



## GRANTS AND CONTRACTS COMMITTEE

Friday, September 6, 2019

10:00 A.M. – 12:00 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 Friday, September 6, 2019 at the ADDPC Office, 3839 North 3<sup>rd</sup> Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
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Matthew Isiogu, Chairperson, Telephone Monica Cooper, Telephone
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Michael Coen, In-person
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Members Absent	
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Maureen Casey
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Staff	Guests
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Erica McFadden, Executive Director Lani St. Cyr, Staff Michael Leyva, Staff
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Kelly Roberts- NAU/IHD Karla Phillips
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#### A. Call to Order/Welcome

Chairperson Matthew Isiogu welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Grants and Contracts Committee meeting. The meeting was called to order at 10:07 a.m. Roll call and participant introductions were completed.

#### B. Minutes from June 21, 2019

Chairperson Matthew Isiogu asked members if they had a chance to review the minutes and if there were any changes. No changes were requested. Matthew asked for a motion to accept the minutes as is. Motion was made by Michael Coen; seconded by Monica Cooper. The motion carried.

**C. Fiscal/Contract Update**

Lani St. Cyr gave an overview of three financial documents. The ADDPC Financial Update showed a little under \$8,000 in FY 2017 funds remaining to be liquidated by September 30, 2019. FY 2018 funds have been fully obligated by the September 30, 2019 deadline and there is \$768,700 to liquidate by the end of September 2020. There is approximately \$805,000 in FY 2019 funds to obligate. The goal is to obligate most of FY 2019 by September 30, 2019; however, the funds can technically be obligated through September 30, 2020.

The Council Funded Project document showed 13 new contracts, based on what was voted on during the June meetings. The contracts consisted of three self-advocacy projects: participatory budgeting through ASU; leadership training through Native American Disability Law Center and leadership training through Arizona Peer and Family Coalition. Two employment projects: employment training program through Beacon Group and transition research through Sonoran UCEDD. Two inclusion projects: sex abuse research through Improvement Assurance Group and inclusive recreation through ASU. Finally, six different conference sponsorships were also funded.

Finally, the Budget Recommendation document showed items to be funded in the next year with FY 2018, 2019, and 2020 funds. Workplan items to be discussed were highlighted to show the availability of funds and the prior approval of the Council. There were two items under Employment: Career Exploration-Parent/Kids and Transition Clinic that have been added to the sheet pending Council approval for the 2020 Workplan. It was noted the FY 2020 amount is an estimate based on level funding, as the Council has not been notified of award amounts. No action was taken on this item.

**D. Post-Secondary (Think College)- RFGA**

Lani St. Cyr explained the NAU/IHD Post-Secondary proposal came through a competitive solicitation. However, it was the only proposal received, so it was not evaluated by an outside committee and the first review was at the last Grants meeting. During that meeting it was determined that further clarification was needed before a final vote could be taken.

Some of the concerns from the previous meeting were: the Scope of Work was to address inclusion on a post-secondary campus and the committee felt the focus was more on the individual student rather than a systemic approach involving training professors and other students about how to be more inclusive of individuals with I/DD. The cost was high to support 4 individuals at approximately \$100,000. Finally, there was a concern about sustainability and that there was no plan outside of the first year of funding.

Kelly Roberts provided some additional information on the clarification responses that were submitted by NAU/IHD. She mentioned this proposal was developed from a model program at the University of Hawaii and would be adjusted to fit the inclusive setting Coconino Community College would offer and utilize the resources already available. The long-term goal of this project is to establish a sustainable program that supports students with intellectual and developmental disabilities to attend and succeed in post-secondary

education, leading to attainment of a meaningful credential and/or diploma and improved employment and independent living outcomes.

It was mentioned the project would influence more than the four individuals with I/DD going through the program, but closer to 206 including faculty, staff and mentors. There was further discussion around the peer mentoring portion of the proposal and the motivation for participants including the potential for class credits. Also, overcoming attitudinal barriers experienced in Hawaii. Finally, there was discussion about sustaining the project though funding an additional year and looking to Vocational Rehabilitation and other sources for continued funding.

Chairperson Matthew Isiogu called for a motion to approve the Post-Secondary (Think-College) proposal in the amount of \$99,996. Motion was made by Monica Cooper; seconded by Michael Coen. The motion carried.

#### **E. Self-Advocacy Leadership Training-RFGA**

Lani St. Cyr explained the Community Options proposal came through the Self-Advocacy Leadership Training solicitation, which was budgeted at \$100,000. Two projects have already been awarded under this solicitation (Native American Disability Law Center and Arizona Peer & Family Coalition) totaling \$48,300.

