

Wyoming Governor's Council on Developmental Disabilities Council Meeting

- Call to Order:** The meeting of the Wyoming Governor's Council on Developmental Disabilities was called to order by Acting Chairperson, Phylcia Davidson at 1:04 p.m. Thursday, November 13, 2025, via Zoom.
- Roll/Call Members Present:** Tehla Bates-Stayer, Lynda Baumgardner, Kim Bellamy, Amy Burns, Phylcia Davidson, Krystyne Ethridge, Elizabeth Forslund, Heather Glaser, Jeff Graham, Michelle Jarman, Jennifer Kirlin, Kathy Miller, Nikita Meyer, Stephanie Olson, David Ray, Maraia Rubin, Tess Reed, Deana Smith, Lucas Tronquet, and Feliciana Turner.
- Absent:* Nicky Harper (excused) and Karl Knopf (non-excused).
- Staff Present:* Shannon Buller, Penny Davis, Cathy Hardway, and Brittany Hankinson-McGovern. Key Actions
- Agenda Approval:** **David Ray motioned to approve the agenda. Nikita Meyer seconded the motion. The motion carried.**
- Minutes Approval:** **David Ray motioned to approve the minutes from the August meeting. Heather Glaser seconded the motion. The motion carried**
- Council Mission:** Phylcia Davidson and Amy Burns reviewed the Wyoming Governor's Council on Developmental Disabilities (WGCDD) mission, vision, and responsibilities. Members were reminded to complete the Quick Focus form.
- Council Business:** Brittany Hankinson-McGovern, Phylcia Davidson, and Amy Burns addressed the current transition period.
- **Council Chair Resignations:** Callie Allred resigned as Council Chairperson to the Five-Year Plan Committee and the Council on September 8, 2025. Brittany Hankinson-McGovern resigned as Council Chairperson and member on August 18, 2025.
 - **Executive Director Hiring:** The Leadership Team conducted interviews and offered the Executive Director position to Brittany Hankinson-McGovern, which she accepted.
 - **Leadership Team:** With the special elections later in the meeting, the Leadership Team will resume monthly meetings to review Council Meetings and Agendas beginning in January.
 - **October Meeting:** No meeting was held in October due to the DD Conference.

Director's Report:

Brittany Hankinson-McGovern, Shannon Buller and Penny Davis reported the Director's Report.

General Office Report

- **Council Membership:** Rhonda Taylor was welcomed as a new member. There are four Council openings: two for individuals with Developmental Disabilities and two for Family Members. Candidates from the northwest and northeast parts of the state are needed in order to represent the entire state.
- **Staffing & Training:** Brittany attended the EDLS Conference in Pennsylvania in October. New staff member Cathy Hardway started with the WGCDD in September.
- **Fiscal:** This is a Budget Year. Brittany will meet with the AG's office on December 5 to discuss the upcoming budget. No request for increased funding is planned.
- **Publications:** Monitoring and updating of the website, Facebook page, and listserv continues. Newsletters are typically sent out the third week of each month.

Federal Reporting (Shannon Buller)

- The Annual Report was published in August 2026.
- The Program Performance Report (PPR) is being completed for the December 30, 2025 due date.
- The Five-Year-Plan is scheduled for review in January, public comment in March, and submission in August 2026.

Executive Meetings (Brittany Hankinson-McGovern)

- Shannon Buller has been introducing Brittany to several people in the AG office and other agencies during the transition. She is scheduled to meet with Curtis Biggs in the Governor's office.
- Working with the Designated State Agency (DSA) on the 2026 biennium budget.

Projects (Penny Davis)

- **Employment Library:** Cathy Hardway will monitor this project after training.
- **DDAM Luncheon:** Scheduled for March at Little America, after the Legislative Session (date TBA).
- **Art Gala:** Details are in progress; looking at April or May for the event.
- **Wyoming Developmental Disabilities Conference:** Will be held on October 14–16, 2026. Staff is developing a new RFP; location is TBA.
- **WYABLE:** Wyoming has 693 open accounts. Effective January 1, 2026, the age limit for disability onset will increase from 26 to 46, expanding eligibility. Outreach and trainings will continue.

Collaborative Projects (Penny Davis)

- **MyChoice - Guardianship and Resource Center:** Contract expired. Melissa Theriault will provide a final report and be available for questions later in the meeting.
- **WIND, Charting the Life Course:** A new project. Cari Glantz will provide a report and be available for questions later in the meeting.
- **Mind & Thought LLC:** Project finished on September 30, 2025. Archie Pettry and Jennifer Johnson will provide a final report and be available for questions later in the meeting.

Bright Idea Grant (Penny Davis)

- The Notice of Funding Availability (NOFA) for the 2026–2027 grant year will be released on November 14, 2025.
- The Five-Year Plan Committee will evaluate and score proposals after their training in mid-January.

