



EXECUTIVE COMMITTEE

Tuesday, June 30, 2020

10:00 a.m. – 11:00 a.m.

Video Conference

MINUTES

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened Tuesday, June 30, 2020 via video/teleconference. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

John Black, Chairperson, Telephone
Melissa Van Hook, Vice-Chair, Telephone
Monica Cooper, Telephone
Scott Lindbloom, Telephone
J.J. Rico, Telephone
Jason Snead, Telephone

Staff

Erica McFadden, Executive Director
Marcella Crane, Staff
Lani St. Cyr, Staff
Michael Leyva, Staff

Guests

A. Call to Order/Welcome and Introductions

Chairperson John Black welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Committee meeting. The meeting was called to order at 10:00 a.m. Roll call and participant introductions were completed.

B. Minutes from May 21, 2020 Executive Committee Meeting

John Black asked members if they had a chance to review the minutes and if there were any changes. A correction to the minutes was requested. Motion was made to approve the minutes with the correction by Monica Cooper and seconded by Jason Snead. The motion unanimously carried.

C. Fiscal/Contract Update

Lani St. Cyr gave an overview of the three financial documents starting with the ADDPC Financial Update, which showed approximately \$273,300 in FY 2018 funds remaining to be spent by the end of September 2021. For FY 2019 the Council has fully obligated the funds by the original September 2020 deadline, but must ensure all work is completed by September 30, 2021. There is approximately \$724,700 remaining to be liquidated by September 30, 2022. The Council has received the entire allotment for FY 2020 in the amount of \$1,487,423 and has until September 30, 2022 to obligate these funds and complete the projects. The final liquidation period for FY 2020 is September 30, 2023.

The Council Funded Project document showed no major changes from the last month other than monthly invoicing expenditures. It was explained that many of the contracts with end dates of June 30, 2020 would be concluding and the contracts that went through the approval process last month were not reflected on the sheet because the contract periods have not started yet.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. Agenda items to be discussed were highlighted to show the availability of funds and the prior approval of the Council. A column has been added to show FY 2021 funding, currently being estimated at level funding, and shows additional renewal projects reflected in the 2021 workplan.

D. Grants Committee

Strategic Plan Development – Improvement Assurance Group

Lani St. Cyr gave an overview of the proposal submitted by Improvement Assurance Group for strategic plan development and explained that they will be working through Flannigan Hyde to assist the Council with its 5-Year strategic planning. The project has multiple phases and is anticipated to run from August to June 2021. They will provide:

- A detailed project plan with timelines for activities
- An engagement plan for collecting input and perspectives from key stakeholders
- A current state inquiry and analysis plan
- Conduct a 'road show' to get input from stakeholders across the state
- Data collection tools, as necessary
- Synthesize data and key findings for the state
- Develop a mechanism to provide feedback/updates to keep the community informed
- Solutions Road Show in multiple locations within the state
- A full strategic plan document as well as an external facing document.

A Strategic Planning Committee will be established as well as workgroups and there will be meetings throughout the process to ensure the project is in line, on time and meeting the Grants and Contracts Standing Committee expected outcomes. Erica McFadden added this was a draft proposal and the final will reflect Flanagan-Hyde and Associates as the vendor. Also, they will be conducting a stakeholder event in Spanish as well one with sign language interpreting and will be working virtually as needed.

John Black called for a motion to approve the draft Strategic Plan proposal in the amount of \$72,838. Motion was made by Jason Snead; seconded by Melissa Van Hook. The motion carried.

Conference Sponsorship RFGA Recommendations

Marcella Crane gave an overview of the proposals submitted under the conference sponsorship competitive grant solicitation. Nine proposals were submitted and reviewed by an outside evaluation committee and six of them were recommended for funding, including:

- The Arizona Coalition to End Sexual & Domestic Violence in the amount of \$8,459. In collaboration with Ability 360 and the Arc of AZ, they will provide three 8-hour workshops about the impact of violence in the I/DD community. They anticipate 120 participants with 40 attending per event. It will include trainings for victim service providers, disability-serving organization staff, and family members and individuals with I/DD. The proposed dates for the trainings are May, June and July 2021. Funds will be used for staff time, print materials, travel stipends for out of town participants, and speaker fees.
- The Arizona Association for Supportive Child Care in the amount of \$10,000. They plan to host an annual statewide early childhood conference in February 2021. The 30th Annual Celebrate the Young Child Conference will be a two-day event including a Friday networking dinner with keynote speaker and a full day conference on Saturday. The funds will go towards the Friday pre-conference event to cover the costs for supplies and speaker fees (no meals will be paid for by ADDPC funds). They will invite early childhood professionals that are not familiar with inclusion in early childhood, and family members who have children with I/DD.
- Niagara University in the amount of \$9,939. They have developed a comprehensive disability awareness training program for first responders and will be bringing this training to Arizona either in-person or remotely. Dates will be finalized with state and local first responders' associations. The target audience includes, local and state patrol, firefighter, 911 operators/dispatchers, EMS and other first responder management. Training is not meant for family members or individuals with I/DD. Funds will be used to cover the costs of personnel trainer, resource booklets and other training materials, and travel costs for the trainer.
- Southern Arizona Association for the Visually Impaired in the amount of \$10,000. They will be conducting an Integrated Employment theme conference "Cultivating a Culture of Strength" on May 14, 2021 in Tempe for approximately 200 individuals

