



GRANTS AND CONTRACTS COMMITTEE
 Friday, March 5, 2021
 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, March 5, 2021. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
Monica Cooper, Chairperson	Michael Coen
Bianca Demara	Kelly Roberts
Wendy Parent-Johnson	

Members Absent
Steve Freeman

Staff	Guests
Lani St. Cyr, Staff	Julie Armin- Sonoran UCEDD
Marcella Crane, Staff	Heather Williamson- NAU/IHD
Michael Leyva, Staff	Byran Dai- Daivergent

- 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 9:01 a.m. Roll call and participant introductions were completed.

- B. Minutes from October 30, 2020 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 Michael Coen; seconded by Bianca Demara. The motion carried.

C. Fiscal/Contract Updates

Lani St. Cyr gave an overview of 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 \$280,924 is spent by September 30, 2021.

For FY 2020 the Council has already obligated the funding by the September 2021 deadline, but the work must also be completed by September 30, 2021. There is approximately \$1,033,904 remaining to be spent and the liquidation period is through September 2022. The Arizona Council is working with other Councils to request an extension of the period of performance for FY 2020, so that work can be completed in the liquidation period.

The Council has received the full allotment for FY2021, in the amount of \$1,500,930. There is approximately \$713,250 to obligate by September 2022. The Council has already identified projects for these funds and has contingency projects to cover contracts that extend beyond the project period and to cover any awards that are not fully spent.

Next, the Council Funded Projects sheet showed there were no new projects or adjustments to contracts since the last Full Council Meeting in January. It was explained that 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 Request for Information (RFI) proposals to be discussed and voted on were on the document and the amount for translation services has been added to reflect what is in the 2021 Workplan. There is a \$26,470 shortfall showing for FY 2021, but it is anticipated that full award amounts will not be spent and adjustments in funding will be made for projects that extend beyond the project periods. No action was taken on this item.

D. NAU/IHD- RFI Proposal- Technology-Enabled Employment

Lani St. Cyr gave an overview of the Technology-Enabled Employment Project submitted by Northern Arizona University/Institute for Human Development (NAU/IHD) for year one. The intent of the project is to partner with Daivergent, a technology platform that provides human intelligence to support companies developing AI products and provides personalized online training for technology job skills, social skills and peer support. They plan on targeting 12 adults (ages 18-30) with I/DD in Northern Arizona with an emphasis on underserved populations, such as Native Americans and Hispanics. They will also create a Community Advisory Board (CAB) within the first 3 months to assist with project planning, developing evaluation tools, and recruitment processes.

The main outcome will be that the 12 participants will have access for up to 9 months with Daivergent and be able to obtain technology-based work upon completion of the program. A summary report will provide the outcome data around skills learned, work opportunities explored, and job attainment as well as case studies for each of the participants, which will be available to disseminate at conferences and through other avenues. This project is meant to be complementary service to VR. They will also be working to develop collaboration with companies offering technology-based jobs and may open doors for more rural residents to gain employment in more urban areas or through remote job opportunities. Daivergent will provide an additional one year of job exploration and placement support including: interview practice guides, video-based instruction, resume formatting and editing support, as well as online discussion forums to participants who may not find employment by the end of the program.

Heather Williamson and Byran Dai gave some additional insight into how the project came about and what inspired Byran to start Daivergent. Byran went on to describe how the tech-based positions being fostered through the program can be more remotely accessed, offer accommodations, and are in growing demand. There was some additional discussion around the recruitment of the participants and the evaluation of the program.

Chairperson Monica Cooper called for a motion to approve the Technology-Enabled Employment Project submitted by NAU/IHD program in the amount of \$48,843. Motion was made by Bianca Demara; seconded by Michael Coen. Kelly Roberts abstained from voting. The motion carried.

E. Sonoran UCEDD- RFI Proposal- Online Healthcare Learning Modules

Lani St. Cyr gave an overview of Sonoran UCEDD's Online Learning Modules for Healthcare Professionals working with Individuals with I/DD project. This project will focus on Primary Care Providers, with a focus on family physicians and nurse practitioners who provide preventative health care counseling and are likely to work with individuals with I/DD. They would like to reach a minimum of 1,500 statewide providers but have a goal of 15,000 physicians and nurse providers. In the first nine months they will develop and refine four Continuing Medical Education (CME) modules by incorporating best practices for working with individuals with I/DD and will address: health inequities and marginalization; consent and capacity; supported decision-making in the clinical context; and evaluating person/patient-centered approaches to patient care.

The University of Arizona Biocommunications will record the video vignettes using actors and storyboards. Once completed the videos will be integrated into the CME learning management system and assessments and evaluations will be set up. The goal is to conduct the evaluation of the four modules with 100 Continuing Medical Education participants and deliver the Continuing Medical Education to 450 providers during the first two years. There will also be additional resources so learners can seek out additional information.

They will create a marketing and dissemination plan targeted at family physicians, nurse practitioners, and primary care systems including the Indian Health Services. A Steering Committee will meet four times and will be responsible to review content and learning objectives as well as oversee all project activities from the planning to the implementation and evaluation activities. As part of the evaluation, data will be collected in two phases. The formative evaluation will inform the development and implementation of the CME modules and the Steering Committee. The outcome evaluation will measure the program's effectiveness and impact.

Julie Armin and Heather Williamson gave some additional information on work they had previously been doing in this space and how they discovered a need from providers on how to more effectively address healthcare needs to individuals with disabilities, which was mirrored through the self-advocate survey conducted by the Council.

Chairperson Monica Cooper called for a motion to approve the Sonoran UCEDD's Online Learning Modules for Healthcare Professionals working with Individuals with I/DD in the amount of \$50,000. Motion was made by Bianca Demara; seconded by Monica Cooper. Wendy Parent-Johnson abstained from voting. The motion carried.

F. Sonoran UCEDD-Transition in Action Clinic- Renewal Year Two

Lani St. Cyr explained the renewal proposal for year two of the Transition in Action Clinic will go directly to the Executive Committee but invited members of the Grants Committee to either attend the meeting on Friday, March 12, 2021 from 9am-10:30am or to submit any feedback on the proposal prior to the meeting so it might be shared.

G. Adjourn

Chairperson Monica Cooper called for a motion to adjourn the meeting. Motion was made by Wendy Parent-Johnson; seconded by Kelly Roberts. The motion carried; meeting adjourned at 9:36 a.m.