



**EMPOWERMENT THROUGH INFORMATION COMMITTEE**  
**DRAFT MINUTES**

November 12, 2013

2:00 p.m. - 2:30 p.m.

Arizona Developmental Disabilities Planning Council  
1740 West Adams Street, Suite 410  
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on November 12, 2013 at the ADDPC, 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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| Ed Myers, Chair, Teleconference<br>John Eckhardt, Teleconference<br>Marv Lamer, Teleconference | Rosemarie Strout, Teleconference<br>Joyce Millard Hoie, Teleconference<br>Ray Morris, Teleconference |
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| <b>Staff/Guest Present</b> | <b>Members Absent</b> |
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| Larry Clausen, Executive Director<br>Marcella Crane, Contracts Manager<br>Lani St. Cyr, Fiscal Manager<br>Michael Leyva, Contracts Coordinator<br>Karla Philips, Department of Education | Larry Latham |
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**A. Call to Order:**

Ed Myers welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC) Empowerment through Information standing committee meeting and introductions were made. Meeting was called to order at 2:02 p.m.

**B. Minutes Approval**

The Minutes from the June 19, 2013 committee meeting were reviewed with no changes.

- Motion to accept the minutes made by John Eckhardt.
- Motion seconded by Marv Lamer.
- Motion carried.

**C. Department of Education – Special Education Quarterly Briefs ISA- \$94,753**

Karla Philips provided an overview of the proposal and explained that the purpose is to develop quarterly briefs providing a snapshot of special education issues. These briefs will contain data obtained from the Department of Education, other state agencies, and national-level data obtained through the federal government and other sources that are identified as important for consumers, families, and policy makers in Arizona.

The initial brief will be focused on demographics and outcome data with the remaining topic areas to be determined jointly with the Council and ADE. The Department of Education will write, design, format and print the quarterly briefs and ensure they are published in March, June, September, and December. The briefs will be available in both hard and electronic formats and there will be a Spanish version.

Lani St. Cyr added that the ADE will conduct one annual survey to recipients to determine how helpful the information has been, as well as surveying stakeholders regarding the helpfulness of topics used. There will also be a link to a survey attached to each of the newsletters distributed electronically, to allow for immediate feedback. She also mentioned that the Department of Education is seeking \$94,753 for this project or approximately \$23,688 per quarterly brief.

There was additional discussion in which Ed mentioned the cost seemed high for four briefs that will basically be a two sided document. Karla said that some may take up to 4 pages. There was additional discussion on the staff involved and what level of involvement they would have.

When it was time to make a motion, Larry Clausen suggested that Marv Lamer recuse himself from the vote, as he is with the Department of Education. Marv questioned the necessity to recuse him, but abstained from the vote and strongly disagreed with the request.

- A Motion was made by Ray Morris to approve the proposal in the amount of \$94,753.
- The Motion was seconded by Rosemarie Strout.
- The Motion carried.

**D. NASDDDS-National Association of State Directors of Developmental Disabilities Services**

Lani St. Cyr gave an overview of the proposal and explained that it is for a 1 year, \$4,000 extension to the current contract that the Council has in place with NASDDDS. The current contract ran through September 30, 2013 and was for \$45,000, of which they have only spent \$11,223.81 (leaving \$33,777.19 remaining). They plan on continuing the work initially proposed under the original contract, to include:

- Consulting services in the areas of state, national, political, social and consumer issues and trends affecting persons with developmental disabilities and their families.
- Preparation of topical fact sheets
- Research and prepare outcome-focused reports and position papers
- Engage in collaborative partnerships with the: Division of Developmental Disabilities, Morrison Institute, UCEDDS, P&As, Non-profit groups, self-advocacy organizations, and other consumer groups.

She explained the projects and collaboration completed to date with the Morrison Institute and Institute for Human Development at NAU. Marv Lamer asked about the need for the additional funding when they hadn't spent the amount already awarded and it was explained that it would allow for more of the proposed tasks to be completed and there is no guarantee that the full amount will be spent.

- A Motion was made by Ray Morris to approve the \$4,000 increase and 1 year extension.
- The Motion was seconded by John Eckhardt.
- The Motion carried.

**E. Call to the Public**

No public members commented.

**F. Adjourn**

- A Motion to adjourn was made by Marv Lamer.
- The Motion was seconded by Ray Morris.
- The Meeting adjourned at 2:35 p.m.