



## EXECUTIVE COMMITTEE

Friday, March 12, 2021

9:00 A.M. – 10:30 A.M.

3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

## MINUTES

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDP) was convened virtually Friday, March 12, 2021. Notice having been duly given. Present and absent were the following members of the ADDPC.

### Members Present

Melissa Van Hook, Chairperson	J.J. Rico
Scott Lindbloom	James Rivera
Monica Cooper	Kelly Roberts
Wendy Parent-Johnson	

### Members Absent

None

### Staff

Marcella Crane, Staff  
Lani St. Cyr, Staff  
Michael Leyva, Staff  
Jason Snead, Staff

### Guests

Jon Meyers, The Arc of Arizona  
Heather Williams, NAU/IHD  
Julie Armin, Sonoran UCEDD  
Russell Randall, Flagstaff United School Dist.

#### A. Call to Order/Welcome

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDP or Council) Executive Committee meeting. The meeting was called to order at 9:04 a.m. Roll call and participant introductions were completed.

#### B. Minutes from January 22, 2021 Meeting

Melissa Van Hook asked members if they had a chance to review the minutes and if there were any changes. No changes were requested. Melissa asked for a motion to accept the minutes as written. Motion was made by Scott Lindbloom; seconded by Monica Cooper. The motion carried.

**C. Fiscal/Contract Updates**

Lani St. Cyr gave an overview of the ADDPC Financial Update. The Council has fully obligated FY 2019 funds by the original September 2020 deadline, but must ensure all work is completed and the remaining \$280,924 is spent by September 30, 2021.

For FY 2020 the Council has already obligated the funding by the September 2021 deadline, but the work must also be completed by September 30, 2021. There is approximately \$1,033,904 remaining to be spent and the liquidation period is through September 2022. The Arizona Council is working with other Councils to request an extension of the period of performance for FY 2020, so that work can be completed in the liquidation period.

The Council has received the full allotment for FY2021, in the amount of \$1,500,930. There is approximately \$713,250 to obligate by September 2022. The Council has already identified projects for these funds and has contingency projects to cover contracts that extend beyond the project period and to cover any awards that are not fully spent.

Next, the Council Funded Projects sheet showed there were no new projects or adjustments to contracts since the last Full Council Meeting in January. It was explained that any outstanding invoices will be followed up on.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. The two Request for Information (RFI) proposals to be discussed and voted on were on the document and the amount for translation services has been added to reflect what is in the 2021 Workplan. There is a \$26,470 shortfall showing for FY 2021 but it is anticipated that full award amounts will not be spent and adjustments in funding will be made for projects that extend beyond the project periods. No action was taken on this item.

**D. NAU/IHD RFI New Proposal; Technology-Enabled Employment**

Lani St. Cyr gave an overview of the Technology-Enabled Employment Project submitted by Northern Arizona University/Institute for Human Development (NAU/IHD) for year one. The intent of the project is to partner with Daivergent, a technology platform that provides human intelligence to support companies developing AI products and provides personalized online training for technology job skills, social skills and peer support. They plan on targeting 12 adults (ages 18-30) with I/DD in Northern Arizona with an emphasis on underserved populations, such as Native Americans and Hispanics. They will also create a Community Advisory Board (CAB) within the first 3 months to assist with project planning, developing evaluation tools, and recruitment processes.

The main outcome will be that the 12 participants will have access for up to 9 months with Daivergent and be able to obtain technology-based work upon completion of the program. A summary report will provide the outcome data around skills learned, work opportunities explored, and job attainment as well as case studies for each of the participants, which will be available to disseminate at conferences and through other avenues. This project is

meant to be complementary service to VR. They will also be working to develop collaboration with companies offering technology-based jobs and may open doors for more rural residents to gain employment in more urban areas or through remote job opportunities. Daivergent will provide an additional one year of job exploration and placement support including: interview practice guides, video-based instruction, resume formatting and editing support, as well as online discussion forums to participants who may not find employment by the end of the program.

