ARIZONA DEVELOPMENTAL DISABILITIES PLANNING COUNCIL℠

GRANTS AND CONTRACTS COMMITTEE
Friday, March 23, 2018
10:30 A.M. – 11:30 A.M.
3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

MINUTES

The Grants and Contracts Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened Friday, March 23, 2018 at the ADDPC Office, 3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
Matthew Isiogu, Chairperson, Telephone	Tom Uno, Telephone
Cindy Findley, Telephone	Jamie Edgin, Telephone

Members Absent	
David Copins	Lori Masseur
Monica Cooper	

Staff	Guests
Erica McFadden, Executive Director Lani St. Cyr, Staff Marcella Crane, Staff	

A. Call to Order/Welcome

Chairperson Matthew Isiogu welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Grants and Contracts Committee meeting. The meeting was called to order at 10:30 A.M. Roll call and participant introductions were completed.

B. Minutes from February 23, 2018

Chairperson Matthew Isiogu asked members if they had a chance to review the minutes and if there were any changes. Matthew asked for a motion to accept the minutes as written. Motion was made by Jamie Edgin; seconded by Tom Uno. The motion carried.

C. Self-Advocacy Contract Renewal Update

Marcella Crane provided an update on the renewal process for the current self-advocacy contracts. The renewal application letter is being drafted for grantees in good standing (Native American Disability Law Center and Spina Bifida Association of Arizona). The application will require: a summary of current contract accomplishments, ways in which the project will continue/expand in the second year and will allow budgets to be at level funding.

Staff has met with Diverse Ability Incorporated regarding the status of their current contract and requested an amendment to adjust the outcomes based on the barriers the project has faced in the first year. The amendment will be reviewed at the next Grants meeting to determine how the Council will move forward with the project. No action was taken on this item.

D. Cochise County RFGA Clarification Review

Matthew Isiogu gave a listing of the documents included as part of the Community Options 'Meaningful Day' proposal and clarification. While some members reviewed the documents, Marcella Crane reminded the Committee of the areas identified for clarification and the process she took to get the responses. She expressed concern that she was unable to get responses from the person who would serve as the project lead in Arizona and had to reach out to the corporate office in New Jersey to get the clarification. It was stated that the project lead was sick, but has never responded to the request. The Committee members expressed concern with the lack of response.

There was further discussion regarding the fact that the 'Meaningful Day' curriculum is currently not available in Spanish. Community Options stated they would be willing to translate the document, however, the time and cost of creating an accurate and culturally appropriate translation would be substantial. The Committee had further discussion about the limitations of the proposal/clarifications and determined the responses did not address the concerns in a way that would support Council funding of the project.

The Committee then had a conversation on how the Council can make projects work in unserved/underserved areas of the state and how to address the barriers that have already been identified. There was discussion around targeted marketing and having projects driven by the local municipalities in these locations to help with inclusion in these areas. It was expressed that future follow-up will need to be done in Cochise County to explain what happened with this solicitation and how things can be done differently in the future to have better success. It was proposed that future solicitations be opened up to additional unserved/underserved communities, so results do not rely solely on one community. Finally, collaboration and leveraging funds with other grant making entities was discussed.

Matthew Isiogu suggested a motion be made to not fund the Community Options 'Meaningful Day' proposal due to the clarification not addressing the concerns of the Committee. Motion was made by Jamie Edgin; seconded by Cindy Findley. The motion carried.

E. Adjourn

Chairperson Matthew Isiogu called for a motion to adjourn the meeting. Motion was made by Tom Uno; seconded by Jamie Edgin. The motion carried, meeting adjourned at 11:07 AM.

DRAFT

Dated this 23rd day of March, 2018
Arizona Developmental Disabilities Planning Council