



FULL COUNCIL MEETING

DRAFT MINUTES

Friday, August 2, 2013

9:30 a.m. – 12:30 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

Monica Cooper
John Eckhardt
Larry Latham
Ed Myers

David Copins
Will Humble
Matt McMahon
Melissa Van Hook

Madeline Corzine
Marv Lamer
Ray Morris

COUNCIL MEMBERS PRESENT VIA TELEPHONE

John Black
Tom Uno

Susie Cannata

Tim Martin

COUNCIL MEMBERS ABSENT

Leslie Cohen
Charles Ryan

Dave Cutty
Elmer Saufkie

Joyce Millard-Hoie

GUESTS

Aaron Rubin-Blocher, Arizona Autism United
Diana Davis-Wilson, H.O.P.E. Group
Dara Johnson, AHCCCS
Nicolas Love, Arizona Bridge for Independent Living (ABIL)
Kathryn Marquoit, Arizona Ombudsman
Darryl Monteill, Arizona Ombudsman
Erin Ornacki, H.O.P.E. Group
Mary Kay Rizzolo, The State of the States in Developmental Disabilities (*via teleconference*)

MEMBERS OF THE PUBLIC

Lionel Delgado
Reynaldo Fowler, Arizona Center for Disability Law
Rob & Matt Reznik
Marta Urbina, Arizona Department of Health Services
Judie Walker, United Healthcare
Deanna Zuppan

ADDPC STAFF PRESENT

Larry Clausen
Shelly Adams

Marcella Crane

Michael Leyva

ADDPC STAFF ABSENT

Lani St. Cyr

Call to Order

Chairperson Will Humble welcomed everyone to the meeting. The meeting was called to order at 9:36 a.m. with 16 Council members in attendance achieving quorum. Council members, ADDPC staff, and guests introduced themselves. 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 May 3, 2013 Council meeting minutes was presented to the Council for consideration.

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

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

Open Meeting Law Training

Kathryn Marquoit, Assistant Ombudsman for Public Access with The Arizona Ombudsman-Citizens' Aide, presented an interactive training session on the Arizona Open Meeting Law. The training focused on the components most important to Council members in maintaining full compliance with requirements of the law.

The State of the States in Developmental Disabilities

Mary Kay Rizzolo, Associate Director, Institute on Disability & Human Development, presented information on the 2013 edition of *The State of the States in Developmental Disabilities*. Mary Kay presented details specific to Arizona and highlighted several unique features of the state's population.

Arizona Autism United

Aaron Blocher-Rubin, Executive Director, presented an overview of Arizona Autism United as a provider of service to persons within the Autism Spectrum Disorder. He elaborated on the nature of supports offered, including a variety of direct care services, parental supports and behavioral consultation programs.

The Work Incentive Information Network (WINN) Program

Nicolas Love, Program Manager, Arizona Bridge to Independent Living (ABIL), presented an update on the WINN Program, a project currently being funded by the Council to assist persons with developmental disabilities obtain sufficient information to make informed decisions on competitive employment as an alternative to receiving public benefits. Nicolas described the use of DB101 as an internet tool that can assist in calculating income from work as it impacts resources received from SSI and Social Security. Discussion was also held regarding staffing resources under the program and changes that will be implemented during the new contract period.

Untapped Arizona

Dara Johnson, Program Development Officer, Arizona Healthcare Cost Containment System (AHCCCS) provided an update on Untapped Arizona (UA), a project currently funded by the Council. UA is based on the Business Leadership Network that is recognized nationally as an organization comprised of employers who support competitive employment of persons with disabilities. UA will replicate many components of the Network with an added emphasis on increasing opportunities for persons with developmental disabilities. Significant progress has been made in hiring an Executive Director to lead the work of UA. It's expected that the individual selected will be named in October. In the meantime, informal work is being done to advise potential employers of the new groups formation and ultimate existence as a non-profit organization.

