



GRANTS AND CONTRACTS COMMITTEE

Friday, September 8, 2023

9:00 A.M. – 10:30 A.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 8, 2023. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

Monica Cooper, Chairperson Vijette Saari Kin Counts

Members Absent

Kristina Lopez Kelly Roberts

Staff	Guests
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Lani St. Cyr, Fiscal Manager Marcy Crane, Contracts Manager Jon Meyers, Executive Director	
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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 9:02 a.m. Roll call and participant introductions were completed.

B. Minutes from June 5, 2023, 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 fully obligated the FY 2021 award amount of \$1,535,342 and has met the original September 2022 obligation deadline. However, ACL has granted a one-year no cost extension for FY 2021 funds. This extension made the new obligation and project period through September 30, 2023, allowing an additional year for the work to be completed. The Council has until December 31, 2023, to liquidate FY21 funds. There is approximately \$3,731 remaining 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 funding to FY 2021 excluding the Puerto Rico reallocation. The obligation and project periods are through September 30, 2023, with the liquidation of funds through September 30, 2024. Staff has requested a no-cost extension for the Refugee Research Project to allow more time for the Sonoran UCEDD to complete the project. We have received tentative approval through December 31, 2023. The Council has fully obligated these funds and will need to complete the work on all other projects by September 30, 2023. There is approximately \$239,961 remaining to be liquidated.

The Council has received a third allotment of FY 2023 funding in the amount of \$398. This brings the current FY 2023 total amount to \$1,501,328. There is approximately \$395,568 to obligate, which we would like to do before this September so the work can be completed in the second year of funding to meet the period of performance requirement which runs through September 30, 2024, with the liquidation of funds through September 30, 2025.

An update was given on the additional awards the Council has received:

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 \$59,592 and has encumbered \$23,770, through September 30, 2023. 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.

The Council received an additional award in the amount of \$95,319 to expand the Public Health Workforce within the Disability Network. These funds will also be tracked and reported on separately. The obligation and project period are through September 30, 2024. The contract for this project has been awarded and the funds encumbered.

Next, the Council Funded Projects sheet was reviewed. The Committee was informed that a 3-month no-cost extension has been granted to the Sonoran UCEDD for the Refugees with Disabilities Research project, which will now run through 12/31/2023. The staff sent a letter requesting the extension to ACL in order to facilitate this.

Finally, the Budget Recommendation document was reviewed. It shows a small surplus of \$40,728, and projects have been identified that will be able to utilize these funds.

D. Impact Analytica - Disability Data Hub 3.0

Requesting \$20,000, Year 3

Marcy Crane gave an overview of the renewal proposals submitted, reviewed by staff, and being recommended for approval by the Council. She explained that further clarifications had been requested and went over the clarifications, as well. The first proposal that was reviewed was for the Disability Data Hub that is currently being maintained and updated by Dr. Alex Kurz, from ASU, and is located on the ADDPC website. It offers state and county specific disability statistics in a user-friendly dashboard. The format is based on six domains:

- Demographics
- Income
- Education
- Employment
- Housing
- Transportation

Statistics cited on the Data Hub are drawn from the Census Bureau's American Community Survey and American Housing Survey.

In year 2, Dr. Kurz, with assistance from the ADDPC, finalized a Data Sharing Agreement with the Department of Economic Security to source local data collected by the Division of Developmental Disabilities (DDD). Moving forward, this will allow for a more statewide focus on I/DD data that DDD collects on who is provided supports and services from them.

By supporting a third year of funding, Dr. Kurz will update the dashboard's six domains as general disability data becomes available; and he will continue to work with the ADDPC and DDD to facilitate discussions on which specific Arizona disability data to host on the Disability Data Hub, by creating a new dashboard for DES datasets. Once the datasets are updated, Dr. Kurz will plan for webinar training sessions on how to use the Disability Data Hub and track website usage and specific questions from users. ADDPC staff has had ongoing communication with Dr. Kurz throughout the prior funded years and there have been no contract obligation concerns.

