



**EXECUTIVE COMMITTEE**

Friday, September 16, 2022

9:00 AM – 10:30 AM

3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

**MINUTES**

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened virtually September 16, 2022, notice having been duly given. Present and absent were the following members of the ADDPC.

<b>Members Present</b>
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Melissa Van Hook, Chairperson  
Monica Cooper  
James Rivera

J.J. Rico, Vice Chair  
Mary Slaughter

<b>Members Absent</b>
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Kelly Roberts

<b>Staff</b>	<b>Guests</b>
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Jon Meyers, Executive Director  
Marcella Crane, Grants Manager  
Steve Freeman, Director of Communications  
Michael Leyva, Contracts & Grants Coordinator  
Jason Snead, Research & Communications Specialist  
Lani St. Cyr, Fiscal Manager

Marlene Marquez, ASU student  
Boi Nyoc Thai, ASU student

**A. Call to Order/Welcome:**

Chairperson Melissa Van Hook welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Committee meeting. The meeting was called to order at 9:12 AM. Roll call and participant introductions were completed.

**B. Minutes from June 23, 2022, Meeting:**

Chairperson Melissa Van Hook gave several corrections to the minutes and asked that they be updated and reposted. She then asked for a motion to accept the minutes, as

corrected, from June's Executive Committee meeting. The motion was made by Mary Slaughter, seconded by Monica Cooper. The motion carried.

**C. Fiscal/Contract Update:**

Lani St. Cyr gave the ADDPC Financial Update and explained the Council has approximately \$6,600 in FY 2020 funds remaining to be spent. The Administration for Community Living (ACL) has provided a one-time no cost extension for FY 2020 funds. Under this directive the obligation and project periods have been extended through September 30, 2022. The liquidation of funds and final reports will need to be completed by December 31, 2022.

The Council has received the full allotment for FY 2021, in the amount of \$1,500,930 and has received a reallocation of FY 2021 funds from Puerto Rico in the amount of \$34,412, bringing the Council's total funding for FY 2021 to \$1,535,342.

The Council's FY21 award amount is fully obligated and has met the September 2022 deadline. However, ACL has offered a one-year no cost extension for FY 2021 funds and the Council staff has submitted a letter requesting this extension. This extension will make the new obligation and project period through September 30, 2023, allowing an additional year for the work awarded with the obligated funds to be completed. The Council will have until December 31, 2023, to liquidate FY 2021 funds. Approximately \$312,814 remains to be liquidated.

The Council has received the full allotment for FY 2022 in the amount of \$1,500,930, which is the amount previously estimated. This is level to FY 2021 funding excluding the Puerto Rico reallocation. The obligation and project period are through September 30, 2023, with the liquidation of funds through September 30, 2024.

Next, an update was given on the additional awards the Council has received.

First, the Council received \$84,288 for projects specific to COVID-19 Vaccine Hesitancy. These funds are being tracked and reported on separately. ACL has also granted a one-year no cost extension for these funds, which the staff submitted a letter requesting. With the extension, the funds must be obligated, and work completed, by September 30, 2023. To date the Council has spent \$28,764 and has encumbered \$7,970 through September 30, 2022. The remaining balance of the award will be used in partnership with NAU/IHD on a project to better understand the lived experiences of people with disabilities throughout the pandemic including barriers to health services such as awareness and access to the COVID-19 vaccine.

The Council received an additional award in the amount of \$95,319 to expand the Public Health Workforce within the Disability Network. The funds will also be tracked and reported on separately. The obligation and project period is through September 30, 2024. Currently there is not a project in place for these funds, but discussions have been underway.

Next, the Council Funded Projects sheet was reviewed. The Committee was informed that the City of Nogales Parks & Recreation project had been removed. The original contract

start date was October 1, 2020, and after many contract extensions and conversations, the work still had not started and could not be completed within a reasonable timeframe.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. The three renewal projects and the two RFGAs were highlighted and budgeted for. However, the Vocational Rehabilitation Research project is for \$90,000 which is over the \$75,000 originally budgeted. Also, this sheet did not show the Communities at the Center proposal submitted by the Center for the Future of Arizona, as it was only recently added to the FY 2023 workplan it had not been previously budgeted for. This sheet will have further updates for the Full Council meeting later this month to reflect the projects outlined in the FY 2023 Workplan.

