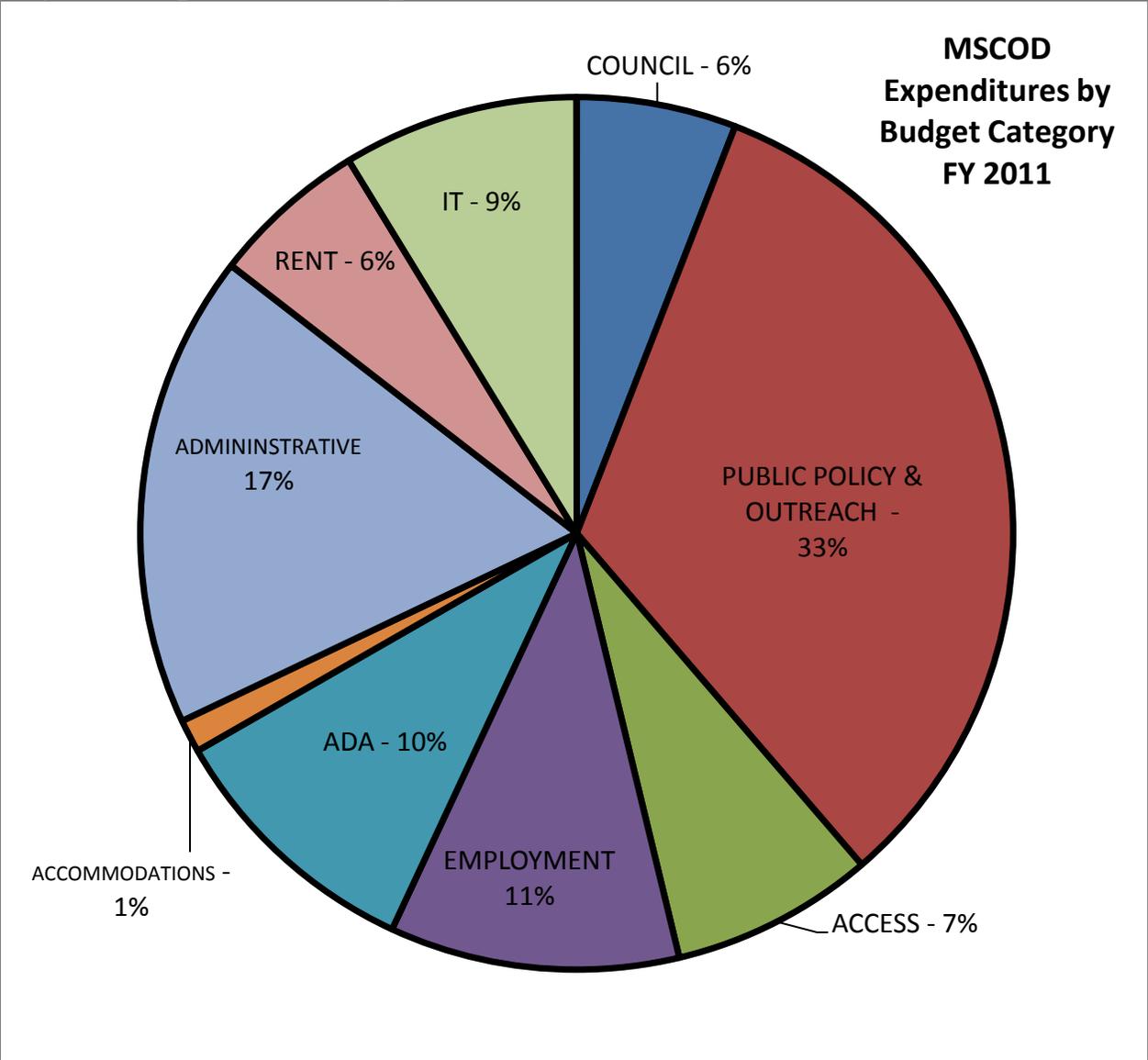
### **Data Requests**

MSCOD responds to all requests for accessible data promptly and in conformance with the Government Data Practices Act.

### **(12) The effect of federal intervention or loss of federal funds if the agency is abolished.**

MSCOD does not receive any federal funding.

### 13) Priority Based Budget



Administrative costs include: Insurance, supplies, equipment, office furniture, photo copier and copies, indirect funds paid to the state to participate in grant funding, employee development, printing costs for agency materials, repairs and mail.

Council costs include: Perdiem, lodging, mileage and expenses for 15 council members from rural and metro Minnesota to attend quarterly council and committee meetings, monthly executive committee meetings, to attend public events and/or meetings representing MSCOD, hospitality

for council meetings, as well as training and orientation for new council members.

Public Policy & Outreach costs include: All public meetings held by MSCOD (Town Hall Meetings, Legislative Forums, etc), exhibiting at conferences and state fair outreach. This category also includes public policy work with other state agencies, legislators and the disability community.

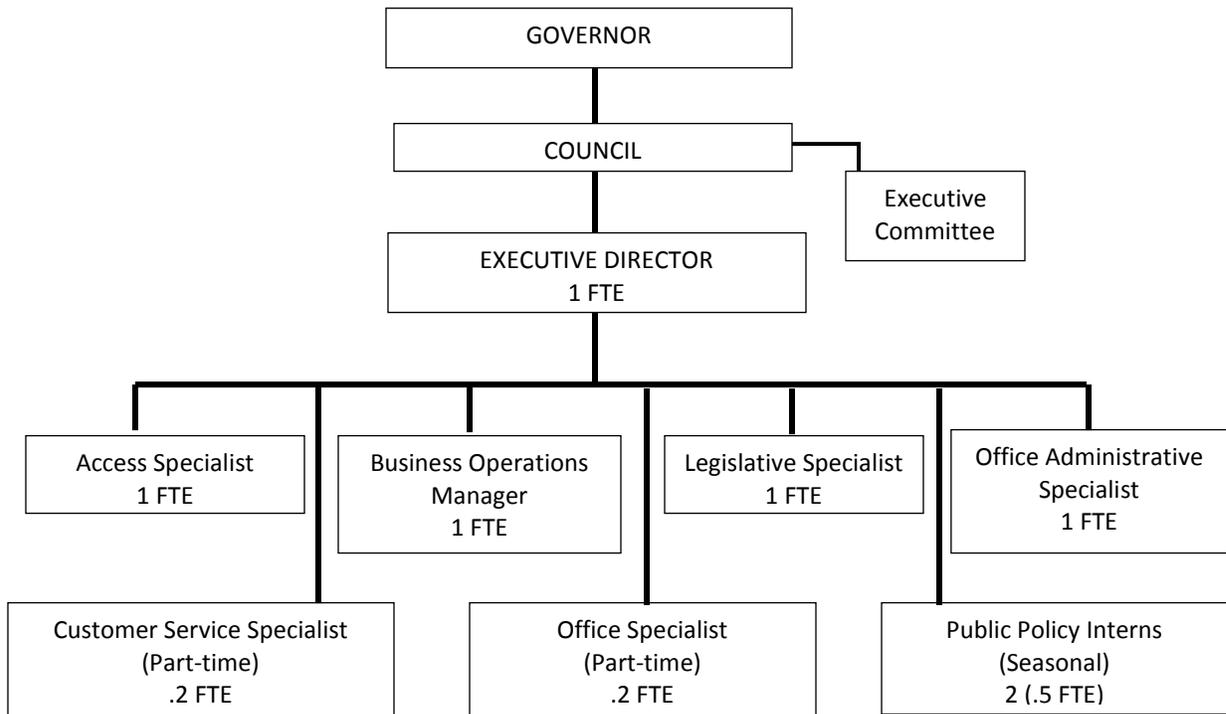
Accommodation costs include: sign language interpreters, CART services, audio description services, and all other reasonable accommodations requested by staff or council members.

