



EXECUTIVE COMMITTEE

Friday, May 13, 2022

9:00 AM – 10:30 AM

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

MINUTES

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened virtually May 13, 2022, notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
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Melissa Van Hook, Chairperson	Kelly Roberts
J.J. Rico, Vice Chair	Mary Slaughter
Monica Cooper	James Rivera

Members Absent

None

Staff	Guests
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Jon Meyers, Executive Director Marcella Crane, Grants Manager Michael Leyva, Contracts & Grants Coordinator Jason Snead, Research & Communications Specialist Lani St. Cyr, Fiscal Manager	
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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 9:05 AM. Roll call and participant introductions were completed.

B. Minutes from March 11, 2022, Meeting:

Chairperson Melissa Van Hook asked for a motion to accept the minutes from March's Executive Committee meeting. The motion was made by Mary Slaughter, seconded by Monica Cooper. The motion carried.

C. Fiscal / Contract Update:

Lani St. Cyr reviewed the ADDPC Financial Update and explained the Council has approximately \$79,300 in FY 2020 funds remaining to be spent. The Administration for Community Living (ACL) has provided a one-time no cost extension for FY 2020 funds. Under this directive the obligation and project periods have been extended through September 30, 2022. The liquidation of funds and final reports will need to be completed by December 31, 2022. There currently is no extension for FY 2021 funding, but it was mentioned at the Technical Institute on May 5th an extension for FY 2021 funds is now being considered.

The Council has received the full allotment for FY 2021, in the amount of \$1,500,930 and has received a reallocation of FY 2021 funds from Puerto Rico in the amount of \$34,412, bringing the Council's total funding for FY 2021 to \$1,535,342. It has fully obligated the award amount and has met the September 2022 deadline; however, the work must be completed within the same timeframe. The Council currently has until September 30, 2023, to liquidate FY 2021 funds. Approximately \$796,337 remains to be liquidated.

The Council has received the remaining allotment for FY 2022 in the amount of \$924,752. This brings the total amount received to \$1,500,930, which is the amount previously estimated and is level to FY 2021 funding excluding the Puerto Rico reallocation. The obligation and project period are through September 30, 2023, with the liquidation of funds through September 30, 2024.

Next, the Council Funded Projects sheet was reviewed. The Committee was informed that the Sonoran UCEDD-Sexual Abuse Research project has been given another three-month no cost extension, so it is now running through September 30, 2022. Also, the Self-Advocacy Coalition project being conducted by the Southwest Institute for Families and Children has been given another three-month no cost extension, so it is now running through June 30, 2022. Finally, the Technology Enabled Employment project conducted by Northern Arizona University's Institute for Human Development has been granted a two-month no-cost extension through August 31, 2022.

Next, an update was given on the additional award of \$84,288 received for COVID-19 specific projects and vaccine hesitancy. These funds are being tracked and reported on separately. The funds must be obligated, and work completed by September 30, 2022. To date the Council has spent \$23,063 and has encumbered \$55,498, which leaves an available balance of \$5,728.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. The two renewal projects and the Conference Sponsorship RFGA were highlighted and budgeted for. It was noted that the amounts budgeted exceed what is being proposed by around \$77K.

- ACESDV was budgeted at \$27,900 and is requesting \$23,462.
- Prevent Child Abuse was budgeted at \$36,400 and is requesting \$18,970.

- Conference Sponsorships was budgeted at \$75K and the recommended projects total \$19,760.

D. Executive Director Report:

- **Michael Coen resignation/Council vacancies:**

Jon was recently notified that Councilmember Michael Coen resigned from DES-DAAS and thus from the Council. His position leaves open a position to be filled from someone whose position is affiliated with the Older Americans Act. Jon will find out from our federal representative if this vacancy can be lenient and filled by someone who is not with DES but receives and/or works with receiving these federal funds (e.g. a representative from the Area Agency on Aging). The other position to be filled is a self-advocate position. Jon will also be speaking to those Council members whose term expires September 3, 2022.

- **Programmatic Progress Reports 2020 & 2021:**

Jon stated that we're still waiting for feedback on both PPRs for both fiscal years 2020 and 2021, which were submitted on February 28. On a side note, both Jon and Marcy Crane had the opportunity to report on grantee stories that were reported in the PPR and highlighted by Sheryl Matney, with ITACC. During the ITACC Technical Assistance Conference, Jon and Marcy provided a presentation on how the Council receives stories and the impact of sharing what our grantees do. Our presentation was well received by participants.