Honoring & Optimizing the Potential in Everyone (H.O.P.E. Group)

Diana Davis-Wilson, Clinical Services Director and Erin Ornacki, Teen & Adult Services Director shared information on their organization. the H.O.P.E. Group is based on the belief that every person deserves the opportunity to learn and become a valuable part of society. To support this belief the organization provides a number of community-based services, including habilitation, respite care, and BCBA services and supervision involving applied behavior analysis (ABA). Family inclusion is an important facet of services provided with outreach including both ABA and Family Training.

Open Discussion

- To comply with the requirements of the Arizona Open Meeting, this section of future agendas will be renamed from "Open Discussion" to "Future Agenda Items".
- It was announced that Council member William Kirwan resigned from the Council due to enrolling in college full time.
- The new published 2012 ADDPC Annual Report was included in handouts for review.
- It was requested that the November Council meeting include a presentation on the Affordable Care Act.
- It was also requested that information be provided on the state of youth transition from high school, including post-secondary educational options available to adults with developmental disabilities that would like to return to school.
- Include on the November Council meeting agenda a presentation on assistive technology.
- Council members shared their concerns about elderly family caregivers and issues related to their needs.
- The November Council meeting will include a summary of conferences supported by Council funding during the current calendar year.

Call to the Public

Judie Walker commented on the positive presence of the Council in the community and at recent events such as the National Association of Developmental Councils at their annual conference in Washington, D.C.

Adjournment

- A motion was made by Matt McMahon
- The motion was seconded by Ed Myers
- The motion carried and the meeting was adjourned at 12:30 p.m.

ADDPC Financial Update

Data updated 10/16/13

| | Grant Year | | |
|--|------------|-----------|-----------|
| | FY 2011 | FY 2012 | FY 2013 |
| Revenue | 1,480,235 | 1,476,807 | 1,392,777 |
| Admin/Operating Budget | | | |
| Total Admin/Operating Expenses | 444,071 | 443,042 | 417,833 |
| Total Admin/Operating Encumbrances | 164,364 | 125,387 | 28,722 |
| Admin Balance Available for Grants | - | 17,164 | 2,464 |
| | 279,707 | 300,492 | 386,647 |
| Grant/Project Budget | | | |
| Total Grant/Project Expenses | 1,036,165 | 1,033,765 | 974,944 |
| Total Grant/Project Encumbrances | 1,132,726 | 510,583 | 86,924 |
| Balance for Grants/Projects | - | 839,080 | 229,287 |
| | (96,561) | (315,898) | 658,733 |
| Total Expenses | 1,297,089 | 635,970 | 115,646 |
| Remaining Revenue | 183,146 | 840,837 | 1,277,131 |
| Encumbered/Obligated Revenue | - | 856,243 | 231,751 |
| Remaining Funds to be Obligated/Liquidated | | (15,406) | 1,045,380 |
| Funds to be Reverted | 183,146 | | |

Comments:

- 1) The Council will be reverting \$183,146 of FY 2011 funds.
- 2) The liquidation period for FY 2012 funds is through September 30, 2014.
- 3) The obligation period for FY 2013 funds is through September 30, 2014.

Projects by Standing Committee

Updated 10/16/13

| Employment | | | | | | |
|---|--------------------------|-------------------|----------------------|-------------------|--|--|
| Grantee | Project Name | Approved Budget | Expenditures to Date | Remaining Budget | | |
| Completed Projects | | | | | | |
| Sonoran UCEDD | Project Search-Year 2 | \$ 43,757 | \$ 42,137 | \$ 1,620 | | |
| Department of Corrections | Employment Videos | \$ 25,000 | \$ 14,547 | \$ 10,453 | | |
| NASDDDS | SELN Membership- Year 2 | \$ 17,500 | \$ 17,500 | \$ - | | |
| AHCCCS | WIJIN Year 1 | \$ 102,532 | \$ 98,364 | \$ 4,168 | | |
| Subtotal | | \$ 188,789 | \$ 172,547 | \$ 16,242 | | |
| Current Projects/Encumbered/Expended | | | | | | |
| AHCCCS | Untapped Arizona- Year 1 | \$ 119,950 | \$ 27,507 | \$ 92,443 | | |
| AHCCCS | WIJIN Year 2 | \$ 97,414 | \$ - | \$ 97,414 | | |
| AHCCCS | Untapped Arizona- Year 2 | \$ 108,050 | \$ - | \$ 108,050 | | |
| NASDDDS | SELN Membership- Year 3 | \$ 35,000 | \$ 35,000 | \$ - | | |
| SARRC | SELF Program | \$ 91,568 | \$ 30,429 | \$ 61,139 | | |
| Sonoran UCEDD | Project Search-Year 3 | \$ 42,866 | \$ 31,203 | \$ 11,663 | | |
| Subtotal | | \$ 494,848 | \$ 124,140 | \$ 370,708 | | |