IT costs include: phones, computers, fees paid to the Office of Enterprise Technology, cell phones and monthly cell phone costs, website maintenance (and in this case, re-design) and fees paid to our IT support contractor.

# SUNSET COMMISSION REPORT ELEMENT III OTHER REQUIRMENTS

## 1. ORGANIZATIONAL CHART:

### MINNESOTA STATE COUNCIL ON DISABILITY ORGANIZATIONAL CHART



## 2. WEBSITE:

### [WWW.DISABILITY.STATE.MN.US](http://WWW.DISABILITY.STATE.MN.US)

The MSCOD website is currently undergoing a major re-design. It is MSCODs goal to be “the” model state website for accessibility and WCAG/508 compliance standards. We expect the website to be available by February 2012.

Another example of working in partnership with state agencies is MSCODs work with the Office of Enterprise Technology (OET) as they developed statewide accessibility procurement standards.

### 3. STAFFING: A six (6) year history of full time equivalent staffing levels

<b>MSCOD Staffing Levels</b>		
<b>Fiscal Year</b>	<b>FTE compliment</b>	<b>Notes</b>
2006	7.6	Includes positions funded through grants
2007	7.55	Includes positions funded through grants
2008	7.95	Includes positions funded through grants
2009	6.65	Includes positions funded through grants
2010	5.85	Includes positions funded through grants
2011	7.05	Includes positions funded through grants

### 4. FINANCES: A six (6) year history showing all funding

#### MSCOD REVENUE 2006 – 2011

<b>SOURCE</b>	<b>FY 2006</b>
<b>Appropriation</b>	500,000.00
<b>Centers for Medicare and Medicaid, Pathways to Employment Federal Grant</b>	115,466.59
<b>Interagency Agreement with MN Department of Health</b>	5,000.00
<b>Otto Bremer Grant</b>	75,000.00
<b>Total</b>	<b>695,466.59</b>

<b>SOURCE</b>	<b>FY 2007</b>
<b>Appropriation</b>	500,000.00
<b>Centers for Medicare and Medicaid, Pathways to Employment Federal Grant</b>	145,852.43
<b>Interagency Agreement with MN Department of Health</b>	5,000.00
<b>Revenue – Seminars</b>	1,830.00
<b>Total</b>	<b>652,682.43</b>

<b>SOURCE</b>	<b>FY 2008</b>
<b>Appropriation</b>	512,000.00
<b>Centers for Medicare and Medicaid, Pathways to Employment Federal Grant</b>	168,980.93
<b>Revenue – Seminars</b>	3,120.00
<b>Interagency Agreement with MnDOT</b>	7,000.00
<b>Interagency Agreement with DEED</b>	40,000.00
<b>Minnesota Regional Assistive Technology Collaborative</b>	200,000.00*
<b>Technology Related Assistance Act for Persons with Disabilities</b>	100,000.00*
<b>Total*</b>	<b>1,031,100.93*</b>
<b>Total Less AT Funds</b>	<b>731,100.93</b>

\* Monies MSCOD received as Fiscal Agent for MN Regional Assistive Technology Collaborative and associated federal matching grants.

<b>SOURCE</b>	<b>FY 2009</b>
<b>Appropriation</b>	524,000.00
<b>Centers for Medicare and Medicaid, Pathways to Employment Federal Grant</b>	176,438.28
<b>Revenue – Seminars</b>	2,675.00
<b>Total</b>	<b>703,113.28</b>

<b>SOURCE</b>	<b>FY 2010</b>
<b>Appropriation</b>	524,000.00
<b>Centers for Medicare and Medicaid, Pathways to Employment Federal Grant</b>	263,129.61
<b>Revenue – Seminars</b>	1,344.00
<b>Total</b>	<b>788,473.61</b>

<b>SOURCE</b>	<b>FY 2011</b>
<b>Appropriation</b>	524,000.00
<b>Centers for Medicare and Medicaid, Pathways to Employment Federal Grant</b>	176,779.23
<b>Interagency Agreement with MN Department of Health</b>	5,000.00
<b>Revenue – Seminars</b>	3,080.00
<b>DEED</b>	5,000.00
<b>Public Safety</b>	5,000.00
<b>Gift - Equip-a-Life</b>	5,000.00
<b>TOTAL</b>	<b>723,859.23</b>

## **5. ADVISORY COUNCILS:**

The Minnesota State Council on Disability is governed by a board appointed by the Governor. The board is responsible for fiduciary and governance oversight of the organization. Each board member has a disability, has a family member with a disability, or works with people with disabilities. Board members serve a 3 year term and are appointed from all economic development regions of the state.

### Current Council Members

1. Judith Friesen - New Ulm
2. Laurie Hassett - Red Wing
3. Mark Hughes - Shoreview
4. Robert Johnson - Fergus Falls
5. Kathy Peterson - Warren (Vice Chair)
6. David Sams - Redwood Falls

7. Barb Stensland - Bemidji
8. Dave Schwartzkopf - Rochester (Chair)
9. Joani Werner - Saint Paul
10. Kathy Wingen - Saint Cloud
11. Kim Tyler - Hibbing
12. Carlos Vasquez - Minneapolis
13. vacant
14. vacant
15. vacant

## **6. STATURY RESPONSIBILITIES:**

### **256.482 COUNCIL ON DISABILITY.**

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#### **Subdivision 1. Establishment; members.**

There is hereby established the Council on Disability which shall consist of 21 members appointed by the governor. Members shall be appointed from the general public and from organizations which provide services for persons who have a disability. A majority of council members shall be persons with a disability or parents or guardians of persons with a disability. There shall be at least one member of the council appointed from each of the state development regions. The commissioners of the Departments of Education, Human Services, Health, and Human Rights and the directors of the Rehabilitation Services and State Services for the Blind in the Department of Employment and Economic Development or their designees shall serve as ex officio members of the council without vote. In addition, the council may appoint ex officio members from other bureaus, divisions, or sections of state departments which are directly concerned with the provision of services to persons with a disability.

Notwithstanding the provisions of section 15.059, each member of the council appointed by the governor shall serve a three-year term and until a successor is appointed and qualified. The compensation and removal of all members shall be as provided in section 15.059. The council performs functions that are not purely advisory, therefore the expiration dates provided in section 15.059 do not apply. The governor shall appoint a chair of the

council from among the members appointed from the general public or who are persons with a disability or their parents or guardians. Vacancies shall be filled by the authority for the remainder of the unexpired term.

**Subd. 2. Executive director; staff.**

The council may select an executive director of the council by a vote of a majority of all council members. The executive director shall be in the unclassified service of the state and shall provide administrative support for the council and provide administrative leadership to implement council mandates, policies, and objectives. The executive director shall employ and direct staff authorized according to state law and necessary to carry out council mandates, policies, activities, and objectives. The salary of the executive director and staff shall be established pursuant to chapter 43A. The executive director and staff shall be reimbursed for the actual and necessary expenses incurred as a result of their council responsibilities.

**Subd. 3. Receipt of funds.**

Whenever any person, firm, corporation, or the federal government offers to the council funds by the way of gift, grant, or loan, for purposes of assisting the council to carry out its powers and duties, the council may accept the offer by majority vote and upon acceptance the chair shall receive the funds subject to the terms of the offer. However, no money shall be accepted or received as a loan nor shall any indebtedness be incurred except in the manner and under the limitations otherwise provided by law.

**Subd. 4. Organization; committees.**

The council shall organize itself in conformity with its responsibilities under sections 256.481 to 256.482 and shall establish committees which shall give detailed attention to the special needs of each category of persons who have a disability. The members of the committees shall be designated by the chair with the approval of a majority of the council. The council shall serve as liaison in Minnesota for the president's committee on

employment of the disabled and for any other organization for which it is so designated by the governor or state legislature.

