



**FULL COUNCIL MEETING
DRAFT MINUTES**

Friday, February 1, 2013
9:00 a.m. – 12:00 p.m.
1740 West Adams Street, Suite 410
Phoenix, Arizona 85007

A meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened at the ADDPC offices. Notice having been duly given. Present and absent were the following members of the ADDPC, guests and staff.

COUNCIL MEMBERS PRESENT IN PERSON

John Black
Will Humble
Karla Phillips

Monica Cooper
Tim Martin
Rosemarie Strout

David Copins
Matt McMahon

COUNCIL MEMBERS PRESENT VIA TELEPHONE

Susie Cannata
Joyce Millard Hoie
Tom Uno

Leslie Cohen
Ray Morris

John Eckhardt
Charles Ryan

COUNCIL MEMBERS ABSENT

Madeline Corzine
Marv Lamer
Elmer Saufkie

Dave Cutty
Larry Latham
Melissa Van Hook

William Kirwan
Ed Myers

GUESTS

Dr. Skip Brown, Traaen & Associates
Teri Traaen, Traaen & Associates
Erica McFadden, Arizona State University Morrison Institute
David Daugherty, Arizona State University Morrison Institute
Chas Moseley, National Association of State Directors of Developmental Disabilities Services
Timothy Bolen, Best Buddies Arizona
Garen Austin, The ACES

ADDPC STAFF PRESENT

Larry Clausen
Michael Leyva

Marcella Crane
Shelly Adams

Lani St. Cyr
Rachel Collyer, *intern*

Call to Order

Chairperson Will Humble welcomed everyone to the meeting. The meeting was called to order at 9:06 a.m. with 15 Council members in attendance achieving quorum. Council members, ADDPC staff, and guests introduced themselves. Chairperson Humble announced that Council member John Black had been appointed as the new Vice Chairperson, replacing outgoing Council member Karla Phillips. The Chairperson also informed members that Dr. Larry Latham had been appointed to the Council as the new representative of the Division of Developmental Disabilities (DDD). Dr. Latham recently assumed the Assistant Director duties at DDD. Chairperson Humble called for member conflict of interests and none were offered. Members were reminded that no scheduled breaks were on the agenda and that they should be mindful of maintaining quorum.

Consent Agenda

The Consent Agenda containing the November 16, 2012 Council meeting minutes was presented to the Council for consideration.

- A motion was made by John Black to approve the minutes as written.
- The motion was seconded by Monica Cooper.
- 15 approving votes were cast with no opposing votes.
- The motion carried.

Council Bylaws

Larry Clausen provided an overview of the revised Bylaws, beginning with how they had been developed. He reviewed the desire stated by members at the 2012 Annual Retreat to reduce the amount of business conducted at Council meetings by replacing with information sharing, discussion, strategizing and review of community resources and contractor projects. Larry also shared the alteration of the By-Laws to reflect the Goals contained in the 2011-16 State Plan, replacing the Administrative/Planning, Public Policy and Grants standing committees with the Self-Advocacy, Integrated Employment and Empowerment through Information standing committees. Larry also clarified that many of the activities carried out by the previous standing committees had been assimilated into the new standing committee structures. To assist with key activities as needed, the Administration/Planning and Retreat Standing Committees will exist as Ad-Hoc Committees. Discussion was held regarding the authority and action of the Executive Committee. Using the revised method of conducting Council meetings, the Executive Committee will act on behalf of the full Council on business matters related to

project development, project funding and other matters defined in the By-Laws. It was noted that the composition of the Executive Standing Committee membership (Chairperson, Vice-Chairperson and Standing Committee Chairperson) will be changed due to the appointment of John Black as Vice-Chair. John has indicated his interest in continuing to serve as the Chairperson of the Integrated Employment Standing Committee which will reduce total membership to 4. Council members suggested to remedy this issue and broaden the scope of Council involvement in decision making at the executive level that total membership be increased to 7 members. Based on current membership this will allow for 3 additional members to be appointed by the Council Chairperson. It was also suggested that at least one of the 7 members of the Executive Committee by a self-advocate.

- A motion was made by Matt McMahon to approve the revised Bylaws with the following amendment:
The Executive Committee will consist of Chair, Vice Chair, Chairs from each of the Standing Committees and additional Council members at large to include at least one Self-Advocate to attain a total of seven.
- The motion was seconded by Karla Phillips.
- 15 approving votes were cast with no opposing votes.
- The motion carried.

Council Intern

Larry Clausen introduced Rachel Collyer who is working at the Council as an Intern in the *Interns in Action Program* and whose primary duties are to manage the Council's social networking on Facebook. Prior to Rachel's internship, there was a skeletal version of the Facebook page with minimal visits and only 2 "Likes." To increase interest in the page, Rachel has worked diligently to update and keep postings current which has resulted in an increase in visitors (the page currently has 68 "Likes). Discussion was held about the necessity to expand networking to interact with other engines such as Twitter. In working toward this goal, Chairperson Humble recommended that Rachel reach out to Jennifer Tweedy who serves as the Social Network Manager for the Arizona Department of Health Services.

Presentations

Presentations were made with supporting documents on the ADDPC website www.azedes.gov/ADDPC under the Newsroom/Meeting Notices & Info tab under archived content:

Traaen & Associates

Teri Traaen the Government Affairs Liaison contractor for the Council provided a summary of her activities which included:

- A review of the operational philosophy incorporated into activities;
- A listing of visits to legislators to introduce the Council and engage in dialogue and information exchange on behalf of the Council;
- Site visits to varied organizations that share the interests of the Council. Several of these visits have included the Council Executive Director;
- Review and discussion of specific legislative bills of interest;
- Review and discussion of the weekly legislative report that is post on the Council website on Fridays, including the table and narrative description. Feedback from Council members was positive, especially related to the design of the table. Teri discussed her ongoing efforts to keep content of both the table and the narrative in plain language, as devoid as possible of jargon, with content tailored to meet the reading and learning skills of a broad audience.