**D. Executive Director Report:  
Council vacancies:**

Jon has been in communication with the Governor's Office of Boards and Commissions to renew several council members whose term was up, and fill several vacancies including a representative from DAAS, AZ Department of Health Services, and a self-advocate. The three new Council members are awaiting approval by the Governor, and once that is approved, our office will receive an updated Council list. This should happen by the full Council meeting in November 2022.

**State Plan 2022 – 2026 Federal Feedback:**

As previously stated, ACL provided Councils feedback on the five-year plan that was submitted last year. Staff addressed each of the issues ACL Identified and submitted updated Work Plans for FFY 22 and 23. At the November full Council meeting, staff will discuss the changes made to the Work Plan activities. Regarding Programmatic Progress Reports for FFY 2020 & 2021, Jon stated that we are still waiting for feedback on both PPRs, which were submitted on February 28. It will take time, as there are only two staff conducting the reviews.

**COVID-19 Hesitancy and Public Health Workforce Development special funding updates:**

Work utilizing grant funds from the CDC to address Covid-19 vaccine hesitancy is being undertaken by Michele Thorne and Michelle Jacquez. Jon thanked Jason Snead and Steve Freeman for their work to reissue a survey of parents and caregivers related to pediatric vaccine acceptance/hesitancy that so far has received approximately 2,500 responses. The data is being analyzed and a report will be issued in October. There are approximately \$45k funds left to use by September 30, 2023, and those funds will be routed to NAU/IHD for additional work. A contract will be in place by October 1, 2022, for their work to begin.

The Covid-19 Public Health Workforce Development funds will address the lived experience of the aging population with I/DD. Work will be undertaken by University of

Arizona School of Public Health and the Western Arizona Health Equity Collaborative. Jon stated a scope of work will be developed for specific work and deliverables.

**Creating a Successful Path: Employment and Transition Webinars:**

Jon thanked Michael Leyva for the 6 Employment Webinars that took place over the last several months. Jon also thanked the DD Network partners, the Arizona APSE chapter and Council members who have been speakers. More than 525 individuals attended a webinar, and each are posted on the ADDPC's YouTube channel. To date, 106 post webinar surveys have been collected and the analysis of the data will be shared with Council members.

**Hybrid meeting format – Full Council meeting (2023):**

Jon has spoken to our Chair, Melissa Van Hook, and agreed that starting in 2023, the full Council meetings will be scheduled in a hybrid format. Council members will be encouraged to attend the meetings in person, but a video link also will be provided for those who feel more comfortable attending online. More information will be provided once we're close to scheduling those meetings.

**E. Grants Review:**

**1. Grant renewal**

**\* *Arizona Center for Disability Law: Special Education Advocacy Program Year 2***

Lani St. Cyr summarized the second-year renewal proposal for the Special Education Advocacy Project (SEAP) submitted by the Arizona Center for Disability Law (ACDL). The purpose of ACDL's SEAP is to address the gaps and needs of students with I/DD along with their families and caregivers as well as to understand their rights in the special education system. SEAP will continue to provide technical assistance and resources to the target group, giving priority to youth in foster care and/or the juvenile justice system, as well as those impacted by the Covid-19 pandemic. By the end of the second year of funding, ACDL will provide basic technical assistance to up to 50 individuals, and complex technical assistance to 15 individuals. Staff at ACDL will also provide 8 trainings to various groups on Special Education Advocacy. Multiple partners in the community support SEAP, including the state agencies of the Department of Education (ADE), Department of Child Safety, and the Administrative Office of the Courts.

The Grants Committee wanted to ensure that the Council's funding would not be supplanting funding or work already potentially being done by ADE in providing special education training or technical assistance to students with developmental disabilities. The staff reached out to ACDL for clarification on this and they replied that the work would not be duplicative of any work being done by ADE. Their full response is included in the renewal application for Council members to review. The clarification was sent to the Grants Committee members for their review and comment and there have been no further concerns or clarification raised.

Melissa Van Hook stated that she is aware of calls by parents of children with autism that they are not receiving special education services and wanted to know how SEAP can

address this concern. J.J. Rico stated that this grant is for specific target areas and that he would be glad to have further conversation with Melissa to find out if the concern she is hearing is from certain school districts and if the Arizona Department of Education can address some of these parental concerns. J.J. also stated that in the second year, staff plans to make more face-to-face meetings and trainings now that some of the Covid-19 restrictions have lifted. No other questions were asked by the Executive Committee members.