**Subd. 5. Duties and powers.**

The council shall have the following duties and powers:

- (1) to advise and otherwise aid the governor; appropriate state agencies, including but not limited to the Departments of Education, Human Services, Employment and Economic Development, and Human Rights and the Divisions of Rehabilitation Services and Services for the Blind; the state legislature; and the public on matters pertaining to public policy and the administration of programs, services, and facilities for persons who have a disability in Minnesota;
- (2) to encourage and assist in the development of coordinated, interdepartmental goals and objectives and the coordination of programs, services and facilities among all state departments and private providers of service as they relate to persons with a disability;
- (3) to serve as a source of information to the public regarding all services, programs and legislation pertaining to persons with a disability;
- (4) to review and make comment to the governor, state agencies, the legislature, and the public concerning adequacy of state programs, plans and budgets for services to persons with a disability and for funding under the various federal grant programs;
- (5) to research, formulate and advocate plans, programs and policies which will serve the needs of persons who are disabled;
- (6) to advise the Departments of Labor and Industry and Employment and Economic Development on the administration and improvement of the workers' compensation law as it relates to programs, facilities and personnel providing assistance to workers who are injured and disabled;
- (7) to advise the Workers' Compensation Division of the Department of Labor and Industry and the Workers' Compensation Court of Appeals as to the necessity and

extent of any alteration or remodeling of an existing residence or the building or purchase of a new or different residence which is proposed by a licensed architect under section 176.137;

- (8) to initiate or seek to intervene as a party in any administrative proceeding and judicial review thereof to protect and advance the right of all persons who are disabled to an accessible physical environment as provided in section 326B.139; and
- (9) to initiate or seek to intervene as a party in any administrative or judicial proceeding which concerns programs or services provided by public or private agencies or organizations and which directly affects the legal rights of persons with a disability.

Subd. 5a.

[Renumbered 16B.055, subd 2]

Subd. 5b. **Meetings.**

(a) Notwithstanding section 13D.01, the Minnesota State Council on Disability may conduct a meeting of its members by telephone or other electronic means so long as the following conditions are met:

- (1) all members of the council participating in the meeting, wherever their physical location, can hear one another and can hear all discussion and testimony;
- (2) members of the public present at the regular meeting location of the council can hear all discussion and all votes of members of the council and participate in testimony;
- (3) at least one member of the council is physically present at the regular meeting location; and
- (4) all votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

(b) Each member of the council participating in a meeting by telephone or other electronic means is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

(c) If telephone or another electronic means is used to conduct a meeting, the council, to the extent practical, shall allow a person

to monitor the meeting electronically from a remote location. The council may require the person making such a connection to pay for documented marginal costs that the council incurs as a result of the additional connection.

(d) If telephone or another electronic means is used to conduct a regular, special, or emergency meeting, the council shall provide notice of the regular meeting location, of the fact that some members may participate by electronic means, and of the provisions of paragraph (c). The timing and method of providing notice is governed by section 13D.04.

Subd. 6.

[Repealed, 1975 c 315 s 26]

**Subd. 7. Collection of fees.**

The council is empowered to establish and collect fees for documents or technical services provided to the public. The fees shall be set at a level to reimburse the council for the actual cost incurred in providing the document or service. All fees collected shall be deposited into the state treasury and credited to the general fund.

Subd. 8.

[Repealed by amendment, 2007 c 33 s 2]

**History:**

1973 c 254 s 3; 1973 c 757 s 2; 1975 c 61 s 1; 1975 c 271 s 6; 1975 c 315 s 18; 1975 c 359 s 23; 1977 c 177 s 2; 1977 c 305 s 45; 1977 c 430 s 14; 1983 c 216 art 2 s 5; 1983 c 260 s 56; 1983 c 277 s 2; 1983 c 299 s 25; 1984 c 654 art 5 s 58; 1Sp1985 c 14 art 9 s 75; 1986 c 444; 1987 c 354 s 6; 1988 c 629 s 50; 1989 c 335 art 1 s 185, 186; art 4 s 67; 1991 c 292 art 3 s 7; 1994 c 483 s 1; 1Sp1995 c 3 art 16 s 13; 1996 c 451 art 6 s 7; 1999 c 250 art 1 s 114; 2001 c 161 s 45; 1Sp2001 c 9 art 13 s 21; 2003 c 130 s 12; 1Sp2003 c 14 art 3 s 16; 2004 c 195 s 1; 2004 c 206 s 35, 52; 2005 c 56 s 1; 2007 c 33 s 1, 2; 2007 c 140 art 4 s 61; art 13 s 4

## **ADDITIONAL STATUTORY RESPONSIBILITIES**

**Access Code Development, MS 16B.61, Subd. 5, Section e**, the commissioner of the department of administration, state building codes division is required to consult with the council on disability before any rules are proposed for adoption for current disability access requirements.

The Department of Labor & Industry convenes the Access Code Committee approximately every three years to make code change recommendations. MSCOD reviews the federal changes and Minnesota amendments and ultimately, over a period of months, develops recommendations for code changes that get published in the state register as part of the regulatory process.

**Building Code Access Appeals, MS 16B.67**, the council on disability may appeal any final decision of any municipality as to the application of the code to the commissioner of administration.

MSCOD has only used this access appeal once and it was shortly after the opening of the Galtier Plaza in downtown St. Paul. MSCOD argued that Galtier Plaza did not meet the requirements of the access code and an administrative judge agreed. The judge ordered that changes be made and access be provided to areas and levels of the building that were inaccessible.

**\*State Agency Reasonable Accommodation Plan, MS 43A.191**, agency affirmative action programs require the council on disability to serve in an advisory role for the department of employee relations in providing assistance with the state agency reasonable accommodation plan.

After the ADA went into effect in the early 1990's, all state agencies were required to establish a reasonable accommodation plan as part of their title I compliance. MSCOD provided assistance to state agencies in developing their reasonable accommodation plans. Agency reasonable accommodation plans are now part of each agency's Affirmative Action Plan which they are required to have.

**Disability Parking Certificate Restriction, 169.345, subd. 3,** the commissioner of the department of public safety shall not issue more than three replacement certificates within any six year period without the approval of the council on disability.

When an individual seeks more than three replacements disability parking certificates in a six year period the Department of Public Safety flags and refers the person to MSCOD. We ask the individual to complete a questionnaire where we try to identify why the disability parking certificates are repeatedly lost or stolen. Once MSCOD knows the nature of the problem, we put measures in place to address or resolve the problem.

**Special Vehicle Variance, MS 174.30, Subd. 2, Section (c),** the commissioner of the department of transportation shall consult with the council on disability before making a variance from the operating standard for special transportation services.

MSCOD reviews all special transportation service variances that submitted to MNDOT and makes a recommendation on if the variance should be granted. Five of these have been referred in 2011.

**Workers Comp Home Modifications, MS 176.137, Subd. 4, Section 1,** the council on disability advises the workers' compensation division of the department of labor and industry and the workers' compensation court of appeals as to the necessity and extent of any alteration or remodeling of an existing residence or the building or purchase of a new or different residence which is proposed by a licensed architect.

When an injured worker has acquired a permanent physical disability and needs to have access related home modifications completed on their residence, they provide MSCOD with documentation from a doctor, an architect or certified access specialist and licensed residential builder. MSCOD considers all the information and makes a

recommendation regarding necessity and extent of modification or replacement.

**Access Review Board, MS 471.471**, the council on disability has membership on the Access Review Board and advises on the installation of stairway chairlifts in buildings that could not otherwise be made more accessible.

The Minnesota Building Code does not allow stairway chairlifts to be installed in public buildings as a way to provide access because many people with disabilities cannot use this type of lifting device. However, the legislature saw some value in stairway chairlifts and created the Access Review Board so that we could review each request on a case by case basis. In most instances, the requests come from older rural churches where the congregation is aging and declining in numbers. We have been known to deny the request if the stairway chairlift installation violates fire code or it appears that the congregation can afford a vertical platform lift.

