

## **ALABAMA DISABILITIES ADVOCACY PROGRAM (ADAP)**

### **PADD Advisory Council**

#### **Operating Procedures**

- I. ADAP's PADD Advisory Council (Council) is established in accordance with federal law<sup>1</sup> in order to provide a voice for individuals with developmental disabilities and to advise ADAP on its program policies and priorities.
- II. The Council must be comprised of a majority of individuals with disabilities who are eligible for services, have received or are receiving services, parents, family members, guardians, advocates, or authorized representatives of such individuals.
- III. The Council has twelve members, who are appointed by ADAP's Director with input from the Council and by other stakeholders.
- IV. Members' terms run on calendar years.
- V. Members will serve staggered terms.
- VI. A member may serve a maximum of two successive two-year terms. After the first two-year term on the Council, ADAP's Director may reappoint that member for a second two-year term. After serving two successive two-year terms on the Council, an individual must wait two years before being appointed by ADAP's Director to the Council.
- VII. The Council will meet at least three times each year.
- VIII. Council members who have two or more unexcused absences per year may be replaced by ADAP's Director.
- IX. Council members who are associated by virtue of employment or contract with an organization or agency that is a named defendant in ADAP litigation may be removed by ADAP's Director in order to avoid a conflict of interest.
- X. Council members will be reimbursed for any travel expenses pursuant to University of Alabama travel guidelines and procedures.
- XI. Council members are required to sign a confidentiality form.

---

<sup>1</sup> 45 CFR Section 1326.21(g)