



**INTEGRATED EMPLOYMENT STANDING COMMITTEE**  
**DRAFT MINUTES**  
**Friday, September 5, 2014**  
**11:00 a.m. – 11:30 a.m.**  
**Arizona Developmental Disabilities Planning Council**  
**1740 West Adams Street, Suite 410, Phoenix, Arizona 85007**

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on September 5, 2014 at 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present were the following members of the Integrated Employment Standing Committee.

<b>Members Present</b>
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John Black, Chair, Teleconference  
 Renaldo Fowler, In-person  
 Traci Gruenberger, Teleconference  
 William McQueary, In-person  
 Melissa Van Hook, In-person

<b>Guests/Staff Present</b>	<b>Members Absent</b>
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Dara Johnson, AHCCCS, Teleconference  
 Debra Pryor, Partners in Brainstorms, Teleconference  
 Ralph Serpico, Untapped AZ, Teleconference  
 Marcella Crane, Contracts Manager, In-person  
 Lani St. Cyr, Fiscal Manager, In-person  
 Michael Leyva, Contract/Grants Coordinator, In-person

David Cutty  
 Matt McMahan  
 Charles Ryan

**A. Call to Order**

Renaldo Fowler and William McQueary were welcomed as new Committee Members. John Black indicated quorum was achieved and Meeting was called to order at 11:04 a.m.

**B. Review of Integrated Employment Standing Committee Meeting Minutes**

The Minutes from the May 8, 2014 Committee Meeting were reviewed.

- Motion to approve May 8, 2014 Meeting Minutes was made by Melissa Van Hook.
- Motion seconded by Traci Gruenberger.
- Motion carried.

**C. Untapped Arizona Year 3 Budget Request**

Michael Leyva shared information on the Year 3 budget request submitted by Dara Johnson, Arizona Health Care Cost Containment System. Year 1 and 2 activities focused on program development including creation of new website; business needs assessment to support strategic plan; Sector Strategy approach; Business Advisory Committee recruitment; non-profit organization set up; and executive director recruitment. Year 3 will focus primarily on strategic planning, organization and programmatic development.

- Motion to approve Untapped AZ Year 3 budget request in the amount of \$167,050.15 was made by Melissa Van Hook.
- Motion seconded by Traci Gruenberger.
- Motion carried unanimously.
- Standing Committee will forward recommendation to Executive Committee.

**D. Child Care Assistant Program for Transitional Youth Research Study Proposal**

Michael Leyva shared information on the Proposal submitted by Partners in Brainstorms. The Proposal is the first phase to determine interest among Transition Planners at high schools in Maricopa County for a Child Care Assistant Program for youth in transition. A Child Care Assistant Program may help create employment opportunities for youth and young adults by developing the knowledge base and skills necessary to be employed as staff members in the child care industry.

Discussion centered on the focus areas of the study whether it would be rural or urban; recommendation to consider Glendale Union and Peoria Unified School Districts to provide demographic and geographic balance; and consideration of Native American student population.

- Motion to approve the Child Care Assistance Program for Transition Youth Research Study Proposal in the amount of \$14,827.50 was made by Melissa Van Hook.
- Motion seconded by William McQueary.
- Motion carried unanimously.
- Standing Committee will forward recommendation to Executive Committee.

**E. Call to the Public**

John Black requested a Call to the Public. No public members were present.

**F. Adjourn**

John Black called for a motion to adjourn the Meeting.

- Motion was made by Melissa Van Hook to adjourn.
- Motion seconded by Traci Gruenberger.
- Motion carried and the Meeting was adjourned at 11:30 a.m.