



**EXECUTIVE COMMITTEE/ DRAFT**

Friday, September 13, 2019 / Updated 11-14-19  
10:30 A.M. – 12:00 P.M.

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

**MINUTES**

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened Friday, September 13, 2019 at the ADDPC Office, 3839 North 3<sup>rd</sup> Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present and absent were the following members of the ADDPC.

<b>Members Present</b>
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John Black, Chairperson, In person	Melissa Van Hook, Vice-Chair, Telephone
Monica Cooper, Telephone	Jason Snead, Telephone
Matthew Isiogu, Telephone	Scott Lindbloom, Telephone
J.J. Rico, Telephone	

<b>Members Absent</b>
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<b>Staff</b>	<b>Guests</b>
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Erica McFadden, Executive Director, Telephone	Kelly Ramella, ASU
Lani St. Cyr, Staff	
Marcella Crane, Staff	
Michael Leyva, Staff	
Sarah Ruf, Staff	
Julie Whitaker, Staff	

**A. Call to Order/Welcome**

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

**B. Minutes from June 26, 2019**

Chairperson John Black asked members if they had a chance to review the minutes and if there were any changes. Two changes were requested by Melissa Van Hook. Changes were notated and will be made. John asked for a motion to accept the minutes with the requested changes. Motion was made by Jason Snead; seconded by Scott Lindbloom. The motion carried.

**C. Fiscal/Contract Update**

Lani St. Cyr gave an overview of three financial documents. The ADDPC Financial Update showed there is a little under \$8,000 in FY 2017 funds to liquidate by the end of September. It showed FY 2018 funds were fully obligated and there is approximately \$756,800 to be liquidated by September 30, 2020. The award amount for FY 2019 increased by \$39,974 from \$1,443,070 to \$1,483,044 due to a \$2 million re-allotment from Puerto Rico. This leaves approximately \$845,000 in FY 2019 funds to be obligated by September 2020.

The Council Funded Project document showed there are 13 new contracts based on what was voted on at the June meetings. The contracts consisted of three self-advocacy projects: participatory budgeting through ASU; leadership training through Native American Disability Law Center and leadership training through Arizona Peer and Family Coalition. Two employment projects: employment training program through Beacon Group and transition research through Sonoran UCEDD. Two inclusion projects: sex abuse research through Improvement Assurance Group and inclusive recreation through ASU. Finally, six different conference sponsorships were also funded.

Finally, the Budget Recommendation document showed items to be funded in the next year with FY 2018, 2019, and 2020 funds. The Transition in Action Clinic project has moved under the Self-Advocacy goal instead of under Employment and the Community Options self-advocacy training project has been added to the budget with renewal funding as well. It was noted the FY 2020 amount was only an estimate, as Councils have not been notified of award amounts. There was further discussion regarding federal level communication on FY 2020 award funding and J.J. Rico offered to share any funding information received as the Protection and Advocacy grantee under the award. No action was taken on this item.

**D. Grants Committee Approvals**

**Renewals: City of Tempe and Southwest Institute for Families**

Marcella Crane gave an overview of the two grant applications that applied for year 2 funding, City of Tempe and Southwest Institute for Families. Both were discussed separately and questions were addressed by staff. 1. The City of Tempe's BEST program is requesting \$124,731, to change the city's inclusion culture and language competency and create a municipal model that can be shared and replicated by other cities.

In the first year, Tempe has been able to change and enhance their hiring policies to be more inclusive. City departments have agreed to provide in-kind supports and to explore strategies for hiring. The City has also formed multiple new community partnerships and strengthened existing ones. To date there are 17 applicants classified as either active or in process with the program, four of which are in the interview process.

In the second year, the BEST program would like to: increase the applicant pool to 20 or more, hire at least 6 applicants, request four City paid positions, develop materials in Spanish, and share the program with other municipalities, agencies and others. They will hold a "Disability

Inclusion Listening Session”, to get feedback from the public, partners and staff on how to be more inclusive. They are also planning two Public Works Apprenticeship opportunities in fleet management and solid waste. Surveys will be created and sent to the supervisors and support agencies within the BEST program. The City of Tempe has become Arizona’s First Employment city and it is with anticipation that this program can be replicated within other Arizona communities.

Marcella Crane gave an overview of Southwest Institute for Families (SWI) collaboration with the Arizona Center for Disability Law (ACDL) and the Arc of Arizona to address Supported Decision Making. The amount requested for year 2 is \$59,243.

