



**EXECUTIVE COMMITTEE**

Friday, September 10, 2021

9:00 - 10:30 AM

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, September 10, 2021. Notice having been duly given. Present and absent were the following members of the ADDPC.

<b>Members Present</b>	
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Melissa Van Hook, Chairperson	Scott Lindbloom
J.J. Rico, Vice-Chair	James Rivera
Monica Cooper	
Kelly Roberts	

<b>Members Absent</b>
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<b>Staff</b>	<b>Guests</b>
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Lani St. Cyr, Staff	
Marcella Crane, Staff	
Erica McFadden, 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 9:01 a.m. Roll call and participant introductions were completed.

**B. Minutes from July 21, 2021 Meeting**

Chairperson Melissa Van Hook asked members if they had a chance to review the minutes and if there were any changes. The date was corrected to July 21, 2021. No other changes were requested. Melissa asked for a motion to accept the minutes with this change. Motion was made by Scott Lindbloom, seconded by Monica Cooper. The motion carried.

**C. Fiscal/Contract Updates**

Lani St. Cyr reviewed the ADDPC Financial Update. The Council has approximately \$124,200 in FY 2019 funds remaining to be spent by the end of this December (2021).

For FY 2020 there is approximately \$469,000 in funding remaining to be spent. The Administration for Community Living (ACL) 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 \$187,900 remaining to be obligated 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.

ACL has notified us there will be a reallocation of FY2021 funds from Puerto Rico. We have received notification that we will be receiving an additional \$34,412 bringing the total award to \$1,535,342.

Next, an update was given on the additional award received for COVID-19 specific projects in the amount of \$84,288. These funds are being tracked and reported on separately. The funds must be obligated, and work completed by September 30, 2022. To date the Council has spent \$8,007 and has encumbered \$70,553, which leaves an available balance of \$5,728.

Next, the Council Funded Projects sheet showed the Beacon Group- Model Training Program Year 2 was given a two-month no-cost extension through December 31, 2021. Native American Disability Law Center-Leadership Training Year 2- received a three-month no-cost extension through September 30, 2021 and pending formal request- another three-month no cost extension will be granted to the Sonoran UCEDD Sexual Abuse Research project. Finally, Southwest Institute for Families- Self-Advocacy Coalition- was granted a three-month no-cost extension. It was noted 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 leadership training renewal proposals submitted by Native American Disability Law Center and the Arizona Peer and Family Coalition as well as the Supported Decision-Making renewal proposal submitted by Southwest Institute for Families and Children were not originally budgeted for additional renewals, however, there were enough surplus funds to cover these projects. The Native Center was never budgeted for but was always considered a contingency project. The funds are available to move forward with this project pending Council approval and with the expectation we will receive additional funding from Puerto Rico. We anticipate projects will not fully spend their award amounts, so contingency projects can be considered. The goal is to have FY2021 funding fully obligated in the first year, so projects can be completed in the second.

**D. Fund Obligation/Liquidation Process Revisions**

Erica McFadden reviewed the suggested changes in the funding process. Consistent changes were removing a vote from the Executive Committee for different projects, since it is already reviewed in Grants and by the Full Council. If there is not a unanimous vote in Grants, then Executive Committee may decide to take a vote. Also, duration of projects are written into the workplans ahead of time by staff and voted on by the full council. If there is a change to specific project duration, that would be addressed in the Grants and Executive committee and the Full Council would be informed. JJ wanted to make sure there is no conflict with open meeting laws. Erica responded that we are doing procedural changes. Decisions are still made publicly through OML. He suggested changing app to application throughout. If the Executive Committee approves, this will free up more of the Exec Comm's time to concentrate on goals, accountability, and governance. Monica Cooper moved to accept the revision to the approval process, seconded by Scott Lindbloom. The motion unanimously carried.

**E. 2022 Workplan Review and 5 Year Plan Submission**

Erica McFadden shared that the 5 year plan is due September 30. The 5 year plan includes our public input process, the comprehensive review and analysis, and performance measures and activities. In the public comment period, they liked the goals and objectives, but there were comments around how the Council would know if they were effective. They didn't see the activities, but that can be shared moving forward.

Erica reviewed key activities under each goal and objective, specifically activities that were new. There is a revision to the workplan on the dates for the Self Advocacy Coalition since they received an extension. Erica shared the VR study idea, and JJ brought up they are trying to find a replacement for John Gutierrez, their CAP representative. He thinks the study will be timely in light of the issues many VRs are experiencing around COVID-19.

