



STATE OF NEVADA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
AGING AND DISABILITY SERVICES DIVISION

Administrative Office
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ROMAINE GILLILAND
Director

JANE GRUNER
Administrator

BRIAN SANDOVAL
Governor

MINUTES

Name of Organization: Taskforce on Integrated Employment

Date and Time of Meeting: December 18, 2014
10:00am - 3:00pm

Reno: Nevada Early Intervention Services
2667 Enterprise Rd.
Reno, NV 89512

Las Vegas: Nevada Early Intervention Services
1161 S. Valley View
Las Vegas, NV 89102

Elko: Nevada Early Intervention Services
1020 Ruby Vista Dr. Suite 102
Elko, NV 89801

- I. Ms. Gruner called the meeting for the Taskforce on Integrated Employment to order at 10:00 a.m.

Members Present: Jane Coorough-Gruner, Kelly Wales, Kristine Minnich, Shelley Hendren, Jack Mayes, Louis Robin Renshaw, Stephen Schumacher, Sherry Manning, Edward Guthrie, LaVonne Brooks, Brian Patchett Joshua Baker,

Members Absent: None

Guests: Scott Harrington, Rosie Melarkey, Stephanie Schoen, Mechelle Merrill, Mary Bryant, Rena Smith, Michele Ferrall, Mark Olson, Anita Fraitz, Robin Kincaid, Kailin Kelderman, David Djickling, Ken Rodriguez.

Facilitator: Kelly Marschall.

Staff Present: Camala Foley

A quorum was declared.

II. **Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item)

Elko: Lenn White had a list of questions for the taskforce that he would like for them to address in the strategic plan. He is interested to have the Taskforce address the working conditions under which some individuals with disabilities are working. Lenn's questions are as follows:

- Questions about helpfulness of job coaches when first starting a new job.
- Questions about job coach know the job and tools well enough to help me with a promotion.
- Question about transportation
- Question about being forced to be part time
- Question about managers explaining changes in scheduling
- Question about who is the boss of the day
- Question about coworkers being respectful
- Question about being uncomfortable about how you are treated by coworkers
- Question about how bosses handle rude customers
- Question about how group homes treat their clients when shopping
- Question about training, supports, and technical assistance for promotions
- Question about being unfair and made to always clean bathrooms, vomit, get all the carts on hot days and take returns to other departments
- Question are managers clear about when you are to do a job – time
- Question for the teachers - students need teachers that will teach job skills at each person's level, so they can reach their optimal potential
- Question for business owners – do your managers have special training about how to work with people with special needs
- Question – are your employees paid minimum wage? Parents and self-advocates need to know what services outside of employment that needed to support employment are available. Who will pay for the taxi if there is no bus?

Las Vegas: No public comment

Reno: Scott Herrington stated that Nevada was among three states to have leadership, strategic goals, and services and service innovation recognized for doing well.

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Rosie Melarkey had encouraging remarks for the taskforce to keep moving forward.

Stephanie Schoen stated the importance of going beyond compliance and focusing on the efficacy for the individual and develop a way to track employment on a statewide level.

III. Introduction and Overview of the Taskforce on Integrated Employment:
taskforce members and taskforce purpose
Jane Gruner, Administrator, Shelley Hendren

By working with community partners Integrated Employment has been able to Move forward. Workforce Summit held across the State helped develop a report that is now in review. Nevada has also been recognized nationally for the Workforce Summit.

Changes within our workgroup:

- Workforce development
- Transportation
- Identify changes in the payment structure

Expectations for Taskforce Members:

- Members will meet monthly and try to attend
- Members will complete assigned task for each meeting
- Members will come to meetings prepared
- Each member was called for their expertise and participation

IV. Overview, discussion and possible recommendations of Planning Project and
Timeline **(For Possible Action)**
Kelly Marschall

Kelly Marschall explained the four phases for the Planning Project:

January - Outreach to key informants, surveys, and focus groups.

February - Conduct Research to collect resources to make informed decisions. A draft research report will be sent out at the end of the meeting by email.

March, April, and May – Have draft plans and strategies to accomplish three, five and ten year goals.

June – Finalize plan to adopt in July.

Sherry Manning made a motion to approve the project timeline and the recommendations of planning. Stephan Schumacher seconded the motion. The motion was passed.

- V. Review draft, discussion and possible recommendation of mission statement and guiding principles (For Possible Action)
Kelly Marschall

Mission Statement

Possible changes to the mission statement mentioned in the South:
Adding physical disabilities, Successful integration be replaced with optical outcomes and experiences, community be replaced with life, work be replaced with competitive integrated employment.

