

## **Employment First Collaborative Team Meeting/Conference Call**

December 11, 2013  
1:00 p.m. – 5:00 p.m.

Florida Developmental Disabilities Council, Inc.  
124 Marriot Drive, Suite 203  
Tallahassee, Florida 32301

Conference Number – 1-888-670-3525  
Conference Code – 7876850281#

### **AGENDA**

- 1:00 – 1:15 Welcome and Introductions
- 1:15 – 1:30 Mission
- 1:30 – 2:00 Interagency Cooperative Agreement Overview
- Requirements
  - Questions to Consider (Butterworth, J., Foley, S., and Metzel, D., 2001)
    - Purpose
    - Ownership
    - Allies
    - Action
- 2:00 – 2:30 Interagency Cooperative Agreement Draft Template
- Clarifying Questions
    - Will this establish long-term commitment?
    - Have we covered all the necessary components/elements to meet our intended outcomes?
    - Where and how do we approach the “messaging to employers”?
    - Where and how do we approach coordination between IPE, IEP, Support Plans, etc.?
    - How will we know when the interagency cooperative agreement has met its goals?
- 2:30 – 2:45 Break
- 2:45 – 4:00 Interagency Cooperative Agreement Writing

- Agency Specific Components – Action Planning

4:00 – 5:00      Sharing and Next Steps

5:00              Adjourn