



EXECUTIVE COMMITTEE

Friday, November 9, 2018

1:00 – 2:00 P.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 Friday, November 9, 2018 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, In person	Jason Snead, Telephone
Melissa Van Hook, Co-Chair, Telephone	Scott Lindbloom, Telephone
Matthew Isiogu, Telephone	
Monica Cooper, Telephone	

Members Absent

Ray Morris

Staff

Erica McFadden, Executive Director
Lani St. Cyr, Staff
Tracey Slauterbeck, ADDPC Student Intern
Annie Eldon, ADDPC Student Intern, Telephone

Guests

Maureen Russell, NAU-IHD

A. Call to Order/Welcome

John Black welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Committee meeting. The meeting was called to order at 1:02PM. Roll call and participant introductions were completed.

B. Minutes from September 7, 2018

Chairperson John Black asked members if they had a chance to review the minutes and if there were any changes. Melissa Van Hook suggested that a correction be made under section E to \$20,200 from \$20,20;. John asked for a motion to accept the minutes as written with that suggested change. Motion was made by Monica Cooper; seconded by Scott Lindbloom. The motion carried.

C. AIDD & Fiscal/Contract Update

Erica McFadden shared that she attended the national NACDD director's summit and met the new AIDD commissioner. Julie Hocker has been a beneficiary of Council programs so understand what the Councils do.

Lani St. Cyr gave an overview of three financial documents. The ADDPC Financial Update showed FY 2016 funds were fully liquidated and FY 2017 funds were fully obligated. She explained the FY 2019 revenue of \$1,446,620 was an estimate and the first award was received in the amount of \$118,906. It also reflected \$133,742 obligated in FY 2018. This amount was underrepresented due to the transition of a new state procurement system which has delayed some projects from being obligated.

The Council Funded Project document highlighted the current contracts by goal area. Marcella Crane gave additional detail on the status of contracts with outstanding items or concerns. Also, one of the projects was identified under the wrong goal area and will be corrected.

Finally, the Budget Recommendation document highlighted the items to be funded in the next year with FY 2018 and FY 2019 funds. There was discussion of the availability of undedicated funds to go towards the Request for Information proposals to be reviewed later in the agenda. It showed the projects that had already been budgeted for and incorporated in the Council workplans. No action was taken on this item. It is estimated that there will be anywhere between \$100,000-\$200,000 of additional funds to obligate.

D. NAU/IHD PLAY Proposal

Maureen Russell gave a summary of the PLAY (Play and Language for Autistic Youngsters) proposal submitted by Northern Arizona University's Institute for Human Development. PLAY is an evidence-based intervention that increases positive interactions, reduces negative behaviors, and integrates students in appropriate interactions with their peers.

The Teaching PLAY intervention will be implemented in preschools in two school districts on the Navajo Nation, Tuba City and Chinle Unified School District. The intervention will consist of 6 half-day classroom visits by the Project Consultants, 3 in the Spring semester and 3 in the Fall semester. Additionally, the Project Consultants will meet with parents of the children in the intervention 1 to 2 times over the summer. Various assessments will be conducted as well as a satisfaction survey. Six students will be served during this project. Scott Lindbloom made a motion to approve the PLAY proposal with NAU in the amount of \$45,483; the motion was seconded by Melissa Van Hook. The motion unanimously carried.

E. Scope of Work- Community Inclusion Index

Erica McFadden briefed Committee members on a scope of work for a Community Inclusion Index project. The index will provide a graphical representation of disability data using indicators or measurements that describe conditions, simplify complex data, measure progress, and track trends over time. This is important to assure Arizona is moving towards advancing community inclusion of people with developmental disabilities. Data will be

aggregated in many different areas, including: housing, transportation, poverty, education, and employment. The Council is still waiting to receive a paragraph from DTS and ADOA that speaks to the technical language required. The Index itself had already received Council approval in the amount of \$50,000. This scope of work is based on that plan. Pending the Executive Committee approval, this SOW will be released for solicitation. Jason Snead made a motion to approve with the technical language included; it was seconded by Monica Cooper. The motion was unanimously approved.

F. Health Matters

ASU MSW Student Annie Eldon gave a brief presentation on health matters. This was a proposal that was in last year's RFI that the group had asked for more information on. Health Matters is a program that trains providers on how to incorporate nutrition and exercise in their work with people with DD. This is needed because previous research has shown that people with disabilities disproportionately are impacted by poor nutrition and obesity. Annie shared that Project Search in Ohio was just starting to implement this within its curriculum; however, they were running into time constraints. Annie will be writing a blog about this and will also meet with the Y staff to determine if there are aspects of this program that can be carried to promote more inclusive exercise programs.

G. RFI - Update

Committee members reviewed 34 Request for Information (RFI) proposals submitted. Many of the RFI proposals fit within Request for Grant Applications (RFGA) the Council has already determined will be released next year. 16 of those requests were approved; many of them fell within our current state plan; 13 of them were a no vote; and 5 were put on hold pending further information. Most of the requests approved fell within the current calendar of solicitations we will be releasing or were projects we were already working on. One project was a set aside ISA with ASU that conducted research on building inclusive recreation into schools statewide. This project would be used as back-up if we have funds available towards the end of this federal fiscal year. Everyone will be contacted with follow up feedback. The no votes are still eligible to apply to any solicitation we put out there. Since there was no change to the work plan and no new contracts proposed, there was no formal vote entertained by the committee at this time.

H. Current Council Appointments

The Council is bringing on two new members. Michael Coen is with the Division of Aging & Adult Services and in charge of the caregiver program. Adam Cruz is a young self-advocate who graduated from U of A one year ago and works with consumers at DIRECT in Tucson. We have two other open positions – one will be filled by the new UCEDD director Wendy Parent-Johnson. The other vacancy has to be filled by a family member or self-advocate.

Two proposals were submitted by a family advocate. They focused on transition programs and Community College. The Committee determined collaboration would be appropriate for one and the other would fall under the Think-College RFGA.

I. Piper Training – Board Governance

Erica obtained good governance documents at a recent Piper training. There were areas that the Council could work on, such as term limits, officer rotations, a Council self-evaluation every three years, and a formal annual ED Eval among others. The committee was asked to review the documents and return to the next meeting prioritizing what the group wanted to work on over the next 90 days, six months, and a year.

J. Upcoming Council Meeting

J.J. Rico will be presenting on the new grant they received that monitors Social Security beneficiaries. He will also introduce the new staff member assigned to the supported decision-making project. The new DDD director Dr. Charlie Green is scheduled to come to the next council meeting to introduce himself.

K. Announcements and Call to the Public

There were no announcements and no public was present.

L. Adjournment

Jason Snead made the motion that the meeting be adjourned, it was seconded by Monica Cooper. The motion unanimously carried. The meeting adjourned at 1:59 pm.

Dated this 14th day of November, 2018
Arizona Developmental Disabilities Planning Council