



SUPPORTING EMPLOYMENT FIRST AD HOC COMMITTEE

Meeting Minutes

Friday, February 1, 2019

12:00 p.m. – 1:00 p.m.

Arizona Developmental Disabilities Planning Council
3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

An ad hoc committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened February 1, 2019 at the ADDPC Office, 3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present were the following members of the Supporting Employment First Ad Hoc Committee, guests, and staff.

Members Present

Melissa Van Hook, Chair, In-person Monica Cooper, telephone George Garcia telephone Scott Lindbloom telephone Kristen Mackey, telephone

Guests/Staff	Committee Members Absent
---------------------	---------------------------------

Kelly Roberts, Executive Director, Institute for Human Development, Northern AZ University participated by telephone Erica McFadden, Executive Director Marcella Crane, Grants Manager Michael Leyva, Contracts/Grants Coordinator	John Eckhardt Traci Gruenberger Jason Snead Thomas (Tom) Uno
---	---

A. Welcome & Introductions

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Supporting Employment First Ad Hoc Committee meeting. The meeting was called to order at 12:05 p.m. Roll call and participant introductions were completed.

B. Review of April 26, 2018 Committee Meeting Minutes

The Minutes from the April 26, 2018 Employment Committee meeting were reviewed. A motion was made to approve the April 26, 2018 Meeting Minutes by Scott Lindbloom; seconded by Monica Cooper. Motion carried

C. 2018 Employment Workplan Review

Mike Leyva briefed Committee members on three 2018 activities.

1. Tech Camp for Youth & Young Adults with Autism, \$7,500 grant award

ADDPC partnered with the Southwest Autism Research and Resource Center (SAARC) on a pilot project to provide funding for individuals with autism in financial need to participate in a Tech Camp. The camp was held at the University of Advancing Technology campus, July 22 – 28, 2018, and provided an opportunity for participants to gain a deeper understanding of all the skills needed for a successful college experience including completing the admissions process, residing in a dormitory, attending classes, collaborating with teams, using new technology, completing a group project, and taking part in student life activities. Four participants received scholarship funding from the Arizona Developmental Disabilities Planning Council, however the total number of participants were nine.

Post program surveys were developed to measure participants' overall satisfaction with the camp, resulting skill development and awareness by participating in the camp, including executive functioning, social and emotional awareness, advocacy, and academic or cognitive skills. The survey also asked participants to share their favorite parts of the camp and any suggested improvements. The surveys were administered at one month post the end date of camp, and again at six-months.

2. Systems Change Training for DDD/VR & Providers, \$50,000 grant award

ADDPC formed a partnership with DDD, VR, Employment First, Arizona@ Work, Arizona Association of Providers for People with Disabilities, and the Institute for Human Development to develop a system change training on competitive employment for people with significant disabilities. The training targeted DDD employment support coordinators, VR counselors, service providers, transition specialists and special education teachers and was conducted September 18 & 20, 2018, featuring Laura Owens, Ph.D., CESP, who has more than 30 years of experience as an international leader, speaker, and publisher in the disability employment field. The free training titled *Oh Yes, I CAN Work!* was conducted in a workshop format and included a panel featuring people with disabilities employed in competitive settings, job coaches, employers, family members, audience question and answer, and examples of effective programs and strategies.

Attendees were eligible for continuing education certificates. 379 individuals participated in the trainings and 112 evaluation survey results (30% response rate) were received. The partnership also referred to as the Employment Training Steering Committee, meets on a regular basis and is planning a second system change training. The tentative date for the second system change training is March 7, 2019.

3. Training for Yuma VR Counselors on Self-Employment, staff lead - no grant funding

ADDPC took the lead and facilitated a system change pilot project centered on developing a curriculum for Vocational Rehabilitation Counselors based in Yuma, an underserved rural community with one of the nation's highest unemployment rates at 22%, to assist a consumer with a self-employment outcome. The goal of the pilot project was to develop and conduct a customized training and evaluate a VR self-employment process that can be vetted and replicated in other areas of Arizona, especially rural and tribal communities. Partners included Arizona Western College Small Business Development Center, Vocational Rehabilitation, Division of Developmental Disabilities, Arizona Technology Access Program and the Arizona Developmental Disabilities Planning Council.

An evaluation of Self-Employment for People with Disabilities Workshop Pilot for VR Counselors was conducted September 26, 2018. The evaluation focused on 4 major areas: Beliefs on Issues Impacting Self-Employment for People with Disabilities; Qualitative Feedback; Workshop Content, Presentation, and Policy Change Practices; and Attitudes around Self-Employment for People with Disabilities. Arizona Developmental Disabilities Planning Council staff will visit Yuma in April to attend a workshop centered on Self-Employment sponsored by the Small Business Development Center. Recent follow-up indicates four individuals are considering self-employment and have been referred to Arizona Western College Small Business Development Center for self-employment counseling and assistance.

Kristen Mackey wants to explore how to help grow the partnership and conduct the training again and roll out new procedures. Kristen recommended ADDPC work with VR to scale this up for other sites and VR Counselors to receive training on self-employment.

D. 2019 Employment Workplan Activities

Mike Leyva briefed Committee members on draft Scopes of Work for three employment projects and requested feedback.