The proposal was initially reviewed by an outside evaluation committee, but they were unable to make a final recommendation after two clarifications. It was then moved to the Executive committee for review and they had additional clarifications including: how the project will be sustainable after funding ends; who and how will they ensure the training continues; who they plan on partnering with, as well as which schools will be participating, and they requested letters of support from those schools. The Executive committee then requested the Grants committee to review the third clarification

This proposal for \$98,118 is to support training for self-advocates through the Meaningful Life/Meaningful Love curriculum, developed Community Options and with Elevatus Training, a consultant to this project. The curriculum addresses cultivating and maintaining healthy romantic relationships and cover the topic of sex ed. Eight Community Options staff and up to 8 self-advocates will be trained and then offer the training to up to 40 individuals with I/DD over the age of 18. The Community Options staff will co-present with self-advocates at up to 8 trainings with approximately 5 students in each training. The trainings are to be implemented in two 11-week sessions and are to be held in 2 locations (Tempe and Tucson).

There was discussion about the budget regarding this project and various options for how and if this project should be funded. It was determined that a scaled back version of the proposal to include one of the two locations and not to exceed \$50,000 should be considered. Staff will contact Community Options to see if they will consider a scaled back version of the program and if so, will work to get a revised proposal prior to the next Full Council Meeting.

Chairperson Matthew Isiogu called for a motion to request a scaled back proposal from Community Options not to exceed \$50,000. Motion was made by Michael Coen; seconded by Monica Cooper. The motion carried.

#### **F. Inclusive Recreation-RFGA**

Lani St. Cyr explained that this competitive solicitation was budgeted for \$150,000 and reviewed by an outside evaluation committee. Nine proposals were received and two have been recommended for Council funding. The total for both projects is slightly more than what was budgeted and total \$173,100.

##### **City of Nogales**

- The City of Nogales is see requesting funding of \$27,000 to purchase various playground equipment (for purposes of this grant, costs are less than \$5,000) including rubber ground cover, playground shade, large adaptive shades, large wheelchair swings, an assessible sensorial education station, multidirectional ramps and wide arched bridges with railings.
- This is part of larger overhaul and enhancement to the park to make it ADA compliant and ensure the park is inclusive and welcoming to the entire community.
- Due to the larger scope and multiple phases of the project, we have left the contract period to be determined. For both 2019 and 2020 funds, the work must be completed by September 30, 2021.
- Currently, the city anticipates purchasing the equipment by September 2020 and for the installation to be completed between July-December 2021. They hope to have the final design plans done and presented to their city council by March/April 2020 and they feel confident the purchase and liquidation of the grant dollars can occur by September 30, 2021.
- After speaking with our federal technical assistance, they would consider the purchase of the equipment to be the completion of the project and would expect continued monitoring and reporting until the installation is complete.

There was further discussion about the community input and who provided input for what should be included as part of the park as well as trying to find project to do in this community.

Chairperson Matthew Isiogu called for a motion to approve funding in the amount of \$27,000 for the proposal submitted by the City of Nogales. Motion was made by Monica Cooper; seconded by Michael Coen. The motion carried.

##### **NAU/IHD**

- NAU/IHD is seeking \$146,093 to partner with Northern Arizona Adaptive Sports Association to provide an adaptive alpine skiing and snowboarding program.
- The program will target 100 individuals to participate during the 2019-2020 ski season at Snowbowl and will cover the cost of the equipment rental, lift ticket and adaptive lesson, as well as a travel stipend to get to Snowbowl (\$159 & \$50)
- Each person will be assessed to determine necessary modifications and equipment.

- Northern Arizona Adaptive Sports Association (NAASA) will purchase the necessary ski and snowboarding equipment, as well as inventory, maintain, and store the equipment at Snowbowl.
- The equipment will be made available for those who need it for 10+ years at no cost to the individual (if they do not need a trained instructor).
- Program will work to nearly double the number of certified adaptive ski instructors from 6 to 11. Reducing the wait time for lessons from 14 days to 7.
- NAU will monitor and evaluate program participants, through a survey on 'Quality of Life' domains specific to the activities.

Discussion ensued around individuals that may want to return after their first experience and how they could be accommodated, if they cost was prohibitive. Kelly Roberts provided additional clarification, and mentioned that Alex Davenport, who heads NASSA, has never turned an individual away who has requested a lesson. He has been able to secure additional funding to make it happen. Any return visit will not be counted toward the 100-participant count. It was stated that the Council should only be responsible for the cost of the lessons provided. Erica McFadden mentioned including media for this project.

Chairperson Matthew Isiogu called for a motion to approve funding to NAU/IHD in the amount of \$146,093 with the understanding the project will be on a cost reimbursement basis, the subcontractor will track the data of the participants, and the equipment will be available as well as reduced price lift tickets will be sought for individuals beyond the contract period. Motion was made by Michael Coen; seconded by Monica Cooper. The motion carried.

#### **G. BEST-Year 2 Renewal Proposal**

Lani St. Cyr informed Committee members that City of Tempe is requesting \$124,731 for a second year of funding for the BEST program. The goal of the program is to change the city's inclusion culture and language competency and create a municipal model that can be shared and replicated by other cities.

