



INTEGRATED EMPLOYMENT STANDING COMMITTEE
DRAFT MINUTES

Thursday, May 7, 2015

2:00 p.m. – 3:00 p.m.

Arizona Developmental Disabilities Planning Council
1740 West Adams Street, Suite 410, Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on May 7, 2015 at 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present were the following members of the Integrated Employment Standing Committee.

Members Present

John Black, Chair, In-person
Dave Cutty, Teleconference
Traci Gruenberger, Teleconference
Andrew Robinson, In-person
Charles Ryan, Teleconference
Melissa Van Hook, Teleconference

Guests/Staff Present	Members Absent
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Johanna Nelson, Partners in Brainstorms, In-person
Debra Pryor, Partners in Brainstorms, In-person
Linda Tasco, Division of Developmental Disabilities,
Teleconference
Lani St. Cyr, Fiscal Manager, In-person
Michael Leyva, Contract/Grants Coordinator, In-person

Renaldo Fowler
Matt McMahon
William McQueary

A. Call to Order

John Black indicated quorum was achieved and Meeting was called to order at 2:03 p.m.

B. Review of Integrated Employment Standing Committee Meeting Minutes

The Minutes from the September 5, 2014 Committee Meeting were reviewed.

- Motion to approve September 5, 2014 Meeting Minutes was made by Dave Cutty.
- Motion seconded by Traci Gruenberger.
- Motion carried.

C. State Employment Leadership Network (SELN)

Michael Leyva shared information on the Division of Developmental Disabilities (DDD) funding request for continued membership in the State Employment Leadership Network (SELN).

Discussion centered on DDD's prior year accomplishments and the value SELN membership provides. For the upcoming membership year, Committee Members requested DDD to utilize SELN to assist with developing strategies on key issues such as: successful transition; involvement of families; impact of Workforce Innovation & Opportunity Act (WIOA); establishing a successful Employment First program with measureable goals and outcomes; and improving data collection and reporting.

- Motion to approve DDD funding request for SELN annual membership in the amount of \$17,500 was made by Dave Cutty.
- Motion seconded by Melissa Van Hook.
- Motion carried unanimously.
- Standing Committee will forward recommendation to Executive Committee.

D. Employment First Strategic Plan Development

John Black provided background on the Employment First Strategic Plan Development. The Committee previously approved \$15,000 to develop a strategic plan. Over the course of 16 months, B.J. Tatro Consulting facilitated monthly and bi-monthly Core Team meetings to develop Employment First values, beliefs, and guiding principles. Core Team meetings held in January, February, and March 2015 resulted in additional consulting fees which exceeded the budget by \$2,775 for a total of \$17,775.

The draft of the Employment First Strategic Plan was released on April 29, 2015 for a 45-day public comment period. Measurable goals and timeline, and an action plan identifying stakeholder roles, responsibilities, and timeline will need to be added, which will require additional facilitation by B.J. Tatro Consulting.

John Black recommended an additional \$5,000 to finalize the Employment First Strategic Plan, to be expended as follows: \$2,775 for facilitation of the Core Team meetings held January, February, and March 2015; and \$2,225 (consulting fee of \$150 hourly x 14.83 hours) for facilitation of additional Core Team meetings to finalize the Employment First Strategic Plan.

- Motion to approve \$5,000 for completion of Employment First Strategic Plan was made by Dave Traci Gruenberger.
- Motion seconded by Charles Ryan.
- Motion carried unanimously.
- Standing Committee will forward recommendation to Executive Committee.

E. Improving Self-Employment Outcomes – Best Practices

Debra Pryor and Johanna Nelson of Partners in Brainstorms (PIB) presented their research and recommendations on entrepreneurship and self-employment as a viable strategy for increasing opportunities for individuals with developmental disabilities to participate in the labor force. PIB conducted a comprehensive approach to identifying models, programs, strategies, partners, resources, and services to improve self-employment outcomes for individuals with disabilities in Arizona.

Copy of presentation/report *Improving Self-Employment Outcomes – Best Practices, May 7, 2015* was made available to Integrated Employment Standing Committee Members.

F. Child Care Employment Program – Transition Planner Survey Results

Debra Pryor of Partners in Brainstorms (PIB) presented their research to determine interest among transition planners at high schools in Maricopa County for a Child Care Assistant Program for youth in transition. PIB presented findings on a possible Child Care Assistant Program which may create employment opportunities for youth and young adults by developing the knowledge base and skills necessary to be employed as staff members in Arizona's child care industry.

Copies of presentation/report *Presentation of Transition Planner Survey Results, May 7, 2015* and *Survey of Transition Planners Final Report – May 7, 2015* were made available to Integrated Employment Standing Committee Members.

G. Call to the Public

John Black requested a Call to the Public. No public members were present.

H. Adjourn

John Black called for a motion to adjourn the Meeting.

- Motion was made by Traci Gruenberger to adjourn.
- Motion seconded by John Black.
- Motion carried and the Meeting was adjourned at 3:17 p.m.

Dated this 7th Day of May, 2015