**Transportation Accessibility Advisory Committee (TAAC), MS 473.386, Subd. 2, section e**, the council has membership on the transportation accessibility advisory committee of the metropolitan council.

TAAC meets monthly and MSCOD has two staff members that sit on the committee. We advise on general route transit issues as well as metro mobility/paratransit issues.

**Library Access Grants, MS 134.45, Subd. 2**, the commissioner of the department of children, families and learning, in consultation with the council on disability may approve or disapprove access grants to public libraries for removal of architectural barriers.

The library access grants program typically gets funded the even number year in the bonding bill, but hasn't received any funding for the last couple of legislative cycles. The program was receiving approximately \$1 million dollars a biennium and MSCOD dispersed those funds to libraries throughout the state that needed to improve

their accessibility for patrons with disabilities. This program has been very successful over the years and has not only helped to provide library access but has demonstrated to communities how big the disability community is and how important access is through the application process. The review committee still exists, the staff is still in place and our plans are that once the economy picks up, the Department of Education will seek funding for this program.

**\*School Access Improvements, MS 123B.58**, the commissioner of the department of children, families & learning will consult with the council on disability when developing criteria to determine the cost-effectiveness of removing barriers in older buildings.

The Department of Education physical plant staff contacts MSCOD about specific renovation projects. According to the Department of Education, most schools are accessible to some degree and the renovations needed to bring the schools up to minimum guidelines have been completed.

**\*School Access Grants, MS 123B.69**, the commissioner of the department of children, families & learning, in consultation with the council on disability, shall review applications for access grants.

This statute is not currently active. The Department of Education currently looks to the local level for improvements for access.

**\*Children's Development Plan, MS 145.951**, the commissioner of health may in consultation with the director of the council on disability develop an implementation plan for the establishment of a statewide program to assist families in developing the full potential of their children.

This statute is currently not active

**\*Licensing Criteria, MS 148C.11**, the council on disability advises on the development of special licensing criteria for issuance of a license to alcohol and drug counselors who practice with a member of the disability population.

This statute is not currently active.

**Roundabout Design, 2010 Ch. 351 Sec. 68,** the commissioner of transportation shall consult with the Minnesota State Council on Disability in developing the specifications or standards of the design of roundabouts.

MSCOD staff met with the Department of Transportation and consulted on the specifications that need to be met when a location is chosen for construction of a roundabout.

**Disability Plates, MS 168.021,**

The commissioner of the Department of Public Safety shall not issue more than one disability parking plate to any owner unless approved by the Minnesota State Council on Disability.

**Minnesota Council on Transportation Access, MS 174.285,**

The Minnesota State Council on Disability holds one of the thirteen seats on the Minnesota Council on Transportation Access charged with making recommendations to improve the coordination, availability, accessibility, efficiency, cost-effectiveness and safety of transportation services provided to the transit public.

MSCOD Executive Director serves in a leadership role on this council as the co-chair. This council meets montly.

**Examination of New Voting System, MS 206.57,**

The secretary of state shall consult with the Minnesota State Council on Disability at least once every other year, between 2009-2016, on the accessibility of voting equipment in townships.

**Report Regarding Services for People with Disabilities, MS 256.4825,**

The Minnesota State Council on Disability, in collaboration with others, shall issue an annual report on the exciting state policies and goals for programs serving people with disabilities.

The first report is due January of 2012. MSCOD is collaborating with others to complete the report.

**Appeals, MS 326B.139,**

The Council on Disability may appeal the ruling of a commissioner as to the application of the building code in accordance with chapter 14.

**Non-emergency Medical Transportation Advisory Committee, MS 473.386,**

The MN State Council on Disability will hold a seat on the Non-emergency Medical Transportation Advisory Committee charged with submitting a report to the commissioner of human services on improvements to the non-emergency medical transportation system.

A MSCOD staff member currently sits on this committee. The committee is working to complete the report by January of 2012.

\* no current activity

**7. ADMINISTRATIVE RULES:**

The Minnesota State Council on Disability does not have the authority to promulgate administrative rules.

## **8. GOVERNANCE DOCUMENTS:**

### **MINNESOTA STATE COUNCIL ON DISABILITY BY-LAWS**

Revised June, 2011

#### **ARTICLE I**

#### **PURPOSE, POWERS AND DUTIES**

##### **SECTION 1 - PURPOSE**

A. The Minnesota State Council on Disability (MSCOD) was created by the 1973 Minnesota State Legislature (1973 Session Laws, CH 757) as an advisory committee within state government to supplement the efforts of advocacy groups in the private sector and link those who are statutorily responsible for planning and delivering services in an ongoing body.

B. The Minnesota State Council on Disability is an agency that advises, provides technical assistance, collaborates and advocates to expand opportunities, improve the quality of life and empower all persons with disabilities.

##### **SECTION 2. POWERS AND DUTIES**

The MSCOD has powers and duties pursuant to MS 256.482 Subdivision 5.

##### **Subd. 5. Duties and powers.**

The council shall have the following duties and powers:

(1) to advise and otherwise aid the governor; appropriate state agencies, including but not limited to the Departments of Education, Human Services, Employment and Economic Development, and Human Rights and the Divisions of Rehabilitation Services and Services for the Blind; the state legislature; and the public on matters pertaining to public policy and the administration of programs, services, and facilities for persons who have a disability in Minnesota;

(2) to encourage and assist in the development of coordinated, interdepartmental goals and objectives and the coordination of programs, services and facilities among all state departments and private providers of service as they relate to persons with a disability;

(3) to serve as a source of information to the public regarding all services, programs and legislation pertaining to persons with a disability;

(4) to review and make comment to the governor, state agencies, the legislature, and the public concerning adequacy of state programs, plans and budgets for services to persons with a disability and for funding under the various federal grant programs;

(5) to research, formulate and advocate plans, programs and policies which will serve the needs of persons who are disabled;

(6) to advise the Departments of Labor and Industry and Employment and Economic Development on the administration and improvement of the workers' compensation law as it relates to programs, facilities and personnel providing assistance to workers who are injured and disabled;

(7) to advise the Workers' Compensation Division of the Department of Labor and Industry and the Workers' Compensation Court of Appeals as to the necessity and extent of any alteration or remodeling of an existing residence or the building or purchase of a new or different residence which is proposed by a licensed architect under section [176.137](#);

(8) to initiate or seek to intervene as a party in any administrative proceeding and judicial review thereof to protect and advance the right of all persons who are disabled to an accessible physical environment as provided in section [326B.139](#); and

(9) to initiate or seek to intervene as a party in any administrative or judicial proceeding which concerns programs or services provided by public or private agencies or organizations and which directly affects the legal rights of persons with a disability.

Subd. 5a.

[Renumbered [16B.055, subd 2](#)]

Subd. 5b. **Meetings.**

(a) Notwithstanding section [13D.01](#), the Minnesota State Council on Disability may conduct a meeting of its members by telephone or other electronic means so long as the following conditions are met:

(1) all members of the council participating in the meeting, wherever their physical location, can hear one another and can hear all discussion and testimony;

(2) members of the public present at the regular meeting location of the council can hear all discussion and all votes of members of the council and participate in testimony;

(3) at least one member of the council is physically present at the regular meeting location; and

(4) all votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

(b) Each member of the council participating in a meeting by telephone or other electronic means is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

(c) If telephone or another electronic means is used to conduct a meeting, the council, to the extent practical, shall allow a person to monitor the meeting electronically from a remote location. The council may require the person making such a connection to pay for documented marginal costs that the council incurs as a result of the additional connection.

(d) If telephone or another electronic means is used to conduct a regular, special, or emergency meeting, the council shall provide notice of the regular meeting location, of the fact that some members may participate by electronic means, and of the provisions of paragraph (c). The timing and method of providing notice is governed by section [13D.04](#).