| Self-Advocacy | | | | | | |
|---|--|-------------------|----------------------|-------------------|--|--|
| Grantee | Project Name | Approved Budget | Expenditures to Date | Remaining Budget | | |
| Completed Projects | | | | | | |
| Pilot Parents of Southern Arizona | LEAP- Self Advocacy- Year 1 | \$ 50,000 | \$ 50,000 | \$ - | | |
| Pilot Parents of Southern Arizona | Partners in Policymaking- Year 2 | \$ 45,000 | \$ 45,000 | \$ - | | |
| Southwest Institute for Families | SPEAK- Self-Advocacy Year 1 | \$ 100,000 | \$ 93,321 | \$ 6,679 | | |
| NAU/IHD | Identification of Self-Advocacy Groups in AZ | \$ 11,270 | \$ 11,270 | \$ - | | |
| Pilot Parents of Southern Arizona | LEAP- Self Advocacy- Year 2 | \$ 50,000 | \$ 50,000 | \$ - | | |
| Pilot Parents of Southern Arizona | Partners in Policymaking- Year 3 | \$ 45,000 | \$ 45,000 | \$ - | | |
| Southwest Institute for Families | SPEAK- Self-Advocacy Year 2 | \$ 82,575 | \$ 79,893 | \$ 2,682 | | |
| Subtotal | | \$ 383,845 | \$ 374,484 | \$ 9,361 | | |
| Current Projects/Encumbered/Expended | | | | | | |
| Pilot Parents of Southern Arizona | LEAP- Self Advocacy- Year 3 | \$ 50,000 | \$ 5,337 | \$ 44,663 | | |
| Pilot Parents of Southern Arizona | Partners in Policymaking- Year 4 | \$ 100,000 | \$ 12,432 | \$ 87,568 | | |
| Southwest Institute for Families | SPEAK- Self-Advocacy Year 3 | \$ 82,568 | \$ - | \$ 82,568 | | |
| Subtotal | | \$ 232,568 | \$ 17,769 | \$ 214,799 | | |
| RFGA-Application/Amounts Pending | | | | | | |
| RFGA- Self Advocacy | TBD | \$ 300,000 | \$ - | \$ 300,000 | | |

Projects by Standing Committee (Continued)

