



SUPPORTING EMPLOYMENT FIRST AD HOC COMMITTEE
DRAFT MINUTES

Thursday, April 26, 2018
11:00 a.m. – 12:00 p.m.

Arizona Developmental Disabilities Planning Council
3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

An ad hoc committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on April 26, 2018 at 3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present were the following members of the Supporting Employment First Ad Hoc Committee, guests, and staff.

Members Present	
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Melissa Van Hook, Chair, telephone Monica Cooper, telephone John Eckhard telephone Traci Gruenberger, telephone Andrew Robinson, telephone	Jason Snead, telephone Scott Lindbloom, telephone Tom Uno, telephone
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Guests/Staff	Committee Members Absent
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A. Welcome & Introductions

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Supporting Employment First Ad Hoc Committee meeting. The meeting was called to order at 11:00 a.m. Members introduced themselves.

B. Approval of Meeting Minutes

The Minutes from the February 15, 2018 Employment Committee meeting were reviewed. A Motion was made to approve the February 15, 2018 meeting minutes by Tom Uno; seconded by Monica Cooper. Motion carried.

C. Employment First Website/Sonoran UCEDD Contract Amendment

The Sonoran UCEDD currently received a contract from the Council to develop the Employment First Website. The development is to provide inclusive employment related opportunities, to facilitate community connections and to encourage/increase the inclusion of people with disabilities in the workplace. The amendment is to request an approval by the Council to increase their contract by \$5,000 that will allow the Sonoran UCEDD to identify and pay for a videographer to develop 2 employment videos to be posted on the website once it goes 'live'. The videos will highlight employment success stories of Arizonans with I/DD. The current one year contract started on January 12, 2018, and initially awarded \$25,539.

A motion was made by Monica Cooper to approve the contract amendment of \$5,000 for the Sonoran UCEDD. Jason Snead seconded the motion. Motion carried.

D. College Prep Summer Tech Camp/SARRC Request

Michael Leyva, ADDPC staff and Andrew Robinson, Council member met with SARRC regarding the Tech Camp they host every year to young adults with autism. The camp is scheduled for July 22-28, 2018 in Tempe and this year they have asked the Council to help sponsor 5 individuals with autism to attend, with a total cost to the Council \$7,500 (cost is \$1500 per/person). The Tech Camp is designed for participants to have an immersive college experience, including exposure to admissions, dorm life, classes and homework, group projects and college life skills. Participants also learn skills in robotics, gaming and coding. This request would be for one year with data/follow-up to be provided by SARRC.

A motion was made by Tom Uno to approve the request of \$7,500 for SARRC. Scott Lindbloom seconded the motion. Motion carried.

E. RFGA Scope of Work Draft – Creating a Diverse Workforce for PWDD

Committee members were briefed on the draft scope of work for a competitive solicitation that will be released in May that is addressing how businesses can diversify their workforce by hiring, training and retaining persons with developmental disabilities. The employer should be willing to change their hiring policies, offer on the job supports, track data and be able to share their program with other business on lessons learned. This solicitation is open to nonprofits, businesses, and local units of government; \$150,000 is available for the first year, and multiple awards may be considered.

A motion was made by Jason Snead to approve the scope of work and dollar amount. Monica Cooper seconded the motion. Motion carried.

F. System Change Training for DD/VR/Providers

A Scope of Work draft was shared with the committee to approve \$50,000 to NAU/IHD to be the lead coordinator to work with a steering committee comprised of VR, DDD, and AZ Association of Providers for People with Disabilities (AAPPD). The steering committee is developing a comprehensive training for Arizona's job developers, job coaches, employment service providers, agency staff, self-advocates and other stakeholders to promote the inclusion of employment of persons with developmental disabilities.

The steering committee will identify the trainer, locations of training, development of the agenda, training materials and evaluation. The half day trainings will be take place at two locations. Funding this scope of work, will allow the Council to enter into an ISA agreement with NAU for them to begin the work with the steering committee. Several Committee members discussed their concerns and issues were addressed by staff. It was felt that more accountability needs to be implemented within VR/DDD to ensure the training becomes part of their agency policy and practices, especially with staff turnover/new hires, and as the agenda and training materials are developed, for staff to share that with the Employment Ad Hoc Committee for their feedback.

A motion was made by Monica Cooper to approve the scope of work, dollar amount and contract agreement with NAU/IHD. Jason Snead seconded the motion. Andrew Robinson voted against the motion; Tom Uno and Scott Lindbloom abstained. Motion carried

G. RFI Proposals – Research and Collect Data on High Schools; Work & Volunteer Opportunities; Council Intern Project

Erica asked Committee members to share their questions and requests for data they would like to see collected and incorporated in the questionnaire/survey. The goal is to have an ADDPC Intern randomly contact High School Special Education Departments in rural and urban areas and collect information on work and volunteer opportunities currently in place.

A motion to approve the use of interns to research and collect data on work and volunteer opportunities was made by Scott Lindbloom. Tom Uno seconded the motion. Motion carried.

H. Call to the Public

Melissa Van Hook requested a Call to the Public. No public members were in attendance.

I. Adjourn

A motion was made by Jason Snead to adjourn. Scott Lindbloom seconded the motion. Motion carried. The meeting was adjourned at 12:05 p.m.