



WORK PLAN REVIEW COMMITTEE

Friday, June 2, 2023

9:00 AM – 11:00 AM

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

Meeting held via teleconference

DRAFT MINUTES

The Work Plan Review Committee meeting of the Arizona Developmental Disabilities Planning Council (Council/ADDPC) was convened virtually June 2, 2023, notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
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Kathy Levandowsky, Chairperson Monica Cooper

Bianca Demara Melissa Van Hook

Members Absent

Mary Slaughter

Staff	Guests
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Jon Meyers, Executive Director Marcella Crane, Contracts Manager Lani St. Cyr, Fiscal Manager Michael Leyva, Contracts/Grants Coordinator Steve Freeman, Communications Manager Jason Snead, Project Specialist	
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A. Welcome & Introductions:

Kathy Levandowsky welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Work Plan Review Committee meeting. The meeting was called to order at 9:03 AM. Roll call was completed.

B. Approval of Minutes – May 26, 2023:

Minutes from May 26, 2023, Work Plan Review Committee were reviewed. Kathy asked if there were any amendments to the minutes. None were offered. Melissa Van Hook made a motion to accept the minutes, and Bianca Demara seconded the motion. The motion carried.

C. Proposed FFY24 Work Plan Review and Adopt:

Jon gave an overview of the FFY 24 Work Plan, as discussed with the committee in each of the committee's previous meetings.

The purpose of this discussion is to review all the changes and updates that the committee recommended and to add new activities or amend anything further before presenting this to the full Council on June 23.

For purposes of the minutes, each goal and objective will be stated. The minutes will also list the recommended new activities, and current activities where language has been clarified and updated.

Goal 1 Self-Determination: By FFY 2026, the ADDPC will establish, strengthen, and expand advocacy among and for persons with intellectual and developmental disabilities (I/DD) so that they can live more self-determined lives, fully engaged, and included in all aspects of community life.

Objective 1 states the Council will a) strengthen a program for the direct funding of a state self-advocacy organization led by persons with I/DD, b) will support self-advocates to become leaders and provide peer-to-peer mentoring, and c.) will increase the number of self-advocates who participate in cross-disability, culturally diverse leadership coalitions and groups, so that they are able to express themselves, make their own decisions and lead more self-determined lives.

New Activity: The committee is recommending a new activity under this objective, to read, "Research other Councils' or organizations' Speaker's Bureau programs to gain the best idea on how the ADDPC can establish one."
For FFY 24, Council staff will research the possibility of establishing this activity. In FFY 25, the staff will consider how this work can be maintained or if the work needs to be contracted.

Comments by the committee members:

Kathy asked if staff would determine if this is an effective way to engage with the community. Other options to consider might be producing videos or doing something similar to a TedTalk.

Jon stated we will review all options and take advantage of every platform that is available. Jon stated that Jason is already doing Jason's Corner, through which he creates videos on disability topics, and it's found on our website.

Melissa said a benefit of having a Speaker's Bureau is to assist in training self-advocates to tell their story to a group of people, like the legislature. Those that have a Speaker's Bureau know it is an ongoing task but important for others to hear from self-advocates.

Jon stated that it is important not to re-create the wheel and instead to model what other states are doing and present options to the Council.

Kathy stated that other languages should be included, such as finding Spanish speaking individuals and those that speak other languages.

Objective 2 states the Council will increase opportunities for participation by self-advocates, families, caregivers, and others who support them, through Council led funding of programs, that directly increase the skills, knowledge, and ability of self-advocates to lead more self-determined lives on issues that are important to them. (These are activities that are not directly tied to the SA mandate but are still self-advocacy projects.)

New Activity: The committee is recommending a new activity under this objective, to read, "Research the barriers & challenges to participation by self-advocates on barriers they face."

Comments by the committee members:

Kathy asked Jon if the Council and staff will be able to know the barriers in participation by age groups?

Jon said yes, we will ask that question and the self-advocate will be able to disclose, if they are comfortable. We will do our best to understand the differences in age groups in how they advocate or what the barriers are to being involved.