who are blind or visually impaired, individuals with I/DD, employers, caregivers, families, professionals, educators and other community members. The focus is to highlight advancements gained by the blind community to provide companies with information to take an integrated approach to strength-based employment; inform consumers of their rights and responsibilities; and provide information for families, caregivers, and professionals central to integrated employment. The conference will culminate with a job fair at the end of the day where participants will be exposed to companies with various employment options and have a chance to network. Funds will be used to cover the costs of supplies, meals, rental fees, and professional speaker.

- Southwest Autism Research and Resource Center in the amount of \$7,500. They will be having two 1-hour Inclusive Practices for Community Settings webinars for those interested in learning about inclusive best practices. Following each webinar, each partner leadership team will receive three 1-hour consultations with a Board-Certified Behavior Analyst to continue further discussion and application of inclusive practices in their natural environment. With the funding, they can continue to provide critical training on inclusive practices to community organizations and partners ensuring that individuals with autism are meaningfully integrated into inclusive communities. Funding will be used to cover the costs of Southwest Autism Research and Resource Center staff.
- The Arc of Arizona in the amount of \$10,000. They will partner with the Arizona Autism Coalition and host the second annual Autism and Intellectual and Developmental Disabilities Resources Conference to be held on October 17, 2020 in Phoenix. The theme is Building a Sustainable Future, and will be geared to self-advocates, family members, caregivers, professionals, and other community stakeholders who work with individuals with I/DD. The conference will not focus on one single topic or audience segment, but instead engage the attendees on various facets of community living and possible opportunities to be inclusive and engaged. Areas of topic to be addressed include self-determination, employment, safety and security, legal and judicial issues, healthcare and oral healthcare, family and caregiver needs, behavior management practices and related professional therapy practices.

John Black called for a motion to approve the six conference sponsorship proposals recommended by the evaluation committee in the combined amount of \$55,898. Motion was made by Melissa Van Hook; seconded by Jason Snead. The motion carried.

E. Covid-19 Updates & Council Roles

Erica McFadden shared the role of the Council has become clearer during the Covid-19 pandemic, as the Council is working with the Governor, state agencies, DD Network, and The Arc on measures to better protect Arizona's disability community. Everyone is interested in developing a coordinated and unified communication plan. Plain language info on Covid-19 has been created and available.

However, issues have arisen regarding hospital visitation policy and who receives care when hospital treatment resources are scarce due to the numbers of patients in hospitals with Covid-19. Guidance is being requested through the Governor's Office to clarify the Crisis Standards of Care guidance memo on who deserves to be treated at hospitals. People with disabilities, the aging population and other vulnerable populations need to be protected per federal and state law. Furthermore, it is recommended that stricter language against anti-discrimination should be addressed in the guidance memo.

Discussion centered on how Committee members can support Erica to be able to respond quickly to urgent issues, and recommended communication and policy should:

- Not conflict with DD related organizations
- Advocate for the same position
- Respond to policies and positions we are mandated to do
- Focus on the network of people and organizations
- Avoid conflict of interest
- Inform agencies and administration we are all talking to each other.
- Need to be prepared and respond at a moment's notice
- Use the DD national network and research what other states are doing, look at best practices that are working well.

Erica will draft a Council response that can be used and stated during any discussions with stakeholder groups on what the Council position is.

F. Review, Analysis, & Survey Update

Erica McFadden shared the survey to help prioritize planning will be focused on people with disabilities and written in plain language. The plan is for the survey to be released Monday, July 6, 2020 with a 30-day turnaround. The survey will also be available in Spanish and DD partners including Ability360 and The Arc will help with dissemination. The survey will help the Council with goal setting and development of the upcoming 5-year plan.

G. Call to the Public

John Black made a Call to the Public. No public members were in attendance.

J.J. Rico shared the Arizona Center for Disability Law is shifting its focus on Covid-19.

H. Adjourn

John Black called for the meeting to adjourn. The motion was made by Melissa Van Hook and seconded by Jason Snead. The motion unanimously carried. The meeting adjourned at 11:05 a.m.