



FULL COUNCIL MEETING

DRAFT MINUTES

Friday, September 22, 2023

10:00 AM – 12:00 PM

3839 North Third Street, Suite 306

Phoenix, Arizona 85012

Meeting held via teleconference

The full Council meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened virtually Friday, September 22, 2023, notice having been duly given. Present and absent were the following members of the ADDPC:

Council Members Present

Melissa Van Hook, Chair

Monica Cooper

Meghan Cox

Kin Chung-Counts

Ben Kauffman

Erik Jensen

Kathy Levandowsky

Kristina Lopez

Kristen Mackey

Janna Murrell

Gabriela Orozco

Vijette Saari

Mary Slaughter

Sophie Stern

Mateo TreeTop

Council Members Absent

J.J. Rico, Vice Chair

Bianca Demara

Vanessa Felix

Kelly Roberts

Council Staff

Jon Meyers, Executive Director

Marcella Crane, Contracts Manager

Steven Freeman, Communications Director

Michael Leyva, Contracts/Grants Coordinator

Lani St. Cyr, Fiscal Manager

Jason Snead, Research & Communications Specialist

Members of the Public/Guests

Lionel Delgado, Consumer, Yavapai County

Jacy Farkas, Assistant Director, UA/Sonoran UCEDD

Brianna Farmer, Legislative Liaison, DES

Holly Hulen, Associate Director, NAU/IHD UCEDD

C.J. Loisel, Deputy Assistant Director, Division Grants Administration, AHCCCS

Taylor Porter, Legislative Liaison, DES

A. Call to Order/Welcome and Introductions

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council). The meeting was called to order at 10:04 AM. Introduction of Council members and roll call completed.

B. Minutes from June 23, 2023, Meeting

Chairperson Melissa Van Hook reviewed the June 23, 2023, minutes and asked the Council members if there were any comments or corrections to be made. As no changes were offered, a motion was called to approve the June 23, 2023, minutes. Kathy Levandowsky made the motion, seconded by Monica Cooper. The motion carried.

C. Fiscal / Contract Update

Lani St. Cyr reviewed the ADDPC Financial Update and supporting documents. The following fiscal updates are as follows:

The Council has fully obligated the FY 2021 award amount of \$1,535,342 and has met the original September 2022 obligation deadline. However, ACL has granted a one-year no cost extension for FY 2021 funds. This extension made the new obligation and project period through September 30, 2023, allowing an additional year for the work to be completed. The Council has until December 31, 2023, to liquidate FY21 funds. There is approximately \$3,731 remaining to be liquidated.

The Council has received the full allotment for FY 2022 in the amount of \$1,500,930, which is the amount previously estimated. This is level funding to FY 2021 excluding the Puerto Rico reallocation. The obligation and project periods are through September 30, 2023, with the liquidation of funds through September 30, 2024. Staff has requested a no-cost extension for the Refugee Research Project to allow more time for the Sonoran UCEDD to complete the project. We have received tentative approval for an extension through December 31, 2023. The Council has fully obligated these funds and will need to complete the work on all other projects by September 30, 2023. There is approximately \$234,756 remaining to be liquidated.

The Council has received a third allotment of FY 2023 funding in the amount of \$398. This brings the current FY 2023 total amount to \$1,501,328. There is approximately \$395,568 to obligate, which we would like to do before this September so the work can be completed in the second year of funding to meet the period of performance requirement which runs through September 30, 2024, with the liquidation of funds through September 30, 2025.

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

First, the Council received \$84,288 for COVID-19 Vaccine specific projects. These funds are being tracked and reported separately. ACL has also granted a one-year no cost extension for these funds, which the staff submitted a letter requesting. With the extension, the funds must be obligated, and work completed by September 30, 2023. To date the Council has spent \$59,592 and has encumbered \$23,770, through September 30, 2023. The remaining balance of the award will be used in partnership with NAU/IHD on a project to better understand the lived experiences of people with disabilities throughout the pandemic including barriers to health services such as awareness and access to the COVID-19 vaccine.

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

project has been awarded and the funds encumbered.

