

Philadelphia Vision for Employment 2010

Steering Committee Meeting

March 26, 2008

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

Meeting Summary

A. Moving Employment Forward: Strategies for Success (4-9-08)

The meeting began with the distribution of a three page document which summarized Community Integrated Employment (CIE) provider data (see attached). For discussion purposes, the document distributed described one agency's data (AHEDD). All CIE providers will be sent their specific data prior to the 4-9-08 meeting. Len pointed out that the data comes from his survey which included direct e-mail and phone contact. The first page of the document shows the number of individuals employed, the total number of people served, and the percent employed. The data is presented in a way to show individual provider data in relation to other providers without identifying other provider names. Kathy pointed out that there was a conscious decision to include all agencies that are providing CIE services including agencies that primarily provide residential services but are supporting a small number of individuals on the job. The second page shows yearly wages earned for people receiving CIE services including average wages earned across all providers in fiscal year 2006 and 2007. The third page shows agency rates for CIE services for the 2007 and 2008 fiscal years including the system average rate for each year.

A cover letter will be included with the document transmittal explaining the source of the data and the purpose of the meeting. The Agenda for the meeting will also be included in the transmittal. The draft meeting Agenda was reviewed and discussed by the group.

There was a general discussion about how the meeting will be organized and the specifics of the agenda. Most of the discussion revolved around how the second half of the meeting would be organized. Participants will be separated into 5 groups and the groups will be assigned one question for discussion. Several ideas were discussed and the proposed stimulus questions were edited to better reflect the purpose of the meeting. Groups will be configured ahead of time around the five topic areas and best group mixes (large agency and small agency combinations).

The following committee members were identified to assist with facilitating the five groups: **Todd and Wanda** will facilitate the group focusing on How to effectively assist people to get and keep jobs of their choosing. **Len and Marianne** will facilitate a group addressing an information management system for CIE. **Teresa and Michael** will facilitate the group focusing on improving overall program performance. **Michelle and Julia** will facilitate the group will address Job Development. **Shauna and Ann Marie** will facilitate a group addressing individual assessment strategies.

Marianne suggested that the draft Monthly Report of CIE Services and Supports be shared and discussed as part of the group focusing on an information management system for CIE. report

draft be given to the group discussing the question on data collection to find out thoughts and suggestions on use of this employment collection method. Michael will make the edits to the stimulus questions. Kathy suggested that each pair think about sub-questions ahead of time to use to further facilitate group discussion. Edited stimulus questions:

- How do we **effectively and efficiently assist people to get and keep jobs** of their choosing? What works best? Do more of?
- How would you design an **employment information system** for the future that is useful at the individual provider and system level? What makes sense?
- What **processes and outcomes** should providers and the system be looking at in order to improve overall performance?
- What **job development** practices are the most effective in finding jobs? What are the current strategies? More of? Less of?
- What assessment strategies are most effective/ less effective in determining individual interests, preferences, career paths?

The end of the meeting will focus on how we utilize the information gathered and move forward to help expand employment opportunities.

B. General Updates/Directions

1. **Transition Work Group.** Todd introduced a tri-fold brochure that was created for use by the Transition Work Group. Suggestions were made to improve upon the draft. Todd explained that the goal of the brochure was to promote not only the Transition Work Group but also to educate people about transition. After much discussion it was agreed that the brochure would address the following areas: A synopsis of what transition is, a list of providers that are actively participating in the Transition Work Group, a brief explanation about Vision for Employment 2010 and its mission, and some success stories. Todd will take the updated draft to the Work Group for input and submit final revisions back to the Steering Committee for approval.

Discussion also ensued around documents to distribute at the upcoming Transition Expo to be held on the evening of April 9, 2008 at Swenson High School. A number of materials were identified that have been used at prior events. It was agreed that the Vision for Employment 2010 brochure would be updated with current 2008 information. It was suggested that instead of holding another Transition Expo in May that students and families be encouraged to attend the Employment Provider Expo. Todd will follow-up with the Transition Work Group around that suggestion. It was agreed that the target date for developing new materials and updating existing materials would be May 21, 2008 the first day of the Employment Support Symposium. An Employment Provider Expo is scheduled to be held on May 21, 2008 as part of the Conference at the Hyatt at Penn's Landing.

The CIE Provider Directory was discussed and it was agreed that it should be updated to include current information. An email will be sent to providers to collect current information for the Directory.