Possible changes to the mission statement mentioned in the North:
Change help to develop and create, life being changed to community.

Revised Mission Statement:

The Mission of the Taskforce is to develop and implement a sustainable system for individuals with intellectual/developmental disabilities to achieve competitive integrated employment in the setting of their choice.

Brian Patchett made a motion to approve the revised mission statement. Edward Guthrie seconded the motion. The motion passed.

Guiding Principles

Kelly Marschall explained Oregon's guiding principles verses Washington's core values. Core values can test goals and strategies and can be used as a navigation tool.

Changes to the guiding principles and core values mentioned:

- Add Washington's core value "Respectful of diverse cultures" to Oregon's guiding principles.
- Adopt Oregon's guiding principle #8 "Employment is a win/win for everybody" as a heading with Washington's core values bullets underneath.
- Change informed to informed choice.
- Change Oregon's guiding principles #1 "Our job is to be creative and tenacious in providing support" to "Our job is to increase opportunity and decrease barriers in providing support".
- Add "of their choice" to the end of Oregon's guiding principles #6.

Kelly Marschall will make necessary changes and present revised guiding principles at the January 21, 2014 meeting for an action item.

- VI. Overview of open meeting law; rules, do's and don'ts
Linda Anderson

Open Meeting Law:

- The agenda for a meeting tells the public and the taskforce what will happen in the meeting.
- It will also tell you what items will be voted on (For Possible Action).
- Outside conversations about Taskforce issues are a violation of open meeting law.

For complete information on open meeting law please visit:

http://ag.nv.gov/About/Governmental_Affairs/OML/

VII. Bylaws, discussion, and possible revisions and approval (For Possible Action)
Kelly Marschall

Kelly Marschall explained the reason the Taskforce needs to have by-laws and reviewed the draft Bylaw that were sent out to Taskforce members.

Changes or revisions made to the Bylaws draft:

- Article IV. the records location will be revised to 3416 Goni Rd Bldg D 132 Carson City NV, 89706.
- Article VI. B. will be signed by all taskforce members.
- Article VI. F. without a written notice of proxy, will be removed.
- Article VIII. D. The annual meeting of the taskforce may be counted as a regular meeting, will be removed.
- Article VIII. E. Taskforce members must present items they want on the agenda to the Chairperson. The member must give a statement of the purpose of the item and how it relates to the Taskforce mission. The Chairperson will have final say as to all agenda items.
- Article VIII. H. written notice of resignation will be added.

For all the Bylaws please see attachment Government Bylaws Order.

VIII. Review and Approval of outreach plan (For Possible Action)
Kelly Marschall

Kelly Marschall explained that the outreach plan will include interviews with up to 15 key informants, focus groups and a consumer survey. The Taskforce members will evaluate the all materials to be used with key informants and select the people to be interviewed however the informant interviews are confidential. The group suggested that "I'm not sure" be added to the scorecard used for the key informant interviews.

The group discussed the use of focus groups to help identify opportunities and challenges in the current system. The group decided on the following focus groups:

List of Focus Groups:

1. Grant a gift, transition age youth (Clark County)
2. Azul blue or Hidden Miracles, Hispanic specific (Clark County)
3. NV PEBP, children (Clark County)
4. NV PEBP, adults (Clark County)
5. Opportunity Village, ethnic diverse group of older adults (Clark County)
6. Dually Served (Washoe County)
7. People First (Reno)
8. People Fist (Elko)
9. Rural school district teleconference
10. Parents at Easter Seals

Next, Kelly explained the use of a consumer survey as an additional tool to gather information from a large group of consumers. The survey will be available in English and Spanish and electronically and on paper. Taskforce member will be distributing the surveys to all consumers.

Stephen Schumacher made the motion to move forward with the Outreach Plan ,Focus Groups and surveys as discussed. Brian Patchett seconded the motion. The motion passed.

IX. Research Brief Overview for discussion and approval
Kelly Marschall

The Research Brief will be sent out by Camala Foley at the end of the meeting for the Taskforce members to review.

X. Determine Taskforce Assignments, Future Agenda Items and Future Meeting Dates
Jane Gruner

Read the literature review and the Research Brief for the next meeting.

The next Taskforce on Integrated Employment will be January 21, 2014.

Future Taskforce meeting dates:

- February 18, 2015
- March 11, 2015
- April 15, 2015
- May 13, 2015

XI. Public Comment

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(No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item. Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name and provide secretary with written comments.)

| There was no public comment.

XII. Adjournment

| The meeting was adjourned.

DRAFT