Next, the Council Funded Projects sheet was reviewed. The Committee was informed that a 3-month no-cost extension has been granted to the Sonoran UCEDD for the Refugee Research project, which will now run through 12/31/2023. The staff sent a letter to ACL requesting the extension to facilitate this.

Finally, the Budget Recommendation document was reviewed. It shows a small shortfall of \$19,272, which will no longer be the case once The Arc project is removed from this sheet.

D. Executive Director Report:

Jon Meyers reported on the following agenda items:

- **Covid-19 Public Health Workforce Development special funding:**
As previously stated, the Covid-19 Public Health Workforce Development funds of approximately \$95,000 will address the role of public health professionals in serving the aging population with I/DD. Public health professionals leading the project will be staff from the Regional Center for Border Health/Western Arizona Health Education Center (RCBH/WAHEC), located in Yuma, and the Sonoran UCEDD is acting as the fiscal agent for the contract. The contract took time to finalize, however, to date, six community forums have taken place, and more are scheduled. The work will be completed with a final report that will include recommendations. The report is due by December 31, 2023. When the report is received, staff and the Systems Access and Navigation committee will review it and develop policy recommendations for the Council to consider.
- **FFY 2024 & 2025 Annual Work Plan submission:**
Staff submitted the FFY2024 and 2025 annual work plans to ACL on August 15, and after their initial review, they requested minor corrections that were related to restating a couple of our activities. Once those corrections were submitted, ACL approved the Council's annual work plans. FFY 2024 begins October 1, 2023. A final draft of FFY 2024 will be discussed at the next full Council meeting.
- **Legislative/Policy issues – SB 1291 & SB 1710:**
SB 1291 – Conservatorship; Guardianship; Policies; Procedures. This bill now includes language to recognize Supported Decision-Making (SDM) as an alternative to guardianship. During the legislative session, a bill was introduced (SB1411) with language that was concerning because the sponsor was proposing automatic guardianship for all individuals receiving DDD services upon the age of 18. Jon stated that many in the disability community met with the sponsor to educate her on why this would be harmful. Ultimately, she relented. Toward the close of the legislative session, a separate bill, SB 1291, was reworked to add in SDM, and it passed and was recently signed into law. Governor Hobbs had a bill signing event on September 5 and a few Council representatives were invited, including Jon, Melissa, Jason, Sophie Stern, staff from ACDL, and other advocates. The photo is featured on the Council's social media site and will be included in our next newsletter.

SB 1710 – State Hospital; Governing Board; Governance. This bill was introduced to move the oversight of the Arizona State Hospital (ASH) from the Arizona Department of Health Services to an independent governing board. Its provisions may have had the effect of increasing beds at ASH for people with I/DD and those with mental health diagnosis and an I/DD. The disability community was against this bill because of the potential effect that more people with disabilities would be adjudicated to ASH. The bill passed, but it was amended so much that there will be little impact to the disability community. The final bill relates more to operational requirements. The result of this

bill is that a coalition of advocates that want to improve services at ASH have been meeting and recently met with the Governor's Office on recommendations. Jon attends those meetings and will keep the Council informed of any updates.

- Council vacancies/renewals:

Jon stated that he continues to be in communication with Governor Hobbs's administration and the Governor's Office of Boards and Commissions to ensure several vacancies are filled.

The Council has several vacancies in mandated positions. They are aware of the Council's vacancies, but the delay is largely due to the number of appointments the Governor must make to fill all the open slots on boards and commissions.

Mandatory memberships that are currently vacant include representatives from the Older Americans Act – which is the position filled by DES Div. of Aging and Adult Services (DAAS), Arizona Health Care Cost Containment System (AHCCCS), Arizona Department of Education (ADE), University of Arizona Sonoran UCEDD, and a replacement for Mary Slaughter, which is a family member of someone who was institutionalized. Jon was able to clarify the meaning of that vacancy with the Council's technical assistance staff and it can be filled by a representative of someone who has lived in a group home. Jon will continue to update the Council as appointments are made.

Kristen Mackey stated she experiences the same problem and asked what the repercussions by ACL are if our Council membership is not complete. Jon stated that annually we must update the roster and explain the efforts the Council has implemented to comply and to develop a plan to ensure the Council is fully operational. ACL does not withhold federal funding, and this is not unique to just the ADDPC.

