



EXECUTIVE COMMITTEE

January 27, 2015

9:00 A.M. – 10:00 A.M.

1740 West Adams Street, Suite 410, Phoenix, Arizona 85007

DRAFT MINUTES

An Executive Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on Tuesday, January 27, 2015 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.

Members Present

Will Humble, Chairperson
John Black, Vice Chairperson
Ray Morris, Phone

Tom Uno, Phone
Andrew Robinson
Monica Cooper, Phone

Members Absent

Melissa Van Hook

Staff/Guests	Guests
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Larry Clausen, ADDPC
Marcella Crane, ADDPC
Lani St. Cyr, ADDPC
Michael Leyva, ADDPC

David Daugherty
Erica McFadden

A. Call to Order

Chairperson 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. Roll call and participant introductions were completed.

B. Approval of Meeting Minutes

The minutes from the November 24 2014 Executive Committee meeting were reviewed.

- A motion was made by John Black to approve the November 24, 2014, Executive Committee Meeting Minutes.
- The motion was seconded by Monica Cooper.
- The motion carried.

C. Morrison Institute for Public Policy: 2015 Program Proposal - \$177,605

Will Humble provided an explanation of the functions of the 2015 proposal which for 2015 is divided into two sections. The first section addresses the Comprehensive Review and Analysis (CRA), an assessment/evaluation process required by the Administration on Intellectual and Developmental Disabilities (AIDD) of all state councils as they prepare to construct their new 5 Year State Plan, due in August of 2016. The CRA will thoroughly analyze the needs existing in Arizona among persons with developmental disabilities and their families. Morrison Institute (MI) intends to use various measures, including surveys and focus groups to assess persons with developmental disabilities (adults), family members, and various stakeholders such as government and educational agencies, provider organizations, businesses, mental health services, professional caregivers and others. In completing the CRA assessment, MI will focus on unserved and/or underserved geographical communities, ethnic groups and others who may not have regular opportunities to voice their opinions.

The second section of the MI proposal addresses research, reports and support services. Activities in this area will include researching and writing public policy reports and briefs on issues identified by the Council, interaction with community organizations and government entities alongside the Council in response to request for information, presentations at events and participation in Council scheduled events and meetings. MI will also be representing the Council locally, regionally and nationally to share research data and results on studies conducted on behalf of the Council.

Several comments and questions were raised by members of the Executive Committee:

- The question was asked if Council members could attend the various focus groups to be held across the state. MI answered that it would encourage participation of Council members to observe focus group activities.
- A question was raised as to whether questions developed by MI could be shared with interested Council members for review and feedback before use. MI responded by saying that they'd appreciate any comments/suggestions that could be provided on tentative survey questions and arrangements would be made to ensure that they were available to the full Council before distribution.
- It was suggested that Council members might be able to assist with the selection of members for focus groups. MI expressed strong interest in the idea and will encourage suggestions when recruitment begins for the groups.
- It was noted that the comprehensive work done by this project will be potentially beneficial to the Arizona Developmental Disabilities Network. Larry Clausen indicated that all information gathered would be made available to the Network and the public.

- A motion was made by Tom Uno to approve funding for the Morrison Institute for Public Policy, 2015 Program Proposal in the amount of \$177,605.
- The motion was seconded by John Black.
- The motion carried.

D. Call to the Public

No one from the public was present.

E. Adjourn

- A motion was made by Will Humble to adjourn the meeting.
- The motion was seconded by John Black
- The motion carried and the meeting adjourned at 9:30 A.M.