In the first year, Tempe has been able to change and enhance their hiring policies to be more inclusive. City departments have agreed to provide in-kind supports and to explore strategies for hiring. The City has also formed multiple new community partnerships and strengthened existing ones. To date there are 17 applicants classified as either active or in process with the program, four of which are in the interview process.

In the second year two, the BEST program would like to: increase the applicant pool to 20 or more, hire at least 6 applicants, request four City paid positions, develop materials in Spanish, and share the program with other municipalities, agencies and others. They will hold a "Disability Inclusion Listening Session", to get feedback from the public, partners and staff on how to be more inclusive. They are also planning two Public Works Apprenticeship opportunities in fleet management and solid waste. Surveys will be created and sent to the supervisors and support agencies within the BEST program.

There was discussion about outcomes to date and if they are meeting what was expected. It was explained there were barriers with attitudinal change, but in creating policies and forming collaborations they are where they should be for year one. Tempe has become Arizona's first employment first city. The goal is to make this project a national best practice.

Chairperson Matthew Isiogu called for a motion to approve the BEST proposal in the amount of \$124,731. Motion was made by Monica Cooper; seconded by Michael Coen. The motion carried.

#### **H. Supported Decision Making-Year 2 Proposal**

Lani St. Cyr explained the Southwest Institute for Families in collaboration with Arizona Center for Disability Law and The ARC of Arizona are seeking a second year of funding for their Supported Decision-Making Program in the amount of \$59,243.

Supported decision-making agreements allow people with I/DD to keep their rights and responsibilities as adults while still receiving the support they need to make well-informed decisions. A formalized agreement is developed between the person with the disability and the people they trust who agree to provide support in the areas identified by the person with the disability. Having these agreements does not take away the rights of individual, as the person identified to provide support can only provide advice. The agreements are nonbinding, do not require a petition to the court, and allow for the individual to increase their self-advocacy skills.

In the first year, they have developed a two-year strategic plan, established and convened an advisory committee to provide input and guidance on project objectives. They have conducted forums and interviews of individuals with I/DD, families, caregivers, and other stakeholders to discuss concerns about supported decision making and the use of legal guardianships and drafted a White Paper on the findings. They have created three separate curriculum teaching Supported Decision Making geared towards: individuals with I/DD, their families and caregivers; social service providers, educators and medical providers; and legal professionals and will include legal education credits. Finally, they have had discussions with key Arizona Legislators to begin drafting legislation and seek key sponsors for the upcoming 2020 legislative session.

In year two they plan on finalizing the strategic plan, seeking additional sources of funding to support the project, and conducting six trainings to educate the public about Supported Decision Making. There will be two in-person trainings conducted in three locations (Flagstaff, Phoenix, and Tucson) and they will use the curriculum developed in the first year. They will also develop online versions of the curriculum using short videos and educate Arizona legislators to pass legislation recognizing support for Supported Decision Making as a less restrictive alternative to guardianship.

Chairperson Matthew Isiogu called for a motion to approve the renewal proposal for Supported Decision Making in the amount of \$59,243. Motion was made by Michael Coen; seconded by Monica Cooper. The motion carried.

**I. Job Developer Certification Program ISA**

Lani St. Cyr explained the Sonoran UCEDD is proposing a series of trainings for job coaches that will emphasize customized employment and the role of the job coach. They will include a job development and workplace assessment and look at: employer relationships, job carving, supports and accommodations, addressing problem behaviors and using technology.

The trainings will be split up in 3 two-day sessions and will be provided in four locations around the state: Tucson, Yuma, Flagstaff, and Phoenix. There will be twelve trainings in total for approximately 320-360 participants. The participants may include: Job coaches, rehabilitation counselors, tribal VR staff, educators, and other employment personnel who will receive certificates of completion and continuing education hours. They will also receive information to prepare for the Certified Employment Support Professional Credential. Monthly technical assistance will be provided through webinars. Pre and post competency assessment measures will be taken as well as training satisfaction and impact data. The amount being proposed for this project is \$50,000.

Chairperson Matthew Isiogu called for a motion to approve the Job Developer Certification proposal in the amount of \$50,000. Motion was made by Monica Cooper; seconded by Michael Coen. The motion carried.

**J. Project Updates**

Lani St. Cyr gave an update on two proposed projects. The first, Customized Employment, was budgeted for \$80,000 and was meant to be a collaboration with VR. However, staff was notified that VR will still be moving ahead with the proposal but will no longer be seeking funding from the Council. So, this leaves the amount available for other projects. It was mentioned that inability to come up with the matching funds may have been a reason.

The second, Website Development, is in progress. Sarah Ruf is working with the Arizona Department of Administration (ADOA) on creating a draft layout and providing mockups for a new Council website, so it can be bid out to vendors. It is anticipated that it will take 4-4 ½ months for project completion once ADOA receives all the information they need to bid the project. No action was taken on these items.

**K. Adjourn**

Chairperson Matthew Isiogu called for a motion to adjourn the meeting. Motion was made by Monica Cooper; seconded by Michael Coen. The motion carried; meeting adjourned at 11:48 a.m.