**\* *University of Arizona-Sonoran UCEDD: Native Disability Center Year 2***

Lani St. Cyr summarized the second-year renewal proposal for the Native Disability Center (“Native Center”) submitted by the Sonoran UCEDD. The overall focus of the Native Center is to increase knowledge, access, and use of culturally responsive disability services and supports that assist Tribal members with disabilities and their families to achieve their desired outcomes. The Native Center is available to the 22 reservation communities and off reservation urban communities with significant Native American populations. The Center will provide on-site and virtual trainings, continuing education, workshops and provide a hub for Tribal partners that want to improve services for Tribal members with disabilities. The major outcomes are the establishment of the Center, enhancement of trainings and support for Tribal members with disabilities, and an infrastructure foundation for future sustainable collaborative partnerships and program development.

During the first year of funding, many accomplishments were tracked, however the key successes of the project include the creation of the Native Center at the Sonoran UCEDD; resources developed and establishing contacts with the Native American tribal communities in Arizona; conducting 4 Talking Circles; hiring of the Native Center Executive Director, Christi Kelly, who is Navajo; conducting 4 webinars to date; and conducting Staff Development and Training by the project consultant as an introduction of the new Native Center’s presence within the Sonoran Center and addressed “Indian 101” cultural and disability issues. In house training will continue to increase effectiveness of other Center programs that may work with Tribal members with disabilities.

In year 2, the Sonoran UCEDD will continue to implement the Native Center by maintaining and expanding the current work undertaken in year 1 and they will focus on 4 Key Objectives:

1. Provide employment-related information, resources, and training to individuals with disabilities, their families, and tribal disability service providers (this is the Targeted Disparity Objective the Council is required to work on). The Sonoran UCEDD will conduct 2 webinars. The first webinar will be on employment programs and resources available in AZ for tribal members with disabilities. The second webinar will teach how to prepare for employment if you have a disability. They also plan to meet with the Navajo Nation to develop work-based learning tools (later in September).
2. Increase access to services related to disability through acting as a center for information, partnerships, and collaborations with disability, education, and Vocational Rehabilitation service providers around AZ and in proximity to Tribal communities. This

will mostly be accomplished by developing a model for “Decolonizing Disability”. This model is based upon the Native belief all people are born with gifts and strengths as well as the acceptance of colonization as a destructive force in the lives of Native individuals.

3. Further outreach efforts to tribal communities, tribal groups and organizations and partners that work with individuals with disabilities in tribal communities. This will include creating a Tribal listserv to disseminate information and will include partners, collaborators, tribal organizations individuals, families and other groups that work with tribal individuals with disabilities. They also plan to create 8 newsletters, provide presentations, webinars, and training to tribal communities, and conduct 3 Talking Circles.
4. Develop a Tribal Community Advisory Committee for the Native Center for ongoing feedback regarding needs, barriers to accessing resources, and increasing knowledge related to the disability services for tribal communities. The committee will be made up of Tribal individuals with disabilities, and family members. They will provide feedback on the Native Center related to information sharing and will meet at least quarterly. Meetings will be held on Zoom.

Also, new curriculum development for ongoing university coursework and community training/continuing education opportunities will occur in the second year by the new Disability Center Director. She will be working to develop a course with the UA School of Family & Community Medicine and cross list it with Native American Studies department. Also, the Sonoran UCEDD is building continuing education opportunities, by developing a dashboard where a menu of professional development courses is available including courses on culturally responsive Native disability services. No questions were asked by the Executive Committee members.

**\* Southwest Institute for Families and Children: Supported Decision-Making Year 5**  
Lani St. Cyr summarized the Supported Decision-Making (SDM) renewal proposal, explaining that over the last four years, Southwest Institute for Families and Children (SWI) has worked with its partners, The Arc of Arizona and the Arizona Center for Disability Law, and a steering committee to create greater awareness of SDM in Arizona. This has included conducting outreach and training to 122 people, including those with I/DD, families and caregivers, social service providers, and relevant stakeholders.

In the fifth year, SWI proposed to work on passing legislation recognizing SDM by working with their partners as well as self-advocates to create presentations, disseminate flyers, and meet with and educate legislators. They also plan on continuing trainings and the SDM Academy. The steering committee plans on meeting quarterly and they also plan on doing continued outreach including in rural areas in Yavapai and Mohave Counties.

The importance of SDM and the need for it in the community is recognized in the Council’s Work Plan, but we also want to make sure the projects the Council funds can provide the best possible outcomes. As an option to consider, the staff may release another

competitive solicitation to see what other organizations may be interested in applying and the approach they would take.

