

Philadelphia Vision For Employment 2010

Steering Committee Meeting

January 30, 2008

In Attendance: Julia Barol, Todd Handler, Leonard Kravitz, Michael McAllister, Ann Marie Cambell, Shauna Roman, Michelle Sparling, Kathy Sykes

Meeting Summary

The meeting revolved around the following topics:

1. Who Wants to Work-Work Group

Shauna provided an update of the Who Wants to Work – Work Group Survey and distributed a table showing the current results sorted by Supports Coordination Organization (SCO). Of the 142 individuals that were identified as responding “yes” to the initial survey, Work Group members spoke with the supports coordinators of 105 individuals concerning their current situations with respect to employment. Information still needs to be gathered about the situations of 37 individuals. Of the 105 situations discussed, 21 had employment outcomes in their Individual Service Plan (ISP) and 19 were identified as being in a “green light” category. It was decided to begin exploring employment possibilities with the 21 individuals with employment outcomes identified in their ISP’s .

The next step would be to identify the number of people in green light category with employment outcomes in their ISP and to pursue ways in which these individuals could be connected with a Community Integrated Employment Provider. It was noted that there are a few individuals who have already chosen providers.

It was also noted that at the time of the survey (November 2007) all of 142 individuals were in day programs and that a number of situations had changed since that time. Shauna discussed a topic that had occurred at a Work Group meeting. It was suggested that members talk informally with the Executive Directors at each of the SCO’s about the results from the discussions with supports coordinators from their agencies. It was decided that a one page summary be created for each SCO identifying the individuals and what was encountered during discussions with supports coordinators. It was suggested that the age of the individual be included with this information. Conversations also need to be held directly with the individuals themselves concerning their preferences about employment. A meeting would be arranged with the Executive Director of each SCO to present the information as well as recommendations.

There was a discussion about the Who Wants to Work-Work Group collaborating with other Work Groups. It was suggested that the first work group to collaborate with would be the Supports Coordination Work Group. There was also general discussion about ways to build internal capacity within SCO’s in the area of employment. One idea was that each SCO could identify a point person within the organization who would develop some expertise in the area of employment. Another idea was to develop a letter to SCO’s reiterating the importance of individuals exploring work and the individuals identified from the Who Wants to Work Survey.

2. Public Relations Work Group

Ann Marie distributed an e-mail dated 11-21-07 about the Story Challenge. She emphasized the need to collect more stories as the response has been disappointing. It was agreed that we need to focus on stories about individuals with intellectual disabilities as well as continue efforts to identify individuals with intellectual disabilities who are working to participate on a Speakers Bureau.

Ann Marie also distributed a list of 14 recommendations from the Work Group with suggested areas of emphasis. Among the recommendations was that an update from the Steering Committee should be distributed quarterly with a yearly update so that all stakeholders feel more connected to the initiative.

Ann Marie felt that the three most important recommendations of the 14 were:

1. The website updates need to be constant. Stories need to be rotated, pictures need to be changed and overall the site needs to be livened up,
2. Develop a PowerPoint presentation providing an overview for VFE 2010 for a general audience; develop a consistent message and capacity to deliver the message by any workgroup or Steering Committee member
3. Number 7 on the list recommended to help design and have available information packets for all workgroups' use to include:
 - A general 2010 PowerPoint presentation
 - Stories/pictures/quotes recorded on CDs/DVDs to give away
 - Standard table display for conferences, expos, etc.

Michael agreed to draft a document describing the philosophy and values of Vision for Employment 2010. This would be used as a one page handout to be included with the information packets. It was agreed that it is important to point out that Vision For Employment 2010 is about increasing the number of people working.

There was also discussion surrounding the protocol for Release of Information for photographs. The decision was that going forward there should always be a signed release or a copy of the release from from the agency submitting pictures/stories. No pictures should be used without a signed release.

Jeff Orlin would like to develop a list serve for periodic quarterly reports in perhaps a Newsletter format. Jeff will send out three (3) updated service directories to each high school in Philadelphia. It was suggested that an information packet geared towards transition focusing on Vision For Employment 2010 and employment resources, fact sheets, and stories would be a good idea. Jeff will send to the High Schools what currently exists and then once a specific transition packet is created he can follow up with those materials. It was also suggested that a DVD be created for transition students. The goal is to have a transition packet completed and available for those attending the May 21, 2008 Provider Expo.

3. Employment Action Group (Follow-up for June 2006 Graduates)

Shauna distributed two documents related to following-up on the status of June 2006 graduates considered to be part of the Transition 44 group. One document titled the "Employment Support

Request” form was developed as a way to gather information about the current status of the 19 individuals who were part of that group that are not employed. Shauna explained that after conversations with the supports coordinators of the each of the 19 it was decided that the Employment Support Request form may need to be re-considered. The responses of the 19 showed that the issues identified were different than originally assumed.

The second document distributed was a listing of individuals and their current situations with respect to employment. It was pointed out that these 19 individuals participated in career planning workshops a year ago and that the updates were occurring a year later. Based on the discussions with supports coordinators Shauna feels that there are six (6) individuals on the list of 19 that we could begin to assist immediately with finding employment. There were also four (4) individuals that were not interested in community integrated employment. Michael suggested beginning with the 6 individuals that appear to be interested in employment by talking directly with them and their families.

Shauna identified several issues/themes that emerged from these discussions. Supports coordinator changeover sometimes affects follow through with employment. In most situations, supports coordinators who attended the career planning workshops transferred the person to another supports coordinator once the individual became eligible for the waiver. Supports coordinators are also reporting that there is difficulty in getting the family to make decisions about employment within 90 days and are then identifying other non-employment services. Kathy asked how we can help supports coordinators in giving more support to these families/individuals. It was suggested that meetings should be held to find out what is happening and to assist individuals/families in the decision making process. Shauna will break down the individual list by SCO.

6. Provider Retreat Day: Focus on Employment

There was much discussion about changing the date of the Provider Retreat Day to later in the spring. Individual data and system wide data need to be sent to providers. The Data compilation for this event is critical. Topics to be covered include: State wide data collection and provider collection to share, as well as accountability. Len and Michael will be working on a way to compile system and individual provider data for the retreat to be shared at the next Steering Committee meeting.

Much discussion ensued about the direction of the retreat or the data to be collected. Kathy suggested that a separate meeting be held just to consider data-related concerns and to plan the day.

7. General Discussion

There was a brief conversation about the Monthly Report for CIE Services and Supports form that was developed by the Supports Coordination Work Group. The form is being proposed as a way for a supports coordinator to monitor community integrated employment services. Steering Committee members were encouraged to review the form and make comments. We will review the form in more detail at the next Steering Committee meeting.

Shauna will work on a draft to advertise the May 21, 2008 Provider Exo to share at the next Steering Committee meeting.