Before Jon started to review Goal 2, he stated that on a recent call with NACDD, state Councils were informed that Councils are likely to see a reduction in federal funding for FFY 24 due to the passage of the Debt Ceiling legislation. The exact amount is not known at this time, and it may be somewhere between 10-20% reduction in federal funding. State Councils will be notified by ACL later this summer.

What this means is that it will impact how many projects can be funded. Since most of our solicitations are released in the Spring 2024, staff will know with more certainty how to proceed with which projects will be funded or delayed once we're notified.

Kathy stated it might be good to forecast different scenarios at what a 10% or 20% cut in federal funding and how it would impact projects.

Lani stated that she can run scenarios for different percentage cuts and see what it looks like.

Goal 2 Meaningful Careers: By FFY 2026, the ADDPC will increase the career potential of people with intellectual and developmental disabilities (I/DD) and link them to resources needed to achieve their career goals. Jon asked Michael to review the Objectives and Activities.

Objective 1 states the Council will support career outcomes of transition-age youth (ages 14-22) with I/DD, increasing their awareness of and access to the education and training (e.g., credentialing, professional development, life, job, and technical skills training) required for integrated, competitive, inclusive employment.

New Activity: Raising Expectations Report will be produced by ASU Center for the Future of AZ, by October 2023. The report will be disseminated and reviewed by the Council and staff, and recommendations will be proposed for the Council to act.

New Activity: Vocational Rehabilitation Research Report will be produced by the Institute for Community Inclusion, University of Massachusetts Boston, by October 2023. The report will be disseminated and reviewed by the Council and staff, and recommendations will be proposed for the Council to act.

New Activity: Meet with transition specialists, schools, families, Raising Special Kids, and other related organizations, to develop a plan on how specific resources and a toolkit can be developed to assist families and school transition staff.

Comments by the committee members:

Melissa stated that the current resources available are just primarily stating what the law says. She hears from parents that what they want are practical resources that families can use and take to create a transition plan for their child.

Kathy also added it needs to be done at a younger age.

Michael stated that the transition fairs should focus on students in 8th grade/age 14 and then have examples of what a transition plan looks like for parents. That is what is needed.

Objective 2 states in collaboration with self-advocates, DD Network partners, employment-related coalitions, professionals who provide support, employers, state

agencies, and other key stakeholders, the Council will increase awareness of, engagement in, and promotion of integrated, competitive, inclusive career opportunities for working age individuals (ages 22+) with I/DD.

New Activity: Meet with the Sonoran UCEDD at the University of Arizona and agency partners regarding organizational structure of Employment First and how the Council can support their effort to sustain Employment First activities.

Comments by the committee members:

Michael stated that the Sonoran UCEDD has received funding from Voc. Rehab. to support Employment First. They are in the process of reorganizing and Council staff should meet with them to see how they plan to proceed and how the Council can support them.

Michael also discussed the concept of having an Employment First office. More discussion needs to be held and researched. Jon agreed, more discussion needs to be done. This activity is staff led.

New Activity: Partner with AZ APSE and other key stakeholders to develop policy that helps lead to successful employment outcomes and future legislation.

Comments by the committee members:

Kathy asked if the Council recognizes employers who hire people with I/DD and present them with an award?

Monica thought that would be a good idea.

Jon said he is not aware of the Council doing this and that it could be done. Michael liked the idea and can be incorporated into Objective 3.

Objective 3 states annually, the Council will champion and support activities that increase awareness of families and caregivers of the career potential of individuals with I/DD and address systems change to ensure that career potential is an ongoing dialogue beginning in early childhood.

New Activity: Partner with Employer Engagement Administration (Arizona@Work) and Arizona Chamber of Commerce and Industry to develop an Employer Virtual Forum.

Comments from the committee members:

Michael stated that it's important to understand their perspective and to gain an understanding of what they know or don't know about the ADA law, accommodations for people with disabilities, working with or hiring people with I/DD.

Monica asked if businesses could create materials in plain language; Michael said yes.

New Activity: Develop and present a new webinar series building on previous year's successful partnership with the DD Network, AZ APSE Chapter, Vocational Rehabilitation office. The new series will be titled, "Creating an Independent Life."

