



EXECUTIVE COMMITTEE

Friday, April 12, 2024

9:00 AM – 10:30 AM

3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

Meeting held via teleconference

DRAFT MINUTES

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (Council/ADDPC) was convened virtually April 12, 2024, notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

Melissa Van Hook, Chairperson
J.J. Rico, Vice Chair
Monica Cooper

Janna Murrell
Kelly Roberts
Vijette Saari

Members Absent

Kathy Levandowsky

Staff	Guests
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Jon Meyers, Executive Director
Marcella Crane, Contracts Manager
Lani St. Cyr, Fiscal Manager

A. Call to Order/Welcome:

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Committee meeting. The meeting was called to order at 9:04 AM. Roll call and participant introductions were completed.

B. Minutes from January 12, 2024, Meeting:

Chairperson Melissa Van Hook asked for a motion to accept the minutes from January 12, 2024, Executive Committee meeting. The motion was made by Monica Cooper, seconded by J.J. Rico. The motion carried.

C. Fiscal/Contract Update:

Lani St. Cyr gave the ADDPC Financial Update and explained the Council has received the full allotment for FY 2022 in the amount of \$1,500,930. This is level funding to FY 2021 excluding the Puerto Rico reallocation. ACL has granted a no-cost extension for FY 2022 extending the project period through September 30, 2024. The Council has fully obligated these funds and will need to complete the work by September 30, 2024. There is approximately \$23,171 remaining to be liquidated.

The Council has received an additional allotment of FY 2023 funding in the amount of \$398. This brings the current FY 2023 total amount to \$1,501,328. The Council has fully obligated these funds. There is approximately \$705,621 remaining to be liquidated. The obligation and period of performance requirements are through September 30, 2024. The final report is due September 30, 2025.

The Council has received the third allotment for FY 2024 in the amount of \$200,476 bringing the current award amount to \$711,770. The obligation and project periods are through September 30, 2025. The final report is due September 30, 2026. The Council has not received the final award for FY 2024 yet, but it should be at level funding.

Next, an update was given on the additional awards the Council has received.

The Council received \$84,288 for COVID-19 Vaccine specific projects. ACL granted a one-year no cost extension for these funds. The funds needed to be obligated, and work completed, by September 30, 2023. The final report was due by the end of January 2024. The Council has spent \$82,809 and reverted \$1,479.

The Council received an additional award in the amount of \$95,319 to expand the Public Health Workforce within the Disability Network. These funds are being tracked and reported on separately. The obligation and project period are through September 30, 2024. The contract for this project has concluded. The Council has received and paid all invoices for the total amount of \$95,319.

The Council Funded Projects sheet was reviewed. This sheet shows all projects currently funded by the Council. This sheet has had very few changes and no new contracts since the last Executive Committee meeting. Staff are following up with any outstanding invoices.

The Budget Recommendation document was then reviewed. This sheet reflects the projects outlined in the FY 2024 Workplan as well as the funding that has already been approved in the prior years. FY 2024 funds will be used primarily for projects to be decided on in the FY 2025 workplan. Currently, there is an anticipated shortfall of \$17,672 for FY 2024 funds. However, there are several new RFGA projects that have not been funded yet and this leaves some flexibility if the Council is unable to award projects at the levels that have been budgeted for.

D. Executive Director Report

COVID-19 Public Health Development special funding:

As previously stated, the COVID-19 Public Health Workforce Development funds of approximately \$95,000 addresses the role of public health professionals in serving the aging/elder population with I/DD. A contract with the Sonoran UCEDD allowed staff from the Regional Center for Border Health/Western Arizona Health Education Center (RCBH/WAHEC), located in Yuma, to carry out the research.

As of today, a draft report has been submitted, and it was reviewed by staff. We asked the RCBH to consider our recommended changes before the report is shared.

Once the report is finalized, the System Access and Navigation committee will review it and develop policy recommendations for the Council to consider.

Bridging Disability & Aging Community of Practice:

ADDPC's application to join this nationwide CoP was approved in late February by NACDD, and our first coalition meeting is the week of April 15, including the state alliance team comprised of representatives from disability stakeholders. We are looking to broaden the group from folks around rural communities and tribal nations and to address the aging community's needs and gaps in services for aging individuals with I/DD. The community of practice comes with annual funding for three years of \$5,000 per year. This work will be in place through the end of FFY 2026. If anyone knows of individuals or organizations who may be interested in joining or could recommend others, please contact Jon.

Council Vacancies/Appointments/Re-appointments:

Jon received good news from the Governor's Office of Boards and Commissions that the appointments/reappointments for most existing vacancies have been approved. New members are in the process of being notified and once the Council membership has been updated and sent to Jon, he will share it with the Executive Committee members. These include representatives from AZ Department of Health Services, DES/Division of Aging and Adult Services, and AHCCCS. We are waiting on a name to recommended for the AZ Department of Education.

Calendar of 2024-2025 ACL updates:

Jon asked Marcy to provide the updates for Council reporting to ACL.

Marcy stated that ITACC has updated the calendar of due dates for key tasks. For this year, there are three key dates for Council's to keep in mind: June 21, 2024, is when the updates to the Council membership, staffing, and FFY 2025 budget are due. By August 15, 2024, the Council must submit the FFY 2025 and 2026 Annual Work Plans. December 30, 2024, is the due date for the Program Performance Report for FFY 2024. Marcy discussed other key dates through the end of December 31, 2026, including for the Council and staff to begin creating an outline of the tasks to be performed to create the next five-year state plan, FFY 2027-2031. The new five-year state plan is due August 15, 2026, and planning for this work should begin this year.