Updated 10/16/13

| Empowerment Through Information | | | | | |
|---|--|----------------------|----------------------|----------------------|--|
| Grantee | Project Name | Approved Budget | Expenditures to Date | Remaining Budget | |
| Completed Projects | | | | | |
| Arizona Center for Disability Law | Legal Manual- Year 2 | \$ 43,789 | \$ 26,659 | \$ 17,130 | |
| Arizona Center for Disability Law | Project Vote- Year 1 | \$ 43,074 | \$ 37,127 | \$ 5,947 | |
| Arizona Center for Disability Law | Project Vote - Year 2 | \$ 30,534 | \$ 24,953 | \$ 5,581 | |
| A.T. Still | A Day for Special Smiles | \$ 21,172 | \$ 15,852 | \$ 5,320 | |
| Morrison Institute - ASU | Public Policy Consulting | \$ 50,000 | \$ 50,000 | \$ 0 | |
| Native American Disability Law Center | Native American Housing Program- Year 2 | \$ 49,050 | \$ 48,050 | \$ 8,876 | |
| Native American Disability Law Center | Native American Housing Program- Year 3 | \$ 43,378 | \$ 34,502 | \$ 175 | |
| NAU/Institute for Human Development | PBIS Project- Year 1 | \$ 123,686 | \$ 123,511 | \$ 3,136 | |
| Perfect Media | Branding and Printed Materials | \$ 36,500 | \$ 33,384 | \$ (1,940) | |
| Pima Prevention Partnership | Grant Writing Workshops | \$ 27,799 | \$ 29,739 | \$ 10,352 | |
| Sheila Murphy | Finance Primer/Quarterly Briefs | \$ 49,600 | \$ 39,248 | \$ 3,069 | |
| Sonoran UCEDD | BASTIA - Transportation | \$ 139,156 | \$ 136,087 | \$ 5,052 | |
| Sonoran UCEDD | Community Living- Year 2- Housing | \$ 61,369 | \$ 56,317 | \$ 633 | |
| Sonoran UCEDD/DES | Picture of a Life- Transitioning Youth- Yr 1 | \$ 40,828 | \$ 40,828 | \$ 1,948 | |
| Special Olympics Arizona | Wellness Education - Year 2 | \$ 82,142 | \$ 81,509 | \$ 0 | |
| Traaen & Associates, LLC | Government Affairs- Year 1 | \$ 49,000 | \$ 47,052 | \$ 0 | |
| RFGA- Conference Sponsorships | 6 Awards at \$10,000 each | \$ 10,000 | \$ 10,000 | \$ 0 | |
| Arizona Center for Disability Law (ACDL) | African American Conference on Disabilities | \$ 10,000 | \$ 10,000 | \$ 18 | |
| Dads for Special Kids | Emergency Preparedness | \$ 10,000 | \$ 9,982 | \$ 143 | |
| Native American Disability Law Center (NADLC) | Steps to Success Special Ed Conference | \$ 10,000 | \$ 9,857 | \$ 770 | |
| Southeast Arizona Area Health Education Center (SEAHEC) | Border Conference on Disability | \$ 10,000 | \$ 9,230 | \$ 0 | |
| Southwest Autism Research & Resource Center (SARRC) | Conference on Bullying and Victimization | \$ 10,000 | \$ 10,000 | \$ 0 | |
| Southwest Institute for Families and Children (SWI) | Self-Advocacy Conference | \$ 10,000 | \$ 9,939 | \$ 61 | |
| Subtotal | | \$ 951,076 | \$ 884,805 | \$ 66,271 | |
| Current Projects: Encumbered/Expended | | | | | |
| Arizona Center for Disability Law | Legal Manual- Year 3 | \$ 32,684 | \$ 0 | \$ 32,684 | |
| ACDL/DHS/SILC/NADLC | Emergency Preparedness | \$ 56,095 | \$ 56,095 | \$ 0 | |
| BJ Tatro | Consulting | \$ 50,000 | \$ 3,000 | \$ 47,000 | |
| Morrison Institute - ASU | Year 2 Renewal- Research | \$ 108,000 | \$ 59,401 | \$ 48,599 | |
| Native American Disability Law Center | Native American Housing Program- Year 4 | \$ 50,813 | \$ 11,891 | \$ 38,922 | |
| NASDDDS | Research Projects | \$ 45,001 | \$ 6,785 | \$ 38,216 | |
| NAU/Institute for Human Development | PBIS Project- Year 2 | \$ 167,869 | \$ 0 | \$ 167,869 | |
| ON Advertising | Branding and Printed Materials | \$ 30,000 | \$ 4,631 | \$ 25,369 | |
| Sonoran UCEDD/DES | Picture of a Life- Transitioning Youth- Yr 2 | \$ 40,828 | \$ 2,646 | \$ 38,182 | |
| Special Olympics Arizona | Wellness Education - Year 3 | \$ 82,142 | \$ 11,158 | \$ 70,984 | |
| Traaen & Associates, LLC | Government Affairs- Year 2 | \$ 49,000 | \$ 0 | \$ 49,000 | |
| RFGA- Conference Sponsorships | Conference Sponsorship | \$ 10,000 | \$ 0 | \$ 10,000 | |
| Alzheimer's Association of Arizona | Conference Sponsorship | \$ 9,131 | \$ 0 | \$ 9,131 | |
| Arizona Hands & Voices | Conference Sponsorship | \$ 10,000 | \$ 4,500 | \$ 5,500 | |
| Autism Society of Greater Tucson | Conference Sponsorship | \$ 3,375 | \$ 0 | \$ 3,375 | |
| Foundation for Blind Children | Conference Sponsorship | \$ 10,000 | \$ 0 | \$ 10,000 | |
| Southwest Institute for Families and Children (SWI) | Conference Sponsorship | \$ 10,000 | \$ 0 | \$ 10,000 | |
| Spirita Bifida Association of Arizona | Conference Sponsorship | \$ 10,000 | \$ 0 | \$ 10,000 | |
| Subtotal | | \$ 764,938.28 | \$ 160,107.30 | \$ 594,830.98 | |

