



EXECUTIVE COMMITTEE

October 19, 2015

2:00 P.M. – 3:00 P.M.

1740 West Adams Street, Suite 410, Phoenix, Arizona 85007

DRAFT MINUTES

An Executive Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on Monday, October 19, 2015 at the ADDPC Office, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC:

Members Present

Ray Morris, Chairperson
John Black, Vice-Chairperson
Monica Cooper, Phone

Tom Uno, Phone
Melissa Van Hook, Phone

Members Absent

Andrew Robinson

Staff/Guests

Guests

Larry Clausen, ADDPC
Marcella Crane, ADDPC
Michael Leyva, ADDPC

A. Call to Order

Ray Morris, Council Chairperson, welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Standing Committee meeting. The meeting was called to order at 2:00 P.M. Roll call and participant introductions were completed.

B. Approval of Meeting Minutes

The minutes from the July 29, 2015 Executive Committee meeting were reviewed.

- A motion was made by Thomas Uno to approve the July 28, 2015, Executive Committee Meeting Minutes.
- The motion was seconded by John Black.
- The motion carried.

C. Traaen & Associates - \$52,529

The proposal to continue services with Traaen & Associates for an additional year was considered by the Committee. As in the past, the renewal Scope of Work (SOW) submitted involved Traaen & Associates serving as a Council liaison for the Arizona state legislature during the 2016 session. Activities involved in the SOW included educational visits with State Legislators; Design, authorship and preparation of the Weekly Legislative Update; Preparation of the final report, summarizing the 2016 Legislative Session; Periodic presentations to the Council during the session to update on current issues; Attendance at legislative hearings; and other duties. The proposal contained 3 optional activities and the Committee decided that Optional Activities I & III would not be pursued. Optional Activity II pertaining to additional services to be offered if an extended or special session occurred will be considered independently, based on funded reserves.

- A motion was made by Tom Uno to approve funding for Traaen & Associates in the amount of \$52,529 in providing legislative liaison services during the 2016 Legislative Session. The renewal of the contract included approval of Option II, conditionally based upon funded reserves. Options 1 & III were denied.
- The motion was seconded by Monica Cooper.
- The motion carried.

D. Alzheimer's Association - \$32,926

Discussion was held regarding the proposal submitted by the Desert Southwest Chapter of the Arizona Alzheimer's Association for renewal funding for the educational program, *CarePRO for Family Caregivers*. This unique program is designed to assist family caregivers providing care and support to persons with Down Syndrome and other specific developmental disabilities experiencing early on-set Alzheimer's and related dementia.

In the previous year of operation the Alzheimer's Association experienced operational issues in achieving stated goals. Upon review of the current proposal, the Committee had several questions about how the project, if funded, will overcome the barriers encountered last year. As a result, the Committee asked Marcy Crane and the Self-Advocacy Standing Committee to obtain additional information from the Alzheimer's Association. When updated information is obtained the Self-Advocacy Standing Committee will convene to review and make recommendations to the Executive Committee for final action.

- A motion was made by John Black to withdraw the Alzheimer's Association proposal for consideration due to unresolved questions regarding the Scope of Work. The proposal will be referred back to the Self-Advocacy Standing Committee for analysis and recommendations to be considered at a later date by the Executive Standing Committee.
- The motion was seconded by Melissa Van Hook
- The motion carried.

E. Pilot Parents of Arizona - \$95,640

Renewal funding for the Partners in Leadership program was considered by the Committee. This program has been funded by the Council during the last 5 years and is an excellent training program for parents and persons with developmental disabilities to develop self-advocacy skills. Program managers are very responsive to the changing requirements associated with federal requirements for self-advocacy funding and during the last year have expanded the post-graduate evaluation process. A question was raised during discussion about the potential for program participants to be mentored to hone their skills in testifying and participating in the legislative process. After discussion it was determined that this idea should be moved to the planning process for the Council's new State Plan so that full resources can be dedicated to the concept.

- A motion was made by John Black to approve funding for Pilot Parents of Arizona to operate the Partners In Leadership program in 2016 in the amount of \$95,640.
- The motion was seconded by Tom Uno.
- Motion carried.

F. Native American Disability Law Center. - \$60,271

The Native American Self-Advocacy Project was reviewed for renewal funding. While facing multiple barriers in meeting program goals, outcomes have been successful with self-advocacy leadership training being provided to youth in the communities of Fort Defiance and Tuba City. Additionally, due to the support of the program, a young adult became a full member of the Navajo Advisory Council on Disability. In the coming year, structured outreach will continue with both the Hopi and Navajo tribes with the goal of developing additional self-advocate leaders who can expand their influence within their local communities.

- A motion was made by Melissa Van Hook to approve funding for the Native American Disability Law Center for operation of the *Native American Self-Advocacy Project* in the amount of \$60,271.
- The motion was seconded by John Black.
- The motion carried.

G. NACDD Membership Dues 2016 - \$11,081

Larry presented a request for approval to pay the annual membership dues to the National Association of Councils for the Developmentally Disabled (NACDD). The membership fee is used to fund a number of activities that benefit and support all Councils nationally, including the involvement of NACDD acting as a liaison with the Administration on Intellectual and Developmental Disabilities/Administration on Community Living, representing Councils on the Hill, developing policy/procedures as dictated by the Developmental Disabilities Assistance and Bill of Rights Act and a myriad of other activities.

- A motion was made by John Black to approve payment of the NACDD 2016 Membership dues in the amount of \$11,081.
- The motion was seconded by Tom Uno.
- Motion carried.

H. Randstad Temporary Services - Funding - \$11,000

Larry shared information on additional funding needed for temporary staffing due to the vacancy in the Executive Secretary position. Randstad Temporary Services is a state contracted vendor who supplies temporary personnel to state agencies. Larry explained that a full-time state employee will be hired in the near future, based on qualified candidates being identified. Because the process for interviewing and selecting a candidate has just begun, it's unclear as to how long funding will be needed for the temporary position. However, Larry was confident that the amount requested would be sufficient to meet the needs of the Council.

- A motion was made by John Black to approve funding in the amount of \$11,000 for continued funding of temporary services until a full-time employee can be hired.
- The motion was seconded by Melissa Van Hook.
- The motion carried.

I. Call to the Public

A call to the public was made with no public present or responding.

J. Adjournment

- A motion was made by John Black to adjourn the meeting.
- The motion was seconded by Melissa Van Hook
- The Executive Standing Committee adjourned at 3:21 P.M.