



**SELF-ADVOCACY STANDING COMMITTEE
DRAFT MINUTES**

May 24, 2012

1:00 p.m. -2:15 p.m.

Arizona Developmental Disabilities Planning Council
1740 West Adams Street, Suite 201
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on May 24, 2012 at the ADDPC, 1740 West Adams, Suite 201, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
Tom Uno, Chair, Teleconference	Madeline Corzine
Monica Cooper, Teleconference	Tim Martin
Susie Cannata, Teleconference	

Staff/Guests Present	Members Absent
Larry Clausen, Executive Director	David Copins
Marcella Crane, Contracts Manager	William Kirwan
Lani St. Cyr, Fiscal Manager	Elmer Saufkie

A. Call to Order:

Tom Uno welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC) Self-Advocacy standing committee meeting. Meeting was called to order at 1:08 p.m. Quorum was not achieved when the meeting began, so the Chair by-passed approval of the minutes to Agenda Item C – Grant Process Review.

B. Grant Process Review

Marcella Crane discussed the ADDPC’s Grants and Procurement Management Policies and Procedures manual. The manual was created to guide the Council in awarding federal dollars allocated to the Council in alignment with both federal and state rules, including the federal Office of Management and Budget Circulars, Arizona State Procurement Code, and the Solicitation and Award of Grants per A.R.S. Statue §41-2701-2706.

Certain sections of the manual were highlighted for the Committee members so that they are aware of the process that is outlined for soliciting project ideas for Council approval and/or for their involvement in approving potential applications. Feedback is sought from the Committee in any of the sections of the manual. The manual will be presented to each of the standing committee's when they are scheduled to meet for their feedback.

C. Minutes Approval

The Minutes from the April 5, 2012 committee meeting were reviewed with no changes.

- Motion by Tom Uno to accept the Minutes.
- Motion was seconded by Susie Cannata.
- Motion carried.

D. Self-Advocacy Draft Scope of Work

Marcella Crane, Contracts Manager, presented a re-draft of the scope of work for Self-Advocacy. The budget to competitively award contracts is \$300,000 for per year with the with the possibility to renew contracts for an additional four years based on outcomes. Additional funding will be identified to support on-going programs based on future awards of federal dollars to the Council.

The draft scope of work will be based on the Goal and Objectives in the State Plan. Larry Clausen stated that the focus of this solicitation is to identify an organization that can work with multiple self-advocacy organizations to create an "Alliance" that can strengthen and promote self-advocates, identify their needs and gaps for support, and create a strategy on how to grow the Alliance. The initial focus will be in Maricopa County with the intent of expanding to other counties. Committee Chair Tom Uno asked the committee members to provide feedback to staff on the draft and at the next committee meeting, the scope of work will be voted for further action.

E. Year 3 Renewal Application-Committee Review & Recommendation

Marcella Crane reviewed the Year 3 renewal application by Pilot Parents of Southern Arizona, for the Partners in Policymaking program. The program falls under the purview of the Self-Advocacy Committee for deciding which programs will receive funding. The Partners in Policymaking program is a national best practice program to train parents and persons with a developmental disability to become strong self-advocates. Participants are chosen by a committee to participate in the 6 month program, and are chosen from around the state. If chosen to be a Partner, participants attend a workshop/training for 2 days, once a month and learn valuable skills and the agencies and policies that can affect the quality of life for persons with a developmental disability and their family.

The ADDPC has funded the Partners program for 2 years with a total of 29 graduates. Performance measures gathered from Pilot Parents is reliant on process outcomes and only a three month phone call is made to participants upon their graduation to document how their training and new skills learned are being applied. The current renewal application did not provide enough specifics on performance measures/outcomes and the committee asked for further clarification on the program before taking a vote to approve or disapprove for a third year renewal funding.

F. Review of Current Scope for the Self-Advocacy Committee

Tom Uno asked the committee members to review the current goal and objectives for Self-Advocacy, as stated in the current state plan, and asked for feedback or if changes are necessary. No comments were provided.

G. Call to the Public

No public members were in attendance.

H. Adjourn

The meeting was adjourned at 2:00 pm

- Motion by Monica Cooper to adjourn.
- Motion was seconded by Tim Martin.
- Motion carried.