There was a question about the length of time the data has been collected and it was mentioned since 2015 or around 10 years.

Chairperson Monica Cooper called for a motion to approve the renewal proposal submitted by Dr. Kurz/Impact Analytica in the amount of \$20,000. Motion was made by Vijette Saari; seconded by Kin Counts. The motion carried.

E. Arizona Center for Disability Law (ACDL) - Special Education Advocacy Program (SEAP)

Requesting \$150,000, Year 3

Marcy Crane gave an overview of the third-year proposal for the Special Education Advocacy Project, or SEAP, submitted by the Arizona Center for Disability Law (ACDL). SEAP addresses the gaps and needs by students with I/DD along with their families/caregivers, to understand their rights in the special education system. SEAP will continue to provide technical assistance (TA) and resources to the target group, giving priority to youth in the foster care and/or juvenile justice systems, students in Arizona's refugee community, and Native American students in the Four Corners region.

In addition to the technical assistance provided, funding will support the ongoing training sessions to reach out to new groups. ACDL will conduct 8 training sessions throughout the year (see Exhibit A), approximately 2 per quarter, either in person or by online webinar format. Training will be provided statewide, educating various audiences, including one training in Spanish, one for Arizona's refugee community, a training for the Four Corners region area in collaboration with the Native American Disability Law Center (NADLC), Juvenile Court Dependency 101 Judges Training, Early Childhood Professionals ECHO, the Department of Child Safety, and at the African American Conference on Disabilities. ACDL expects 15-20 participants per training.

Multiple partners in the community support SEAP, including the state Department of Education, Department of Child Safety and Administrative Office of the Courts, and multiple nonprofit organizations, such as Raising Special Kids, FostAdopt Connections, Black Mothers Forum, CASA Children, and Advocacy31Nine.

ACDL is a unique non-profit law firm, with legal staff that includes attorneys and advocates who are highly knowledgeable about the various legal rights of individuals with developmental disabilities under the American with Disabilities Act, Section 504 of the Rehabilitation Act, Section 1557 of the Affordable Care Act, the Fair Housing Act, and other federal and state disability rights laws.

ACDL is one of the only entities in Arizona providing free legal representation and advocacy services related to education and transition-to-employment needs for children and young adults with developmental disabilities. ACDL represents children in negotiations, mediation, administrative complaints before the Arizona Department of Education and the U.S. Department of Education's Office of Civil Rights, and due process proceedings in Arizona Office of Administrative Hearings.

ACDL will provide data from two surveys it has created to track feedback from

participants. The first survey is of those who attended a training session. Feedback is provided immediately after the training ends and survey responses will be tabulated and provided in their final narrative report. The second survey will capture outcome focused data on how the TA provided by ACDL resolves or does not resolve a client's issue or if the issue is still in the process of being worked through. This survey is shown as Exhibit D and will be provided 3 months following the conclusion of the TA.

Finally, ACDL's third quarterly report submitted to staff for the current grant year (year 2) shows 76 Basic TA provided; 28 Complex TA provided; and 9 training sessions conducted. These numbers exceeded their projected numbers for year 2. Narrative reports also address specific TA cases with feedback provided by families that received services. These stories and the outcome numbers they provided are shared in our annual PPR. There are no contract concerns.

The budget outlines the various staff and interns from ASU and UA Law School, with their time used as Match. Staff that have a part in managing this project are listed and their time is projected. This provides a more realistic picture of work that is provided to conduct trainings or manage a caseload of basic or complex technical assistance to the family. Also, funds are dedicated for translation and interpretation services. Funding for travel will allow staff to attend meetings to provide individualized services or for meetings with community members. ACDL does not have a funding stream dedicated to special education. However, three years of funding by the ADDPC will allow the ACDL to use the data they have tracked to share with future private and public funders about the impact and efficacy of SEAP.