Erica also shared that there will be provider transformation train to assist center-based organizations to change the way they do business. Melissa brought up STARS and how they are doing so well getting people employed. We would also be doing a series of webinars around employment and transition. The number changes from six to four.

Erica shared that System Access & Navigation should have a committee working on it, because it's brand new and it's focused on transition points. What should the ADDPC focus on over the next year? Melissa said we should bring this up at the full council next week. Scott Lindbloom made a motion to approve the 2022 work plan. Kelly Roberts seconded it. The motion unanimously carried.

**F. Grants Committee Report Out**

Monica, the chair shared that we met recently. Lani shared that there were four grants reviewed by the Grants Committee. Lani shared the Peer and Family Coalition was approved for a 3<sup>rd</sup> year and Supported Decision-Making was approving a fourth year. Marcy shared that all of them were going through clarifications right now that will be shared at the full council.

Marcella Crane gave an overview of the third-year renewal proposal submitted by the Native American Disability Law Center (NADLC) for Self-Advocacy Leadership Training. The Equal Native Youth Voices self-advocacy project focuses on Native American youth with intellectual and developmental disabilities and helps them to increase their understanding of their legal rights and develop their skills so they can speak for themselves.

They work with students in the Exceptional Student Services Program (ESS) at Greyhills Academy High School in Tuba City. In the last fiscal year, they worked with 15 students in grades 9-12. The curriculum is rooted in Dine (Navajo) philosophy and is centered on self-advocacy, employment and community inclusion. Results of surveys verify the program helps participants increase their understanding of their options, awareness of available supports, and ability to advocate for the services they need to help them achieve their goals.

This project gives young people the opportunity to practice speaking before others, identify their goals, and advocating for the supports necessary to achieve those goals. It had increased collaboration and links between various entities including the Navajo Advisory Council on Disabilities; Vocational Rehabilitation services; and introduced students to other young people advocating for themselves.

Zoom webinars have given students more confidence in voicing their thoughts and goals in employment and planning after they graduate. Consistent access to the internet has been a challenge due to lack of cellular signals. Lost connectivity contributed to difficulty in completing surveys during zoom sessions. The curriculum was also adjusted to have all students provide a final presentation on their career research, which included 23 students and staff. These presentations demonstrated the students understood the purpose and objectives of the VR agencies and they were able to reference transition services offered by Tribal and State VR services.

NADLC reached out to the Hopi VR Counselor to see if they can expand in that community in the third year of the project and it was determined that the need is there. They plan on developing a series of training for parents on IDEA provided through the zoom platform to VR Clients who are transitioning out of high school. These trainings will be modified to reflect the Hopi cultural philosophies. They are still working on finalizing the commitment for the project at both Greyhills Academy and in the Hopi community for the third year, but are coming up with alternatives, such as a webinar series titled Native Americans Empowered through Self-Advocacy. These would be held month September through June.

Erica McFadden gave an overview of the Arizona Native Disability Center proposal submitted by the Sonoran UCEDD and explained that it had been reviewed previously by the Executive Committee. This project will establish an Arizona Tribal focused Native Center based on the Oyate Circle model that was developed in South Dakota, which will increase knowledge of disability services, advocacy, and programs available to the 22 reservation communities and off-reservation urban communities. Talking Circles will be held across reservation communities and in cities with a high Native population to capture urban Indian perspectives and needs. This approach is proven to be an effective strategy

to gather data, input, needs assessments, comparative analysis and discussion/listening sessions for inclusion from native communities and people with disabilities.

This proposal is for a 4-year planning, development and implementation process. The focus is on the tribal members with disabilities, which has the highest rate of disability of any other cultural group. The outcome is to enhance trainings and support for Tribal members with disabilities and create an infrastructure foundation for future sustainable collaborative partnerships and program development. The 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 first year will have at least 6 talking circles. A minimum of 4 talking circles will be in different areas of the state (northeast, northwest, central, southern) with the other two will be held in Phoenix and Tucson. The talking circles will inform what is needed and determine the solution as to how the Native Center will be created and what services and supports will be provided.

Also, in the first year the Sonoran Center will conduct a search to hire a tribal member to be the Director of the Native Center. They will ensure they have extensive experience in human services with a preference of disability specific professional and personal experience. This person will be expected to administer the Native Center as well as conduct the talking circles activities. Jim Warne will serve as Executive Director and Adviser to the new Director and Wayne Weston of the South Dakota program will serve as a contractor conducting administrative training and support for the new hire.