Jon stated he will want feedback from the Council and he looks forward to working with the Council members and stakeholders on next five-year state plan.

2024 Disability Policy Seminar – April 8-10:

The annual event was held in Washington D.C., April 8-10, 2024. Jon, Michael Leyva, and Vijette Saari attended, as well as a team from the Arizona disability community, including the Executive Director for The Arc of Arizona; two staff with The Arc of Tempe; two staff from AIREs, a provider in Arizona; and representatives from the UA/Sonoran UCEDD and NAU/IHD. The Policy Seminar included workshops for the first two days with the last day spent meeting with the Arizona congressional delegation on Capitol Hill.

Jon stated he was pleased to report Arizona's team were able to visit with almost all Representatives and/or their staff and with Arizona's two Senators, Sen. Kelly and Sen. Sinema. The only House member they did not meet was Representative Biggs. The team had good conversations with each office. Jon thanked Vijette for sharing her personal story, as it is powerful to for elected officials to hear personal stories.

J.J. thanked Vijette for attending and for sharing her story. He said having that amount of time with each of Arizona's congressional staff is very important in order for them to hear about the work of the Council. Melissa agreed.

E. Behavioral Health & Crisis Response survey:

Melissa asked Jon to provide the overview of this report. Jon said he will provide the final report at the full Council meeting but shared a few points with the committee members.

The survey and report conducted by Noble Predictive Insights (NPI) was to find out more information regarding members' and caregivers' experiences with the behavioral health and crisis response systems in Arizona.

Before the survey was released, members of the BH/Crisis core group requested several changes to the survey, including adding plain language phrasing to be more accessible to the I/DD community. Because of these requests, as well as delays getting NPI's state contract renewed due to adoption of a new contract management software platform at ADOA, the timeframe for issuing the survey was adjusted.

The survey was released in December and approximately 200 responses were received. A lot of good information was received related to the challenges people are facing and their interactions with the behavioral health system. The report includes recommendations for better crisis response related to people for I/DD.

The report will inform the Council how we can move forward to address this need. NPI was helpful in this work, and we can ask them to provide a presentation to the Council if necessary.

Melissa thanked Jon for the update.

F. Legal Options Manual Update – Proposal for Review:

Jon presented the proposal by the UA Sonoran UCEDD to update the Legal Options Manual. The Sonoran Center is requesting \$21,279 to complete the project. The Legal Options Manual was last updated in 2016 and it is a highly sought after resource by family members and organizations that request hard copies from the ADDPC. The 2016 version is currently on our website.

Jon stated there are several changes to make, such as adding a chapter on Supported Decision-Making and updating the legal forms from the current Arizona Attorney General's Office. The Sonoran Center will subcontract most of the work to Disability Rights Arizona, and the timeline to complete the work is by the end of November 2024.

J.J. agreed with Jon that this an out-of-date resource and he is excited to work on updating the Legal Options Manual.

Melissa Van Hook asked for a motion to approve the proposal by the Sonoran UCEDD to update the Legal Options Manual, in the amount of \$21,279. The motion was made by Janna Murrell and seconded by Monica Cooper. The motion carried. J.J. Rico abstained from voting.

G. Status of Current Grant/Contract Solicitations:

Marcy Crane covered three work items. The first is the annual Conference and Training Sponsorship grant solicitation. The grant notice was released in February and 10 organizations applied for funding. Marcy stated that she is working with an evaluation committee to review the proposals. Any final recommendation to the Council will occur in June 2024.

Second, Marcy stated the grant notice for Internet Safety Training is currently open. Applications are due April 25, with \$100,000 available to applicants. Multiple awards are expected, and the Council will approve any applications in June 2024.

The third grant project will address abuse and neglect prevention, identification, and reporting. Jon and Marcy are in the process of finalizing the scope of work and the dollar amount. Marcy will release this grant notice in June for the Council to approve an award in September 2024.

Marcy also stated that there are several current projects that were notified of their renewal status, including Supported Decision-Making, Self-Advocacy, and Pregnancy/Parenting projects. Each of these will apply for second year funding.

NAU/IHD submitted a proposal for Assistive Technology to support SIP-C college students. The proposal is for \$50,000 and staff is reviewing this proposal.

H. Full Council meeting agenda – April 19, 2024:

Jon welcomed committee members' input on the agenda for the upcoming full Council meeting. The Council meeting will be 15 minutes longer due to two grantee presentations. We're in the process of receiving their PowerPoint slides to share. Council members will receive a Google weblink to attend the meeting.

I. Announcements:

Janna Murrell stated that Raising Special Kids (RSK) will be celebrating its 45th anniversary on April 26 and will be revealing a new name. She also stated that RSK staff attended micro-aggression training and it was really worth it. She will share the consultant's name. Janna also said that RSK announced the Family First award winner. Renaldo Fowler with Disability Rights Arizona is the recipient of this year's award.

J.J. Rico said the African American Conference on Disabilities is scheduled for June 28, 2024. J.J. will share information on registration with the Council.

Melissa Van Hook discussed SB 1435, also known as Ava's law. The bill strengthens the responsibility that school districts have in conducting a thorough background investigation for new hires, including paraprofessionals that will be interacting with, teaching students with disabilities. They should be asking previous employers about their conduct in working with children. The bill should be easy to support and to pass, however the legislators and Governor's Office are getting pushback from schools and lobbyists who do not want more regulations.

J.J. appreciated Melissa's notice on this bill. This is an important bill to pass as anyone should be held accountable for any abuse or harm they cause to any students.

J. Call to the Public

No members of the public were present.

K. Adjourn:

The meeting adjourned at 10:02 AM.