



FY 2019 Individual and Family Support Program

Regional Council Member Description

What is the IFSP Regional Council?

The Department of Behavioral Health and Developmental Services (DBHDS) established the Individual and Family Support Program (IFSP) Regional Council to support the local implementation of “Virginia’s Individual and Family Support State Plan” and to work in collaboration with the IFSP State Council to provide general recommendations to the Department on its plan to increase family supports throughout the Commonwealth.

What do Regional Council members do?

Regional Council members participate in the quarterly State Council meetings as regional representatives and serve on issue based committees as needed. Council members represent the perspective of families and individuals with a developmental disability and/or share their knowledge as experts in the fields of developmental disabilities.

Specific duties of Regional Council members include:

- Building local networks to increase the number and types of supports received by individuals on the Developmental Disability (DD) Waiver Waiting List,
- Serving as a liaisons between their local communities and the State Council, and
- Providing regular updates on local activities.

What are some of the characteristics DBHDS is looking for in a Regional Council member?

- Local leadership experience around developmental disabilities and an interest in promoting the IFSP at a local level.
- A willingness to share their insights and opinions and to actively participate in meetings, both in-person and virtually.

- The capability to reflect on personal experiences while also understanding the views of others and develop recommendations that are for the greater good.
- Experience using technology, including email and cloud-based applications like Google Drive and AdobeConnect.
- The capability to attend the three quarterly meetings and the annual meeting, both which are in-person. Please note: DBHDS provides reimbursement to members for meeting travel expenses.

Are there any required qualifications for Regional Council members?

Yes. Regional Council members must:

- Be a resident of the Commonwealth of Virginia, and
- Be in good standing with respect to complying with the program receipt policies and usage policies if they have received funds in the past.

What is the process for becoming a council member?

- 1) If you haven't done so already, read the IFSP Regional Council Charter and the State Plan. Both are available online at <https://drive.google.com/drive/folders/1iCTO2EqaWlUcY1udZUnJJGlbxLabUtwQ?usp=sharing>.
- 2) Apply using the online self-nomination form located at <https://www.surveymonkey.com/r/XCG7BJX>.

Who will review and approve my application?

DBHDS will review the all self-nominations and recommend applicants to the State Council for review. Applicants will be asked to participate in an in-person or phone conversation with an existing State/Regional Council Member. Based on the council's recommendation, an appointment may be offered.

All council appointments are made by the Commissioner of DBHDS.

How long is the term of services?

Regional Council members serve a two year term.

When is the application deadline?

For FY 2019, DBHDS will accept self-nominations from October 1st to October 15th. Applicants selected for an interview will be contacted within a week of the self-nomination application closing.