Goal 3 Inclusion with Engagement: By FFY 2026, the ADDPC will support communities and agencies across Arizona to increase inclusion and engagement of people of all ages and backgrounds who have intellectual and developmental disabilities (I/DD).

Objective 1 states in coordination with state agencies, the DD Network, and other key stakeholders, the Council will develop and strengthen more inclusive, engaging, culturally attuned, and linguistically competent (including plain language) processes and practices that support the inclusion and engagement of individuals with I/DD throughout Arizona.

FFY 24/Updated Activity Language: Sustain the Community Inclusion Index ("Data Hub") that provides information on Arizona indicators of disability and usable information for community members and researchers related to the incidence of disability in Arizona.

Comments from the committee members:

Jon stated staff and Dr. Kurz have been meeting on the project and discussing how to sustain the Data Hub. Dr. Kurz who oversees this project, has ideas on how this can move forward. There might possibly be a third year of funding at \$15K to \$20k if we can work on plan.

Kathy asked if the Data Hub can include any information on the homeless population with I/DD.

Jon stated that he will ask Dr. Kurz. There is a high percentage of homeless people who are both SMI and have an I/DD.

Marcy stated that she thinks Maricopa Association of Governments (MAG) does an annual or semi-annual survey of the homeless population. That information will be on their website, but to know how many have I/DD may not be something that is tracked.

Objective 2 states in coordination with state and local agencies, community collaborators, tribal leaders, local community members, and other key stakeholders, the Council will champion or support at least one strategy or initiative to address transportation-related challenges impacting individuals with I/DD's inclusion and engagement in rural and/or tribal communities.

FFY 24/Updated Activity Language: Convene a working group in a rural area to identify opportunities for improvements in transportation and create a policy brief for dissemination to local leaders.

Objective 3 states annually, the Council will champion or support and disseminate at least three promising or best practice projects, and/or produce new information or data that promotes expanded inclusion and engagement of people with I/DD in their communities.

New Activity: Add new grantee names that will carry out support for women with disabilities on pregnancy or parenting. The Council to approve recommended proposals on June 23, 2023, meeting.

New Activity: Add new grantee name for a project that will support AzTAP/Technology Utilization Training for individuals with I/DD. The Council to approve recommended proposal at September 2023 meeting.

Goal 4 Safety: By FFY 2026, the ADDPC will expose and reduce instances of abuse and neglect against individuals with intellectual and developmental disabilities (I/DD) of all ages while working toward a systemic focus on prevention.

Objective 1 states in collaboration with self-advocates and key community stakeholders (e.g., state agencies, the legal/judicial system, law enforcement, domestic violence, schools, behavioral health and other community-based organizations), the Council will strengthen, modify, or assist in the creation of at least two policies or practices that improve abuse response and prevention efforts.

New Activity: Release new competitive grant solicitation to address the objective and overall goal. More specifics will be added to the work plan, such as scope of work requirements and availability of funding.

FFY 24/Updated Activity Language: Ensure DDD members are informed of the resources that are available to them when they feel a threat to their safety - and/or - Ensure that DDD has appropriate and accessible resources to share with members and their families so that they know where to find assistance if there is a threat to their safety.

FFY 24/Updated Activity Language: Promote consistent statewide system for identifying individuals with I/DD held in jails and detention centers so they can receive necessary services and accommodations. In FFY 24, the staff will finalize research to identify practices in place at county jails and detention centers to determine individuals with I/DD who are held in these 'systems' and to understand what I/DD-related services and accommodations are provided.

FFY 24/Updated Language: Engage law enforcement agencies and service providers in rural areas of the state to 1) identify trauma-informed resources that can support children with I/DD who have experienced sexual violence and 2) provide education and training, where necessary, on appropriate means of reducing re-traumatization.

Comments from the committee members:

Related to Activity 1/1a, Internet Safety Training, Jon stated that we'll research who can do this type of training or remove it from the Work Plan. Jon and Jason attend the Grand Canyon Collaborative, and we'll discuss this with them and determine if they have contacts or ideas on how to address this topic.

Kathy stated if this activity cannot move forward, to have in mind what other activity can be added, that the Council can play a role in.