The Sonoran Center will be the primary sponsor and the new Center will serve as host for the 18th Annual American Indian Disability Summit and the 2nd Annual American Indian Disability Youth Summit. Three Native Center events outside of talking circles will occur and relationship and trust building as well as enhanced partnerships and the creation of new partnerships will be a focus. They also plan on the following activities:

- Present and train within the university to ensure effective and positive experience for tribal members
- Introduce new curriculum for the university to potentially gain new courses addressing Native and indigenous disability issues and approach
- Attend and present at 3-4 tribal events for engagement and marketing
- Begin new curriculum development for ongoing university coursework and community training/continuing education opportunities
- Develop and provide 2-3 webinars based on Talking Circle outcomes
- Create a website presence that will be housed on the Sonoran Center's website
- Design a minimum of three resources to respond to identified areas of requested information during Talking Circles and share on website, social media, and list serves
- Provide half-day virtual education events for state agency personnel to include vocational rehabilitation, developmental disabilities, and AHCCCS.

Wendy added that they will be hiring a coordinator who is Native American. Some other staff on there are Native American as well. Melissa asked if there has been feedback from the Native American community on this project. Jimmy has discussed with the community. The feedback and interactions he has had have all been positive. Wendy said that they also put out a grant on tribal youth and there was so much support from the Native American communities going into that and wanting to participate and having a hub. They liked that it was built from the Talking Circles. They want to be sure that the people who will be using it are driving its development. Some of the feedback came from the transition study. Scott wanted to know if they cover White River. Wendy said all will be invited to the Talking Circle. If they don't come, we can visit them. Jimmy has a lot of connections. In South Dakota, we went and visited every reservation and they were all very engaged. We also held state agency training on the reservations. It's been three years since we built that and it's taken off. They are the point group, the center for the state, and many state and federal grants come to them to expand. Scott introduced Arlene at the IL center. Wendy said she was already involved with Sonoran UCEDD.

JJ Rico made a motion to support the recommendation of the Grants committee to approve the Native American Disability Law Center's Self Advocacy training proposal. It was seconded by Monica Cooper. The motion unanimously carried.

Monica Cooper made a motion to support the recommendation of the Grants committee to approve the Sonoran UCEDD Native Center on Disabilities. It was seconded by JJ Rico. The motion unanimously carried.

#### **G. By-Law Revisions**

Erica reviewed the following suggested changes:

- Remove the line that all Council members shall serve on at least once committee, since that never has been enforced
- Change the Council Chair shall delegate to the Executive Director to act as a spokesperson, instead of just on a case to case basis
- The following change is also suggested: The Executive Director and staff will support the ~~Ensure that~~ Chair with needed information so that ADDPC members are informed of updated on all pertinent information issues concerning developmental disabilities. After consulting with the ADDPC Chairperson, the Executive Director will seek Full Council approval, (or Executive Committee approval if time is an issue), for any letters requesting state or federal action that are to be signed on by the ADDPC. If an immediate response is needed before any meeting can be held, individual council member feedback may be requested by the Executive Director through email or other means. If there is no disagreement with the content of the letter and the majority of council members have responded, the Executive Director may sign for ADDPC. Letters of support or other informational letters signed by the Executive Director, as the liaison of the Council, will also be shared with ADDPC councilmembers for reporting purposes.

- A quorum for the full ADDPC meeting is defined as ~~having 13 or more members present at the meeting, when all positions are full.~~ having one more than half of the filled voting member positions of the full ADDPC.

JJ Rico suggested that we be clear that we are not lobbying in the language. Erica to add anti-lobbying language and then run by the AG's Office for a final review. Scott Lindbloom made a motion to approve the by-laws. JJ Rico asked for a clarification. Erica will add the appropriate anti-lobbying language and run it by the AG's office. Monica Cooper seconded the changes. The motion unanimously carried. Scott also asked that Erica check with boards and commissions to see if we can get Junior and Senior High School students on the Council.

## **H. Full Council Agenda Review**

Bring up the ad-hoc committee on the last goal area.

## **I. Announcements**

Scott shared that they might get a \$1 million grant funding for snack bar pilot program in the airport and is looking at doing ADA training with several cities.

The motion was made to adjourn the meeting by Scott Lindblom and seconded by Monica Cooper. The meeting unanimously carried. The meeting adjourned at 10:36am.

Dated this 13th day of September 2021  
Arizona Developmental Disabilities Planning Council