



**AD-HOC COMMITTEE 10-YEAR ANNIVERSARY PLANNING COMMITTEE MEETING**

Wednesday, April 17, 2019

9:30 a.m.

3839 N. 3rd Street, Suite 306, Phoenix, Arizona 85012

**DRAFT MINUTES**

A meeting of the Ad-Hoc 10-Year Anniversary Planning Committee at the Arizona Developmental Disabilities Planning Council (ADDPC) was held Wednesday, March 6, 2019 at the ADDPC Office, 3839 N. 3rd Street, Suite 306, Phoenix, Arizona 85012 with prior notice given to members of the public. The following members of the committee attended or were absent from the meeting:

**Members Present**

J.J. Rico, Telephone  
Monica Cooper, Telephone

Tom Uno, Telephone

**Members Absent**

Janna Murrell

John Black, Chair

**Staff and Guests**

Erica McFadden, Executive Director  
Lani St. Cyr, Fiscal Manager  
Julie Whitaker, Program Project Specialist  
Wendy Fitzpatrick, member of the public

Sarah Ruf, Community Relations Specialist  
Mike Leyva, Grants/Contracts Coordinator  
Marcy Crane, Grants/Contracts Manager

**A. Call to Order**

ADDPC executive director Erica McFadden welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Ad-Hoc 10-Year Anniversary Planning Committee meeting and conducted a roll call. The meeting was called to order at 9:30 a.m. Arizona Time.

**B. Review of Minutes – March 6, 2019**

Erica briefly reviewed the minutes from the public ad-hoc meeting on March 6, 2019. A vote approving the minutes was postponed until the next ad-hoc meeting.

### **C. Allowed Costs**

ADDPC fiscal manager Lani St. Cyr shared information regarding allowable costs for the event. The Department of Economic Security's procurement office won't allow funds to pay for general celebratory events. However, the event could include planning for the upcoming Council 5-year State Plan process, which is considered a work event. Meals could be provided at the maximum of \$12 a person under the state rules. The price is pretty low, but Ability360 Center's onsite catering has worked under that limit before for similar events, Erica said. The event's duration must be extended if we provide food, Lani said, such as a 3-and-a-half hour or 4-hour work session/event. A justification letter also must be sent to the General Accounting Office.

### **D. Venue Options**

Ad-hoc committee members discussed possible spaces at the Ability360 Center for the event. A speaker/sound system will be needed in order to show the ADDPC 10-Year Anniversary video. The committee agreed a new schedule starting at 10:30 a.m. and running until 2:30 p.m. would work best for attendees and council members with disabilities. The committee unanimously agreed that hosting a work session on the 5-Year State Plan first followed by the award ceremony and lunch makes sense.

### **E. Event Agenda**

Ad-hoc committee members discussed potential event dates and schedule options. The Arizona Center for Disability Law is hosting a fundraiser November 1, so the Council should host an event before that to avoid conflicting plans. Various dates in October were suggested, before committee members settled on the preferred date of Thursday, October 10, 2019 followed by October 11, 2019 and a third choice of October 4.

Erica mentioned the agenda for the event needs to include several aspects: an award ceremony, a look back at the last 10 years of the Council, public input and planning for the 5-year State Plan, and a recap of lessons learned. Mike Leyva said October will also be National Disability Employment Awareness Month, so the event's agenda can reflect a shout-out to ADDPC employment projects and partners. J.J. suggested hosting a panel of people with disabilities who have left sheltered workshops and others who currently hold competitive positions in the workplace. Erica said she would modify the idea to host a panel of people with disabilities who aren't currently working – she said this is the unspoken reality for many people in Arizona with developmental disabilities and for some it is a choice they make.

Mike suggested the Governor attend and sign his annual NDEAM proclamation and reauthorization of the Council at the event. Wendy Fitzpatrick suggested Jim Adams as a keynote speaker; he is an Arizona State professor who specializes in autism and knows a lot about workforce opportunities.

J.J. suggested inviting the researchers creating the ADDPC-funded economic report from the University of Massachusetts – Institute on Community Inclusion to speak to keep with the employment theme. The Council can't pay for speaker travel, but partner organizations like ACDL might be able to pay for speaker travel. J.J. also said if a legislative sponsor for any supported decision-making bill is selected by October, they could speak.

Scheduling a time for breakout table sessions where attendees discuss gaps that exist in Arizona's developmental disability service system could help with the 5-Year State Plan process.

## **F. Awards**

Possible options for emcees to host the awards portion were discussed. Jennifer Longdon, local broadcasters, J.J. Rico, Sarah Ruf were all suggestions made by the committee. Erica researched the awards nomination process used by similar organizations such as the City of Tempe Disability Awards and the Arizona Caregiver Coalition David Besst Award.

Tom Uno said three awards should be given out, each to honor a different person: a person with a disability, a professional and a policymaker. Sarah Ruf reminded the committee that they discussed honoring a family member at the March 6 meeting. The committee agreed to issue four awards in the four categories. The committee decided to use a nomination process that avoids conflict of interest by collecting nominations from members of the public, perhaps using a Google Form, that includes definitions of each category and eligible criteria. These awards will not be annual awards.

## **Item G. Next Steps**

The committee agreed to meeting again on Wednesday, May 15 at 9:30 a.m., two days before the next full Council meeting. The meeting agenda will be shared with enough time before hand to vote at the next meeting and it will be public.

## **Item H. Adjourn**

The committee unanimously voted to adjourn at 10:40 a.m.