- 2022 Annual Report:

The annual report for FFY 2022 is completed and Jon thanked Jason Snead for his work. Copies will be mailed to Council members as well to the Governor's Office, legislative leadership, and ACL. Jon asked Council members to review the report as it's just a summary of all the work the Council does.

Jon also stated that Steve Freeman, Council staff, is leaving and his last day is Friday, September 29. Jon thanked Steve for all his work and wished him the best in the future.

- Proposed FFY 2024 meeting dates:

Jon presented the proposed FFY 2024 meeting schedule for full Council meetings and Executive Committee meetings. The meeting schedule is November 2023 to September 2024. If Council members have any conflicts with the proposed dates, they should contact Jon as soon as possible to adjust the meeting dates.

E. FFY 2024 Council Budget:

Lani created a proposed FFY 2024 Council operating budget for review and approval. Jon stated that many of the costs and line items listed are handled by DES, whom Lani works closely with in managing our federal awards. Jon also stated that we're anticipating level funding for next year and that the Council is 100% federally funded.

Lani provided a few highlights in the budget: 30% is the statutory cap for administrative costs and the Council does not normally spend the full 30%. The remainder of the funds, or 70% plus any available administrative funds, are allocated for program/project costs, based on the FFY 2024 work plan and the activities that are listed under each of the five Goals.

Lani also stated that the Council is prohibited from spending any funds in the line-item capital equipment; and the line item for occupancy is charged as part of a cost pool with DES. As a point of reference, DES is the Council's Designated State Agency and they handle many of the back-office operational tasks (i.e., Human Resources, Accounting, IT, Procurement).

Melissa asked for a motion to approve the FFY 2024 budget, as written. The motion was made by Mary Slaughter and seconded by Vijette Saari. The motion carried.

F. Committee Work Group Reports:

1. Grants Update:

Monica Cooper asked that staff present the renewal grant recommendations. As a note, if any Council member would like more information on any application or evaluation process, please contact Marcella Crane.

Impact Analytica – Disability Data Hub:

Requesting \$20,000, Year 3

The Disability Data Hub is currently being maintained and updated by Dr. Alex Kurz, from ASU, and is located on the ADDPC website. It offers state and county specific disability statistics in a user-friendly dashboard. The format is based on six domains: Demographics, Income, Education, Employment, Housing and Transportation. Statistics cited on the Data Hub are drawn from the Census Bureau's American Community Survey and American Housing Survey.

In year 2, Dr. Kurz, with assistance from the ADDPC, finalized a Data Sharing Agreement with DES to source local data collected by DDD, going back to 2016. Moving forward, this will allow for a more statewide focus on I/DD data that DDD collects on who is provided support and services from them.

By supporting a third year of funding, Dr. Kurz will update the dashboard's six domains as general disability data becomes available; and he will continue to work with the ADDPC and DDD to facilitate discussion of specific Arizona disability data to host onto the Disability Data Hub, by creating a new dashboard for DES datasets.

Once the datasets are updated, Dr. Kurz will plan for webinar training sessions on how to use the Disability Data Hub and track website usage and specific questions from users. ADDPC staff has had ongoing communication with Dr. Kurz during both funded years and there have been no contract obligation concerns.

Melissa asked for a motion to approve the Year 3 proposal submitted by Impact Analytica for the Disability Data Hub for \$20,000. The motion was made by Vijette Saari, seconded by Sophie Stern. The motion carried.

Arizona Center for Disability Law – Special Education Advocacy Program (SEAP):

Requesting \$150,000, Year 3

ACDL is requesting third year funding for the Special Education Advocacy Project or SEAP. SEAP addresses the gaps and needs by students with I/DD along with their families/caregivers, to understand their rights in the special education system. SEAP will continue to provide technical assistance (TA) and resources to the target group, giving priority to youth in the foster care and/or juvenile justice systems, students in Arizona's refugee community, and Native American students in the Four Corners region.

