

Tatro Consulting Services
Proposal Summary

Tatro Consulting Services has worked with the Council on a variety of issues over the last two years, including facilitating two Annual Retreats, assisting in the development of the Five Year State Plan and facilitating the Annual Focus Group required by the Administration on Intellectual and Developmental Disabilities (AIDD).

Proposed Services

Approval is being sought to utilize Tatro Consulting Services to assist in the following areas:

- Facilitating the 2012 Annual Focus group as required by AIDD. This includes leading the focus group and providing a written report detailing the findings. The report will be used in the required Project Performance Report (PPR) due in March 2013 and for ongoing planning activities with the Council.
- Facilitating one 2-3 hour work session with each of the three Standing Committees in February 2013. These sessions will implement an analytical process to review the specific objectives established in the Five Year Plan, review alternatives and prepare formal recommendations to be considered during the 2013 Annual Retreat. The process will follow the strict timeline set by AIDD in submitting changes to the Five Year Plan by August of each year.
- Facilitating the Annual Retreat tentatively scheduled for March 2013. The retreat will host presentations by each Standing Committee, review of recommendations, discussion of changes to the Five Year State Plan and formal action on steps to be taken.

Costs

The State contracted hourly rate authorized for Tatro Consulting Services is \$150.00 per hour. Tatro Consulting Services is proposing 59 hours for the services listed above for a total of \$8,850.