



INTEGRATED EMPLOYMENT STANDING COMMITTEE

FINAL MINUTES

June 29, 2012

3:00 p.m. – 4:00 p.m.

Arizona Developmental Disabilities Planning Council
 1740 West Adams Street, Suite 201
 Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on June 29, 2012 at the ADDPC, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

John Black, Chair, Present
 Leslie Cohen, Teleconference
 David Cutty, Teleconference
 Karla Phillips, Teleconference
 Charles Ryan, Teleconference

Staff/Guests Present & Teleconference	Members Absent
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Larry Clausen, Executive Director, Teleconference
 Marcella Crane, Contracts Manager, Present
 Lani St. Cyr, Fiscal Manager, Present
 Michael Leyva, Contract/Grants Coordinator, Present

Matt McMahon

Linda Tasco, Director of Program Services, Division of Developmental Disabilities, DES, Teleconference

A. Call to Order:

John Black welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC) Integrated Employment Standing Committee Meeting. Meeting was called to order at 3:03 p.m.

B. Review of Integrated Employment Standing Committee Meeting Minutes

The Minutes from the April 10, 2012 Committee Meeting were reviewed with no changes.

- Motion to accept the Minutes made by David Cutty.
- Motion seconded by Charles Ryan.
- Motion carried.

C. Self-Employment Leads to Freedom Project

John Black provided a brief introduction and asked Michael Leyva to provide an overview of the **Self** Project.

ADDPC previously allocated funds for programs related to the three goals – Self Advocacy, Empowerment through Information and Community Integrated Employment. **Self** Project is in alignment with Goal 2 to advocate and expand capacity for community integrated employment.

ADDPC would like to allocate up to \$300,000 for the **Self** Project and views it as significant investment to create a comprehensive and sustainable self-employment program to reach individuals with developmental disabilities in all areas of the state.

ADDPC is faced with challenges regarding competitive employment. One of which is the lack of data regarding the the total number of individuals with developmental disabilities living with their families, in group homes, or participating in day treatment centers. Also, many individuals live in areas of Arizona where employment opportunities are not readily available. ADDPC wants to reach out to these individuals.

Leslie Cohen commented data is available regarding the number of individuals with developmental disabilities. Larry Clausen said 500 individuals were dropped by the DD program.

In response to these and other challenges vendor will be required to identify potential participants through DD/RSA and other programs and assist with recruitment of participants. **Self** will be a labor intensive project. The vendor will be required to set-up the program and provide instruction in a variety of settings. There will be significant costs associated with personnel and travel.

Karla Phillips asked how individuals participating in RSA will navigate through the system, and how can we make sure they are included. Leslie Cohen shared her knowledge of the VR process including eligibility, training, the wait list, individuals receiving SSI benefits.

Karla Phillips said she would like to see that policy changes occur in order for individuals to gain self-employment, as there are many obstacles and many agencies are involved.

There was further discussion regarding the RSA process. David Cutty said an individual participating in the Vocational Rehabilitation (VR) can apply and request a work plan that includes self-employment exploration.

John Black asked if there were any more comments or questions. No additional comments were made or questions asked and John asked for a motion to approve the *Self* Project with an amount up to \$300,000.

- A motion to approve the **Self** Project in the amount up to \$300,000 was made by David Cutty.
- Motion seconded by Charles Ryan.
- Motion carried.

D. Project SEARCH Renewal

Marcella Crane reviewed Project SEARCH and said the Project now in its 3rd year will be implemented in Maricopa County. Project SEARCH secured Medtronic, manufacturer of implantable microelectronic medical devices as a program partner. The renewal requested is \$42,866.

Project SEARCH will roll-out September 2012 with rotations for interns in the following departments:

- Manufacturing
- Packaging
- Administration
- Device Test Lab
- IT Support

John Black asked if there were any comments and/or questions. No comments were made or questions asked and he requested a motion to approve the Project SEARCH Renewal in the amount of \$43,756.

- A motion to approve the Project SEARCH Renewal in the amount of \$43,756 was made by Charles Ryan.
- Motion seconded by John Black.
- Motion carried.
- Leslie Cohen abstained.

E. State Employment Leadership Network Renewal

Michael Leyva gave an overview of the State Employment Leadership Network (SELN) and highlighted it was launched in July 2006 to support states in their efforts to increase integrated employment outcomes.

SELN is membership-based network of state developmental disability agencies committed to making changes in their service systems. It is a community of practice where members meet to connect, collaborate, and share information and lessons learned.

Prior to participating in SELN, the Division of Developmental Disabilities (DD) was not in a position to move forward with a statewide employment plan. DD is now creating a plan they can use and ADDPC and other agencies can complement and support the effort.

Membership year is July 1 through June 30 and states focus the work over 12 months based on a customized work plan. The requested renewal amount is \$17,500 beginning July 1, 2012. Continuing participation in SELN is important as it provides a forum for Arizona to:

- Dialogue on common questions or barriers to employment
- Share strategies that work
- Use data to guide daily systems management
- Inform federal and state policy

Linda Tasco joined by teleconference and highlighted the accomplishments of participation in SELN and indicated the SELN Project Team is focusing on 7 areas they would like to recommend:

1. Leadership
2. Strategic Goals & Operating Policies
3. Financing & Contracting Methodology
4. Training & Technical Assistance
5. Interagency Collaboration
6. Services and Service Innovations
7. Employment Performance Measurements, Quality Assurance and Program Oversight

The SELN Project Team will provide key findings and potential focus opportunities and will come up with a strategic action plan.

John Black asked if there were comments and/or questions. Since there were no comments or questions, he asked for a motion to approve the Statewide Employment Leadership Network renewal in the amount of \$17,500.

- Motion to accept the Statewide Employment Leadership Network renewal in the amount of \$17,500 was made by Karla Phillips.
- Motion was seconded by Charles Ryan.
- Motion carried.

F. Grant Review Process

Marcella Crane discussed the ADDPC's Grants and Procurement Management Policies and Procedures manual. The manual was created to guide the Council in awarding federal dollars allocated to the Council in alignment with both federal and state rules.

Certain sections of the manual were highlighted for the Committee Members so that they are aware of the process that is outlined for soliciting project ideas for Council approval and/or for their involvement in approving potential applications. Feedback is sought from the Committee in any of the sections of the manual.

G. Call to the Public

No public members were in attendance.

H. Meeting Schedule

John Black and Committee members agreed to cancel the July 10, 2012 scheduled meeting. The September 11, 2012 will be rescheduled and John requested Committee Members contact Michael Leyva with available meeting dates.

I. Adjourn

The meeting was adjourned at 3:52 pm.