

Steering Committee Meeting

September 26, 2008

Meeting Minutes

In Attendance: Michael McAllister, Michelle Sparling, Shauna Roman, Jeff Orlin, Rosa McAllister, Wanda Sabb, Julia Barol, Len Kravitz, Teresa Myers-Thompson, Todd Handler, Marianne Roche

Michael convened the meeting and asked if there were any updates or ideas that the group wanted to share to get the meeting started.

I. General Updates

A. Supports Coordination Work Group

Wanda began by reporting on the Supports Coordination Work Group. The Work Group has offered to meet with supports coordinators at the four Supports Coordination Organizations (SCO's) regarding expectations around employment and the role of the supports coordinator in promoting employment. At the recent Work Group meeting, Person Link representatives reported some difficulties with Community Integrated Employment (CIE) providers and noted that some family members were dissatisfied with CIE services. Person Link will organize a meeting with a group of families and Work Group members agreed to attend the meeting.

There was a general discussion around whether there should be a data system in place to assess SCO outcomes with respect to employment. The conversation was stimulated by the focus on collecting and analyzing data from CIE providers. One data element discussed was the number of referrals made to CIE providers as well as the presence of employment as an outcome in a person's Individual support Plan (ISP). There continues to be some difficulties with including employment as an outcome statement in a person's Individual Support Plan (ISP) even when employment was discussed as part of the planning process. It was noted that in past years, Career Planning Workshops were designed to assist supports coordinators with including an employment outcome as well as serving as a jump-start for employment planning. It was suggested that Career Planning Workshops could be tailored to accommodate SCO priorities in terms of where and when the sessions are offered.

B. Who Wants to Work Follow-up Meeting at Consortium

Shauna distributed an update from the most recent Who Wants Work- Work Group meeting (see attached). Michelle and Shauna reported very positively on a training they facilitated at Consortium. Approximately, 17 supports coordinators and supervisors attended the three (3) hour session. The session focused on values and employment and included the showing of a video created by Partnership for Community Supports. The video highlighted parent perspectives

on employment. Partnership staff participated in the session. Consortium has indicated that they want a follow up to this training.

II. FY 2009 ODP/Transition Initiative

Teresa distributed a list of individuals who have been identified for the FY 2009 ODP Transition Initiative. A total of 74 individuals have been identified. A general discussion ensued concerning past efforts with transition-age students and the role of supports coordination. It was suggested that perhaps a separate Mini-Grant competition could be developed aimed at SCO's to promote and support community employment.

It was also suggested that meetings be scheduled with each SCO to begin a discussion about this year's Transition Initiative. The idea is to hold separate meetings for the 74 individuals/families identified to talk about the Initiative and employment options at each of the SCO's.

There was discussion about continuing to hold a Provider Expo. The purpose of the Expos would be discussed at the SCO gatherings. It was noted that Provider Expos were originally thought of as a way to educate individuals and families about employment and to familiarize them with the different CIE providers in Philadelphia.

There was a continuation of the discussion about flexibility with regard to convening Career Planning Workshops for individuals identified as part of this Initiative. One idea was to hold Career Planning Workshops at SCO offices as a way to make participation easier for all involved.

III. FY 2008 CIE Data Review

Len distributed FY 2008 CIE system wide data. CIE providers will be receiving feedback reports that show their organization's data in relation to system averages on several variables. These reports will be forwarded to CIE providers prior to the October 2, 2008 meeting. System-wide data will be reviewed with providers as part of a Power point presentation on October 2, 2008. There was much discussion around interpreting the data. Len pointed out that the data must be looked at cautiously, especially since it is collected at the end of the year and is not collected at the individual level. The need for individual based data collected on a more frequent basis was noted as being more valid in terms of decision-making and interpretation.

IV. CIE Monthly Data Reporting System (FY 2009)

The new monthly data collection system started subsequent to an August 6, 2008 meeting that introduced the Excel-based reporting system. CIE providers were asked to submit monthly data on an individual basis using an Excel spreadsheet. The request was made to begin reporting activities that occurred in the month of July 2008. As of this meeting, 17 out of the 28 CIE providers have submitted monthly data for July 2008 and nine (9) CIE providers have submitted data for August 2008. It was noted that the issue of reporting monthly data will be discussed at the October 2, 2008 meeting.

V. October 2, 2008 Provider Meeting Preparation

Teresa reported that 31 Providers have responded that they will be attending the meeting. Michael distributed a Tentative Agenda that included specific activities and participant roles (see attached). Michael gave a brief recap of the September 15, 2008 meeting that Kathy Sykes held with several representatives from CIE Provider agencies as well as the Directors of the Coalition and the Alliance. The discussion focused on some general concerns about the current and future state of CIE services in Philadelphia and statewide. During the meeting there was agreement that there was a need to focus more specifically on how these concerns affect ODP, MRS and CIE providers. It was agreed that time should be set aside on October 2, 2008 to identify concerns/issues as well as ideas/solutions as they pertain to ODP, MRS, and CIE Providers.

The Tentative Agenda reviewed for the October 2, 2008 reflected the September 15, 2008 discussion. The Steering Committee group expressed that belief that providers may be a feeling disconnected from Philadelphia Vision For Employment 2010. Michael reminded all that the Capacity Building Work Group was restructured in August for just that reason. One of the goals for the Capacity Work Group is to keep people up to date with Initiative activities.

A. Meeting Agenda Discussion

Kathy Sykes will begin the meeting with a review of Philadelphia Vision for Employment 2010 setting the stage for the remainder of the meeting. Each work group will list accomplishments since inception. It will not be tightly structured so that anyone who has participated in the work group can add accomplishments. Rosa agreed to facilitate that part of the meeting. Jeff agreed to set up a table and bring all of the materials/documents created as part of Vision for Employment 2010. A Power point presentation will show system-wide CIE data. Michael will include CIE provider rates showing a comparison of state-wide averages.

The ideas formulated from the May 23, 2008 gathering at the Employment Supports Symposium will be distributed as a basis for discussion. There was much discussion as to the best way to work with these ideas. It was pointed out that there are 12 areas of focus. There could be small group discussion or the ideas could be used to focus on the Mini-Grants. After the discussion of these issues, the FY 2009 Mini-Grant RFP will be distributed and discussed. This will all occur right before lunch. Rosa will also facilitate an Ice Breaker Activity to begin the afternoon.

In the afternoon, participants will be divided into three groups. Each group will focus on ODP, MRS, and CIE provider issues and solutions. The group work will occur in a round robin fashion. All participants will have an opportunity to address each of the three areas. The group discussions will be solution-focused. The expected outcome is to have a list of issues and potential solutions that can be used as a basis for a new partnership between MRS, Philadelphia CIE providers, and ODP and as a way to prioritize system-wide efforts to promote and support employment. The day will end with a review of the issues and ideas with the large group and a discussion of next steps.

The next Steering Committee meeting will be held on October 15, 2008 at 2 pm at MRS.

