



EXECUTIVE COMMITTEE

Friday, May 14, 2021

9:00 P.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 (ADDPC) was convened virtually Friday, May 14, 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	

Members Absent

Kelly Roberts

Staff	Guests
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Lani St. Cyr, Staff	Jon Meyers, The Arc of Arizona
Marcella Crane, Staff	Ariel Simms, The Arc
Erica McFadden, Staff	
Mike Leyva, Staff	

A. Call to Order/Welcome

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Committee meeting. The meeting was called to order at 9:06 a.m. Roll call and participant introductions were completed.

B. Minutes from March 12, 2021 Meeting

Chairperson 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 Monica Cooper; seconded by Scott Lindbloom. The motion carried.

C. Fiscal/Contract Updates

Lani St. Cyr reviewed 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 \$242,000 is spent by September 30, 2021.

For FY 2020 there is approximately \$830,600 in funding remaining to be spent. The Administration for Community Living is providing a one-time no cost extension for FY 2020 funds. Under this directive the obligation and project periods will be extended through September 30, 2022. The liquidation of funds and final reports will need to be completed by December 31, 2022. There currently is no extension for FY 2021 funding

The Council has received the full allotment for FY 2021, in the amount of \$1,500,930 and there is approximately \$539,800 remaining to be obliged by September 2022. The Council has already identified projects for these funds and has contingency projects to cover contract awards that are not fully spent.

The Council has received an additional award in the amount of \$84,288 for COVID-19 specific projects. These funds will be tracked and reported on separately. The funds must be obligated, and work completed by September 30, 2022.

Next, the Council Funded Projects sheet showed the addition of projects reviewed and voted on during the last Full Council meeting. These include the year two renewal of Sonoran UCEDD's Transition in Action Clinic as well as the two new projects that came out of the last Request for Information including the Sonoran UCEDD's Online Healthcare Learning Modules and NAU/IHD's Technology Enabled Employment project. This sheet also reflected a 3-month no cost extension that was granted to the Sonoran UCEDD for the Sexual Abuse Research project.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. The two Request for Grant Applications (RFGAs) to be discussed and voted on were highlighted on the document. The budget amount for career exploration for parents and kids has been removed per the discussion at the last Full Council Meeting. Also, there is a \$48,530 surplus chowing for projects with 2021 funds. We anticipate projects will not fully spend their award amounts, so contingency project can be considered. The goal is to have FY 2021 funding fully obligated in the first year, so projects can be completed in the second.

D. The ARC of Arizona-Request for Grant Application- Coalition Coordinator

Marcella Crane gave an overview of the competitive grant solicitation to support the work of the Council, agency, and community stakeholders to address sexual violence/abuse towards people with I/DD. The Community of Practice (CoP) was formed two years ago, known as the Arizona Sexual Violence & I/DD Response Collaborative. The CoP meets to address how to strengthen the systems for better access to and increase the monitoring,

detection, prevention, and survivor support efforts around the state to better promote safety and well-being of individuals with I/DD of all ages. The ADDPC currently serves as the lead facilitator of the CoP; however, this RFGA is meant to fund a qualified organization to take the primary responsibility of lead facilitator and to reengage the current members, seek new members, develop a strategic plan, conduct training, and develop resources for hosting on an efficient website. Numerous other tasks and eligibility criteria was outlined in the RFGA.

The ARC of the United States/The ARC of AZ was the only proposal received for this RFGA in the amount of \$90,000. Key staff with The Arc of the U.S. and The Arc of AZ will work together over the contract period to assess the current CoP collaborative by seeking information from the current members (by surveys and focus groups) to determine how best to take their ideas on what's working, and what needs to be changed to move forward with a updated five year strategic plan, recruit new members that represent self-advocates, family members, and representatives from tribal, the legal, law enforcement, and healthcare professionals. The grantee will also work with two organizations (to be determined as it will be the CoP's decision) that represents the Latino and Tribal communities. All decisions and tasks that are a requirement to fulfill by the end of the first year of funding will be made by the collaborative. Other tasks that are required to be completed include: a minimum of one training to the collaborative and/or to outside groups, development of or establishment of the central repository of all materials developed by the collaborative, including training materials. The ARC of AZ will take on that responsibility, and development of benchmarks and outcome performance measures to track the effectiveness of their work. Scott Lindbloom had concerns that the work should be done under the Behavioral Health Advisory Council. Erica McFadden stated that they should be involved with the work because it is a collaborative of many different organizations – not just ADDPC. There was no other discussion.

Chairperson Melissa Van Hook called for a motion to approve the Coalition Coordinator proposal submitted by The ARC of AZ in the amount of \$90,000. Motion was made by JJ Rico; seconded by Monica Cooper. The motion passed with one nay vote by Scott Lindbloom.

E. ACESDV-RFGA Proposal- Education of Reducing & Responding to Abuse

Marcella Crane gave an overview the competitive grant solicitation released to support the work the Council is undertaking to address the increased likelihood people with I/DD will experience abuse and exploitation. The field of services and supports for people with I/DD, as well as people with I/DD themselves and the public need to better understand when and how abuse and exploitation occurs in this vulnerable population, what to do if it happens, and how better to support people to help them heal.

The objective of this RFGA is to increase education efforts around the state to help stakeholders, including people with I/DD, to better identify, respond to and/or prevent abuse. Any proposed project must include the coordination and delivering and dissemination of continuing education materials, development of materials on abuse recognition, prevention, reporting, and support to any of the following target populations.

Four proposals were received under this solicitation and the outside Evaluation Committee recommended two for funding. The first is ACESDV in the amount of \$27,942.