- **State Plan 2022 – 2026 Federal Feedback:**

As previously stated, ACL provided Councils feedback on the five-year plan that was submitted last year. Staff met to develop a plan to correct the information that ACL needs when the Verity system is open for Councils to submit revisions. Revisions to the State Plan are due by August 15, 2022. To summarize the areas, Jon and staff are addressing the following items:

- Council membership: We'll be updating the current list of membership.
- DSA question: Staff was able to locate the original DSA designation of DES through a 1978 Executive Order establishing the Council under Governor Babbitt. The E.O. specifically lists DES as the Designated State Agency.
- Goal Restatements: All of the goals were rewritten to conform to the requirement that they be measurable and timebound. Staff is still reworking the Self-Advocacy goal to meet the specific requirements per the DD Act.
- We still need to restate a Targeted Disparity population.

- **Covid-19 Public Health Workforce within the Disability Network:**

Jon stated the first set of monies for Covid projects is still be worked on. Both contractors are using the funds to survey parental attitudes about their children receiving vaccines for Covid-19. Another project idea will be developing resources for pediatric offices so that parents of children with I/DD have access to information. Funds must be used by September 30, 2022.

The second round of Covid-19 funds: DD Councils received notification of the additional monies for Covid-19 response in the amount of \$95,319 from the American Rescue Plan Act (ARPA) of 2021. These are one-time funding awards and funds must be used by September 30, 2024, to cover wages and benefits for public health professionals (directly or through contract) as well as the costs associated for equipment, training and supplies. Jon and Mary Slaughter have discussed different ideas on how these funds could be used. J.J. Rico stated that ACDL has also received a portion of the Covid-19 funds and would like to partner and ensure that there is no duplication of efforts. ACDL has a plan to use the funds to contract with Susie Cannata and to assess the nursing community to let them know work options can also include working with disability community, and not necessarily work in a hospital.

- **Creating a Successful Path: Employment and Transition Webinars:**

Jon thanked Michael Leyva for the 6 Employment Webinars that are scheduled. Two webinars have already taken place and Jon thanked Council members who have been speakers. Four more webinars are scheduled and information on registration can be found on the ADDPC website or by contacting Michael Leyva. This is a DD network project and the Council thanks both UCEDDs and ACDL. Post webinar surveys are collected and will be shared with staff and Council members.

- **NACDD Annual Conference:**

NACDD Annual Conference is scheduled July 19-22, 2022, in Washington, D.C. Jon Meyers and Marcella Crane plan on attending. Council members are welcomed to attend and Jon will send information to all Council members next week. There is a registration deadline and other travel requirements to comply with, if attending.

E. Grants Committee Report:

Marcy Crane explained that the RFGA was released on February 8, 2022, and applications were due on March 10. The maximum amount to apply for was \$5,000. A total of 8 organizations submitted applications and an outside evaluation committee was convened to review each proposal against the scope of work.

Contractors are required to provide their Conferences online (due to Covid-19 concerns); may request a registration fee, if necessary; provide all materials and resources in accessible formats if requested; provide ASL or other accommodations; and conduct outreach to unserved and underserved communities to participate. In addition, contractors are required to conduct a survey, after the event, and track the number of attendees and other demographic data for the Council.

After a thorough evaluation and reviewing additional clarification responses, the committee is recommending the following for a one-year contract:

- 1. Special Olympics of AZ**

SOAZ proposes the Athlete Leadership Program (ALP) designed to provide athletes, individuals with I/DD with the necessary skills to develop their personal and professional

leadership skills that they can apply in their home, their team as athletes, and their own communities. The training will empower athletes to utilize their voices and abilities to undertake meaningful leadership roles, influence change, and create inclusive communities in AZ. The ALP will be implemented by SOAZ athletes, for other athletes, as their ideas and opinions will drive the direction of the program. Participants will meet on October 10-15, 2022, through half day workshops on various topics, that will build upon their own leadership skills, opportunities to lead events, and engage in speaking opportunities. Topics such as leadership development, use of social media, public speaking practices, and other topics will be covered by speakers during the training. The overall purpose is to train individuals with I/DD in various areas of leadership, and to pursue opportunities to serve their communities, so that they can live more self-determined lives. The total amount requested is \$4,928.

