



**SUPPORTING EMPLOYMENT FIRST AD HOC COMMITTEE**  
**DRAFT MINUTES**

Thursday, February 15, 2018  
1:00 p.m. – 2:00 p.m.

Arizona Developmental Disabilities Planning Council  
3839 North 3<sup>rd</sup> Street, Suite 306, Phoenix, Arizona 85012

An ad hoc committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on February 15, 2018 at 3839 North 3<sup>rd</sup> Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present were the following members of the Supporting Employment First Ad Hoc Committee, guests, and staff.

<b>Members Present</b>	
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Melissa Van Hook, Chair, in person Monica Cooper, telephone George Garcia, telephone Traci Gruenberger, telephone Andrew Robinson, in person	Jason Snead, in person
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<b>Guests/Staff</b>	<b>Committee Members Absent</b>
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Abel Young, telephone Erica McFadden, Executive Director Michael Leyva, Contracts/Grants Coordinator Marcella Crane, Grants Manager	John Eckhardt Matthew Isiogu Scott Lindbloom Kristen Mackey Tom Uno
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**A. Call to Order**

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Supporting Employment First Ad Hoc Committee meeting. The meeting was called to order at 1:04 p.m. Roll call and participant introductions were completed.

**B. Approval of Meeting Minutes**

The Minutes from the November 14, 2017 Employment Committee meeting were reviewed.

Melissa Van Hook requested a correction be made to the minutes. Abel Young participated in the meeting by telephone, not in person.

A Motion was made to approve the November 14, 2017 Employment Committee Meeting Minutes with the proposed correction by Jason Snead; seconded by Monica Cooper. The motion carried unanimously.

**C. Association of People Supporting Employment First (APSE) Membership**

Michael Leyva shared information on a survey of Committee members that was conducted 2017 regarding interest in becoming an Association of People Supporting Employment First (APSE) member with funding provided by the Council. Melissa Van Hook and Jason Snead expressed interest. Annual membership for Self Advocates and Family Members is \$75, Professional Membership is \$120. Motion to approve APSE membership for Melissa Van Hook, Jason Snead, and Michael Leyva was made by George Garcia; seconded by Monica Cooper. Motion carried unanimously.

**D. Update of Pilot Project to Train Yuma Vocational Rehabilitation Counselors on Self-Employment**

Andrew Robinson shared information on the Yuma pilot project coordinated by the Council, centered on developing a curriculum for Vocational Rehabilitation (VR) Counselors to assist a consumer with a self-employment outcome. The goal of the pilot project is to develop, conduct training and evaluate a VR self-employment process that can be vetted and replicated in other areas of the State, especially rural, and tribal communities. An ad hoc planning group with representatives from VR, Division of Developmental Disabilities (DDD), Arizona Western College Small Business Development Center (SBDC), and ADDPC, have met monthly since September 2017 to develop the curriculum. Training is scheduled to take place in April/May. Thomas Uno and the Institute for Human Development will assist Erica McFadden with evaluation of the project.

Committee members asked if there is a similar plan anywhere else in the state or country. The understanding is there are no similar programs, the pilot program coordinated by the Council is innovative and one-of-a-kind. Committee members expressed strong support for the project.

**E. College Prep Summer Camp for Youth and Young Adults with Autism Spectrum**

Michael Leyva shared information on a pilot program to expand opportunities for five youth and young adults with Autism to attend a 2018 College Prep Summer Camp at the University of Advancing Technology's (UAT) Tempe campus. During the weeklong camp, participants will have the opportunity to complete the college admissions process, reside in a dormitory, attend classes, collaborate in teams, use new technology, complete a group project, eat meals at the university café, and take part in student life activities.

The Council is requesting partnership with Southwest Autism Research and Resource Center (SARRC) to recruit up to five youth and young adults, ranging in age from 16 to 26, to attend the College Prep Summer Camp July 22 – 28, 2018 and grant up to \$7,500 based on cost at \$1,500 each. Registration includes meals, activities, room and board. Erica McFadden mentioned volunteers may be needed to help SARRC and UAT on site during the Tech Camp. Motion to provide up to \$7,500 in funding was made by Jason Snead; seconded by Monica Cooper. Motion carried unanimously.

#### **F. Model Employment/Training-to-Hire Employment Program**

Erica McFadden shared information on a program to assist businesses/organizations in developing or expanding and executing a disability diversity initiative in their place of employment. The program focuses on recruitment, retention, and advancement which will lead to increased employment outcomes of workers with disabilities. The intention is to create or expand system change activities so that the organization is ready and willing to hire people with developmental disabilities through this funding, and promote them in the future. It is expected that the organization will serve as an example to other organizations and businesses by sharing lessons learned, which will help other organizations to be more inclusive.

Committee member discussion centered on whether there should be single or multiple organizations awarded; single or multiple year award; who is the target population; language should be consistent; need for clearer definition for example People with Disabilities, developmental disabilities or significant disabilities; who is eligible to apply with strong suggestion to be clear and specific but not to exclude qualified organizations to apply; include the need for job supports; inadequate transportation to get to and from work, youth, young adults not driving or encouraged to drive which may lead to lifelong difficulties in employment, community inclusion; and how to measure attitudinal barriers.

Regarding the solicitation, the following was agreed by the Committee:

- Erica McFadden will provide definition of significant disability for the grant;
- Define target population;
- Include language that indicates multiple awards may be made;
- Include language that indicates 3 year awards may be made pending performance and outcomes;
- Define who is eligible and not eligible, including language that states “organization shall not receive funding from VR;”
- Expectation organization is available to mentor other organizations by years 2 or 3.

Motion to approve Model Employment/Training-to-Hire Employment Program was made by Jason Snead; seconded by Monica Cooper. Motion carried unanimously.

**G. Job Developer/Job Coach Systems Change Program**

Michael Leyva and Erica McFadden shared information on a project to partner with the Division of Developmental Disabilities (DDD), Vocational Rehabilitation (VR), and providers through the AZ Association of Providers for People with Disabilities (AAPPD) to create and administer a training program to help bring about systems change. ADDPC will oversee the development of a comprehensive training for Arizona's job developers, job coaches, Vocational Rehabilitation (VR) and Division of Development Disabilities (DDD) staff, and employment service providers. ADDPC will partner with VR, DDD and the Arizona Association of Providers for People with Disabilities (AAPPD) to coordinate a half-day training in two different locations statewide, as directed by the steering committee. The primary audience of these trainings are job developers, job coaches, agency staff, employment service providers, self-advocates, advocacy organizations, educators, and Employment First advocates. The goal of the trainings are to understand that competitive individual employment in an integrated setting is indeed possible, how it's possible, and why it's important. ADDPC seeks a project coordinator to coordinate the trainings and work with leadership from VR, DDD, and AAPPD on delivery of the training.

Motion to approve the Job Developer/Job Coach Systems Change Program with funding up to \$50,000 was made by Jason Snead; seconded by Monica Cooper. Motion carried unanimously.

**H. Call to the Public**

Melissa Van Hook requested a Call to the Public. No comments or announcements were made.

**I. Adjourn**

Motion was made by Jason Snead to adjourn; Monica Cooper seconded. Motion carried unanimously. Meeting was adjourned at 2:10 p.m.