Reverted FY 2011 funds

| Grantee | Project | Amount Unspent |
|---------------------------------------|------------------------------------|----------------|
| Sheila Murphy | Education Primer/Quarterly Reports | \$ 10,352.00 |
| Sonoran UCEDD | Project SEARCH Yr 2 | 1,620.33 |
| | Community Living- Yr 2 | 5,052.08 |
| | BASTIIA | 3,069.04 |
| *Dept. of Corrections | Employment Videos | 18,694.70 |
| AHCCCS | WIIN Yr. 1 | 4,168.00 |
| Arizona Republic | Subscription | 500.00 |
| Perfect Media | Graphic Design | 3,135.73 |
| Native American Disability Law Center | Housing Program- Yr. 3 | 8,875.00 |
| | Conference Sponsorship | 143.00 |
| *Pilot Parent of Southern Arizona | LEAP- Year 2 | 9,764.05 |
| Southwest Institute for Families | Project SPEAK Yr 1 | 6,679.09 |
| | Project SPEAK Yr 2 | 2,682.98 |
| | Conference Sponsorship | 59.86 |
| *Arizona Center for Disability Law | Legal Manual- Year 2 | 17,129.80 |
| | Project Vote Year 2 | 20,848.00 |
| *ASU- Morrison Institute | Research | 62,448.52 |
| NAU/IHD | PBIS | 174.68 |
| Special Olympics Arizona | Wellness Education- yr 1 | 4,392.10 |
| | Wellness Education- yr 2 | 633.21 |
| *Dads 4 Special Kids | Emergency Preparedness | 1,953.35 |
| Southeast AZ Area Health Education | Conference Sponsorship | 770.48 |

Total of FY 2011 funds reverted \$ 183,146.00

*** Additional Notes:**

* **Department of Corrections** -Only \$10,453 was unspent from the project. Accounting did not reference the encumbrance when issuing a payment, so encumbrance was not reduced.

* **Pilot Parents**- Full budget amount was spent, but needed extension and remaining amount was paid with FY '12 funds.

* **Arizona Center for Disability Law**- (Project Vote) Original approved budget/encumbrance of \$45,801 was reduced to \$30,534 after the Sept. 30th deadline. \$5,581 went unspent under new budget, but \$20,848 was unspent per original encumbrance.

***ASU- Morrison Institute** -Document 2GCDD735 for June expenses of \$7,595.84 did not reference encumbrance, but was spent with FY 11 funds. Project has a no cost extension that will use FY 2013 funds.

* **Dads 4 Special Kids**- Only \$18.03 was left unspent for the project, but needed extension and remaining amount was paid with FY '12 funds.



2014 Council Meetings

January

Full Council

Friday, January 24, 2014 - 9:30 a.m. – 12:30 p.m.
1740 West Adams Street, Suite 410, Phoenix, AZ 85007

February or March

Full Council ANNUAL RETREAT 2014

*Date to Be Determined, Will Be c. 9:00 a.m.-3:00p.m.
Location to Be Determined*

May

Full Council

Friday, May 16, 2014 - 9:30 a.m. – 12:30 p.m.
1740 West Adams Street, Suite 410, Phoenix, AZ 85007

August

Full Council

Friday, August 8, 2014 - 9:30 a.m. – 12:30 p.m.
1740 West Adams Street, Suite 410, Phoenix, AZ 85007

November

Full Council

Friday, November 7, 2014 - 9:30 a.m. – 12:30 p.m.
1740 West Adams Street, Suite 410, Phoenix, AZ 85007

ONE Community Working Together