Heather Williamson provided additional insight into how the project came about with Daivergent. She described how the tech-based positions being fostered through the program can be more remotely accessed, offer accommodations, and are in growing demand. There was some additional discussion around the recruitment of the participants and the evaluation of the program.

Chairperson Melissa Van Hook called for a motion to approve the Technology-Enabled Employment Project submitted by NAU/IHD program in the amount of \$48,843. Motion was made by Monica Cooper; seconded by J.J. Rico. Kelly Roberts abstained from voting. The motion carried.

**E. Sonoran UCEDD RFI New Proposal; Online Healthcare Learning Modules**

Lani St. Cyr gave an overview of Sonoran UCEDD's Online Learning Modules for Healthcare Professionals working with Individuals with I/DD project. This project will focus on Primary Care Providers, with a focus on family physicians and nurse practitioners who provide preventative health care counseling and are likely to work with individuals with I/DD. They would like to reach a minimum of 1,500 statewide providers but have a goal of 15,000 physicians and nurse providers. In the first nine months they will develop and refine four Continuing Medical Education (CME) modules by incorporating best practices for working with individuals with I/DD and will address: health inequities and marginalization; consent and capacity; supported decision-making in the clinical context; and evaluating person/patient-centered approaches to patient care.

The University of Arizona Biocommunications will record the video vignettes using actors and storyboards. Once completed the videos will be integrated into the CME learning management system and assessments and evaluations will be set up. The goal is to conduct the evaluation of the four modules with 100 Continuing Medical Education participants and deliver the Continuing Medical Education to 450 providers during the first two years. There will also be additional resources so learners can seek out additional information.

They will create a marketing and dissemination plan targeted at family physicians, nurse practitioners, and primary care systems including the Indian Health Services. A Steering Committee will meet four times and will be responsible to review content and learning objectives as well as oversee all project activities from the planning to the implementation and evaluation activities. As part of the evaluation, data will be collected in two phases.

The formative evaluation will inform the development and implementation of the CME modules and the Steering Committee. The outcome evaluation will measure the program's effectiveness and impact.

Julie Amin and Heather Williamson gave some additional information on work they had previously been doing in this space and how they discovered a need from providers on how to more effectively address healthcare needs to individuals with disabilities, which was mirrored through the self-advocate survey conducted by the Council.

Chairperson Melissa Van Hook called for a motion to approve the Sonoran UCEDD's Online Learning Modules for Healthcare Professionals working with Individuals with I/DD in the amount of \$50,000. Motion was made by Scott Lindbloom; seconded by Monica Cooper. Wendy Parent-Johnson abstained from voting. The motion carried.

#### F. **UA Transition TAR Renewal Year 2 Proposal**

The Sonoran UCEDD Transition in Action project is requesting year 2 funding in the amount of \$120k to support the expansion of the project, now known as Transition AHEAD Roundtable (TAR). The project is to address the transition needs and supports of youth ages 14-22 so that they can be leaders in their own lives. TAR is youth driven with support from family members and professionals in a collaborative multi-disciplinary effort to develop a plan that is specific to each youth. In year one, they focused on 6 youth, and the project was modeled from one in place in South Dakota, however in AZ it took time to ensure that all youth and team members were able to schedule meetings online during the pandemic. The result of a specific driven approach is that each youth identifies areas they need support from, and it provides for a workable plan with action steps to follow. All the work is done through roundtables, which are meetings with the multi-disciplinary teams. As this was a pilot project to implement in year 1, the Sonoran UCEDD has put in place the project to successfully expand the project in year 2 to target 20 youth and expand the target areas and types of disabilities.

If approved for funding in Year 2, the Sonoran UCEDD will target areas of the state, to include Native American tribes, suburban areas outside of Tucson, rural small towns and urban areas of Phoenix. The focus of the youth will be between the ages of 14-22 and those youth that have a hearing impairment, in the foster care system, Hispanic and Native American youth. New changes that are also proposed include: using a train-the-trainer model so that the program can be sustainable, implementing a tele-health model for more accessibility, and to establish two site liaisons in two communities that can help the TAR team with additional coordination services.

