



Positive Practices for Recruiting Prospective Members

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Delaware Developmental Disabilities Council

Common Challenges faced with the State's Board and Commissions Application

- Application lacks specific questions to understand which category the applicant is applying to represent to fill the specific needs as required by the Council's federal mandate
 - Person with a developmental disability
 - Parent or guardian of a person with a developmental disability who can not advocate for themselves
 - Immediate Relative of a person with a developmental disability who can not advocate for themselves
- Individuals were being appointed into positions for which they did not meet the requirements of the federal mandate (positions required by federal mandate can be viewed later in this presentation)

Current questions as they appear on the State of Delaware application:

The following questions are optional.

1. Are you a person, or a relative of a person, with a disability?

Yes

No

If yes, please indicate which:

2. If you are a parent of a person with a disability, is the person over 18 years of age?

Yes

No

Collaboration with the Governor's office staff

- As new legislative staff changes, our Council staff meets with the Governor's staff to review the specific requirements per our federal mandate to ensure those appointed to our Council reflect accurate required positions on the Council.
- To ensure those being appointed fit the true requirements of the Council, I created a supplemental questionnaire.
- As vacancies become available and applications are received by the Governor's office, the Staff is notified to question if we know the individual and if we would recommend them for approval. Many applicants typically attend as a guest a few times before applying to become a member of the Council.
- As any potential applicants may move forward, they are asked to complete the questionnaire. If they do not meet the required questions and open vacancies, then the Governor's office will not proceed with appointing them.



Developmental Disabilities Council

Board and Commission Application

Supplemental Membership Questionnaire

The Delaware Developmental Disabilities Council (“DDC”) is authorized by Public Law 106-402 (“DD Act”) to address the unmet needs of people with developmental disabilities through system-wide advocacy, planning and demonstration projects. The mission of the Delaware DDC is to promote and embrace inclusion, equality and empowerment.

The members of the DDC are citizens with developmental disabilities, family members and representatives from state and private organizations concerned with the provision of services to people with developmental disabilities. The DD Act requires that 60% of the members of the DDC be citizen members who meet required criteria set forth in the law. In order to meet the federally required balance of members, a person who is applying to become a member of the DDC must fill out this questionnaire.

Please check the box for any of the criteria for membership set forth below that apply to you. More than one criteria may apply.



Check ALL the boxes that apply to the person applying to become a DDC member:

1. Persons with Developmental Disabilities. All the following subparts must be true:
- a. I am an individual with a developmental disability, as it is defined in the DD Act. All elements of the definition must be met. Developmental disability is defined under the DD Act as a severe, chronic disability of a person which is:
 - 1) Attributable to a mental or physical impairment or combination of mental and physical impairments; and
 - 2) Is manifested before the individual attains age 22; and
 - 3) Is likely to continue indefinitely; and
 - 4) Results in substantial functional limitations in 3 or more of the following areas of major life activities:
 - a) Self-care (feeding, toileting, dressing, etc.)
 - b) Receptive and expressive language (understanding and speaking)
 - c) Learning
 - d) Mobility (means a person's ability to get around – this is not transportation related)
 - e) Self-direction (decision making, exercising control and choice over decisions)
 - f) Capacity for living independently
 - g) Economic self-sufficiency (employment/jobs); and
 - 5) Reflects the individual's need for a combination and sequence of special, interdisciplinary or generic services, individual supports, or other forms of assistance that are lifelong or extended duration.
 - b. I am not an employee of a State agency that receives funds or provides services under the DD Act, and I am not a managing employee of any other entity that receives funds or provides services under the DD Act.



2. Parents or Guardians of Minor Child with Developmental Disabilities. All the following subparts must be true:
- a. I am a parent or guardian of a minor child (under the age of 18) with a developmental disability, as it is defined in the DD Act (see definition in #1 above) who cannot advocate for himself or herself.
 - b. I am not an employee of a State agency that receives funds or provides services under the DD Act, and I am not a managing employee of any other entity that receives funds or provides services under the DD Act.
3. Immediate Relative or Guardian of Adult with Mentally Impairing Developmental Disabilities. All the following subparts must be true:
- a. I am an immediate relative or guardian of an adult (age 18 or over) with a mentally impairing developmental disability, as it is defined in the DD Act (see definition in #1 above), who cannot advocate for himself or herself.
 - b. I am not an employee of a State agency that receives funds or provides services under the DD Act, and I am not a managing employee of any other entity that receives funds or provides services under the DD Act.
4. Institutionalized Individuals. I am an individual with a developmental disability as it is defined in the DD Act (see definition in #1 above), who resides or previously resided in an institution.
5. Immediate Relative or Guardian of an Institutionalized Individual. I am an immediate relative or guardian of an individual with a developmental disability as it is defined in the DD Act (see definition in #1 above), who resides or previously resided in an institution.
6. Groups Concerned with Developmental Disability Services. I am a representative of a local or non-governmental agency or a private nonprofit group concerned with services for individuals with developmental disabilities, as it is defined in the DD Act (see definition in #1 above), in the state of Delaware. Identify which agency or group you represent: _____.

**** If your answer to any of these questions changes in the future, it is your responsibility to notify the staff of the DDC, so they can determine if you still qualify for membership under the same criteria or alternative criteria. If you no longer qualify for membership or if necessary to comply with the DD Act's membership requirements, the Governor may remove you from membership.**