Jon agreed and said the Goal and Objectives will not go away.

Objective 2 states by FFY 2026, in collaboration with key behavioral health stakeholders, the Council will champion and support at least one initiative, policy, or practice that strengthens trauma informed approaches or improves behavioral health access and delivery to individuals with I/DD.

FFY 24/Updated Activity Language: Promote preparation and availability of more I/DD trained trauma-informed providers through support for education programs targeting healthcare, behavioral health, and service provider pre-professionals and professionals. This activity may require grant funding.

FFY 24/Updated Activity to Remove: Work with ACES Consortium to support a competitive grant solicitation for Adverse Childhood Experiences training, to the disability community and to focus on rural areas of the state.

In FFY 23: Staff to discuss removal from the work plan in the Verity System.

In FFY 24: To be removed from the work plan in FFY 24 and going forward. Jon stated this is an activity that can not be done since the ACES Consortium is not in the rural areas of the state. In addition, this has been carried over since 2021 and no work has been done to report in the PPR.

Comments from the committee members:

Kathy agreed with Jon to remove this activity from the Work Plan, but also advised that staff should be at the ACES Consortium to keep the Council informed on their work.

This will allow the Council to understand their work and how both entities can collaborate in the future.

All the committee members agreed with Kathy and Jon. This will be removed from the work plan.

Goal 5 System Access and Navigation: By FFY 2026, the ADDPC will enhance, strengthen, and increase access to accurate and user-friendly information and the services needed for people with intellectual and developmental disabilities (I/DD) to lead more self-determined lives.

Objective 1 states annually, the Council will champion and support at least one initiative to ensure individuals with I/DD and their families have access to pertinent information that assists them in navigating transition points (including 18-22, and 50 thru end of life).

New Activity: For FFY 24, research gaps in resources, services, and supports for the 50+ and elder populations with I/DD. Recommendations on policy change will be a part of the scope of work; issue a competitive grant solicitation.

New Activity: For FFY 25, develop policy recommendations from the research on elder care. Partner with state systems and nongovernmental organizations that provide information and supports to the 50+ and elder populations with I/DD.

Objective 2 states annually, the Council will champion and support at least one initiative, policy, or practice that improves access to needed services and information for people with I/DD, their families, and their support systems within underrepresented communities (e.g., Spanish speaking, Native American, Refugee, and Rural areas).

New Activity: Develop program and policy recommendations from the research report on Refugees with Disabilities. The research report will be completed by September 2023 by the Sonoran UCEDD and will be disseminated for review to the Council.

Objective 3 Targeted Disparity states by 2026, the Council will strengthen a program that increases meaningful employment opportunities for transition age youth with I/DD (ages 14-22), from the Navajo Nation by supporting a focus on training, technical assistance, direct services, and family resources.

No new activities were developed for Objective 3.

Comments from the Committee members:

Kathy asked for a motion to approve the draft work plan for FFY 24 as presented today. The motion was made by Monica Cooper to approve the draft FFY 24 Work Plan. Bianca Demara seconded the motion, the motion carried.

D. Multiple Year Funding Option:

Jon discussed the idea of certain grants that would qualify for multiple year funding. This concept will allow for certain contracts that are in the work plan for multiple years to be funded for two or three years at a time, but still allow staff to seek the proper reporting programmatically and fiscally to ensure they are in compliance. This will also do away with grantees asking for a No Cost Extension.

Jon did state that not all contracts will qualify for multiple year funding, such as the Conference Sponsorship grants, as those are meant to be funded for one year. This will bring a level of efficiency to the grant process.

Melissa stated that it often takes more time for research projects to be conducted so that we get a good product, so this will be helpful.

Kathy agreed and said the Council should have good data and information after a few years of funding.

Monica also agreed with this and that a vote can be taken at the next Executive Committee meeting.

Bianca liked the idea and stated that having continuity is helpful for organizational planning. Research goes slower than is anticipated and this will ensure the Council has the results we're looking for.

E. Adjourn:

Kathy thanked the committee members and staff for their work and input. The meeting adjourned at 11:45 AM.

Dated this 7th day of June 2023
Arizona Developmental Disabilities Planning Council