Furthermore, the MSCOD shall:

A. Review disability issues, policies and programs and advise the Governor, legislature and state agencies;

B. Promote coordinated, collaborative, interagency efforts;

C. Provide information and referral to persons with disabilities and the general public regarding disability issues, services and policies;

D. Collect, conduct and make disability related research and statistics available to all customers;

E. Advocate for policies and programs that promote the quality of life for people with disabilities.

## ARTICLE II COUNCIL MEMBERSHIP

### SECTION 1. COMPOSITION

The MSCOD membership consists of 21 members appointed by the Governor and ex-officio members pursuant to Minnesota Statutes 256.482 Subdivision 1 and Minnesota Statutes 15.0591.

### SECTION 2. MEMBER RESPONSIBILITIES

It shall be the responsibility of members to:

- A. Attend and participate in meetings of the Council;
- B. Serve on at least one standing committee. At their discretion, members may also serve on one or more task forces;
- C. Be responsible for knowing current Council policies and positions regarding issues of concern to disabled people in Minnesota and for knowing Council history, structure and current activities so as to effectively represent the Council to the public;
- D. Represent only those positions formally adopted by the Council when representing or speaking on behalf of the Council;
- E. Advise the staff about the implementation of Council objectives and activities and, as appropriate and feasible, participate in the implementation of such objectives and activities; and
- F. Conduct themselves so as not to cause financial risk to the Council.

If it appears there has been a violation of paragraph (F), the procedures detailed in Section 6(A) of this article shall be followed.

### SECTION 3. CONFLICT OF INTEREST

The State Council on Disability may make decisions that substantially affect financial or organizational interests within the disability field. The actions of the State Council on Disability should be as free from conflict of interest as possible.

A conflict of interest may exist when a member of the Council participates in a Council action that directly affects that member's financial or organizational interests. A Council action that directly affects a member's organizational interests is one that will likely affect the operation, services or programs of an organization or agency when the Council member serves on the governing board of that organization or agency.

In order to avoid conflict of interest problems, Council members who have or think they may have a conflict of interest shall declare that there is, or may be, a conflict of interest. Where a conflict of interest may exist, the Council member may request a determination from the Council. Where a conflict of interest is determined to exist, Council members shall abstain from voting and shall be recorded as abstaining when votes are taken.

The following are examples of the types of "financial or organizational interest" that may exist:

1. The Council member or a member of the Council member's family is an officer of the organization, serves on a committee that governs the organization, or serves on the board of any organization of which the financial interests are directly affected by decisions of the Council.

2. The Council member or a member of the Council member's family is employed by or is a consultant paid by any organization of which the financial interests are directly affected by decisions of the Council.

If it appears there has been a violation of this section, the procedures detailed in Section 6(A) of this article shall be followed.

### SECTION 4. TERMS

Each member appointed by the Governor shall serve a three-year term pursuant to statute 256.482, remaining on the Council following the

expiration of their final year until a successor is appointed. Ex-officio members shall serve on the Council until such time as the agency designates a different individual to represent it.

#### SECTION 5. ATTENDANCE

Regular attendance at Council meetings is important to ensure that all issues discussed receive the best input possible. When Council members miss two consecutive meetings, the Council Chair shall take the action required by Section 6(B) of this article.

#### SECTION 6. REVIEW PROCESS FOR ISSUES OF ATTENDANCE AND CONFLICT OF INTEREST –

A. When the Council Chair has reason to believe that a Council member has violated the provisions of Article II, Section 2, paragraph (F), or Article II, Section 3, the Chair shall call a special meeting of the Executive Committee to take place in no less than 10 working days. The Chair shall then contact the member in question by registered mail, requesting the member to appear before the Committee or respond in writing, to explain the actions that it is investigating. The Chair shall also furnish the member with copies of all materials relevant to the investigation. The Committee's task shall be to determine whether a violation has occurred and, if so, to decide on appropriate disposition. Following the meeting, if it is requested by the member in question, the Committee shall provide an additional period of time before making a final determination in order to allow the member to respond to new information that arose at the meeting. This period of time shall not be less than 30 days. Additional meetings may be held if necessary.

At the first Council meeting following the Executive Committee's final determination, the Committee shall report its findings to the Council and recommend an appropriate disposition, which may include a request to the Governor for the member's removal from the Council. The Council shall make its final decision on the disposition of the issue by a simple majority vote of the Council membership.

B. Pursuant to MS 15.059 Subd. 4, (2001), when Council members miss two consecutive meetings and are therefore not in compliance with Article II, Section 5, the Council Chair shall inform them in writing and before the

next meeting that they may be removed from the Council by the Governor as appointing authority if they are absent from the next meeting. If they then miss that meeting, the Chair shall notify the Governor in writing of this fact.

## SECTION 7. REIMBURSEMENT –

A. Expenses - Council members shall be reimbursed for all actual and necessary expenses incurred in the performance of their duties on the Council as allowed by state law.

B. Per Diem - Pursuant to MS15.059 Sec. 2, Subd. 3 (2001) Council members who are not full time employees of the state or any of its political subdivisions and public employees as limited by that law, may receive a per diem payment.

Per Diem will be made for:

1. Full Council meetings;
2. Council Committee/Subcommittee/Task Force Meetings;
3. Attendance at any meeting where the Council member has been officially appointed to represent the Council (the Council Chair has appointed and the Council has confirmed).
4. Attendance at any meeting or other activity which the Council member's presence has been requested in writing by the Council, Executive Committee, or the Council Chair and the Executive Director.

C. Time for submission- Council members shall submit to MSCOD, the state's 'Expense Report- MAPS Accounting Component- Only for persons NOT on SEMA4' documentation for reimbursement of expenses and per diem for approved council activities within 120 days from the date the expense occurred, and otherwise, before the June 30<sup>th</sup> ending of the MSCOD fiscal year.

## ARTICLE III COUNCIL MEETINGS

### SECTION 1. SCHEDULE

The Council shall make every effort to meet at least once every three months, or not less than three times annually, to conduct its business and establish goals, objectives and policies to give direction to the activities of the staff, standing committees and task forces.

### SECTION 2. NOTICE OF MEETING

Written notice to all members stating the place, day and hour of all regular meetings of the full Council shall be mailed or personally delivered to each Council member not less than ten days prior to the date of the meeting. In the case of a recess to another day, all Council members shall be notified of the place, day and hour of the reconvened meeting.

### SECTION 3. SPECIAL MEETINGS

Special meetings of the Council shall be called anytime upon request of the Chair, or a majority of the members of the Executive Committee, or upon a written request to the Chair by any five members of the Council. The meeting shall be called by the Chair within ten calendar days of the receipt of the request. Notice for a special meeting shall include the purpose of the meeting and be given to all members of the Council no less than forty-eight hours before the meeting.

### SECTION 4. QUORUM

A quorum shall consist of a majority of the voting members as appointed by the Governor. All official votes of the council will be recorded in compliance with State Statute (Minnesota's Open Meeting Law, MS 13D).

### SECTION 5. DECISION MAKING

All decisions of the Council must be approved by a simple majority of the members present and voting unless otherwise provided in these by-laws.

### SECTION 6. PROCEDURES

The most recent edition of Robert's Rules of Order shall govern the conduct of business in all cases in which they are applicable and not inconsistent with state law or these by-laws. Where there is a conflict

between any provision of these by-laws and Robert's Rules of Order, these by-laws shall prevail.