SWI has developed a two-year strategic plan, established and convened an advisory committee to provide input and guidance on project objectives. They have conducted forums and interviews of individuals with I/DD, families, caregivers, and other stakeholders to discuss concerns about supported decision making and the use of legal guardianships and drafted a White Paper on the findings. The white paper is expected to be delivered to the ADDPC by September 30, 2019. They have created three separate curriculum teaching Supported Decision Making geared towards: individuals with I/DD, their families and caregivers; social service providers, educators and medical providers; and legal professionals and will include legal education credits. Finally, they have had discussions with key Arizona Legislators to begin drafting legislation and seek key sponsors for the upcoming 2020 legislative session.

In year two they plan on finalizing the strategic plan, seeking additional sources of funding to support the project, and conducting six trainings to educate the public about Supported Decision Making. There will be two in-person trainings conducted in three locations (Flagstaff, Phoenix, and Tucson) and they will use the curriculum developed in the first year. They will also develop online versions of the curriculum using short videos and educate Arizona legislators to pass legislation recognizing support for Supported Decision Making as a less restrictive alternative to guardianship.

Members of the committee asked minor clarification questions but gave their full support for continued funding of both projects. Three committee members stated they would abstained from voting due to their ties to ACDL and their names are recorded for the minutes: J.J. Rico, Jason Snead, and Scott Lindbloom.

Chairperson John Black called for a motion to approve the renewal applications for the City of Tempe and for Southwest Institute for Families, both applying for Year 2. With the abstentions notated for the minutes, the motion was made by Monica Cooper; seconded by John Black. The motion carried.

### **New Proposals**

#### **NAU/IHD: Post-Secondary/Coconino Community College Project; Requested Amount \$99,996**

NAU was the only proposal received under the competitive RFGA for a Think College model program and was not evaluated by an outside committee. The Grants committee determined that further clarification was needed before a final vote could be taken and had several clarifications for Kelly Roberts, UCEDD Director at NAU/IHD.

Marcella Crane stated this proposal was developed from a model program at the University of Hawaii and would be adjusted to fit the inclusive setting Coconino Community College would offer and utilize the resources already available. The long-term goal of this project is to establish a sustainable program that supports students with intellectual and developmental disabilities to attend and succeed in post-secondary education, leading to attainment of a meaningful credential and/or diploma and improved employment and independent living outcomes. Each student would identify their own educational attainments and would be matched with a peer.

It was mentioned the project would influence more than the four individuals with I/DD going through the program, but over 200 (approx. 206) including faculty, staff and mentors would be exposed to the project. There was further discussion around the peer mentoring portion of the proposal, the budget and where costs were identified, and NAU was providing matching dollars.

Chairperson John Black called for a motion to approve the NAU's applications for the Think College project, year 1 for \$99,996. The motion was made by Matthew Isiogu; seconded by Melissa Van Hook. The motion carried.

#### **City of Nogales: Recreation Project – Playground Updates; Requested Amount \$27,000**

The City of Nogales Parks and Recreation applied under the grant solicitation Recreation and their unique proposal garnered support by both staff and the evaluation committee. They are requesting funds to update a community park that was built in 1981 to be ADA compliant and to enhance and install playground equipment that is accessible for individuals with disabilities. All the funds used are approved under the OMB equipment limit and are considered supplies. Various playground equipment (for purposes of this grant, costs are less than \$5,000) include rubber ground cover, playground shade, large adaptive shades, large wheelchair swings, an accessible sensorial education station, multidirectional ramps and wide arched bridges with railings. Other key points that were made is the large community support and the City of Nogales is seeking financial support from the other sources that will culminate in over \$1 million dollars to update this park.

Due to the larger scope and multiple phases of the project, we have left the contract period to be determined. For both 2019 and 2020 funds, the work must be completed by September 30, 2021. Currently, the city anticipates purchasing the equipment by September 2020 and for the installation to be completed between July-December 2021.

They hope to have the final design plans done and presented to their city council by March/April 2020 and they feel confident the purchase and liquidation of the grant dollars can occur by September 30, 2021. Due to the planning schedule by the City of Nogales, ADDPC staff spoke with our federal technical assistance, and they stated they would consider the purchase of the equipment to be the completion of the project and would expect continued monitoring and reporting until the installation is complete.

Chairperson John Black called for a motion to approve the City of Nogales application for the recreation/playground project, for \$27,000. The motion was made by J.J. Rico; seconded by Monica Cooper. The motion carried.

**NAU/IHD: Recreation Project – Adaptive Skiing Project; Requested Amount \$146,093**

NAU/IHD applied under the Recreation RFGA, seeking \$146,093 in grant funds to partner with Northern Arizona Adaptive Sports Association (NAASA) to provide an adaptive alpine skiing and snowboarding program to 100 individuals to participate during the 2019-2020 ski season at Snowbowl. Costs included in the budget is to cover the purchase of the accessible ski equipment, rental, lift ticket and adaptive lesson, as well as a travel stipend to Snowbowl. Costs are also budgeted for training ski instructors in adaptive skiing, of which takes place out of state, but once trained, have to teach a minimum of two years at the ski site.

