

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

MINUTES

Members Attending:

Beth Crain, DBS via phone
David Darm, Governor's Commission on Jobs...
Jan Pearce, VR
Judith White, BEESS
Kristin Panella, DBS via phone
LeeAnn Herman, APD
Sheila Gritz-Swift, FDCC
Shila Salem, DEO
Steve Dunaway, APD
Suzanne Sewell, FARF
Kathleen Roberts, DCF SAMH
Allison Cohen Hall, ICI via phone
Jean Winsor, ICI via phone
Jarl Jackson, FDCC

All attending members introduced themselves. Sheila Gritz-Swift shared the perceived mission to ensure long-term commitment and collaboration among agencies and disability service organizations and to develop an interagency cooperative agreement addressing the components within Executive Order 13-284. She solicited feedback and direction from members.

Members agreed and added the following:

- Steve indicated that he felt there is a misunderstanding of roles among agencies (i.e., What are the responsibilities of schools? VR? APD? etc.). He hopes we will be able to clarify roles through the agreement.
- David referenced the first "Whereas" statement in Executive Order 13-284, regarding self-fulfillment and independence and self-sufficiency. He expressed the need to ensure we help individuals reach their goals.
- Judy shared that she felt we needed to keep it simple.

- Discussion also ensued regarding how agencies like BEESS and Workforce will set goals and address the components with the knowledge that school districts and Workforce Boards have great autonomy in how they operate with local control. Multiple strategies were discussed, including agency specific memoranda, and when necessary, through statute, rule, and policy changes. Shila Salem addressed the issue that Workforce was not at the table. There was a misunderstanding that Shila was representing Workforce, when she is representing DEO. She provided names of contacts, and Sheila will follow-up with Workforce.

Sheila also shared the draft interagency cooperative agreement template and requested feedback. All members reviewed the draft interagency cooperative agreement template and provided initial feedback as follows:

- David noted that there is a typographical error in Section VI with July 1, 2013. It should be 2014.
- David suggested that we add generic language regarding coordination and facilitation of the coalition and teams. The larger group discussed how while the Council may continue the lead, we'd ultimately like to see true collaboration with various agencies alternating leads in coordinating and facilitating in subsequent years when well established. An example of language might be "One partner will assume responsibility for facilitation and coordination with the point of contact to be re-determined annually." He felt we needed to add that the Council would assume responsibility for year one.
- Suzanne, Judy, and Jan raised questions and generated discussion around the topic of accountability data and common definitions for employment outcomes. The group discussed the language around outcomes in Sections II and V and decided to keep the existing language. There was also discussion regarding how to link and maintain privacy of data. Steve and David also discussed aggregating data. David said this discussion is occurring within the work of the Commission. Sheila mentioned that statute mandates Florida's longitudinal database and suggested that David might want to look at FETPIP and the related legislation. (She will send him a presentation prepared several years ago for a national presentation.) For the future, further discussion on topics such as length of employment, pay, quality, etc. probably needs to be held. Allison Cohen Hall felt that in the long-term this would be the group that should continue to look at data and figure out how to address by bringing ideas back to the larger Coalition.
- Steve suggested we add language in Section III to state that "These agencies are committed to working together to affect the number and percent of growth in competitive employment for individuals with disabilities."
- There was discussion regarding Section IV with the three teams and their roles. Steve initially had some concerns about ensuring that self-advocates were also represented on the Coalition and Collaborative Team. It was pointed out that both teams already include diverse self-advocate representation from dual roles of some members (e.g., David, Jarl, Sheila, Chris Drummond on Coalition). The team agreed that all three groups were needed (i.e., Coalition, Collaborative Team and Grassroots Team. Based on John Butterworth's written feedback, the group agreed that bi-monthly and bi-annually should not be an option. (Sheila will revise.) The group felt the last sentence in the third bullet should be removed. The group also stressed that

the Collaborative Team must remain small in order to get the word done – perhaps with only a couple of representatives from each agency/organization. (Thus far, the team is a good size for getting the work done.)

- Discussion was held regarding Allison Cohen Hall offering to facilitate the Grassroots Team, which will be open to all self-advocates, service providers, educators, etc. This is intended to be the front-line staff and self-advocates, who will meet via webinar and/or conference calls.
- Sheila suggested that the team think about the questions related to “messaging to employers” and coordination between service plans, but that we hold off for information and feedback from other groups (i.e., communication sub-committee and the BEESS State Secondary Transition Interagency Committee). David mentioned the portal as a contact for employers and how to pull in information informing employers of resources.
- Judy mentioned some recommendations coming from SAC related to employment that she will send to this group as well.

Sheila led discussion on how the four-page agreement would frame the collaborative work for all, but the details should be provided in the action/implementation plans developed by each agency/organization. Prior to our next meeting in January, all partners will work toward completing a draft annual action/implementation plan. When we meet again, we will all review to ensure we’re not missing areas or duplicating services. We may have some goals and activities that are collaborative, which will be reflected in each partner’s plan.

Sheila asked that partners wait until they receive a revised planning template as a couple of oversights were found in the document used for the meeting.

Sheila will edit the draft interagency cooperative agreement based on feedback and send out for all partners to review and respond with any additional thoughts and feedback.