#### SECTION 7. MEETINGS CONDUCTED ELECTRONICALLY

The Minnesota State Council on Disability may conduct a meeting of its members by telephone or other electronic means so long as the following conditions are met:

A. all members of the council participating in the meeting, wherever their physical location, can hear one another and can communicate all discussion and testimony;

B. members of the public present at the regular meeting location of the council can hear all discussion and all votes of members of the council and participate in testimony;

C. at least one member of the council is physically present at the regular meeting location; and

D. all votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

1. Each member of the council participating in a meeting by telephone or other electronic means is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

2. If telephone or another electronic means is used to conduct a meeting, the council, to the extent practical, shall allow a person to monitor the meeting electronically from a remote location. The council may require the person making such a connection to pay for documented marginal costs that the council incurs as a result of the additional connection.

3. If telephone or another electronic means is used to conduct a regular, special, or emergency meeting, the council shall provide notice of the regular meeting location, of the fact that some members may participate by electronic means, and of the provisions of paragraph (c). The timing and method of providing notice is governed by section 13D.04.

ARTICLE IV  
OFFICERS

SECTION 1. SELECTION - The officers of the Council shall consist of a Chair appointed by the Governor of the State of Minnesota and a Vice-Chair elected by the Council from among the members of the Executive Committee during the Council's annual election meeting. The annual election will be held as determined in Article VI, Section I.

SECTION 2. TERMS OF OFFICE

The Chair shall serve for one year or until the Governor appoints a successor, and the Vice-Chair shall serve for one year from the date of election, but in no case longer than the term of appointment to the Council. The Officers are limited to serving two consecutive terms.

SECTION 3. COUNCIL CHAIR

The Council Chair shall preside at all meetings of the Council and Executive Committee and shall be an ex-officio member without vote of all Council standing committees and task forces. In addition, the Chair shall:

A. With the approval of the Council, appoint the members of the Council's committees and task forces;

B. With the Executive Director, develop agendas for Council and Executive Committee meetings;

C. With the Executive Director, assure the orientation of new Council members and encourage their involvement in Council activities;

D. Present to the Council, at least semi-annually, a report regarding activities on behalf of the Council;

E. Together with the Executive Director, present the Council's biennial appropriation request to the Governor and State Legislature;

F. Monitor the implementation of Council policies and objectives.

#### SECTION 4. COUNCIL VICE-CHAIR

The Vice-Chair shall aid the Chair in the performance of the Chair's duties and, in the absence of the Chair, shall preside at meetings of the Council and Executive Committee. If the Chair is unable to serve, the Vice-Chair shall assume the Chair's duties, but shall not succeed to the position unless appointed by the Governor of the State of Minnesota.

### ARTICLE V EXECUTIVE COMMITTEE

#### SECTION 1. MEMBERS

The Executive Committee shall consist of the Council Chair and at least four members elected at-large from among the Council's voting members. The Vice-Chair shall be elected by the Council from among the members of the Executive Committee. These members shall each carry one vote. The Executive Committee shall consist of no fewer than five persons.

#### SECTION 2. DUTIES

The Executive Committee shall function as the governing body of the Council between Council meetings and shall make recommendations to the Council for new policies. It is empowered to take action on behalf of the Council only when such action is required between Council meetings and deliberation by the full Council is not feasible. Furthermore, the Executive Committee shall:

A. Screen and recommend two or more candidates to the Council for appointment as Executive Director; and

B. Conduct the Executive Director's annual performance evaluation and report to the Council on the evaluation results.

#### SECTION 3. TERMS

The at-large members of the Executive Committee shall serve for a term of one year, beginning with the member's election or appointment to the Committee, but in no case longer than two (2) consecutive terms without an intervening term or longer than the term of appointment to the Council, excluding Chair.

#### SECTION 4. ATTENDANCE

Executive Committee members shall make every effort to attend Committee meetings. Members absent from two consecutive meetings shall receive a written notice from the Council Chair prior to any subsequent meeting advising them of this fact and alerting them to possible Council action if they continue to be unable to attend meetings. If they are then absent from the next Executive Committee meeting, the Chair shall recommend action to the Council.

#### SECTION 5. PROCEDURE

Decisions of the Executive Committee shall be made by a simple majority of the members present and voting.

#### SECTION 6. QUORUM

A quorum shall consist of a majority of the voting members of the Executive Committee.

#### SECTION 7. NOTICE OF EXECUTIVE COMMITTEE MEETINGS

Notice of Executive Committee meetings shall be provided to all Council members no later than 48 hours in advance of the scheduled meeting time.

### ARTICLE VI ELECTIONS

#### SECTION 1. PROCEDURE

Election of the at-large members of the Executive Committee shall take place at the second Council meeting after appointments to the Council are made and announced by the Governor, pursuant to Minnesota Statutes 15.0597 unless the Council chooses another date certain by a vote of two-thirds of the Council membership present.

Prior to this meeting, the Council Chair shall appoint a Nominating Task Force, subject to the consent of the Council, which shall meet before the election meeting. This Task Force shall develop a list of nominees and, after receiving the consent of each nominee, shall submit this list to the Council members in writing at least two weeks before the election. Nominations may also be received from the floor just prior to the election. Election shall be by plurality of the members present and voting.

Following the election of the Executive Committee, the Council shall elect a Vice-Chair from among the members of the Executive Committee who are willing to serve as Vice-Chair. Election of the Vice-Chair shall be by simple majority of the Council members present and voting. If no member obtains a majority on the first ballot, the Council shall continue to vote. If a majority has not been obtained after the third ballot, the member obtaining the smallest number of votes shall be dropped from further consideration and the same procedure used on each succeeding ballot until a majority has been obtained.

#### SECTION 2. VACANCIES

If a vacancy should occur among the at-large members of the Executive Committee, the Council shall elect a replacement to serve for the remainder of the unexpired term during its next regular meeting. Nominations shall be received from the floor. The election shall be by a plurality of those Council members present and voting.

If a vacancy should occur in the office of the Vice-Chair, the Council shall elect a replacement during its next regular meeting. Election shall be as provided in Section 1 of this article.

### ARTICLE VII COMMITTEES AND TASK FORCES

#### SECTION 1. STANDING COMMITTEES

The State Council on Disability shall have standing committees. Their purpose is to identify issues, to make recommendations for Council policy or action and, as appropriate, to participate in the implementation of Council decisions and activities which advance the Council's mission.

#### SECTION 2. TASK FORCES

As the need arises, the Council may establish special structures called task forces for the purpose of investigating or taking action on specific issues within Council-established policies or work plans. These task forces are limited to acting on the issues for which they were created and within the time frame established for the assignment.

### SECTION 3. COMMITTEE AND TASK FORCE CHAIRS AND VICE-CHAIRS

Each committee or task force of the Council shall elect its Chair from among its own membership. At its discretion, a committee or task force may also elect a Vice-Chair at the time it elects its Chair. Election shall be by a simple majority of the members present and voting. Committee Chairs shall be elected annually at the second committee meeting after appointments to the committee made pursuant to these bylaws. Each task force Chair shall serve for the life of the task force. A committee or task force may remove its Chair for cause by a simple majority of the membership of the committee or task force.

If a vacancy should occur in the position of standing committee or task force Chair or Vice-Chair, the Committee or Task Force shall elect a replacement to serve for the remainder of the unexpired term.

### SECTION 4. COMMITTEE AND TASK FORCE MEMBERSHIP

The Council Chair shall, with the approval of the Council, appoint the members for each committee and task force. Terms on the committees shall be for one year. In no case shall the term of a Council member on a committee or task force be construed as extending beyond the expiration date of the term of appointment to the Council. The members of a task force shall serve for the life of the task force. Notice of possible removal shall be given to a member following two consecutive absences. Committee or task force members unable to attend three consecutive meetings may be removed by the Council Chair after consulting with the appropriate committee or task force Chair.

Membership of task forces may include individuals who are not Council members, but who have expertise that will help the task force carry out its function. All members of a task force shall have the right to vote in that task force whether or not they are a Council member.