In addition to the technical assistance provided, funding will also support the ongoing training sessions to reach out to new groups. ACDL will conduct 8 training sessions throughout the year (see Exhibit A), approximately 2 per quarter, either in person or by online webinar format. Training will be provided statewide, educating various audiences, including one training in Spanish, one for Arizona's refugee community, a training for the Four Corners region area in collaboration with the Native American Disability Law Center (NADLC), Juvenile Court Dependency 101 Judges Training, Early Childhood Professionals ECHO, the Department of Child Safety, and at the African American Conference on Disabilities. ACDL expects 15-20 participants per training.

Multiple partners in the community support SEAP, including the state Dept. of Education, Dept. of Child Safety and Administrative Office of the Courts, and multiple nonprofit organizations, such as Raising Special Kids, FostAdopt Connections, Black Mothers Forum, CASA Children, and Advocacy31Nine.

ACDL is a unique non-profit law firm, with legal staff that includes attorneys and advocates who are highly knowledgeable about the various legal rights of individuals with developmental disabilities under the American with Disabilities Act, Section 504 of the Rehabilitation Act, Section 1557 of the Affordable Care Act, the Fair Housing Act, and other federal and state disability rights laws.

ACDL is one of the only entities in Arizona providing free legal representation and advocacy services related to education and transition-to-employment needs for children and young adults with developmental disabilities. ACDL represents children in negotiations, mediation, administrative complaints before the Arizona Dept. of Education and the U.S. Dept. of Education's Office of Civil Rights, and due process proceedings in Arizona Office of Administrative Hearings.

ACDL will provide data from two surveys they have created to track feedback from participants. The first survey is of those who attended a training session. Feedback is provided immediately after the training ends and survey responses will be tabulated and provided in their final narrative report.

The second survey will capture outcome focused data on how the TA provided by ACDL resolves or does not resolve a client's issue or if the issue is still in the process of being worked through. This survey is shown as Exhibit D and will be provided 3 months following the conclusion of the TA.

Finally, ACDL's third quarterly report submitted to staff for the current grant year (year 2) shows 76 Basic TA provided; 28 Complex TA provided; and 9 training sessions conducted. These numbers exceeded their projected numbers for year 2. Narrative reports also provide specific TA cases with feedback provided by families that received services. These stories and the outcome numbers they provided are shared in our annual PPR. There are no contract concerns.

The budget outlines the various staff and interns from ASU and UA Law School, with their time used as Match. Staff that have a part in managing this project are listed and their time is projected. This provides a more realistic picture of work that will be provided to conduct training sessions or manage a caseload of basic or complex technical assistance to the family. Also, funds are dedicated for translation and interpretation services and travel funds will allow staff to attend meetings to provide individualized services or meetings with community members.

Kathy asked if there is a wait list for families that need assistance from ACDL under this contract? Can they have a waitlist? Marcy stated she did not know specifically. However, Marcy also stated

that ACDL's budget for the third year increased so that they can manage the expected caseload and technical assistance they anticipate addressing. Each year, they have exceeded the number of families they projected to serve. Kathy then asked where do families go for assistance? Is this an emerging issue to be aware of? Melissa stated that there are special education attorneys that families will reach out to, but it does cost money for legal assistance. Gabby stated through GANE they can also aid Spanish speaking families, free of charge. Marcy reiterated the type of data ACDL will collect and report to the ADDPC.

Melissa asked for a motion to approve the Year 3 SEAP proposal submitted by Arizona Center for Disability Law for \$150,000. The motion was made by Kathy Levandowsky, seconded by Gabby Orozco. The motion carried.

Arizona Coalition to End Sexual and Domestic Violence – Education to Reduce Abuse:
Requesting \$35,000, Year 3

The Arizona Coalition to End Sexual and Domestic Violence (ACESDV) is requesting third year funding to offer a training series on reducing sexual abuse of individuals with I/DD to Arizona I/DD service providers. ACESDV will provide 4 training sessions, one in person in Kingman and 3 virtual training sessions to attract a higher number of participants from the state, especially from rural parts of Arizona. Specifically, the target populations for training are rural, Spanish speaking, and sexual and domestic violence service providers for the I/DD community, including staff at group homes and long-term facilities.