2. *Spina Bifida Association of AZ*

SBAAZ proposed conference theme, “My Team: Experience Self-Determination and Repel Bullying”, will spotlight healthy relationships and self-image for individuals with I/DD and their sibling (s); identify perspective and role of the caregiver; provide training to establish a strong self-advocacy and personal responsibility; and provide resources to assist with repelling bullying. The target audience are parents/caregivers of children with I/DD that are preschool through elementary age (0-8). It is important to note that this training is not meant to change the bully or the system that allows it, but to strengthen the child in their own identity and acceptance of their disability to make them impervious to bullying in that they are able to identify who has the problem and not internalize nor own as true attacks. Speakers have been identified, the conference will take place on February 11, 2023, and will be recorded and shared with other disability groups. The total amount requested is \$4,832

3. *The Opportunity Tree*

The Opportunity Tree proposes to conduct online information sessions for the families of their members, on the theme of sexual education. Online sessions will be offered for parents/caregivers, as the first step in offering comprehensive sexual education to their members. These introductory sessions will cover the following general topics, to include Understanding healthy boundaries; Healthy sexuality and healthy relationships; Internet, social media, and communications; How to recognize sexual abuse; How and where to report abuse; What to expect when a report is made; The right to be free from retaliation; and how to access trauma-informed counseling and other resources. Training topics will be offered quarterly during the contract period over Zoom (final dates to be determined). In addition, The Opportunity Tree has identified their qualified speaker who is already certified by Elevatus Training to be a sexuality educator and trainer for people with I/DD. The total amount requested is \$5,000.

4. *The University of Arizona/Sonoran UCEDD*

The UA Sonoran UCEDD will host two 6-hour virtual conferences titled, “I/DD, Aging, Dementia: Screening, Support Adaptation & Access to a Support Network”. The purpose of this proposed conference theme is to disseminate accurate information, discuss available tools, and present resources for caregivers/support teams who care for people with I/DD

and are affected by Dementia. Tentative four topic areas include: Background/ID & Screening; Planning for the quality of life through the process; Adapting goals/daily activities/support; and Accessing support and services. Three speakers will be identified for each topic. By educating caregivers and support teams of people for people with I/DD with Dementia, the Sonoran UCEDD expects to enhance, strengthen, and expand access to accurate and user-friendly information. The total amount requested is \$5,000.

The following applications were also reviewed but were not recommended for an award due to lack of information and/or did not comply with the requirements of the scope of work. They include Arts for All; Autism Society of Greater Phoenix; Epic Disability; and Premier Alliances. Melissa asked if there was an opportunity for these four to correct any part of the application to be considered. Marcy stated that the concerns in their application were too numerous to have it be just a clarification and ultimately the evaluation committee decided not to select the above four.

Chairperson Melissa Van Hook called for a motion to approve the four applications under the Conference Sponsorship RFGA. The motion was made by Monica Cooper. The motion was seconded by Mary Slaughter. The motion carried.

Renewal application The Arizona Coalition to End Sexual and Domestic Violence

ACESDV is requesting renewal funding in the amount of \$23,462 to continue providing training statewide to reduce sexual assault of individuals with intellectual and developmental disabilities. They will provide training to service providers focusing on the causes and impacts of sexual assault among those with disabilities, and how to identify, report, and prevent these abuses.

The target population includes staff at group homes, day treatment centers, independent living centers, community-based disability advocacy organizations, and long-term care facilities. To date they have conducted outreach to 120 providers, exceeding their goal of 50. They had 149 people register and 82 attend their first training held on March 31, 2022. This brought them close to their 100-attendee goal. They also had a training scheduled for April 20th and another for May 23rd, which we do not have data for yet, but they are on track to exceed their target. Their first training was delayed due to Covid-19. All trainings have been scheduled to be online and are being recorded and posted to ensure continued community education and engagement. They are also working to overcome technology challenges experienced during the first training. Survey results have been positive with attendees stating either some or all the training will be useful for their work.