If a vacancy should occur among the members of a standing committee or task force, the Council Chair, after consulting with the appropriate committee or task force Chair, may appoint a replacement to serve for the remainder of the unexpired term subject to the approval of the Council during its next regular meeting.

## ARTICLE VIII

### STAFF

#### SECTION 1. EXECUTIVE DIRECTOR

Pursuant to MS 256.482 Subd. 2 the council may select an executive director.

#### SECTION 2. POLICY DIRECTIVES

Staff activities generated as a result of Council policies, Council sub committees, or task force recommendation shall be presented through the Executive Director. The Executive Director is responsible to ensure the timely completion of staff activities.

## ARTICLE IX

### FISCAL MATTERS

#### SECTION 1. FISCAL YEAR

The fiscal year shall be the fiscal year observed by the State of Minnesota.

#### SECTION 2. RECEIPT OF FUNDS

Pursuant to MS 256.482 Subd. 3, the Council may, by majority vote, accept a gift, grant or loan given for the purpose of assisting the Council to carry out its powers and duties.

#### SECTION 3. FISCAL PROCEDURES

The Council shall conduct its fiscal activities as prescribed by the State of Minnesota.

## ARTICLE X

### BY-LAW AMENDMENT/SUSPENSION

#### SECTION 1. AMENDMENTS

Suggested amendments to these by-laws must be presented in writing at least five working days prior to a regular or special Council meeting. Ratification shall require a two-thirds majority vote of the voting members present.

## SECTION 2. SUSPENSION

The by-laws may be suspended by a three-quarters majority vote of the Council members present.

## **APPENDIX**

Since the creation of the Minnesota State Council on Disability, much progress has been made in removing barriers for people with disabilities. Listed below is an abbreviated list of MSCOD accomplishments:

### MSCOD Historical Accomplishments

1973: MSCOD is created by the Minnesota state legislature.

1975: Helped pass legislation to stop discrimination in insurance policy practices.

1975: Provided Information and Referral services to 150 people.

1975: Newsletter "Handi-Captions" distributed to approx. 5,000 people.

1975: Recommended improvements in MTC and FAA Policies regarding travel by persons with disabilities.

1975: Worked extensively on barrier removal policies around the state.

1980: Conducted the first ever "Job Fair" for disabled persons in October.

1980: Reviewed state Affirmative Action Plan and made recommendations.

1980: Made detailed review of federal Section 504 draft regulations, recommended improvements.

1980: Sponsored the 1980 Governor's Conference on Disabled Persons.

1981: Worked with the Building Code Division to make Chapter 55 more compatible with ANSI Standards.

1981: Chaired a committee to examine 504 compliance.

1981: Monitored and commented on 504, ANSI, and Architectural and Transportation Barriers Compliance Board changes in requirements and standards.

1981: Testified on behalf of the Metropolitan Council in support of a plan to purchase articulated, accessible buses.

1982: Provided information and referral services to over 9,000 people.

1982: Provided service on the Minnesota Department of Transportation Interagency Advisory Task Force.

1982: Advised and gave technical assistance to achieve accessibility, disability parking and accessible shuttle services to the HHH Metrodome.

1983: Served as Minnesota's National Liaison to the National Office on Disability.

1983: Assisted in passing legislation to ensure accessibility of state meetings and conferences.

1983: Helped to add crucial amendments to the Minnesota State Human Rights Act which set into state law the concepts of Section 504 of the Federal Rehabilitation Act of 1973.

1984: Worked to promote passage of the Voting Access Bill.

1984: Published a brochure for employers to promote Human Rights.

1985: Worked with Galtier Plaza IN St. Paul, Mn, to ensure accessibility after a DOJ Department of justice complaint was filed against them.

1988 – 1990: State organizer for passage of ADA (signed by President George H. W. Bush).

1983 – 2000: Actively oversaw administration of \$49 million of access funds for elimination of barriers in state-owned facilities.

1990: Served on 11 interagency committees.

1990: Took lead role in establishment of Minnesota Health Care Access Commission.

1990: Established first state-wide disability specific Information and Referral system.

1990: State bonding money to use to create access to library in state. MSCOD lead the access review.

1991: Initiated Annual Legislative Roundtable or agency so disability community could hear about up-coming legislative issues for state.

1991: Conducted ADA training to over 6,500 individuals, employers, and local government.

1992: Conducted state-wide survey of county courthouses and advised on barrier removal.

1992: Developed and published book, "A Question of Attitude". This is the most requested disability awareness booklet from our agency.

1992: Developed "Building Access Survey" (still in use today in updated version). Requested architects throughout the state.

1992: Partnered with various disability-related nonprofits to co-host 3 statewide ADA training conferences.

1992: Spearheaded the distribution of \$50 million in bonding funds for renovation of state owned facilities to ensure accessibility.

1994: In January, Council assisted in forming new coalition for health care for Persons with Disabilities. Today MnCCD is responsible for this effort

1992-1994: Served on 24 Interagency Committees.

1998: Worked on access issues related to Capitol complex.

1999: First year Legislative Roundtable incorporated interactive television to Greater Minnesota.

1999: Conducted Minnesota Youth Leadership Forum in conjunction with the U.S. Department of Labor division of Disability Employment.

2000: Partnered with other disability organizations to host statewide conference on Accessible Housing Design.

2000: Ted Kennedy Jr. was brought in to be guest speaker for 10<sup>th</sup> anniversary of the ADA.

2000: Worked on 32 Interagency committees (\* experienced 30% Budget cut – lost 3 FTE positions).

2001: Visibility Language passed requires all newly constructed single-family homes, duplexes, triplexes all newly constructed single-family homes, duplexes, triplexes and multi-level townhouses built in whole or in part with funds from the Minnesota housing finance Agency (mhfa) to incorporate three access features at the time of construction. Those features are: one no step entrance, a half-bath on the main level and 32 inch clear doorways throughout the dwelling.

2001: Shepherded the passage of accessible housing design requirements in MHFA funded projects.

2002: Cost-cutting measures included holding council meetings in state-owned facilities.

2003: Started customer focused satisfaction surveys.

2003-2004: Responded to over 3,000 information and referral requests.

2003-2004: Conducted over 45 Trainings, with a combined audience of over 2,000.

2003-2004: Conducted over 30 Access Surveys state wide.

2003-2004: Held statewide Outreach, contacting 5,710 people.

2003-2004: Hosted annual legislative Roundtable, with over 150 participating disability organizations.

2003-2004: Amended Council's open meeting law so that meetings could be conducted via electronic means.

2003-2004: Advised the Secretary of State on HAVA legislation and accessible voter equipment.

2003-2004: Provided technical assistance on disability parking and special plates policy to the Department of Public Safety.

2003-2004: Advised DEED Rehabilitation group on the development of the ADA online course.

2003-2004: Provided technical assistance on Worker's Compensation Home Modification cases to the Department of Labor and Industry.

2003-2004: Advised DOER on disability awareness training, access issues, and employment.

2004: brought in Department of Labor Assistant Secretary Roy Grizzard to speak at Annual Disability Employment Awards luncheon.

2005: 15<sup>th</sup> year anniversary of ADA held at Earl Brown Center in Brooklyn Park. 600 people attended.

2005: Held first ever statewide conference entitled "Emergency Preparedness: Focus on Disability".

2005: Successfully advocated with the Centers for Independent living for removal of the words "handicap", "idiot", and "retard" from Minnesota Statute and Rules. These words were replaced with more accurate and respectful terminology.

2005: Delivered a comprehensive reference book containing materials on disability issues to all Minnesota legislators and met with all new legislators.

2005: Brought in Jennifer Sheehy Keller is the President's appointed Special Assistant for Employment to the Assistant Secretary of the Office of Special Education and Rehabilitation Services (OSERS) and Acting Deputy Commissioner of the Rehabilitation Services Administration in the U.S. Department of Education to speak at annual awards luncheon with over 85 attending.