The training sessions are free of charge, are 4-hours in duration, and have been updated with input by the ADDPC and The Arc of Arizona to ensure terms and descriptions of people with I/DD are accurate. All training sessions will be recorded. The course content includes the following:

1. Sexual Violence 101
2. Introduction to Addressing Sexual Violence in I/DD Populations
3. Introduction to Disability and I/DD
4. Mandatory Reporting and Retaliation
5. Sexual and Domestic Violence among Children with I/DD

ACESDV staff will update all current training curricula, with assistance from The Arc of Arizona and the Arizona Statewide Independent Living Council (AZSILC). It will include Spanish interpretation, rural and Spanish-speaking community information, and information about abuse against children with I/DD.

After each training session, participants fill out a satisfaction survey and gauge their understanding and usage of the information. In their second-year grant, a total of 328 participants attended a training session, of which 10 were from out-of-state. Participants came from all 15 Arizona counties. The data also showed that 30 participants were individuals with I/DD and 21 were family members/caregivers. The majority were professionals.

Feedback from participants has remained positive, with 98% stating they were satisfied or highly satisfied with the training and information provided.

The budget reflects costs that will support the activities. Final data, including demographic data, will also be tracked, and submitted to the ADDPC.

Melissa asked for a motion to approve the Year 3 proposal submitted by Arizona Coalition to End Sexual and Domestic Violence for \$35,000. The motion was made by Sophie Stern, seconded by Mary Slaughter. The motion carried.

Sonoran University Center for Excellence in Developmental Disabilities – Native Center for Disabilities:

Requesting \$120,000, Year 3

The mission of the Native Center for Disabilities (“Native Center”) is to provide a Native-focused program to increase knowledge of disability services, advocacy, and programs available to the 22 Tribal communities in Arizona, and off reservation urban communities with significant Native American populations.

Funding for a third year will continue the tribal partnerships that are in place and support further outreach to the other tribal communities that are not yet part of the work. Partnerships with Tribal communities aim to further develop activities fostering awareness, services, and partnerships benefiting Native people. This is done by providing culturally sensitive programs to amplify awareness of disability services, advocacy, and support within the Native American populations across the state.

With initial funding in Year 1 and Year 2, the Sonoran UCEDD initiated foundational activities to establish its presence that included talking circles, monthly webinar presentations, quarterly newsletters, and outreach efforts that led to face-to-face meetings with 10 Tribal communities to communicate the project objectives. There were also outreach efforts to partner with federal, state and community organizations about the need to support Tribal communities. (A list of the 10 Tribal communities that staff visited is on page 2 of the renewal application.)

The Native Disability Center has built and continues to partner with multiple Tribal communities, federal, state, and local agencies, and community organizations. The program is focused on sustaining this project with the guidance of the Tribal communities involved and with the ongoing support by the Sonoran UCEDD staff.

Funding for a third year will allow Sonoran UCEDD to focus on 4 main objectives: 1. Expanding outreach to new Tribal communities to form new partnerships; 2. Creating diverse employment opportunities for adult individuals with disabilities by supporting culturally responsive training programs that match the skills and aspirations of Tribal members; 3. Forming a partnership with the U.S. Department of Labor, Division of Indian and Native American Programs (DINAP), to develop national technical assistance training materials; and 4. Creating additional awareness and resources for certain specific disabilities, including autism, comorbid mental health with developmental disabilities, Traumatic Brain Injury (TBI) and Fetal Alcohol Spectrum Disorder (FASD). These resources will include informative materials, training modules for caregivers and professionals, and online platforms for sharing experiences and knowledge.

A key aspect in the Native Center is the Sonoran UCEDD’s commitment to supporting the Targeted Disparity mandate, through which the ADDPC will strengthen a program that increases meaningful employment opportunities for transition age youth with I/DD (ages 14-22) from the Navajo Nation by supporting a focus on training, technical assistance, direct services, and resources. This has progressed through the creation and maintenance of participation in pre-employment transition services, Project SEARCH, school pilot site partnerships, and Tribal/State Vocational Rehabilitation employment supports.

Data gathered to date shows 81 individuals with I/DD, 32 family members/caregivers, and 631 professionals have participated in a talking circle, or webinar, and approximately 97% of survey respondents stated their knowledge and/or skills increased due to attending an event.