Arizona State University Morrison Institute

Larry Clausen introduced David Daugherty and Erica McFadden of the Morrison Institute of Public Policy explaining that their efforts were being tied to a broad public policy initiative to fully integrate the efforts of Traaen & Associates, the National Association of State Directors of Developmental Disability Services (NASDDDS) and the Morrison Institute into action representing the state and national stage. David spoke to the following:

- The new Housing Report prepared in conjunction with the Council has been distributed;
- The Morrison Institute is engaged in holding focus groups across the state to reach adult persons with developmental disabilities in unserved and underserved areas. Information gleaned from the groups will be used as content for discussion in future public forums in the state. Data gathered will be used to update the Council's Comprehensive Review and Analysis report an important tool implanted in future planning. Council members suggested that the development of future focus groups should focus on youth still in school and preparing to transition from public education.
- Ongoing issue research and development including the topics of business tax credits, and a factual history (timeline) tracking key developments at the federal and state levels impacting services to persons with developmental disabilities.

National Association of State Directors of Developmental Disabilities Services (NASDDDS), Alexandria, Virginia

- Chas Moseley Associate Executive Director of NASDDDS, spoke of his work in developing topics derived from NASDDDS research and interaction with member states across the nation. He's submitted topics for consideration to the Council in the following areas:
 - Employment First;
 - Non-work integrated day services;
 - Shared Living;
 - Residential Supports;

- Implications of the Olmstead ruling;
- institutional programs;
- and strategies for supporting people with Autism.

Tom Uno suggested that Traaen & Associates, Morrison Institute and the NASDDDS collaborate with other sub-contractors such as Partners in Policymaking when speaking with legislators and holding focus groups for self-advocacy.

Fiscal Summary

Lani St. Cyr, Fiscal Manager, presented the fiscal summary and noted the following:

- The federal fiscal report (ADD-02B) was submitted in December for fiscal years (FY): 2010, 2011, and 2012. The report reflected the Council was able to fully liquidate the FY 2010 award of \$1,483,202 and fully obligate the FY 2011 award of \$1,480,235.
- There is currently \$849,698 obligated in FY 2011 funds that need to be liquidated by September 30, 2013. The FY 2011 obligation amount may adjust as grantees complete their projects and do not fully spend their awards.
- There is \$845,036 in FY 2012 funds that will need to be obligated by September 30, 2013. The obligation of these funds will be covered with the renewal of current contracts.
- There are enough current contracts up for renewal that the Council will be able to begin obligating FY 2013 funds as well. The award amount for FY 2013 is still at \$720,053, but the total award is anticipated to be at FY 2012 levels.

Update on Government Affairs Liaison

Marcella Crane, Contract Grants Manager, referred to previous Council action directing that Council staff proceed in working the Department of Economic Security (DES), Procurement in developing a Request for Proposal to obtain a Government Affairs Liaison contractor. Staff met with DES Procurement to discuss the parameters of what the Council is seeking to accomplish and to work on a timeline of when DES can issue the RFP via the state procurement on-line process. To date, a scope of work has been drafted, submitted to Procurement and is under review. It is anticipated that release date will be sometime in the summer with an award to be in the fall of 2013 for a one year renewable contract.

Best Buddies Arizona

State Director, Timothy Bolen, presented information about mission, history, and programs of Best Buddies. Timothy provided collected data on prevalence of intellectual and developmental disabilities in the United States, the history of and legislation for people with I/DD, how Best Buddies provides opportunity for the development of mentors and friends, the importance of establishing the one-to-one relationships, and inclusion.

The ACES

Peoria ACES Campus Principal, Garen Austin, presented information about the Austin Centers for Exceptional Students (ACES) schools and their specialized programs. A private school, ACES caters to student with behavioral problems who cannot be accommodated in the public school setting. Using several intervention models, ACES accepts students under contract with school districts with the goal of remediating challenging behaviors and returning students to the public school setting. Garen provided an overview of the various modes of instruction, qualifications of professional staff, staff to student ratios and design of campuses which fosters expedient change and engagement of students.

Open Discussion

Matt McMahon commented about his concern regarding the maximum number of hours an individual may work without impacting their Social Security benefits and reducing their quality of life. Larry mentioned the Social Security Administration has created a variety of work incentive programs including *Ticket to Work*. In addition, the Work Incentive Information Network (WWIN) program was funded by the Council to address these issues. Michael Leyva will follow up with Matt.

Karla Phillips discussed her thoughts pertaining to individual students and the role of post-secondary education. Karla is developing a new idea which she'll be providing to Larry in the next several weeks.

Tim Martin shared information on Equal Opportunity and Equitable Participation Opportunities to provide interscholastic athletics for female and male students at the secondary level.

Rosemarie Strout shared information on the 2013 Arizona Rural Health and Public Policy Forum which examined key health policy issues and their impact on the state's rural and tribal communities; identified strategies to strengthen rural communities and public health systems; and legislative priorities that may be considered.

Next Meeting Date(s)

The next full Council meeting date will be Friday, May 3, 2013. Handout was provided for all upcoming council meetings that have been scheduled.

Call to the Public

There was no public comment.

Adjournment

- A motion was made by John Black.
- The motion was seconded by Will Humble.
- The motion carried and the meeting was adjourned at 11:55 a.m.