ACESDV will expand and modify current curricula they have developed on appropriate responses to sexual abuse survivors with disabilities to use for educating providers that serve people with I/DD, including staff at group homes, day treatment centers, independent living centers, community-based advocacy organizations and long-term care facilities. Additional materials will be developed that include materials on updating organizational policies to protect survivors and anti-retaliation language. ACESDV will conduct one in-person training, two live webinars and will record one 4-hour training to be made available on their learning management system. Pre/Post tests and 3-month follow up survey will be conducted to assess knowledge change. The expected number to train is 100 during the contract period.

Marcy shared that ACESDV shared a sample of the curriculum they would be using and the committee members who requested it was satisfied. Chairperson Melissa Van Hook Cooper called for a motion to approve the ACESDV proposal in the amount of \$27,942. Motion was made by Monica Cooper; seconded by James Rivera. The motion passed with one nay vote by Scott Lindbloom.

F. Prevent Child Abuse Arizona- RFGA Proposal-Education of Reducing & Responding to Abuse

Marcella Crane reviewed the proposal submitted by Prevent Child Abuse Arizona in the amount of \$36,380. They will be partnering with Differently Abled Mothers Empowered Society (DAMES) Charities to create a child abuse prevention strategy that targets families of children with disabilities. Prevent Child Abuse Arizona and DAMES will supplement the curriculum of Strengthening Families Protective Factors Framework to create a presentation designed to strengthen families and prevent child abuse within the disability population. The target group includes parents and grandparents of children with disabilities and organizations that serve the disability community. Trainings will take place both in Maricopa and Pima counties, with a goal of reaching 150 families (80 families and 80 grandparents) and at least six disability organizations.

Chairperson Melissa Van Hook called for a motion to approve the Prevent Child Abuse Arizona proposal in the amount of \$36,380. Motion was made by Monica Cooper; seconded by James Rivera. The motion passed with one nay vote by Scott Lindbloom.

G. Policy Updates

Erica McFadden shared a few policy updates. Supported Decision-Making has passed the House and is waiting to be scheduled on the Senate COW for a final vote. Senator Fann promised that it would be heard before the session ended. Erica and Betty McEntire from the AZ Commission for the Deaf and Hard of Hearing have been meeting with several

legislators to discuss the school abuse prevention report that was recently released by the Sexual Violence & I/DD Response Collaborative. There has been support to do something from both sides. We will be holding community meetings through the summer with legislators and stakeholders to determine how to best meet needs through legislation. The Sex Ed bill was also re-introduced. This version includes a carve out for abuse prevention education.

H. 2022-2026 Planning, Renewals, & Activities

Melissa shared that the goals and objectives were posted for public comment, in English, Spanish, and plain language versions. People really seemed to like the plain language version. Next the Council will determine the activities that need to be done over the course of the next 5 years to meet the objectives. Meghan has been collecting activities from the public for the Council to consider. Meghan will facilitate a discussion with the Council to gain consensus. The next step will be to develop our 2022 work plan for the full council to vote on in September.

I. COVID Vaccine Funding

Erica shared that the Council received approximately \$84,000 from the CDC to expend until 9/30/22 to increase the number of people with disabilities who are vaccinated. Our DD network partners also received funding. We have already started meeting to discuss how we are expending the funding, and we will be regularly meeting. One gap that was not identified was reaching out to doctors offices, including developmental peds, and medical clinics, since that where many who refuse to get vaccinated will have conversations with their doctors. Erica shared she wants to fund one or two positions to be the boots on the ground and work with the medical community to ensure they have the info they need for these members and their families. We should keep in mind that the strategies may need to change, but these staff members would be able to be responsive to what is needed. There were no issues with this plan. J.J. brought up we should continue to coordinate with ACDL as they reach into Santa Cruz with our new team members. They would be considered part of the group that we establish to address COVID issues. Melissa said we will be bringing this up to the full council for a vote since we need an approval of the allocation. Scott brought up the need for transportation. JJ suggested that Scott talk to him offline, since the Council is more restricted on what they are able to fund.

J. Council Committees

Melissa stated that staff and some Council members believe that the committees need to be restructured. Some suggestions are an accountability committee, maybe behavioral health, grants, meaningful careers, etc. From time to time, we need to reevaluate the need for some committees since some have served their purpose. We will be reaching out to staff and the other Council members to get their thoughts. We will have the new committees set up for the September Council meeting. This is when members can sign up for committees.

K. By-Law Review

Melissa said that it's time to review the by-laws. There are a few changes that need to be made as recommended by Erin at the AG's office. This is related to defining quorum. The other change has to do with allowing the ED to be a spokesperson for the Council. Erica said she would send the doc to the Exec Committee members for them to review. Melissa will also ask the full council to review the by-laws as well.

L. Council Appointments Update

Melissa shared we have four members renewing and eight new positions to be filled. This is when boards and commissions starts their review. The Council has the most flexibility recommending family members or self advocates. If you have anyone in mind, please let Erica know.

M. Full Council Agenda Review

No changes were made at the Executive Committee meeting.

N. Announcements

Erica shared that Sarah's last day was today. Sarah came in and told the Executive Committee good bye. Erica said that her job would be posted today.

O. Call to the Public

No public.

P. Adjourn

Chairperson Melissa Van Hook called for a motion to adjourn the meeting. Motion was made by Scott Lindbloom; seconded by Monica Cooper. The motion carried; meeting adjourned.

Dated this 18th day of May 2021
Arizona Developmental Disabilities Planning Council