The budget for the third year supports the ongoing activities of staff and consultants. The ADDPC has expressed concerns with the length of time in hiring the Program Manager and will work closely with the Sonoran UCEDD to ensure this aspect does not delay the work they have outlined and their ability to address the Targeted Disparity in the third year.

One key area of the budget that staff will be monitoring closely is the hiring of the program manager position within the first quarter of the third-year contract period. Melissa asked how long this position has been vacant and Marcy stated that it has been vacant for some time and that Wendy was doing much of the work during the second-year funding. Marcy also stated that the third-year budget has dollars allocated in the Consultant line item for Wendy's expertise with this project, as she expressed her interest in this ongoing work. The day-to-day oversight will be done by Jacy Farkas, Wendy's successor as director of the UCEDD, and the ADDPC expressed gratitude for both Wendy and Jacy's time.

Melissa asked for a motion to approve the Year 3 proposal submitted by Sonoran UCEDD for \$120,000. The motion was made by Vijette Saari, seconded by Kathy Levandowsky. The motion carried.

The Arc of the U.S. – Arizona Sexual Violence & Disability Network:

Requesting \$50,000

Jon Meyers provided the overview of the third-year proposal by The Arc of the United States in collaboration with The Arc of Arizona - for the Community of Practice, AZ Sexual Violence & Disability Network. The contract was granted a no cost extension back in April so that the additional three months allowed for the contractor to complete certain activities, including conducting their first conference that took place on September 14. The contract is set to expire on September 30, 2023.

Jon stated that he had hoped to bring their proposal for funding consideration, however, after staff reviewed the proposal, staff felt they did not address the concerns and lay out a process for sustainability. In addition, it was apparent that it lacked any outcomes that directly impacted the disability community and disability professionals to strengthen their knowledge on the prevention of sexual violence against people with I/DD. Much of the work that has been conducted to date is geared around the members of the network and meetings, and in the first year the development of a strategic plan, and a new website for hosting resources. It was clear in their third-year proposal that there was no mention of a sustainability plan.

Jon spoke with the lead project staff at The Arc of the U.S. and since then learned that some of the new activities were left out of the proposal and it might have led to a different position by staff. Jon further stated that he understands the importance of this work and topic, as it is part of our annual work plan, and will continue to work with the partners involved to ensure this work does not stall.

Jon is recommending two primary focus areas going forward: First, that we continue to meet with and work closely with advocates and the disability community on how to address this topic so that another Hacienda event does not happen and, second, that staff develop a new scope of work to release in the spring of 2024 for an award to be made by June 2024.

Melissa asked what the amount of their proposal was, Jon stated \$50,000. Melissa stated she agrees with Jon's comments and looks forward to the release of the new scope of work.

2. System Access & Navigation:

Mary Slaughter is stepping down as Chair of the System Access & Navigation committee and

Janna Murrell will be the new Chair. Janna asked Jon to provide an update on the work of the committee as she just joined as Chair. Jon stated the committee has been meeting on a quarterly basis; over the past 18 months, they have been working to develop a web-based resource list for families that relocate to AZ so that they know how to find the right resources and agencies they need to contact depending on the age of their child with I/DD. The web-based resource list will be based on age ranges of the person with I/DD. More work is being done to gather resources for the aging/elder populations with I/DD. The primary work was undertaken by Amber Owens, who was an intern and initially started this project. The committee has expressed their gratitude to Amber on all that she was able to do and currently another intern is assisting with the research on resources for the elder population. At this point, the intention is to upload the resources to the Council's website. More will be reported on at the next meeting as this is the primary focus of the committee's work.

3. Meaningful Careers:

Melissa Van Hook provided the update on behalf of the committee.

The Institute for Community Inclusion, University of Massachusetts Boston, has completed a draft report of their Arizona VR Report on Transition for Youth with IDD. The Council and Vocational Rehabilitation leadership will have an opportunity to review and provide commentary on the findings. A final report will be issued in October which will be shared with the Meaningful Careers Committee and later with the Council.

