



**EXECUTIVE COMMITTEE**

June 30, 2015

10:30 A.M. – 11:45 A.M.

1740 West Adams Street, Suite 410, Phoenix, Arizona 85007

**DRAFT MINUTES**

An Executive Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on Tuesday, June 30, 2015 at the ADDPC Office, 1740 West Adams, Suite 410, and Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC:

**Members Present**

John Black, Acting Chairperson, Phone  
Melissa Van Hook  
Ray Morris

Tom Uno, Phone  
Andrew Robinson  
Monica Cooper, Phone

**Members Absent**

none

**Staff/Guests**

Larry Clausen, ADDPC  
Marcella Crane, ADDPC  
Lani St. Cyr, ADDPC  
Michael Leyva, ADDPC

**Guests**

Karen Kelsch

**A. Call to Order**

Acting Chairperson John Black welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Standing Committee meeting. The meeting was called to order at 10:32 A.M. Roll call and participant introductions were completed.

**B. Approval of Meeting Minutes**

The minutes from the May 13, 2015 Executive Committee meeting were reviewed.

- A motion was made by Monica Cooper to approve the May 13, 2015, Executive Committee Meeting Minutes.
- The motion was seconded by Melissa Van Hook.
- The motion carried.

**C. Direct Center for Independence Year 2 Renewal: Self-Advocacy, \$74,799**

Tom Uno & Lani St. Cyr provided an explanation of the Direct Center for Independence Self-Advocacy grant for Year 2 renewal. Over the past year the project has developed and supported 3 self-advocacy groups located in Pima and Santa Cruz counties, while leveraging resources from 2 Independent Living Centers and several school districts and state agencies. The created self-advocacy groups have been self-directed with a special emphasis placed on recruitment and nurturing of members. In the coming year of activities the grantee will focus on strengthening existing groups while continuing outreach into underserved areas to expand groups and will also concentrate on evaluating work completed and measurable outcomes.

- A motion was made by Tom Uno to approve funding for Year 2 Renewal of the Direct Center for Independence Self-Advocacy Project in the amount of \$74,799.
- The motion was seconded by John Black.
- The motion carried.

**D. Pilot Parents of Southern Arizona Year 5 Renewal: Project LEAP, \$55,000**

Discussion was held pertaining to the successes of Project LEAP, a scholarship program designed to support self-advocates in acquisition of new skills and knowledge empowering them to become more effective. The program allows applicants to submit requests for approval to attend community, state, regional and national training events and be reimbursed for tuition and when appropriate, travel expenses. In the past year, 118 applications were received from across 9 counties, many of them in rural, underserved areas of the state. Of these applications, 92 awards were granted for participation. In the coming 15 months, the project will complete its final renewal with continued focus on measuring outcomes and expanding outreach to underserved communities.

- A motion was made by Monica Cooper to approve the 5th Year Renewal for Project LEAP in the amount of \$55,000.
- The motion was seconded by Melissa Van Hook.
- The motion carried.

**E. Sonoran UCEDD Year 4 Renewal: Creating a Picture of Life, \$72,086**

Ray Morris shared information on this project which endeavors to assist youth with developmental disabilities aging out of foster care, in preparing for increased independence. Using Person Centered Planning and trained facilitators, the project works to increase capacity to find a safe & stable home, maximize self-determination and self-advocacy, frame a vision for the future, establish a support system to assist in decision-making, create an ongoing circle of natural/informal supports and facilitate employment exploration and opportunities. As the project moves into the final year of funding, special emphasis will be placed on supporting facilitators, following up with youth who've completed the program and measuring outcomes.

- Melissa Van Hook made a motion to approve funding in the amount of \$72,086 for Year 4 Renewal for the Creating a Picture of Life Project and also asked that personal narratives of youth served by the program be gathered (within the parameters of confidentiality) to illustrate meaningful outcomes.
- Monica Cooper seconded the motion.
- The motion carried.

**F. Institute for Human Development UCEDD Year 4 Renewal: PBIS Az Project, \$222,745**

Time was spent detailing the accomplishments of the PBIS Project which over the last 3 years has worked to enhance school climates by implementing Positive Behavior Interventions and Supports, an evidence-based, nationally accepted approach. As a result of increased use of PBIS, it's expected that dangerous and unsuccessful implementation of restraint and seclusion techniques to control maladaptive behavior can be greatly reduced and/or eliminated. Currently and with the collaboration of numerous partners, PBIS Az has provided funding to 4 pilot school districts, enabling individual schools to convert to the PBIS paradigm. In the coming year it's anticipated that funding will enable the project to expand to 36, the number of schools implementing PBIS while also issues of sustainability, development of training tools and maintenance of the PBIS website will be continued.

- Melissa Van Hook made a motion to approve funding for Year 4 of the PBIS Project in the amount of \$222,745.
- Andrew Robinson seconded the motion.
- Tom Uno abstained from discussion & voting due to a conflict of interest.
- The motion carried.

**G. Institute for Human Development UCEDD: Year 1 Webinar Services, \$14,726**

Discussion was held regarding the proposed project to provide webinar services to the ADDPC as part of its established communication plan. Over the last 5 years the Council has developed a broad array of content on various issues related to developmental disabilities but has had limited success in distributing information in a meaningful manner. Using the expertise of the Institute for Human Development (IHD) ADDPC seeks to facilitate up to 8 webinars on topics to be selected, hosting a maximum of 100 participants at each event.

- Melissa Van Hook made a motion to approve funding for 1<sup>st</sup> year funding for proposed webinar services in the amount of \$14,726.
- The motion was seconded by Andrew Robinson
- Tom Uno abstained from discussion & voting due to a conflict in interest.
- The motion carried.

#### **H. Tatro Consulting Services, \$20,000**

Services to be offered by Tatro Consulting Services were discussed as the contract draws to a close in 2016. Services to be offered will include assistance in development of the ADDPC 2016 State Plan, annual retreat planning and facilitation, community forums, focus groups and surveys and completion of tasks related to the Employment First initiative.

- A motion was made by Tom Uno to approve funding of Tatro Consulting Services in the amount of \$20,000
- Ray Morris seconded the motion.
- The motion was approved.

#### **I. ON Advertising, \$25,625**

The utilization of ON Advertising to fulfill specific outreach activities was discussed. Tasks funded over the next year will be related to reports, publications & collateral production and products related to exhibits/events. The contractor will also provide services in the area of "hard costs" which may include stationary, document racks, signs, exhibit banners, etc.

- Andrew Robinson made a motion to approve funding of ON Advertising in the amount of \$25,625 to support outreach activities.
- The motion was seconded by Tom Uno.
- The motion carried.

#### **J. Randstad Temporary Services: Paid Intern Program, \$15,000**

The paid internship program has been a useful program for the ADDPC by utilizing interns referred by the Interns in Action Program, operated through the Arizona Department of Administration. Interns are selected for their interest in working within state government, and specifically for the Council, willing to support its work in the area of disabilities. Interns typically serve 1-2 semesters while they are also earning college credits and work up to 20 hours per week maintaining ADDPC social media sites.

- A motion was made by Monica Cooper to continue funding Randstad Temporary Services in support of the Paid Intern Program in the amount of \$15,000 for the coming year.
- John Black seconded the motion.
- The motion carried.

**K. Call to the Public** A call to the public was made with no public present or responding.

#### **L. Adjournment**

- A motion was made by Andrew Robinson to adjourn the meeting.
- The motion was seconded by Monica Cooper
- The Executive Standing Committee adjourned at 11:44 A.M.