



EXECUTIVE COMMITTEE

Tuesday, January 14, 2020

8:00 A.M. – 9:00 A.M.

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

MINUTES

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened Tuesday, January 14, 2020 at the ADDPC Office, 3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

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

Members Absent

None

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

A. Call to Order/Welcome

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 8:01 am. Roll call and participant introductions were completed.

B. Minutes from December 10, 2019

Chairperson John Black asked members if they had a chance to review the minutes and if there were any changes. Clerical changes were made. The word plant was changed to plan, though was changed to through, and discuss was changed to discussion. Motion was made by Scott Lindbloom and seconded by Matthew Isiogu. The motion unanimously carried.

C. Fiscal/Contract Update

Lani St. Cyr gave an overview of three financial documents. The ADDPC Financial Update showed approximately \$596,449 in FY 2018 funds to liquidate by the end of September 2020. There is approximately \$140,345 in FY 2019 to obligate by September 2020. The Council has already identified projects for these funds. There is still \$884,169 left to obligate for FY 2020. Much of this funding is already ear marked for specific projects in the current state plan. However, due to contract extensions awarded to some grantees, renewal projects planned using FY 2020 funds now fall outside of the September 30, 2021 deadline. We will go ahead and move forward on contingency funding of the additional sexual abuse research with the Sonoran UCEDD, as well as putting out a competitive solicitation around self-advocacy to be awarded by July 1, 2020. There still needs to be plans for the obligation of an additional \$100,000 of funds by July 1, 2020.

The Transition in Action project has a tentative start date of January 1, 2020- December 31, 2020 (contract still needs to be executed). In addition, the Employment First website project wrapped up in January, and the website is now live. The Inclusion Classroom Profile project with AZ Dept. of Ed. was renewed on December 20 for one year, and the Autism Plays project with NAU-IHD was also renewed January 1, 2020-December 31, 2020. The Adaptive Skiing project started December 1, 2019 and will run through November 30, 2020. The Economic Impact study and A.T. Still University for their dental videos were both completed by December 31, 2019. Also, NAU/IHD's Post-Secondary Think College project was extended. We are in the process of obtaining invoices from Native American Disability Law Center, ASU Therapeutic and Inclusive Recreation, and Cronkite School of Journalism.

It was noted the FFY 2020 amount is an estimate based on level funding, as the Council has not been notified of federal award amounts. John Black asked that we put some time on the Full Council agenda to consider options for obligating an additional \$100,000.

D. Council Operations Update

Erica McFadden reported that DES has renewed our MOU with them for the next five years. In addition, we are still waiting on the Governor's executive order re-authorization but are expecting it any day. Erica congratulated Marcy Crane and the staff for submitting our 2019 Program Performance Report to the feds before the deadline of December 31st. Everyone contributed to ensuring it was complete. If anyone wants the executive summary of the report, please let Erica or Marcy know.

E. Feedback on 5-Year Planning Process

Based on the feedback of last month's Executive Committee, we drafted a plan of activities and timeline to ensure we were able to submit our next 5-year plan on time. Following are the activities reviewed:

- Gather information from Council and various sources to address the sections of the comprehensive review & analysis. January - May 2020
- Assess progress on current State Plan. March 2020
- Analyze the data collected and develop meaningful summaries to inform the Council about services, supports, and other assistance available, and the extent of unmet needs for services to people with I/DD and their families. May 2020
- Gather public input on issues of importance based on data analysis. Summer 2020 (survey)
- Based on survey findings, staff identify top areas of importance given by the public to guide the development of goals, objectives, and strategies for the plan. August 2020
- Hire a facilitator. August 2020
- Hold a strategic planning session with the Council to advise on priority selection; Re-visit mission and vision. September 2020
- Hold a series of ad-hoc strategic planning committee meetings with Council, and key stakeholders to determine goals and objectives for 5-year plan based on identified priority areas. October – December 2020
- Approve a public review draft of the State Plan and publish for comment (45 days). January 2021
- Public Comment period (in addition, email it out and get feedback, and visit various locations of the state and present data with draft action plan). February 2021
- Review public comments to determine if any modifications need to be made. March 2021
- Council approval of final plan. May 2021
- Submit plan to OIDD in the ACL Reporting System. August 15, 2021

Erica stated that there was a 3-month buffer built in in case something went sideways in the process. May's meeting will be focused on a high-level analysis of the data, discussion, and a look at the survey draft for the public to prioritize issues. She asked the committee if the plans to incorporate the public input before the Full Council is asked to prioritize issues is adequate, or should that strategy be eliminated? Scott Lindbloom was concerned that the survey would not be accessible to people with disabilities, so how were we going to get their feedback? The Council should look at additional strategies to ensure their voices are being heard. The committee agreed with the outline of the plan and timeline. Scott Lindbloom made a motion to approve the 5-year planning process and timeline, the motion was seconded by Jason Snead. The motion unanimously carried.

F. Review of Data Needed

Erica presented a document that shared the data points being collected for the comprehensive review. Scott suggested that there be inclusion of the food stamp program, and how changes in the program may impact people with disabilities. Erica let the members

know if there was any other data or sources that should be considered, please send them to her.

G. Public Policy Updates & Strategy

Marcy presented a high-level overview of the bills introduced at the legislature. She discussed how every day there were bills being introduced. They are posted on the Council website. Erica asked if the process we are using now to post live bills with links that pertain to disability on our website is adequate, or should there be other strategies? There was no dissension about using this method, due to a shortage of resources for a lobbyist. The APS report has been sent to the Governor's office for final review. The report will be released next week.

H. Full Council Agenda Review

There was only the addition of the Council determining how to allocate the funds, the 5-year planning process was changed to a Discussion item.

I. Announcements – no announcements.

J. Monica moved the adjourn the meeting, it was seconded by Scott Lindbloom. The motion carried. The meeting adjourned at 8:57am.

Dated this 16th day of January, 2020
Arizona Developmental Disabilities Planning Council