The Center for the Future of Arizona (CFA) is nearing completion of the Communities at the Center project, also referred to as Raising Expectations, and will meet with the Advisory Group to present their findings around issues impacting the transition of young people with disabilities into postsecondary education and career success. During the past eleven months CFA and Arizona Town Hall have been engaging cross-sector leaders to understand the challenges in, and opportunities for, advancing equitable access and identifying opportunities and recommendations for action. A final report will be issued in October which will be shared with the Meaningful Careers Committee and later with the Council.

Six new easy-read resource materials were recently created to help individuals and families make informed decisions. The resource materials are part of the Pathways to the Future series.

- To increase awareness of education and training and participation in underutilized paths for youth and young adults, staff developed *Apprenticeships: Earn While You Learn* and *Career and Technical Education*. These were also translated into Spanish.
- To increase awareness of the career potential of individuals with I/DD and address systems change, *Imagine What I Can Do...* was developed to share information on Achieving A Better Life Experience (ABLE) programs. To help address misconceptions about reduction in benefits for working adults with I/DD, *More Money. More Options. More Independence* was created.
- To help youth with what their life will look like after high school (Will they go to college or work? Will they live on their own?) we created a resource on *Transition Plans*. And to help individuals who are exploring self-employment and entrepreneurship we created *Starting Your Own Business*.

Melissa stated these new resources are awesome and will be available on the ADDPC and Employment First websites, shared with families at Resource and Transition Fairs, exhibited at the annual IDEA conference where they were introduced for the first time recently (August 2023) and

received rave reviews, and shared with transition specialists. Our goal is to create a Pathways to the Future toolkit with relevant and timely resources to help individuals and families make informed decisions.

October is National Disability Employment Awareness Month. The Council is partnering with the Arizona Developmental Disabilities Network, Association of People Supporting Employment First (APSE), and Vocational Rehabilitation to educate individuals, employers, and communities on disability employment issues and to celebrate the diverse contributions of Arizona's workers with disabilities. This year's theme is Advancing Access & Equity and includes a series of training webinars on October 11th, 18th, and 25th. A media release, Governor's proclamation, and infographics will be forthcoming.

On behalf of the Meaningful Careers Committee and the Council, Melissa recognized the individuals who partnered and collaborated with us on important events such as National Disability Employment Awareness Month (NDEAM), our webinar series Creating a Successful Path, and activities throughout the year: Mary Fleck and Stephanie Johnson (VR), Natalie Luna Rose (Arizona Center for Disability Law), Jules Hyde (APSE), Miles McDonald (Institute for Human Development), Elizabeth Jeffrey-Franco and Abel Young (Sonoran Center for Excellence in Disabilities). And thank you to Kristen Mackey, J.J. Rico, Kelly Roberts, and Wendy Parent-Johnson (who has now left Sonoran UCEDD) for having such great staff who are always willing and enthusiastic to work with the Council. We sincerely appreciate your dedicated staff and you!

Kristen Mackey appreciated all the work and collaboration.

4. Behavioral Health & I/DD:
Jason Snead provided the update.

The Behavioral Health and I/DD Committee was formed over two years ago to assist in writing a report on crisis response for the I/DD community, distributed by the Council and other disability organizations. After the report was released in January 2022, the committee decided to form a core group to help address some of the gaps that the report brought to everyone's attention. The behavioral health and I/DD core team (core group) met with state agencies and managed-care organizations (MCOs) throughout the state. Through these meetings, the core group determined that there is a lack of data collection when it comes to individuals' with intellectual and developmental disabilities interactions with the Arizona crisis system. The core team met with ASU researchers and professors to explore development of a survey, but the scope of work was larger than the group intended and the cost and timeframe did not meet what the core team wanted.

Other options were discussed and considered on how to move ahead. ADDPC staff sought a Request for Quote from three firms that conduct this type of research. One quote met the needs of the committee, from Noble Predictive Insights.

Noble Predictive Insights (NPI) is proposing to do a survey of caregivers and family members of individuals with developmental disabilities to address attitudes and opinions of people specifically as they relate to their interactions with behavioral health providers, behavioral health crisis interactions, and securing additional information regarding the developmental disability community. The goal is to distribute a survey to a minimum of 10,000 recipients in anticipation of receiving at least 200 responses, within a timeframe of 6 to 12 weeks. The total cost is \$60,000. NPI's proposal is attached for review by the Council members.