Year 2 funding is for one year at \$120,000. All reports and fiscal invoicing have been current. Melissa asked for a motion to approve this renewal proposal. A motion was made by J.J. Rico and seconded by James Rivera. Wendy Parent Johnson abstained. The motion carried.

**G. 2022-2026 Goal Review**

Chairperson Melissa Van Hook provided an overview of the new proposed goals for review and discussion. An ad-hoc committee has been working with staff and Meghan Velasquez, the Council's consultant, to formulate a strategic plan that is based on community feedback to develop the council's five-year plan. Marcella Crane read each proposed goal and asked for feedback. As a reminder, the document is a draft and feedback will be brought back to the ad-hoc committee to consider. The full Council will give a final review and vote in the upcoming May 2021 meeting. Comments were provided by Kelly Roberts with the use of the word, "self-determination" under the first goal, as it appeared the use of this word is deemed more of a western culture word. Ms. Roberts asked if that is the correct word to use that shows cultural respect and inclusiveness. James Rivera stated he would like to see another word used under the Safety goal, "diminish", as it was unsure what was meant or how it would be measured. Marcella Crane stated that these comments will be shared with the ad-hoc committee and Meghan so that it can be refined at their next meeting. Members were encouraged to share their feedback with Erica.

To move this agenda item forward for further discussion, Melissa asked for a motion to accept the draft five-year plan goals with proposed changes for the ad-hoc committee to consider and that further review and approval will be given by the full Council. Scott Lindblom agreed and repeated the motion, Monica Cooper seconded. The motion carried.

**H. COVID-19 Vaccine Update**

J.J. Rico provided an update on the latest collaborative effort to ensure people with I/DD and their caregivers are prioritized for a Covid-19 vaccine. Collaborative efforts include letters to each county health department and a meeting with Governor's Office. Regarding the letter, the AZ DD Network (ADDN) and other disability groups have successfully advocated for 3 counties (Coconino, Pima and Yuma) to change their rules for vaccine eligibility. The phone call with the Governor's Office included ADDPC, ADDN and other disability groups and was a separate attempt to bring to their attention the need to expand eligibility to people with I/DD and their caregivers, especially those enrolled in ALTCS. Data was shared about how people with I/DD are at high risk for contracting the virus and having negative outcomes from it. Everyone discussed their viewpoints. In the end, the Governor's Office would not commit to opening the eligibility requirements as they did not want to be perceived as playing favoritism. Dr. Cara Christ will develop vaccine information for the deaf and hard of hearing community. No other promises were made. Council member Meghan Cox will follow up with the Governor's Office and J.J. recommended that the ADDN and its partners continue to find ways to make this a priority.

**I. 2021 Work Plan Change**

The Executive reviewed the change in the 2021 Work Plan to remove a \$25,000 proposed project activity under the Employment Goal, Objective 1. This specifically related to the activity of the Council to, "host a Summit/Town Hall with stakeholders, etc. to promote career exploration activities among young adults with I/DD." The funds will be obligated to existing approved Council projects. Melissa stated she would work with staff to schedule an

integrated employment meeting to discuss other activity options. A motion was made by Scott Lindbloom to accept the changes. The motion was seconded by Kelly Roberts, the motion carried.

**J. Full Council Agenda Review**

Melissa briefly reviewed the full agenda and asked for a motion. Scott Lindbloom made the motion to approve the full council agenda. The motion was seconded by Monica Cooper. The motion carried.

**K. Announcements**

No announcements were made.

**L. Call to the Public**

No statements made by the public.

**M. Adjourn**

Melissa Van Hook called for a motion to adjourn. Scott Lindbloom made the motion, and it was seconded by Monica Cooper. The meeting unanimously adjourned at 10:40 A.M.

Dated this 17th day of March 2021  
Arizona Developmental Disabilities Planning Council