As a note for the reader: Basic TA is defined as providing the individual with general special education information over the phone, sending the individual resources and guides applicable to their situation, and referring the individual to relevant agencies and providers. Complex TA is defined as taking those cases of youth who are in foster care or juvenile justice systems or from a high-risk population, from underserved communities, and those youth who are denied Free Appropriate Public Education. Examples of complex TA involve restraint and seclusion or schools providing no Special Education services. ACDL will tailor its complex technical assistance to involve letters, meetings, attendance at mediations, communicating with schools and assistance with drafting and filing administrative complaints.

Chairperson Monica Cooper called for a motion to approve the SEAP renewal proposal for year 3 submitted by the Arizona Center for Disability Law in the amount of \$150,000. Motion was made by Vijette Saari; seconded by Kin Counts. The motion carried.

- F. Arizona Coalition to End Sexual and Domestic Violence (ACESDV) - Education to Reduce Abuse - Training for Arizona I/DD Service Providers**
Requesting \$35,000, Year 3

The Arizona Coalition to End Sexual and Domestic Violence (ACESDV) submitted a request for a third year of funding to train Arizona I/DD service providers. ACESDV will provide 4 training sessions, one in person in Kingman and 3 virtual training sessions to attract a higher number of participants from the state, especially from rural parts of Arizona. Specifically, the target populations for training are rural, Spanish speaking, and sexual and domestic violence service providers for the I/DD community, including staff at group homes and long-term care facilities.

The training sessions have been free of charge, 4-hours in duration, and updated with input by the ADDPC and The Arc of Arizona to ensure terms and descriptions of people with I/DD are accurate. All training sessions will be recorded. The course content includes the following:

1. Sexual Violence 101
2. Introduction to Addressing Sexual Violence in I/DD Populations
3. Introduction to Disability and I/DD
4. Mandatory Reporting and Retaliation
5. Sexual and Domestic Violence among Children with I/DD

ACESDV staff will update all current training curricula, with assistance from The Arc of Arizona and the Arizona Statewide Independent Living Council (AZSILC). It will include Spanish interpretation, rural and Spanish-speaking community information, and information about abuse against children with I/DD.

After each training session, participants fill out a satisfaction survey to gauge their understanding and usage of the information. In their second-year grant, a total of 328 participants attended a training session, of which 10 were from out-of-state. Participants came from all 15 Arizona counties. The data also showed that 30 participants were individuals with I/DD and 21 were family members/caregivers. The majority were professionals.

Feedback from participants has remained positive, with 98% stating they were satisfied or highly satisfied with the training and information provided. The budget reflects costs that will support the activities. Staff are seeking clarification on the costs related to outreach efforts and ensuring a participant's request for accommodation can be met. Final data, including demographic data, will also be tracked and submitted to the ADDPC.

There was a question on how often the training would occur. It was clarified that four training sessions would be conducted in the year.

Chairperson Monica Cooper called for a motion to approve the proposal submitted by the Arizona Coalition to End Sexual and Domestic Violence in the amount of \$35,000. Motion was made by Vijette Saari; seconded by Kin Counts. The motion carried.

G. Sonoran Center / Native Disability Center

Requesting \$120,000, Year 3

The final proposal presented by Marcy Crane was from the Sonoran Center for Excellence in Disabilities for a third-year renewal of the Native Center. The mission of the Native Center is to provide a Native-focused program to increase knowledge of disability services, advocacy, and programs available to the 22 Tribal communities in Arizona, and off reservation urban communities with significant Native American populations.

Funding for a third year will continue the tribal partnerships that are in place and support further outreach to the other tribal communities that are not yet part of the work.

Partnerships with Tribal communities aim to further develop activities fostering awareness, services, and partnerships benefiting Native people. This is done by providing culturally sensitive programs to amplify awareness of disability services, advocacy, and support within the Native American populations across the state.