While the staff appreciates the work that has been done to date and the challenges SWI has faced in Year 4, there are concerns with the overall reach and effectiveness of what has been accomplished so far and the future outcomes based on what is being proposed in year 5 for this project. Typically, staff reaches out to grantees for clarifications regarding questions or concerns with their proposals before presenting them to the committee, however, in this case, staff sought feedback from the Grants Committee first, as we did not feel the proposal merited clarifications.

During the Grants Committee, members discussed how best to proceed with this proposal. There were suggestions for both mentorship and corrective action but given this would be the fifth year for this project and, given the challenges faced and already addressed by staff over the prior years, as well as the lack of outreach and capacity of the organization to carry out the work in a fifth year, it was determined not to go this route. It was determined that a new competitive solicitation should be released that better outlines what the Council would like to accomplish with SDM. This would not exclude SWI from applying but it would also allow other applicants to put forth an application for the Council to consider.

Melissa Van Hook thanked staff for their oversight of the project and asked what more needs to be done with SDM as it's part of the Council's Work Plan. J.J. Rico stated it's important to continue the work and support for the legislation in the upcoming legislative session if Representative Longden sponsors a bill. J.J. asked if SDM can be a part of the Legal Options Manual but feels strongly that there should be an increase in the number of SDM plans for families to use. Jon Meyers stated that Arizona needs to pass legislation and is hopeful that it can happen in Arizona. He also stated that there is an opportunity to make changes to the scope of work and further refine the outcomes the Council should obtain when a new competitive solicitation is released. Mary Slaughter stated that SDM fits nicely with individuals with I/DD who are aging and need a SDM team-based approach to their care. The Executive Committee affirmed the decision of the Grants committee.

## **2. New grant approvals**

### **\* *University of Arizona-Sonoran UCEDD: Refugee Research Project***

Lani St. Cyr gave an overview of the Refugees with I/DD Research proposal submitted by the University of Arizona - Sonoran UCEDD. The goal of this project is to research agency and legislative policies related to supporting refugees with intellectual and developmental disabilities (I/DD), and to understand the lived experiences of refugees who interact with agencies and organizations or have had challenges accessing services.

The populations of interest are refugees with disabilities with a focus on Tucson and Phoenix, the primary resettlement areas, and the policy surveillance will focus on Arizona agencies and United States-wide policies related to refugees with disabilities. To gain information about the lived experience of refugees in Arizona, the Sonoran UCEDD will conduct research with refugee resettlement agencies and ethnic-based community organizations in Tucson and Phoenix. The research team is prepared to conduct interviews in 11 languages.

Project activities include the following: 1. Establish a Community Advisory Board to facilitate outreach, assist with data collection, and oversight in regular meetings throughout the year; 2. Engage the Advisory Board and their networks in Group Concept Mapping to identify issues related to accessing disability services for refugees; 3. Learn from refugees with lived experiences about their challenges accessing disability services, successful service connections and opportunities for improvement; 4. Conduct policy surveillance at the Arizona agency level and the legislative policies across the U.S. to describe processes, gaps, and best practices for full inclusion of refugees in disability services.

These project activities will result in the following deliverables: 1. Final Comprehensive Project Report with Executive Summary; 2. Executive Summary in plain language with language translation (based on the languages of the interviewees); and 3. Specific issue briefs, as necessary. Deliverables will be disseminated to the ADDPC, and in-peer reviewed journals, for example policy and health journals. No questions were asked by the Executive Committee members.

**\* *University of Massachusetts Boston-Institute for Community Inclusion: Research on Vocational Rehabilitation Policies and Programs***

Lani St. Cyr detailed the proposal to conduct a comprehensive review and analysis of Arizona's Rehabilitation Services (i.e., the state's vocational rehabilitation (VR)) program regarding its strengths and barriers assisting transition-aged youth with I/DD achieving successful employment outcomes. This proposal was submitted by the Institute for Community Inclusion (ICI) at the University of Massachusetts Boston (UMASS).

The proposed work plan will develop a report detailing the impact of Arizona's VR program on employment of transition-aged youth with disabilities. Using interviews and surveys with former and current VR staff, clients, and other state agencies and stakeholders the report will also identify why disparities in outcomes exist across different populations, successful practices, and barriers to improving employment outcomes for youth with I/DD. This information, in conjunction with a review of a national level best practices, will be used to inform recommendations to improve Arizona's VR system. UMASS would be working with the Council's Meaningful Careers committee and Kristen Mackey of Arizona's Rehabilitation Services Administration throughout the research to determine what would follow.

