



INTEGRATED EMPLOYMENT STANDING COMMITTEE
DRAFT MINUTES

Tuesday, July 28, 2015
9:00 a.m. – 10:00 a.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 July 28, 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, guests, and Council staff.

Members Present

John Black, Chair, Teleconference
Dave Cutty, Teleconference
Renaldo Fowler, Teleconference
Bill McQueary, In-person
Andrew Robinson, In-person
Melissa Van Hook, In-person

Guests/Staff Present	Members Absent
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Dara Johnson, Program Development Officer,
Arizona Health Care Cost Containment System
Larry Clausen, Executive Director
Marcella Crane, Grants Manager
Michael Leyva, Contract/Grants Coordinator

Traci Gruenberger
Joyce Millard Hoie
Matt McMahan
Charles Ryan

A. Call to Order

John Black indicated quorum was achieved and Meeting was called to order at 9:05 a.m.

B. Review of Integrated Employment Standing Committee Meeting Minutes

The Minutes from the May 7, 2015 Committee Meeting were reviewed.

Bill McQueary inquired if copies of *Improving Self-Employment Outcomes, May 7, 2015 – Best Practices* and *Presentation of Transition Planner Survey Results and Survey of Transition Planner Final Report – May 7, 2015*, discussed at previous Committee meeting

are available. Council staff will provide electronic copies of Reports and will also mail printed copies to John Black, Dave Cutty, and Bill McQueary.

- Motion to approve May 7, 2015 Meeting Minutes was made by Melissa Van Hook.
- Motion seconded by Andrew Robinson.
- Motion carried.
- Dave Cutty abstained.

C. Work Incentive Information Network (WIIN)

Council staff shared information on the request for Year 4 funding for the Work Incentive Information Network (WIIN) project administered by Arizona Health Care Cost Containment System (AHCCCS) and included the following:

- Year 3 Activities, accomplishments and milestones;
- Priorities for Year 4 with a focus on building a sustainable infrastructure; and
- Budget proposal in the amount of \$62,439 for the period 10/1/15 – 9/30/2016.

Discussion centered on collection and reporting of demographic information and outcomes specifically: age of program participants; how many individuals make the transition from school into the workforce; list of individuals and organizations trained; is there a concern regarding the move of programs to AHCCCS; regional train the trainer sessions; analysis of tribal participation; data on Spanish speaking, underserved and non-traditional community participation. Council staff will work with Dara Johnson, AHCCCS, WIIN Project Director and WIIN staff and ensure specific discussion items are addressed, data and demographic information analyzed and reported to the Committee. In the interim, a list of individuals and organizations who participated in training sessions will be provided to Melissa Van Hook.

- Motion to approve Work Incentive Information Network (WIIN) Year 4 funding in the amount of \$62,439 was made by Dave Cutty.
- Motion seconded by Melissa Van Hook.
- Motion carried unanimously.
- Standing Committee will forward recommendation to Executive Committee.

D. Untapped Arizona

Council staff shared information on the request for Year 4 funding for the Untapped Arizona project administered by AHCCCS and included the following:

- Year 3 Accomplishments in the areas of Labor, Business, and Organization;
- Outputs and priorities for Year 4;
- Short-Term (Year 4) and Long-Term (Years 5-6) Outcomes;

Untapped Arizona (continued)

- Budget proposal in the amount of \$169,853.15 for the period 9/1/15 – 8/31/16; and
- GANTT chart for Year 4 identifying activities by Labor, Business, and Organization with projected dates of completion.

Discussion centered on budget item related to Business Services specifically how much will be allocated for grant and proposal writing; and support for the systems change project.

- Motion to approve Untapped Arizona Year 4 funding in the amount of \$169,863.15 was made by Melissa Van Hook.
- Motion seconded by Andrew Robinson.
- Motion carried.
- Renaldo Fowler abstained.
- Standing Committee will forward recommendation to Executive Committee.

E. Call to the Public

John Black requested a Call to the Public.

Dara Johnson thanked the Council for funding the two employment projects. The Work Incentive Information Network is producing good outcomes and will achieve sustainability upon completion of Year 4. Untapped Arizona has it President/CEO Ralph Serpico on board and the project is moving forward with planned activities and will achieve good outcomes.

F. Adjourn

John Black called for a motion to adjourn the Meeting.

- Motion was made by Dave Cutty to adjourn.
- Motion seconded by Bill McQueary.
- Motion carried and the Meeting was adjourned at 9:45 a.m.