For year two, they will continue working with the same partners (The Opportunity Tree, The Arc of Arizona, The DD Planning Council, and the Arizona Statewide Independent Living Council). They anticipate their staffing to be similar and the program design and evaluation process to remain the same. They plan on:

1. Updating the sexual assault curriculum for I/DD service providers
2. Conducting outreach to 100 I/DD service providers in Arizona, and
3. Training 150 I/DD Providers

Their provider outreach is statewide and includes those in rural areas and those serving indigenous or native populations. They have worked with the Southwest Indigenous Women's Coalition in identifying their outreach targets as well as government partners such as DDD.

Melissa asked if additional data or survey results can be provided on how the information providers learned will be used and did attending the training show an increase in knowledge. Marcy stated that staff also had those same questions, and this will be asked of both renewal applications to provide further evaluation data.

Chairperson Melissa Van Hook called for a motion to approve the Education on Reducing and Responding to Abuse proposal submitted by ACESDV in the amount of \$23,462. The motion was made by Mary Slaughter. The motion was seconded by J.J. Rico. The motion carried.

Renewal Application Prevent Child Abuse AZ

Lani provided a summary of the second-year renewal proposal for the Bringing the Protective Factors Framework to Life submitted by Prevent Child Abuse Arizona. Prevent Child Abuse Arizona in partnership with Care 4 the Caregivers is requesting renewal funding in the amount of \$18,970 to deliver up to 38 hours of training to professionals and families of individuals with I/DD through three different training curricula.

In the first year of the project, they adapted the Strengthening Families-Protective Factors Framework curriculum to include a special disability edition. This curriculum is designed specifically for professionals who work with families of individual with I/DD. They also designed two caregiver-specific trainings:

- After the Diagnosis, which supports families with knowledge and information after they have received a disability diagnosis for their child.
- Grandparent Connection, which supports grandparents of differently abled grandchildren to understand how to best support their grandchild's parents.

Their goal in the first year was to work with 150 families and at least six organizations by delivering:

- 9 Protective Factors Trainings
- 4 After the Diagnosis Trainings
- 4 Grandparent Connection Trainings

To date, they have adapted each of the three curricula. They have conducted 7 of the 9 Protective Factors Trainings to a total of 126 people from over 10 organizations and have conducted 1 After the Diagnosis and 1 Grandparent Connection training, each with 9 participants. Covid-19 created a barrier to conducting in-person courses and created a lack of direct contact with caregivers in this population.

They were able to form many community partnerships in the first year including: Ability360, AARP, The Kinship Coalition, SARRC, and Guthrie. They plan on continuing these partnerships in the second year as well developing new partnerships with the Hope Group, Kyo, Bista, Easterseals, and The Children's Clinic in Tucson. They have discovered how to make the trainings more beneficial to Applied Behavioral Analysis (ABA) companies by offering continuing education credits for ABA therapists who take the training.

Post-training surveys have been positive and reflect that those that have received the training are changing their mindsets and how they work with families in the I/DD community. They plan on using Survey Monkey in the next year to strengthen the feedback they are capturing.

The goal for the second year is to deliver up to 38 hours of training with most of the time being spent delivering 15 2-hour Protective Factors Trainings to professionals. They also plan on delivering 1 After the Diagnosis Training and 1 Grandparent Connection training but will remain flexible to meet the needs and demand they find over the year. In total they would like to conduct between 17-20 trainings to 120 individuals with an overall impact to 200 families through the various trainings.

Chairperson Melissa Van Hook called for a motion to approve the Bringing the Protective Factors Framework to Life proposal submitted by Prevent Child Abuse Arizona in the amount of \$18,970. The motion was made by James Rivera. The motion was seconded by Monica Cooper. The motion carried.

F. Full Council Meeting Agenda Review:

Melissa reviewed the agenda for the upcoming Full Council meeting. No changes were offered. The agenda and meeting documents will be posted on the Council website. The meeting is Friday, May 20, at 10:00 AM. Jon will finalize the agenda prior to the meeting.

G. Announcements:

James Rivera reminded the Council that the AZ Department of Education IDEA conference registration is open, there will be 80 sessions over 2 1/2 days and the conference will be in-person. Jon will share the link.

Jon Meyers stated that Erica McFadden had already created a reoccurring Google weblink for 2022 Executive and Full Council meetings. He clarified that other than today's meeting, all meetings will be the original ones already scheduled and on our calendars.

H. Call to the Public:

No public members attended.

I. Adjourn:

The meeting adjourned at 10:20 AM.