



**EXECUTIVE COMMITTEE  
DRAFT MINUTES**

May 3, 2012  
9:00 A.M. – 10:30 A.M.  
Arizona Developmental Disabilities Planning Council  
1740 West Adams, Suite 410  
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on May 3, 2012, at the ADDPC office, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

<b>Members Present</b>
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Will Humble, Chairperson  
Ed Myers, Teleconference

Karla Phillips, Teleconference  
John Black

<b>Staff/Guests Present</b>	<b>Members Absent</b>
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Larry Clausen, ADDPC  
Marcella Crane, ADDPC  
Lani St. Cyr, ADDPC  
Michael Leyva, ADDPC  
Dara Johnson, AHCCCS

Tom Uno

**A. Call to Order**

Chairman Will Humble welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Standing Committee meeting. The meeting was called to order at 9:00 A.M.

**B. Approval of Meeting Minutes**

The minutes from the February 13, 2012 Executive Committee meeting were reviewed.

- A Motion was made to approve the minutes as written was made by Ed Myers.
- The Motion was seconded by John Black.
- The Motion carried.

### **C. Projects**

#### Grant Writing Workshops: Marcy Crane – Goal Three

The Committee was provided with information regarding the 2012 free grant writing workshops that will be held in Flagstaff, Phoenix and Tucson during May. Pima Prevention Partnership, the organization that partnered with the Council in presenting the 2011 Grant Writing seminars is again leading the updated training. The sessions have been expanded to 2 day workshops using a computer laboratory setting. The intent this year is to provide participants with a hands-on experience by practicing grant writing while having an opportunity for feedback during the seminar. Invitations have been sent to targeted individuals and organizations that have a likelihood of responding to future Request for Grant Applications posted by the Council. To support enhanced 1:1 training, each session will be limited to approximately 20 students.

- A Motion was made by Ed Myers to approve funding for the Grant Writing Workshops in the amount of \$27,799 as presented.
- John Black seconded the Motion.
- The Motion carried.

#### RFGA for Conference Sponsorships: Marcy Crane – Goal Three

Based on increasing number of requests that have been received by Council staff seeking funding for workshops, seminars and conferences related to developmental disabilities, a Request for Grant Applications was developed for approval. Setting aside a total of \$100,000, the proposal will allow for approximately 10 awards of up to \$10,000 for each approved application. To qualify for funding, applicants will be required to submit a proposal that aligns with of the Council's three established goals and which prioritizes persons with developmental disabilities, family members or persons who support them as the benefactors of the event. Awards will be made on a competitive basis, meaning that an independent evaluation committee will review applications and make recommendations for award determined by proposals that best meet all evaluation criteria. To eliminate additional meetings, it was proposed that the Empowerment Through Information Standing Committee be authorized to make final decisions on behalf of the Council for awarding grant awards.

- A Motion was made by John Black to approve funding in the amount of \$100,000 for the Conference Sponsorship project and to authorize the Empowerment Through Information Standing Committee to make final decisions on awards as recommended by the independent evaluation committee.
- The Motion was seconded by Will Humble.
- Motion carried.

ISA for Work Incentive Information Network (WIIN): Michael Leyva- Goal Two

In collaboration with AHCCCS (which will serve as the funded partner), a proposal was presented to increase outreach to persons who are recipients of Social Security, SSI, AHCCCS and other benefit programs to expand the opportunity find competitive employment while maintaining basic benefit support. With a focus on persons with developmental disabilities, this two year project will attempt to maximize use of existing programs including the federal "Ticket to Work" program and the AHCCCS "Freedom to Work" program. To maximize assets that are necessary to effectively recruit and move persons with developmental disabilities the proposed project will work with the Arizona Bridge for Independent Living to develop two positions. One position will provide direct training and development of the WIIN network while the second position will be involved with client recruitment and providing information and referral services. The key outputs of the project are to educate persons with developmental disabilities and their families on the benefits available to them and complete outreach and contact with service professionals who support employment of persons with developmental disabilities to enhance employment opportunities. The measurable outcomes of the project are in Year One, placing 20 individuals with developmental disabilities in competitive employment, and in Year Two, placing 30 individuals with developmental disabilities in competitive employment. Sustainability of the project will be sought using three approaches, including (1) charging a fee for service or establishing a contractual arrangement with service providers for work incentive training, (2) charging a fee for service or establishing a contractual agreement with Vocational Rehabilitation for benefits counseling services for consumers, (3) Exploring options to allow for AHCCCS reimbursement of benefits counseling services for members.

- A Motion was made by John Black to approve funding the WIIN in the amount of \$102,532 for Year One and \$97,414 for Year Two as presented.
- The Motion was seconded by Ed Myers.
- The Motion carried.

ISA for Untapped Arizona: Michael Leyva- Goal Two

As an outgrowth of the Medicaid Infrastructure Grant and the Think Beyond the Label Campaign, Untapped Arizona is a proposal seeking to develop an organizational model that recruits and incents employers to work collaboratively in offering integrated employment to persons with developmental and other disabilities. Based on the Business Leadership Network that exists in several other states, the model seeks to meet the workforce needs of employers while providing a supply of persons with developmental disabilities who not only add to the bottom line but also contribute to the diversity of employers. The project seeks to create a non-profit organization, recruit and hire an Executive Director, and within the two years of funding, develop a strategic plan that establishes organizational goals, recruits critical members and designs a sustainability plan. Support for this process will be offered by AHCCCS which will also be the funded state agency.

- A Motion was made by Will Humble to approve funding Untapped Arizona in the amount of \$109,950 In Year One and \$108,050 in Year Two.
- The Motion was seconded by John Black.
- The Motion carried.

**D. Executive Director Annual Performance Review**

Will Humble presented information pertaining to the Executive Director Annual Performance Review.

- A Motion was made by John Black to approve the Review comments made by Council members and complete the final appraisal with the Executive Director, with the Chairperson meeting with the Executive Director to review the findings.
- The Motion was seconded by Will Humble.
- Ed Myers recused himself from voting due to a conflict of interest.
- The Motion carried.

**E. Call to the Public**

No members of the public were present

**F. Adjourn**

The Executive Committee adjourned at 10:30 A.M.