Partner Groups and Meetings (Brittany Hankinson-McGovern)

- Information on the many groups the Council and Staff are involved with is included in the Council Meeting packet.
- Penny Davis inquired about the State Rehabilitation Council (SRC); Tehla Bates-Stayer reported the application is still pending with the Governor's Office.

Committee Reports:

Budget/Executive Leadership Committee (Phylicia Davidson)

- No quorum for minutes and agendas.
- Reviewed the biennium budget, Federal budget liquidation and spending, and the plain language fiscal chart (information available in the packet).
- **Action Items:** Staff will continue the plain language fiscal chart, Leadership team budget reviews, and Federal budget monitoring.

Systems Change Committee (Amy Burns)

- No motions were made.
- Penny Davis provided information on the Legislative Session and will continue to update the Legislative Tracker.

Five-Year-Plan Committee (Amy Burns)

Uprising Project Funding: Motion was made and carried to bring a project proposal to the Council as a whole for a full funding vote. The project is for Uprising to make a 90–120 minute video in a “train-the-trainer” format for the prevention of grooming for human trafficking for people with DD. Discussion was held on the project.

Lucas Tronquet motioned to approve full funding for the Uprising project proposal in the amount of up to \$14,000.00. David Ray seconded the motion. The motion carried.

Collaborative Project Reports:

My Choice:

Melissa Theriault reported she was very please with the project. She said she has seen growth and change throughout the State. She enjoyed working with the Council and thank it for the funding.

WIND: Charting the Life Course:

Cari Glantz reported there is a 4 part training her team has been going through. After team is trained, they will start trainings for the public.

Grant Report:

Mind and Thought:

This project ended September 30, 2025. Jennifer Johnson informed the Council that throughout project there were 4 in person training and one online training. Totaling 41 people who were certified. This training involved how to help a person with DD through a mental health crisis. The people who were certified were service providers, case managers and parents.

Agency Reports:

Wyoming Independent Living (Amy Burns)

WIL has been working on end of the year and fiscal reports. There have been Guardianship 101 training, aimed at parents and school districts. Peer Advocacy Conference was held in August in Casper and was successful. Next, they will be working on Spring calendars and adverts for 2026.

WDH-HCF-HCBS (Elizabeth Forslund)

They sent in the report for the Rural Transformation Project which was due in November 2025. A Provider incentive program is in the works. This is for providers who are helping patients transition from the State Hospital to their communities. There is a new IT program starting in July 2026. This program will replace Improv and EMWS. Training will start in January 2026 with a go live date tentatively set in July.

WDH – Aging (Maraia Rubin)

The State and Federal performance reports are being finished. There has been an increase of caregivers in Wyoming. The number has gone from 350 to 505. Reminder of the two meal programs WDH provides for Seniors in the State.

WDH-PH-MCHU (Feliciana Turner)

As of October 31, 2025, the Children’s Special Health Unit has been closed. Those children will receive or have been receiving assistance through Medicaid or private insurance. The Genetic Clinic has been concluded.

WDE (Deana Smith)

Chapter 7 Rules revision has been halted with no public comments at this time. Though Ascend 307 there are ample webinars and links for training for educators and public regarding Special Education.

P&A (Stephanie Olsen)

Department working on end of the year reports. There are two positions available with P&A. Information is posted on website.

WIND (Dr. Michelle Jarman)

Continue working on the Five-Year Plan, needs assessment and should be completed by fall 2026. WIND is working with the WDH with the Transformation Funds.

PHP (Krystyne Ethridge through Brittany Hankinson-McGovern)

Krystyne sent over a report for Brittany to read. They have 2 new staff starting. The PIC Conference is set for September 19, 2026 and they are looking for vendors and speakers for the event. Any questions contact Krystyne with information Penny provided in the Zoom Chat.

Public Comment:

There were no public comments for the Council

Special Elections:

Elections were held for the Council Chairperson and The Five-Year Plan Committee. These positions will hold office until Regular Council Election being held in May 2026. Election resulted in Kim Bellamy being elected as Council Chairperson and Nikita Meyer as The Five-Year Plan Committee Chairperson.

New Business:

Phylicia Davidson called for New Business.

Create Action Plans:

- Leadership Team Training will be held in December, TBA
- Grant Training for Five Year Plan will be held in January, TBA
- Google Doc Training was decided to be on a one-on-one training. Anyone wanting this training before the next council meeting is to contact staff.
- New Member Orientation will be held after Brittany has been trained by Shannon, TBA

Housekeeping (Brittany Hankinson-McGovern)

A reminder for the Quick Focus Form was given along with reminder to complete the Conflict-of-Interest Form. Thank you and acknowledgments were given to everyone who participated in the Special Elections. To Phylcia and Amy for acting as Chairperson to the Council and Chairperson for the Five-Year Committees respectfully. And to Shannon for coming out of retirement to help the transitions of Brittany to Executive Director.

Adjournment:

Nikita Meyer motioned for the meeting to be adjourned. David Ray seconded the motion. The motion carried. The meeting adjourned at 4:11 p.m.

Submitted by: Cathy Hardway, Administrative Specialist