



State of Connecticut  
Department of Developmental Services

DDS

**Minutes of the March 8, 2023 Meeting**

**Location:** Meeting Held Virtually via Microsoft Teams

**In attendance:** Princess Russell-Raynor, Co-Chair; Cres Secchiaroli Co-Chair; Peter Mason; Lauren Gray; Marina Derman; Shannon McCormick; Sherri Knightly; Dawn DeMatteo; Gunnar Abrahamsson; Claudine Testani; Wayne Seidel; Deloitte (Betsy Bella and Julia Oak); McDowell (Maura Fitzgerald and Rebecca Brockway).

**Absent:** Yana Razumnaya; Kevin Bronson,

**Introductions**

Co-Chair, calls the meeting to order at 11:02 am

**Approval of Past Meeting Minutes – n/a**

**Announcements - none**

**Topics for discussion:**

- a) ARPA Updates (Peter Mason) discussed-
  - Working through development of our communication plan and calendar with both Deloitte and McDowell.
  - Troubleshooting issues identified with Rewarding Work website, plan to roll out in March delayed a bit but should be on track soon.
  - Looking for companies who will be doing assessments and training of staff for assistive technology; will provide updates as we make progress.
  - All other previous updates on efforts continue and we are pleased with progress.
- b) McDowell Communications discussed –
  - First newsletter rolled out this week. Went out to DDS staff first and will be mailed to Individuals/Families (in mailboxes) as soon as tomorrow for some.
  - Discussed rolling out the next stakeholder newsletter which will include the rebranding of the long term transformational design called S.T.E.P. – Supporting Transformation to Empower People. Looking for input from the committee on what the newsletter should include. Looking for feedback/leads on any profile spotlights.
  - 7 Videos in development, coordinating schedules with those being featured sharin stories; filming will start in March. Please share any leads for success stories.
  - Master communications plan/calendar reviewed - covers next six months, will share what's to come a month in advance in preparation for roll out.

- c) Deloitte Consultants discussed-
  - Updates on the transformational model. Development of educational materials for stakeholders in collaboration with DDS, McDowell, and stakeholders to align messaging.
  - Reviewed slides draft of educational materials outlined. The three main goals of these education materials are to educate, but of course about how do we engage in and benefit from transformational model create enthusiasm. Requested feedback for input to inform overall framework and messaging.
- d) Divisional Communication- continue progress.
- e) Action Steps – Provide feedback/input to inform stakeholder messaging and communication efforts.
  - McDowell – communication plan/calendar, newsletter, videos.
  - Deloitte – Transformation Educational Materials/Outline.
- f) Future Agenda Items
  - Guest Presentation on Residential Incentives
  - Updates on strategies and coordination around regional staff updates.

**Announcement of Next Meeting**

Wednesday, March 22, 11:00 am

**Adjournment - 12:03 pm**