2005: Was asked to form a partnership with DEED and DHS on the CMS Center for Medicare and Medicaid "Pathways to Employment "grant. This grant was to develop an infrastructure focusing on removing the barriers to employment for people with disabilities.

2005: Invited to become one of four partners in Minnesota Department of Health grant to prevent secondary disabilities.

2005: Governor Pawlenty permanently removed our sunset.

2006: Brought in John Kemp J.D well known national disability advocate who was born without any limbs, to speak at annual awards luncheon with over 150 people attending.

2006: Advocated for Special Needs Plans (SNP's) for people with disabilities who receive medical assistance?

2006: Helped pass election law to make it easier for deaf people to request interpreters at their precinct caucus. Council chair David Schwarzkopf blind was able to vote independently for the first time ever!

2006: Successfully advised against amending election laws that would exempt any township from providing accessible voting equipment in odd-numbered years.

2006: Advocated for funding of mental health pilot program in Hennepin and Ramsey counties.

2006: Presented more than 30 training programs on key disability topics to over 3,000 individuals.

2006: Legislation mandated a review of the state's ability to relocating people out of nursing homes who are under the age of 65, so they can live in the least restrictive environment possible. This was called Options too.

2006: 10,000-plus contacts were made on a variety of issues.

2007: Brought in speaker Chuck Dean a veteran of the Vietnam War, was one of the first three hundred paratroopers to enter the war in S. E. Asia. He is the author of several books addressing the unsettling spiritual and emotional issues caused by serving in a combat zone.

2007: From 2007 to 2010, lead policy Dialogues to increase public accessible transportation in greater Minnesota for Pathways to Employment grant.

2007: Helped develop legislation granting preference to people with disabilities and disabled veterans in housing provided by the Public Housing Authority.

2007: Facilitated a statewide review of the assistive technology needs of seniors and people with disabling conditions.

2007: Wrote Legislative Letters of Support for State Services for the Blind, "Freedom to Breathe" Act, the "Seat Belt" law, Met Council Bill SF1111, and Newborn Infant Hearing Screening HF1095/ SF1206, among others.

2007: Provide Safe Patient Handling Study - Commissions a study of ways to require workers' compensation insurers to comply with Minnesota Statutes in the workers' compensation premiums of health care and long-term care facilities. Recommendations must be regarding funding sources available to health care facilities for safe patient handling programs and equipment, such as low interest or interest free loans, and state, federal, or county grants.

2007: Safe Patient Handling Work Group - Requires the Minnesota State Council on Disability to convene a work group comprised of representatives from the Minnesota Medical Association and other organizations representing clinics, disability advocates, and direct care workers, to address options for and use of safe patient handling equipment, identify barriers to the use of equipment, and help determine the applicability of the Safe Patient Handling Act in clinical settings.

2007: Housing Preferences - Gives preference in housing accommodations to disabled veterans, persons with disabilities, and families of service persons who died in service and to families of veterans.

2007: \$151,000 to the City of Faribault for renovations to accommodate handicapped accessibility at the Paradise Center for the Arts.

2007: Received over 12,000 contacts throughout the course of the year from email, telephone, exhibiting at conferences, state fair booth, holding events, and trainings.

2008: Brought in speaker to attend annual awards luncheon in Duluth. This was the first state luncheon ever held in conjunction with a town hall meeting earlier in the day on Green Jobs.

2008: Received over 13,000 contacts into agency from email, telephone, exhibiting at conferences, state fair booth, holding events, and trainings.

2008: Developed legislation with disability partners on transit issue with MnDOT to develop a plan to meet the unmet transit needs of 80 percent of persons with disabilities by 2015 and 90 percent by 2025.

2008: Created legislation on Disability parking so that all parking meters will now be uniform throughout the state, with a four-hour maximum at most meters. Plus, city-owned ramps must offer a 50 percent discount to disabled parkers.

2008: Drivers with disability license plates can apply for a second set for a second car. MNSCOD must approve the request.

2008: Ticket scalping operations are now prohibited from using software to obtain good concert and sports tickets from online outlets. Sometimes those programs were inappropriately buying up and reselling seats intended to be used for wheelchair seating.

2008: \$100,000 to the MSCOD to provide financial support to the Minnesota Regional Assistive Technology Collaborative.

2008: \$200,000 for remaining state match required for the federal Technology Related Assistance Act for Persons with Disabilities - Alternative Financing Project 2003 grant which provides micro-loans to individuals to acquire assistive technology devices and services.

2009: Brought in speaker Andy Imparato, Executive Director from AAPD American Association for people with Disabilities.

2009: Received over 13,000 contacts into agency from email, telephone, exhibiting at conferences, state fair booth, holding events, and trainings.

2009: Staff and Council Members served on the following boards and commissions, among others: Access Review Board, Business Leadership Network, Emergency Preparedness Response Committee, and State Rehabilitation Council.

2009: Safe Patient Handling Bill introduced and signed into law.

2009: Met with new State Senators and Representatives, presented them with an updated handbook on disability issues.

2009: Co-sponsored Options Too Conference with Metropolitan Center for Independent Living (MCIL) regarding mental illness.

2009: Held Town Hall Forum on transportation, pedestrian walkways and the ADA.

2009: Conducted 26 Trainings on a variety of issues.

2009: Delivered over 10 Trainings on the subject of Emergency Preparedness.

2009: Held Annual Legislative Forum, closed-captioned and web streamed statewide, with over 150 participants. Speakers included Sen. Larry Pogemiller and Rep. Paul Thissen.

2009: Safe patient handling-A strong collaborative effort including efforts by MSCOD staff resulted in the passage of a new law requires every clinical setting that moves patients to develop a written safe patient handling plan by July 1, 2010. And the plans must try to achieve the goal of minimizing manual lifting and using patient handling equipment by Jan. 1, 2012.

2009: Report compiled on Incorporating Adaptability Design Elements - To explore the possibility of incorporating the adaptability design elements in the State.

2010: Collaborated with the American Association of People with Disabilities to host a Town Hall Meeting in Duluth focusing on Green Jobs. Over 100 people attended.

2010: Held Advocacy Day in conjunction with the Metropolitan Center for Independent Living and the Minnesota Association for Centers for Independent Living at the Capitol.

2010: Annual Legislative Forum via videoconference was closed-captioned and web streamed statewide. State Representatives Hosch and Huntley were speakers at this event.

2010: Conducted 23 Trainings on a variety of disability-related issues.

2010: Brought in speaker Lynne M. Ruttledge a Presidential appointee and serves as the Commissioner for the Rehabilitation Services Administration with the U.S. Department of Education in Washington DC. 164 people attended.

2010: The MN State Council on Disabilities, the MN Consortium for Citizens with Disabilities, and the Arc of Minnesota may submit an annual report by

January 15 of each year, beginning 2012, to the chairs and ranking minority members of the legislative committees with jurisdiction over programs serving people with disabilities, the report will provide data and measurement to assess the extent to which goals and benchmarks in the area of disability services are being met (Chapter 1 line 116.28)

2010-20<sup>th</sup> of ADA brought in speaker Josh Blu to perform for event. 600 attended event.

2011: Brought in speaker Richard Devylder as the U.S. Department of Transportation's first Senior Advisor for Accessible Transportation. 145 attended the event.

2011: Disability Parking. This is the bill we worked on with the City of Minneapolis and does two things. First, it allows a disability parking tag to be displayed anywhere on the dashboard, not just the driver's side. This would allow people to use a new technology that mounts to the dashboard and flips up with the disability parking tag. Second, currently if someone receives a violation for an expired disability parking tag, they can have it dismissed if they go into court. This would require that be done in 90 days, that you show the parking tag belongs to you, that you have a current one, and that you surrender your expired permit.

2011: Passage of voter ID bill. Minnesota state residents will now need to present a photo ID to vote.