Deliverables from this research includes a final report and recommendations that include an analysis of AZ's current employment and services outcomes for transition-age youth with I/DD a Summary of surveys of VR services in AZ for transition-aged youth; and an Executive Summary report in plain language. UMASS will provide a presentation of their findings to the Council. No questions were asked by the Executive Committee members.

**\* *Arizona State University-Center for the Future of Arizona: Raising Expectations/Communities at the Center***

ASU's The Center for the Future of Arizona (CFA), in partnership with Arizona Town Hall, proposes a community engagement project designed to bring visibility, spark dialogue, and motivate action to ensure more successful transition of young people with disabilities,



driven by their dreams, desires, and strengths, that lead them into postsecondary education and career pathways.

CFA proposes a community engagement project that will bring trusted data to inform and prompt dialogue around issues impacting the transition of young people with disabilities into postsecondary education and career success; engage cross-sector leaders to understand the challenges in and opportunities for advancing equitable access and surface opportunities for action; amplify the voices of young people with disabilities themselves, and their families, in generating solutions with a focus on starting the conversation at earlier ages; and identify areas of opportunity where CFA, Arizona Town Hall, ADDPC and others could partner to support priorities, whether through additional data, engagement, or resources.

CFA will build the foundation for collective impact through the following strategies:

1. Data: CFA will develop a background one-pager highlighting challenges and opportunities with the transition of young people with disabilities into postsecondary education and career mobility, drawing upon data from the Arizona Progress Meter, a set of vetted and reliable data that can help frame conversations and prompt action.
2. Dialogue: CFA will partner with Arizona Town Hall given their track record and deep experience in facilitating community dialogue and generating key takeaways and recommendations. Together they will:
  - Host a series of 3-4 Community Conversations (held in-person or in some cases virtually) with key stakeholder groups, educators, parents with young children with disabilities, parents, and caregivers of elementary and middle school aged children, in metro areas as well as Flagstaff and rural communities.
  - Convene, drawing upon the learning of the first listening sessions, a collaborative-cross-sector gathering that will share out the early learnings, engage in dialogue across perspectives about challenges and opportunities, and crystalize key takeaways and opportunities for action.

CFA will also facilitate polling and post-conversation surveys that deepen the understanding of the concerns, priorities, and opportunities for action that emerge from these conversations.

3. Action: CFA will develop an action-oriented final report to communicate the findings with a long shelf-life. This will capture the data, Community Conversations themes and stories to bring more voices and perspectives to the issue, and potential areas of action where partners come together to advance solutions.

By funding this project, the ADDPC will address the following outcomes: Bring visibility and attention to the critical issues of supporting young people with disabilities in successfully transitioning into postsecondary education and careers; identify and deliver data that can elevate the importance of these issues to broader dialogue; ensure more educators, employers, youth with disabilities, and parents/caregivers see new possibilities for the

potential of young people with disabilities and understand their success as critical to our collective success; and develop a final report that would highlight opportunities for action and position the work for longer-term impact.

Melissa wanted to emphasize that this project is to begin a cultural shift in how families, schools, providers, and others see children with I/DD as not having any potential in life and to break the pattern of assuming their lives will be full of barriers instead of focusing on their strengths and their child's potential. This is a conversation for everyone to have at an earlier age so that everyone is a part of "Raising Expectations". No other comments were provided.

**H. Announcements:**

J.J. Rico announced that new legislation was recently passed for DD monitoring of group homes that oversee the complex needs of individuals with disabilities. There are over 500 group homes in Arizona and estimated 1,000 complaints received. The Arizona Center for Disability Law is charged with monitoring these group homes and addressing the complaints filed. This work will begin in January 2023 and the ACDL will be hiring an additional ten staff to help oversee the work. ACDL will also be providing information out to families on how they file a complaint and how that process works, as well as convening a work group to ensure the right questions are being asked and what is being monitored is impactful and resulting in change.

**I. Call to the Public:**

ASU student Marlene Marquez asked how funded projects lead to legislative change. Jon Meyers stated that the Council is prohibited from lobbying, but we are mandated to advocate and educate others for change. This includes educating legislators on a particular issue that may come up during the legislative session.

**J. Adjourn:**

The meeting adjourned at 10:33 AM.

Dated this 19<sup>th</sup> day of September 2022  
Arizona Developmental Disabilities Planning Council