



GRANTS AND CONTRACTS COMMITTEE

Friday, September 9, 2022

11:00 A.M. – 12:30 P.M.

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

MINUTES

The Grants and Contracts Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened virtually Friday, September 9, 2022. Notice having been duly given. Present and absent were the following members of the ADDPC.

| Members Present | |
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| Monica Cooper, Chairperson | Kin Counts |
| Vijette Saari | Kelly Roberts |
| Wendy Parent-Johnson | |

| Members Absent | |
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| Staff | Guests |
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| Lani St. Cyr, Staff | |
| Marcy Crane, Staff | |
| Michael Leyva, Staff | |

A. Call to Order/Welcome

Chairperson Monica Cooper welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Grants and Contracts Committee meeting. The meeting was called to order at 11:02 a.m. Roll call and participant introductions were completed.

B. Minutes from May 6, 2022 Meeting

Chairperson Monica Cooper asked members if they had a chance to review the minutes and if there were any changes. No changes were requested. Monica asked for a motion to accept the minutes as written. Motion was made by Vijette Saari; seconded by Kin Counts. The motion carried.

C. Fiscal/Contract Updates

Lani St. Cyr gave the ADDPC Financial Update and explained the Council has approximately \$6,600 in FY 2020 funds remaining to be spent. The Administration for Community Living (ACL) has provided a one-time no cost extension for FY 2020 funds. Under this directive the obligation and project periods have been extended through September 30, 2022. The liquidation of funds and final reports will need to be completed by December 31, 2022.

The Council has received the full allotment for FY 2021, in the amount of \$1,500,930 and has received a reallocation of FY 2021 funds from Puerto Rico in the amount of \$34,412, bringing the Council's total funding for FY 2021 to \$1,535,342.

It has fully obligated the FY21 award amount and has met the September 2022 deadline. However, ACL has offered a one-year no cost extension for FY 2021 funds and the Council staff has submitted a letter requesting this extension. This extension will make the new obligation and project period through September 30, 2023, allowing an additional year for the work awarded with the obligated funds to be completed. The Council will have until December 31, 2023, to liquidate FY 2021 funds. Approximately \$312,814 remains to be liquidated.

The Council has received the full allotment for FY 2022 in the amount of \$1,500,930, which is the amount previously estimated. This is level to FY 2021 funding excluding the Puerto Rico reallocation. The obligation and project period are through September 30, 2023, with the liquidation of funds through September 30, 2024.

Next, an update was given on the additional awards the Council has received.

First, the Council received \$84,288 for COVID-19 Vaccine specific projects. These funds are being tracked and reported on separately. ACL has also granted a one-year no cost extension for these funds, which the staff submitted a letter requesting. With the extension, the funds must be obligated, and work completed by September 30, 2023. To date the Council has spent \$28,764 and has encumbered \$7,970, through September 30, 2022. The remaining balance of the award will be used in partnership with NAU/IHD on a project to better understand the lived experiences of people with disabilities throughout the pandemic including barriers to health services such as awareness and access to the COVID-19 vaccine.

Then, the Council received an additional award in the amount of \$95,319 to expand the Public Health Workforce within the Disability Network. The funds will also be tracked and reported on separately. The obligation and project period is through September 30, 2024. Currently there is not a project in place for these funds, but discussions have been underway.

Next, the Council Funded Projects sheet was reviewed. The Committee was informed that the City of Nogales Recreation project had been removed. The original contract start date was October 1, 2020, and after many contract extensions and conversations, the work still had not started and could not be completed within a reasonable timeframe.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. The three renewal projects and the two RFGAs were highlighted and budgeted for. However, the Vocational Rehabilitation Research project is for \$90,000 which is over the \$75,000 originally budgeted. Also, this sheet did not show the Communities at the Center proposal submitted by the Center for the Future of Arizona, as it was only recently added to the FY 2023 workplan it had not been previously budgeted for. This sheet will have further updates for the Full Council meeting later this month to reflect the projects outlined in the FY 2023 Workplan.

D. Special Education Advocacy Project (SEAP)- Renewal Year 2- Arizona Center for Disability Law (ACDL)

Marcella Crane gave an overview of the second-year renewal proposal for the Special Education Advocacy Project (SEAP) submitted by the Arizona Center for Disability Law. The purpose of ACDL's SEAP is to address the gaps and needs of students with I/DD along with their families and caregivers as well as to understand their rights in the special education system. SEAP will continue to provide technical assistance and resources to the target group, giving priority to youth in foster care and/or the juvenile justice system, as well as those impacted by the Covid-19 pandemic. By the end of the second year of funding, ACDL will provide basic technical assistance to up to 50 individuals, and complex technical assistance to 15 individuals. Staff at ACDL will also provide 8 trainings to various groups on Special Education Advocacy. Multiple partners in the community support SEAP, including the state agencies of the Department of Education (ADE), Department of Child Safety, and the Administrative Office of the Courts.