Each person with a disability will be assessed to determine necessary modifications and equipment. With funding by the Council, NAASA will purchase the necessary ski and snowboarding equipment, as well as inventory, maintain, and store the equipment at Snowbowl. The equipment will be made available for those who need it for 10+ years at no cost to the individual (if they do not need a trained instructor). The number of certified adaptive ski instructors will increase from 6 to 11, which reduces the wait time for lessons from 14 days to 7. NAU will monitor and evaluate program participants, through a survey on 'Quality of Life' domains specific to the activities.

Committee members discussed this project and the overall costs with the timeframe of the ski season in Northern AZ. Though Snowbowl can now make their own snow, it was unclear if the projected number of 100 individuals could be met. Also, a concern was the large amount of requested funds to purchase the accessible ski equipment and why those costs were not paid by NAASA. An aspect that committee members did like was the number of ski instructors that would be trained and be educated on the overall needs of individual with disabilities. Many members felt this was a positive of the grant and something that could be supported, however, most of the committee members expressed concerns with the overall costs and/or how inclusive skiing is. Chairperson John Black also expressed concerns with the proposal and tabled this vote. He requested staff to speak to NAU/IHD to determine if a scale down version could be resubmitted. Staff will set up meeting with Kelly Roberts to discuss further.

**UA/Sonoran UCEDD: Job Developer Certification Program; Requested Amount \$50,000**

Erica McFadden stated the Sonoran UCEDD is proposing a series of trainings for job coaches that will emphasize customized employment and the role of the job coach. They will include a job development and workplace assessment and look at: employer relationships, job carving, supports and accommodations, addressing problem behaviors and using technology.

The trainings will be split up in 3 two-day sessions and will be provided in four locations around the state: Tucson, Yuma, Flagstaff, and Phoenix. There will be twelve trainings in total for approximately 320-360 participants. The participants may include: Job coaches, rehabilitation counselors, tribal VR staff, educators, and other employment personnel who will receive certificates of completion and continuing education hours. They will also receive information to prepare for the Certified Employment Support Professional Credential. Monthly technical assistance will be provided through webinars. Pre and post competency assessment measures will be taken as well as training satisfaction and impact data. The amount being proposed for this project is \$50,000.

Chairperson John Black called for a motion to approve the Sonoran UCEDD application for the project, for \$50,000. The motion was made by Scott Lindbloom; seconded by Melissa Van Hook. The motion carried.

**E. Community Options – Self-Advocacy RFGA Update**

Marcella Crane briefly stated that the discussion on the proposal by Community Options, “Meaningful Life/Meaningful Love” was discussed by an outside evaluation committee, Executive committee and at the Grants committee. With multiple clarifications, the Grants Committee asked staff to obtain from Community Options, a scale down version of their program to be one site only and no more than \$50,000. Their revised proposal will have a final review and vote by the full Council on September 20.

**F. Project Update: Expanded Inclusive Recreation in Schools; Requested Amount \$65,000**

Kelly Ramella with ASU and Project Director for the Therapeutic Recreation Program gave an overview of the current program recently funded by the Council. It currently takes place in two schools with a lot of enthusiasm and support. The enhanced monies of \$65,000, if awarded by the Council, will be added to their one-year ISA contract of \$120,000. Funds would go towards ½ cost toward programming, ¼ cost toward program evaluation and ¼ cost toward CREST report. Kelly stated that in light of what she has been seeing, the intensity of programming at both schools is much larger than anticipated and a lot more students than we expected (720 in total) are participating. Kelly will provide additional cost associated with programming research (playground scan), however, in light of the intensity of programming and the need for additional support in the schools, she stated the Council should know that the need for the enhancement funds is due to both unexpected intensity of service and alteration in research methods.

Chairperson John Black called for a motion to approve the enhancement funds of \$65,000 to support ASU's Therapeutic Recreation Program. Motion was made by Scott Lindbloom; seconded by Monica Cooper. The motion carried.

**I. 2020 Work Plan Review & Additions**

Erica McFadden briefly covered the changes in the 2020 work plan to address what is coded in red as new activities under the goals and objectives. This agenda item will be covered in more detail at the full Council meeting. Council members can provide feedback before a final submission to the Administration on Intellectual & Developmental Disabilities.

Note regarding other agenda items

Due to the time and meeting ending, the remaining agenda items were not discussed. Agenda items G, H, J, K were tabled.

**L. Adjourn**

Motion was made by Scott Lindbloom to adjourn the meeting at 12:02 P.M.; seconded by Monica Cooper. The motion carried.

Dated this 18th day of September, 2019  
Arizona Developmental Disabilities Planning Council