With initial funding in years one and two, the Sonoran Center initiated foundational activities to establish its presence that included talking circles, monthly webinar presentations, quarterly newsletters, and outreach efforts that led to face-to-face meetings with 10 Tribal communities to communicate the project objectives. There were also outreach efforts to partner with federal, state and community organizations about the need to support Tribal communities. (A list of the 10 Tribal communities that staff visited is on page 2 of the renewal application.)

The Native Disability Center has built and continues to partner with multiple Tribal communities, federal, state, and local agencies, and community organizations. The program is focused on sustaining this project with the guidance of the Tribal communities involved and with the ongoing support by the Sonoran UCEDD staff.

Funding for a third year will allow Sonoran Center to focus on 4 main objectives:

1. Expanding outreach to new Tribal communities to form new partnerships.
2. Creating diverse employment opportunities for adult individuals with disabilities by supporting culturally responsive training programs that match the skills and aspirations of Tribal members.
3. Forming a partnership with the U.S. Department of Labor, Division of Indian and Native American Programs (DINAP), to develop national technical assistance training materials; and
4. Creating additional awareness and resources for certain specific disabilities, including autism, comorbid mental health with developmental disabilities, Traumatic Brain Injury (TBI) and Fetal Alcohol Spectrum Disorder (FASD).

These resources will include informative materials, training modules for caregivers and professionals, and online platforms for sharing experiences and knowledge.

A key aspect in the Native Center is the Sonoran Center's commitment to supporting the Targeted Disparity mandate, through which the ADDPC will strengthen a program that increases meaningful employment opportunities for transition age youth with I/DD (ages 14-22) from the Navajo Nation by supporting a focus on training, technical assistance, direct services, and resources. This has progressed through the creation and maintenance of participation in pre-employment transition services, Project SEARCH, school pilot site partnerships, and Tribal/State Vocational Rehabilitation employment supports.

Data gathered to date shows 81 individuals with I/DD, 32 family members/caregivers, and 631 professionals have participated in a talking circle, or webinar, and approximately 97% of survey respondents stated their knowledge and/or skills increased due to attending an event.

The budget for the third year supports the ongoing activities of staff and consultants. The ADDPC has expressed concerns with the length of time in hiring the Program Manager and will work closely with the Sonoran Center to ensure this aspect does not delay the work they have outlined and their ability to address the Targeted Disparity in the third year.

Marcy provided some additional clarification information regarding the hiring of the Program Manager position stating they hope to have someone in the role in the beginning of the new calendar year. It was also noted that Joshua Drywater, the Program Manager of Native Initiatives will be primarily responsible for the Targeted Disparity focus which is mandated.

Chairperson Monica Cooper called for a motion to approve the Native Disability Center proposal submitted by the Sonoran Center for Excellence in Disabilities for a third-year renewal in the amount of \$120,000. Motion was made by Vijette Saari; seconded by Kin Counts. The motion carried.

H. The Arc of the United States- AZ Sexual Violence & Disability Network

Jon Meyers gave an overview of the proposal submitted by The Arc of the United States. He described the background of how the project came to be and how the work being conducted as part of this project was happening even prior to the Hacienda incident. The project over the past two years has primarily been focused internally on establishing structure for the various committees doing the work more so than externally in the community. The staff felt after a review of the proposal there was a lack of community impact and sustainability to warrant another year of funding. Jon reached out to The Arc to get further information regarding the work being done and they did provide additional insight, however, it was decided to not put the proposal forward for a vote to renew. Rather, the staff is recommending revising the scope of work and putting out another solicitation that will hopefully attract other organizations as well as The Arc and put a greater emphasis on prevention in the community.

No action was taken on this item.

I. Adjourn

Chairperson Monica Cooper adjourned the meeting at 10:17 a.m.

Dated this 20th day of September 2023
Arizona Developmental Disabilities Planning Council