The committee wanted to ensure that the Council's funding would not be supplanting funding or work already potentially being done by ADE in providing special education training or technical assistance to students with developmental disabilities. The staff reached out to ACDL for clarification on this and they replied that the work would not be duplicative of any work being done by ADE. The following is further clarification:

The Arizona Department of Education (ADE) does not directly provide training or technical assistance to students with disabilities or their families. In general, ADE will refer students and parents to the state's Parent Training and Information Center, which in Arizona is Raising Special Kids (RSK), and to the state's protection and advocacy agency, which is ACDL. RSK and ACDL are the two organizations listed on the procedural safeguards notice that ADE has developed for schools to provide to parents as resources for further information and advocacy support. ADE has partnered with RSK and ACDL in the past to provide some technical assistance to students and parents, but in general, ADE leaves the work of supporting students and parents to RSK and ACDL.

The Arizona Department of Education's Department for Exceptional Student Services (ADE ESS) has some resources on its website targeted at students and families, but the majority of the information and technical assistance it develops is aimed at schools. For example, ADE ESS conducts virtual "special education director check-ins" every other week, to which it invites school special education directors. Each check in has a topic for presentation intended to provide schools with technical assistance to keep the schools in compliance with IDEA and related state and federal laws. ADE does not provide comparable check-ins for students or parents, and the special education director check-ins are not accessible to the general public because the links to the meetings are distributed via an email listserv that goes only to special education directors.

The one area where ADE ESS does specifically target students/parents is in dispute resolution. ADE offers facilitated IEPs, mediation, and accepts state complaints from students/parents. However, this role is an enforcement role, as ADE is not providing training or advocacy to students/parents, but instead acting as a neutral facilitator or investigator to resolve disputes between students and the school. ACDL's SEAP project will involve assisting students/parents with utilizing these ADE enforcement mechanisms and acting as the student's/parent's representative in such actions.

The clarification was sent to the Grants Committee members for their review and comment and as of the completion of the minutes there has been no further concerns or clarification raised, so the motion stands.

Chairperson Monica Cooper called for a motion to approve the SEAP proposal submitted by ACDL in the amount of \$100,000. A motion was made by Vijette Saari subject to adequate clarification the funding would not be supplanting any other work or funding by the Arizona Department of Education or any other agency/organization; seconded by Kelly Roberts. The motion carried.

E. Native Disability Center - Renewal Year 2 – Sonoran UCEDD

Marcella Crane gave an overview of the second-year renewal proposal for the Native Disability Center submitted by the Sonoran UCEDD. The overall focus of the Native Center is to increase knowledge, access, and use of culturally responsive disability services and supports that assist Tribal members with disabilities and their families to achieve their desired outcomes. The Native Center is available to the 22 reservation communities and off reservation urban communities with significant Native American populations. The proposed Native Center will provide on-site and virtual trainings, continuing education, workshops and provide a hub for Tribal partners that want to improve services for Tribal members with disabilities. The major outcome is the establishment of a Native Center, enhancement of trainings and support for Tribal members with disabilities, and an infrastructure foundation for future sustainable collaborative partnerships and program development.

During the first year of funding, the Sonoran UCEDD accomplished the following:

1. Created a new "Native Center" at the Sonoran Center. The work has been getting the word out, forming new partnerships, gathering input on how best the Native Center can best support Native youth and adults with disabilities, the hiring of the new director and support by ACL.
2. Established Native Center branding and logo to identify affiliated activities and resources. A new website is on hold pending university migration to a new platform. A brochure has been created for dissemination.
3. Conducted a total of four Talking Circles, all recorded.
4. Hired a new "Native Center" Director, Christi Kelly who is Navajo.
5. Time was dedicated to expanding connections and building relationships with individual Tribal members across the state affiliated with schools, Tribal VR, juvenile justice, early intervention, colleges, foster care system, independent living as well with individuals with disabilities and their families.
6. Conducted Staff Development and Training by the project consultant, as an introduction of the new Native Center's presence within the Sonoran Center and addressed "Indian 101" cultural and disability issues. In house training will continue to increase effectiveness of other Center programs that may work with Tribal members with disabilities.
7. They hosted and supported the American Indian Disability and Youth Disability Summits and will continue in Year 2. This is way to showcase the work of the Disability Native Center.
8. Conducted 4 webinars to date with one more planned prior to the end of the Year 1 contract. Topics were: Internalized Oppression & Critical Stress Debriefing; History of American Indian Voc. Rehab.; Indigenous Perspectives of Disability; and Decolonizing Disability - Rebuilding Support for Individuals with Disabilities and their Families within in Tribal Communities. Recordings are available on their YOUTUBE channel – Native Center for Disabilities Webinar Series.
9. Design a minimum of three resources to respond to identified areas of requested information during Talking Circles and share on website, social media, and listservs. Marketing materials have been developed and shared with Tribal leaders Summit Research Showcase, the American Indian Summit and other events that the UCEDD attend.
10. Provide half-day virtual educational events for state agency personnel to include vocational rehabilitation, developmental disabilities, and AHCCCS. They also invited the transition specialist from the Baboquivari High School showcasing the exemplary work there.

In year 2, the Sonoran UCEDD will continue to implement the Native Center by maintaining and expanding the current work undertaken in year 1 and they will focus on 4 Key Objectives:

1. Provide employment-related information, resources, and training to individuals with disabilities, their families, and tribal disability service providers (This is the Targeted Disparity Objective the Council is required to work on). The Sonoran UCEDD will conduct 2 webinars. The first webinar will be on employment programs and resources

available in AZ for tribal members with disabilities. The second webinar will teach how to prepare for employment if you have a disability. They also plan to meet with the Navajo Nation to develop work-based learning tools (later in Sept).

2. Increase access to services related to disability through acting as a center for information, partnerships, and collaborations with disability, education, and Voc. Rehab. Service providers around AZ and in proximity to Tribal communities. This will mostly be accomplished by developing a model for "Decolonizing Disability". This model is based upon the Native belief all people are born with gifts and strengths as well as the acceptance of colonization as a destructive force in the lives of Native individuals.
3. Further outreach efforts to tribal communities, tribal groups and organizations and partners that work with individuals with disabilities in tribal communities. This will include creating a Tribal listserv to disseminate information and will include partners, collaborators, tribal organizations individuals, families and other groups that work with tribal individuals with disabilities. They also plan to create a 8 newsletters, provide presentations, webinars, and training to tribal communities, and conduct 3 Talking Circles.
4. Develop a Tribal Community Advisory Committee for the Native Center for ongoing feedback regarding needs, barriers to accessing resources, increasing knowledge related to the disability services for tribal communities. The committee will be made up of Tribal individuals with disabilities, and family members. They will provide feedback on the Native Center related to information sharing and will meet at least quarterly. Meetings will be held on Zoom.

New curriculum development for ongoing university coursework and community training/continuing education opportunities will occur in the second year by the new Disability Center Director. She will be working to develop a course with the Family & Community Medicine and cross list it with Native American Studies department. Also, the Sonoran UCEDD is building continuing education opportunities, by developing a dashboard where a menu of professional development courses is available including courses on culturally responsive Native disability services.

Chairperson Monica Cooper called for a motion to approve the Native Disability Center Year 2 renewal proposal submitted by the Sonoran UCEDD in the amount of \$120,000. Motion was made by Vijette Saari; seconded by Kin Counts. Wendy Parent-Johnson abstained from voting. The motion carried.

F. Supported Decision Making- Year 5 Renewal – Southwest Institute for Families and Children

Lani St. Cyr gave an overview of the Supported Decision-Making renewal proposal, explaining that over the last four years, Southwest Institute for Families and Children (SWI) has worked with its partners, The Arc of Arizona and the Arizona Center for Disability Law, and a steering committee to create greater awareness of supported decision-making in Arizona. This has included conducting outreach and training to 122 people, including those with I/DD, families and caregivers, social service providers, and relevant stakeholders.

In the fifth year, they would like to continue to push to pass legislation recognizing supported decision-making by working with their partners as well as self-advocates to create presentations, disseminate flyers, and by meeting with and educating legislators. They also plan on continuing trainings and the Supported Decision-Making Academy. The steering committee plans on meeting quarterly and they also plan on doing continued outreach including in rural areas in Yavapai and Mohave Counties.