1. Research on Best Practices for Transition-Aged Youth - \$75,000 budgeted for new project

The draft Scope of Work proposed by Jared Schultz, Ph.D., Research Director for the Sonoran UCEDD, is to conduct a systematic evaluation of the transition services currently provided in the State of Arizona, and identify areas of strength to build upon, as well as areas of potential improvement. Researcher is proposing a qualitative methodology to evaluate transition services and divide the data collection into two primary areas of focus: Special Education teachers and Special Education Administrators or Special Education Directors in urban and rural areas.

Discussion by Committee members centered on recommendations to enhance the Scope of Work to provide an accurate assessment of transition, including:

- Incorporating a mixed methods research approach to collect and analyze both quantitative and qualitative data;
- Reaching out to parents and individuals with disabilities;
- Inquiring if there is adequate funding for transition, based on difference of transition services by school;
- Reaching out to Native American population, may be able to reach population by contacting public schools on Tribal lands;
- Expanding number of participants in urban in rural areas;
- Incorporating wider net/range of stakeholders for research and surveys;
- Keeping comments anonymous;
- Encouraging participants to talk honestly and openly about barriers;
- Recognizing that everything is not “always okay” often parents do not offer feedback, need to reach out them; and
- Inquiring why TSW schools will be intentionally excluded from research.

Mike Leyva will discuss recommendations from Committee with Jared Schultz to update Scope of Work and receive a proposal for the Employment and Grants Committee to review and approve for funding.

2. Creating a Diverse Workforce - \$125,000 budgeted for new Request for Grant Application

Mike Leyva met with stakeholders and together identified clarifications and enhancements for a new and expanded Scope of Work which includes the following:

- Issuing a new RFGA in the amount of \$125,000 with renewal options for year 2 and 3 based on performance;
- Clarifying Eligible and Ineligible language;
- Specifying new Activities and Strategies proposed by Applicant will result in employment for People with Disabilities in a job of a least 20 hours per week earning competitive wages in an integrated setting;
- Specifying Applicant organization does not have to be the hiring organization;
- Specifying Group Supported Employment will not meet requirements of new solicitation;
- Specifying ADDPC will not supplant the Applicant’s current funding;
- Specifying ADDPC will not fund programming that is duplicative;
- Adding Apprenticeships as an Activity;
- Adding Education and Awareness as an Activity;
- Adding Discovery – Person Centered Planning as an Activity

Discussion by Committee members centered on additional recommendations to enhance the Scope of Work including:

- Specifying being hired by an Employment Service Provider or Provider does not meet the qualification of employment;
- Encouraging using the natural system of supports of helping individuals obtain employment;
- Providing examples of what is meant by Education and Awareness;
- Incorporating “Educating employers about the value of employment, benefits of employment, achieving independence in the community, increasing self-esteem and sense of self-worth”;
- Incorporating “Increased awareness often times leads to successfully employing People with Disabilities”;
- Incorporating “Employers need to be better informed about the value of hiring People with Disabilities”;
- Allowing Trade and Technical Schools to be considered as Applicants; and
- Encouraging Chambers of Commerce to participate as Applicants.

Chairperson Melissa Van Hook called for a motion to incorporate staff and Committee recommendations into the Creating a Diverse Workforce Scope of Work and move forward on releasing Request for Grant Application. The revised Scope of Work may be reviewed by the Grants Committee. Motion was made by Monica Cooper; seconded by Scott Lindbloom. The Motion carried.

3. Demonstration Project with Community Colleges & Four-Year Colleges and Universities - \$100,000 budget for new Request for Grant Application

ADDPC shared a draft Scope of Work to sponsor activities to expand access and support services for students with intellectual and developmental disabilities at AZ community colleges and four-year colleges to have the capacity for educating all students. The demonstration project calls for postsecondary institutions to provide students with disabilities access to the full range of courses offered and to have the opportunity to attend, learn and grow from their participation.

Discussion by Committee members centered on clarifications and recommendations to enhance and strengthen the Scope of Work including:

- Ascribing to the Think College model with a focus on a pathway to obtaining a degree, incorporating inclusion and integration not segregation; and getting connected to employment;
- Including natural supports;
- Identifying what costs are allowable;
- Identifying how many People with Disabilities will be served;

- Encouraging and including peer supports;
- Encouraging and including peer tutors and peer coaches;
- Encouraging the student participants to represent themselves and to proactively advocate for what they want to do;
- Specifying an integrated and inclusive school life and education program;
- Including an integrated student and campus life and highlighting academic success;
- Using campus supports; and
- Specifying ADDPC is not able to pay for college tuition; identify partners who can provide tuition assistance up front.

Mike Leyva will work with Marcella Crane on expanding and strengthening Scope of Work and incorporate recommendations from Committee. Revised Scope of Work and budget will be shared with Committee and forwarded to Grants Committee for approval and processing.

E. Call to the Public

Chairperson Melissa Van Hook issued a Call to the Public. No public members were in attendance.

F. Adjourn

Chairperson Melissa Van Hook called for a motion to adjourn the meeting. Motion was made by Scott Lindbloom; seconded by Kristen Mackey. The Motion carried, meeting adjourned at 1:05 p.m.