Melissa stated she and Jon were impressed with their previous work with other state agencies,

familiarity with the behavioral health system, and expertise in conducting surveys. We'd like to have this completed by the end of the year, so that a report can be shared with the Council and partners on how to improve the system of care for persons with I/DD struggling with behavioral health care and quality of care complaints.

Kristina asked if the survey will be done in Spanish, and Melissa stated yes. Jon also stated that he will discuss this further with NPI staff, including how to ensure they can conduct survey outreach to Native American communities so that unserved/underserved populations are not left out of the data collection.

Next steps include clarifying a few core tasks and budget items with Noble Predictive Insights before a contract can be established. The Executive Committee reviewed their proposal and approved staff to move ahead and clarify the items that need to be addressed.

Melissa called for a motion to approve Noble Predictive Insights proposal to conduct the behavioral health survey at a budget cost of \$60,000. Monica Cooper made the motion, and Vijette Saari seconded. The motion carried.

5. Work Plan Review:

Kathy Levandowsky provided the update on the FFY 2024 work plan, which was shared with the Council members. She stated that at the last committee meeting in June, the committee assisted in updating certain activities prior to submission to ACL on August 15. As a reminder, there are five goals, multiple objectives and activities. She expressed appreciation to the staff for their work and guidance to the committee.

Kathy stated that the FFY 2024 work plan now includes output and outcome statements and includes specific performance measures for each activity. These will be tracked by staff and reported on when the Progress Performance Report or PPR is submitted every year.

Kathy asked Jon to provide context on what these measurements mean and how they are tracked. Jon gave an overview and then asked Marcy to also clarify how staff tracks these measurements.

Jon stated every project must be identified either as a Self-Advocacy or Systems Change project. Once identified, staff develops for each activity an Output and Outcome statement that will be tracked every year to determine whether or not a project conforms to those statements. Furthermore, every project must have the correct Performance Measure(s) that align best to what data will be captured at the end of the project activity. These Performance Measures, which are provided by ACL and utilized by all state councils, are broken out either as a Self-Advocacy Performance Measure or as a Systems Change Performance Measure.

Marcy stated every funded proposal is required to capture certain Performance Measures, based on the type of project it is identified as. Some projects are strictly identified as a Self-Advocacy project, such as ACDL's SEAP or The Arc of Arizona's Self-Advocacy Leadership project and Supported Decision Making. Other projects are more of a Systems Change effort and will have corresponding Performance Measures to track for those.

Marcy then provided examples of what certain Performance Measures mean that are listed under the grant funded projects for SEAP and Self-Advocacy Leadership. Measurements under these projects, for example, will track the number of self-advocates and family members that participate in a funded Council activity. Some measurements will track the number of professionals that attend a training session. Other measurements will track the percentage of self-advocates and/or

family members that are satisfied with a funded project or increased their advocacy as a result of their participation in a funded Council project.

Jon stated that not all Performance Measures are applicable to use for every project or program and that we determine which ones are more closely aligned to each project. The data that is reported by a grantee or by staff on an in-house project are then measured against what the Council stated we would gather and then ultimately what we can report in the Council's annual PPR.

Kathy asked to see the full list of Performance Measures and for the full Council to see the list and for staff to give an overview of this. The Work Plan committee is finalizing the date for their next meeting to be held in October and she welcomed anyone to the committee. Meghan Cox requested to join the committee; Jon will follow up with Meghan on the committee's next meeting.

Melissa expressed her appreciation to Kathy for chairing this committee.

G. Announcements:

Jon recognized Jason Snead for his work to complete the Annual Report.

Steve Freeman typed in the chat box that the Council will host a presentation in Tucson on how families can open an ABLE account. Information is posted on the Council's website.

H. Call to the Public:

Mr. Lionel Delgado, a public member, made the following comments:

- Asked for information related to sub-minimum wage information and National Disability Employment Awareness Month, which is every October. Michael Leyva will reach out to Mr. Delgado and mail him information.

I. Adjourn:

Chairperson Melissa Van Hook adjourned the meeting at 12:00 PM.

Dated this 28th day of September 2023
Arizona Developmental Disabilities Planning Council