While the staff appreciates the work that has been done to date and the challenges SWI has faced in the supported decision-making space, we have concerns with the overall reach and effectiveness of what has been accomplished so far and the future outcomes based on what is being proposed in year 5 for this project. Typically, staff reaches out to grantees for clarifications regarding questions or concerns with their proposals before presenting them to the committee, however, in this case, we wanted to get the thoughts of the committee first, as we did not feel the proposal merited clarifications.

The importance of Supported Decision Making and the need for it in the community is recognized in the Councils Work Plan, but we also want to make sure the projects the Council funds can provide the best possible outcomes. The staff would like to release another competitive solicitation to see what other organizations may be interested in supported decision-making and the approach they would take.

The committee members had a lot of discussion on how best to proceed with this proposal. There were suggestions for both mentorship and corrective action but given this would be the fifth year for this project and the challenges faced and already addressed by staff over the prior years as well as the lack of outreach and capacity of the organization to carry out the work in a fifth year, it was determined not to go this route. It was determined that a new solicitation should be released that better outlines what the Council would like to accomplish with supported decision making. This would not exclude SWI from applying again but would allow them time to find other partners to strengthen their work and apply along with any other interested applicants.

Chairperson Monica Cooper called for a motion for this proposal. A motion was made by Vijette Saari to not fund the fifth-year renewal proposal submitted by SWI and to release a new revised solicitation for Supported Decision Making, seconded by Kin Counts. Wendy Parent-Johnson abstained. The motion carried.

G. New RFGA-Refugees with I/DD Research- Sonoran UCEDD

Michael Leyva gave an overview of the Refugees with I/DD Research proposal submitted by the Sonoran UCEDD. The goal of this project is to describe agency and legislative policies related to supporting refugees with intellectual and developmental disabilities (I/DD), and to understand the lived experiences of refugees who interact with agencies and organizations or have had challenges accessing services.

The populations of interest are refugees with disabilities with a focus on Tucson and Phoenix, the primary resettlement areas, and the policy surveillance will focus on Arizona agencies and United States-wide policies related to refugees with disabilities. To gain information about the lived experience of refugees in Arizona, the Sonoran UCEDD will conduct research with refugee resettlement agencies and ethnic-based community organizations in Tucson and Phoenix. The research team is prepared to conduct interviews in 11 languages.

Project Activities include the following: 1. Establish a Community Advisory Board to facilitate outreach, assist with data collection, and oversight in regular meetings throughout the year; 2. Engage the Advisory Board and their networks in Group Concept Mapping to identify issues related to accessing disability services for refugees; 3. Learn from refugees with lived experiences about their challenges accessing disability services, successful service connections and opportunities for improvement; 4. Conduct Policy Surveillance at the Arizona agency level and the legislative policies across the US states to describe processes, gaps, and best practices for full inclusion of refugees in disability services.

These project activities will result in the following deliverables: 1. Final Comprehensive Project Report with Executive Summary; 2. Executive Summary in plain language with language translation (based on the languages of the interviewees); and 3. Specific issue briefs, as necessary. Deliverables will be disseminated on the ADDPC and the UCEDD websites, in-peer reviewed journals, for example policy and health journals.

Chairperson Monica Cooper called for a motion for this proposal. A motion was made by Vijette Saari to fund the Refugees with I/DD Research proposal submitted by the Sonoran UCEDD in the amount of \$75,000. The motion was seconded by Kin Counts. Wendy Parent-Johnson abstained. The motion carried.

H. New RFGA-Employment Research- UMASS

Michael Leyva detailed the proposal to conduct a comprehensive review and analysis of Arizona's Rehabilitation Services (i.e., the state's vocational rehabilitation (VR)) program regarding its strengths and barriers assisting transition-aged youth with I/DD achieving successful employment outcomes. This proposal was submitted by the Institute for Community Inclusion (ICI) at the University of Massachusetts (UMASS).

The proposed work plan will develop a report detailing the impact of Arizona's VR program on employment of transition-aged youth with disabilities. Using interviews and surveys with former and current VR staff, clients, and other state agencies and stakeholders the report will also identify why disparities in outcomes exist across different populations, successful

practices, and barriers to improving employment outcomes for youth with I/DD. This information in conjunction with a review of a national level best practices will be used to inform recommendations to improve Arizona's VR system.

Products from this project will include:

- Product 1: Summary analysis of AZ's current employment and services outcomes for transition-age youth with I/DD
- Product 2: Summary of survey of VR services in AZ for transition-aged youth
- Product 3: Final report and recommendations
- Product 4: Plain language executive summary report
- Product 5: Presentation to ADDPC's Full Council

Project Recommendations will consider:

- How well is Arizona's VR program performing in helping transition-aged youth (ages 14-24) with I/DD obtain their employment goals?
- The key strengths and barriers to achieving successful outcomes for Arizona's VR program.
- Do disparities exist in employment outcomes by disability type, spoken language, and race/ethnicity? If so, what is the nature of the disparities and why do they exist?
- Are there specific services that move youth toward a path that led to successful outcomes? Are certain services more impactful than others? Are service trends emerging? Are there true success markers?
- What does not currently work well within the Arizona VR system? Are there services that are not producing positive impacts?
- Recommended measures to capture/demonstrate successful outcomes for transition-aged youth with disabilities.

The committee had some discussion about what the next steps would be with the results of the study. It was explained that ICI/UMASS would be working with the Council's Meaningful Careers committee and Kristen Mackey with VR throughout the research to determine what would follow.

Chairperson Monica Cooper called for a motion to approve the Comprehensive Review of Arizona's Vocational Rehabilitation (VR) Program submitted by the Institute for Community Inclusion at UMASS in the amount of \$90,000. The motion was made by Kelly Roberts; seconded by Vijette Saari. The motion carried.

I. New ISA-Communities at the Center- ASU-Center for the Future of Arizona

The Center for the Future of Arizona (CFA), in partnership with Arizona Town Hall, proposes a community engagement project designed to bring visibility, spark dialogue, and motivate action to ensure more successful transitions of young people with disabilities --- driven by their dreams, desires, and strengths -- into postsecondary education and career pathways.

CFA, in partnership with Arizona Town Hall, proposes a community engagement project to:

- Bring trusted data to inform and prompt dialogue around issues impacting the transition of young people with disabilities into postsecondary education and career success.
- Engage cross-sector leaders to understand the challenges in and opportunities for advancing equitable access, and surface opportunities for action.
- Amplify the voices of young people with disabilities themselves, and their families, in generating solutions with a focus on starting the conversation at earlier ages; and
- Identify areas of opportunity where CFA, Arizona Town Hall, ADDPC and others could partner to support priorities, whether through additional data, engagement, or resources.

CFA will build the foundation for collective impact through the following strategies:

1. Data: CFA will develop a background one-pager highlighting challenges and opportunities with the transition of young people with disabilities into postsecondary education and career mobility, drawing upon data from the Arizona Progress Meter – a set of vetted and reliable data that can help frame conversations and prompt action – and other key research sources.
2. Dialogue: CFA will partner with Arizona Town Hall given their track record and deep experience in facilitating community dialogue and generating key takeaways and recommendations. Together they will:
 - Host a series of 3-4 Community Conversations (held in-person or in some cases virtually) with key stakeholder groups, educators, parents with young children with disabilities, parents and caregivers of elementary and middle school aged children, in metro areas as well as Flagstaff and rural communities.
 - Convene, drawing upon the learning of the first listening sessions, a collaborative-cross-sector gathering that will share out the early learnings, engage in dialogue across perspectives about challenges and opportunities, and crystalize key takeaways and opportunities for action.

CFA will also facilitate polling and post-conversation surveys that deepen the understanding of the concerns, priorities, and opportunities for action that emerge from these conversations.

3. Action: CFA will develop an action-oriented final report to communicate the findings with a long shelf-life. This will capture the data, Community Conversations themes and stories to bring more voices and perspectives to the issue, and potential areas of action where partners come together to advance solutions,

The results of these efforts will drive toward the following outcomes:

- Bring visibility and attention to the critical issues of supporting young people with disabilities in successfully transitioning into postsecondary education and careers
- Identify and deliver data that can elevate the importance of these issues to broader dialogue
- Ensure more educators, employers, youth with disabilities, and parents/caregivers see new possibilities for the potential of young people with disabilities and understand their success as critical to our collective success
- Develop a final report that would highlight opportunities for action and position the work for longer-term impact

Chairperson Monica Cooper called for a motion to approve the Communities at the Center Project submitted by the Center for the Future of Arizona at ASU in the amount of \$50,000. The motion was made by Kelly Roberts; seconded by Vijette Saari. The motion carried.

J. Update on Recreation Contract- City of Nogales

It was explained that the Council no longer has a contract with the City of Nogales for the Recreation project. The original contract start date was October 1, 2020, and after many contract extensions and conversations, the work still had not started and could not be completed within a reasonable timeframe. No action was taken on this agenda item.

K. Adjourn

Chairperson Monica Cooper adjourned the meeting at 12:54pm.