

**Governor's State Rehabilitation Council (SRC)
Employment and Community Partnerships Committee
Meeting Minutes
January 9, 2017**

Members Present

Carol Carr*
Adam Robson
Carlos Paraskevas*
Judith Castro*
Jennifer Phillips*
Rob Crawford*
Sheri Carparelli*

Members Absent

Chuck Tiller

Staff Present

Lindsey Powers, Admin. Assistant
*Teleconferenced

Guests Present

Barbara Corella, Procurement
Hailey Thoman*, Linkages

Call to Order and Introductions

Carol Carr called the meeting to order at 1:32 pm in the RSA Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

Approval of September 12, 2016 Meeting Minutes

Carlos Paraskevas moved to approve the minutes of the September 12, 2016 SRC Employment and Community Partnerships Committee meeting. Rob Crawford seconded the motion. The committee approved the minutes by unanimous voice vote.

Employment First Initiative Update

Carol Carr stated she did not have a formal report regarding the Employment First Initiative. She noted that all members of the Employment First Initiative Committee had been sharing any updates and pertinent information.

Set-Aside Program Presentation

Barbara Corella, Chair for the Arizona Set-Aside Program Committee, stated the Arizona Set-Aside Program was created legislatively to work with entities

and certified non-profit organizations to provide statewide contracts in a non-competitive environment. Ms. Corella stated the Arizona Set-Aside provided an opportunity for certified non-profit agencies, Arizona Industries for the Blind (AIB), and Arizona Correctional Industries (ACI) to enter into a state contract for business without going through the competitive process, whereby the normal process would require the state to submit a Request for Proposal (RFP) or a bid and allow any organization to make an offer. Barbara Corella stated one of the aforementioned organizations could make an application to the Set-Aside Committee, and if accepted, would move into a contract state. She noted the purpose of the Set-Aside Program was to advance the employment opportunities for individuals with disabilities, and allow the state to offer contracts to those organizations without requiring that those organizations go through the standard bidding process. Barbara Corellas stated the Set-Aside Committee members were appointed by the Director of the Arizona Department of Administration (ADOA) and required the committee include specific representation from ACI, AIB, certain non-profit organizations, and the Assistant Director of the Rehabilitation Services Administration (RSA).

Barbara Corella stated Arizona required that the Set-Aside Program expend 1% of state expenditures to set-aside providers. She stated salaries and benefits would not be funded through the set-aside funds, but could provide funds for opportunity expenditures or travel. Ms. Corella noted the Set-Aside Program was required to provide quarterly reports regarding Procurement reviews, and used the Procurement system to provide updates regarding available contracts and price points on various contracts. She stated some organizations needed to be able to operate for a certain amount of time before becoming successful in their business. Carol Carr stated several non-profit agencies had contracts with the state, and offered products or services through the state set-aside program. Barbara Corella stated the state did not have a diverse set of providers, and as a result, the Set-Aside Program struggled to spend that 1% each year. She stated non-profit agencies participating in the Set-Aside Program must operate in the interest of individuals with disabilities, must comply with all OSHA requirements, and must meet the statutory definition of "disabled".

Ms. Corella noted the Set-Aside Program Committee was legislatively required to meet once a year, although the committee met quarterly in order to process all business requests. Carol Carr noted that AIB would separate from the state and operate as a non-profit entity and inquired whether that would change how the organization operated. Barbara Corella stated that AIB was currently treated as a state agency partner until the agency became a non-profit, and would then be a certified non-profit agency. She stated when the committee received applications from agencies wanting to

participate in the Set-Aside Program; the committee reviewed the quality of the products provided, and whether the products were comparable to products currently provided through state contracts. Barbara Corella stated the committee also ensured that the non-profit agencies had the capacity to satisfy the needs of the whole state. She noted the committee also reviewed the fair market value of products in order to compete with private industries and retail prices. Ms. Corella stated the committee also determined whether the services or products would be available in a reasonable amount of time. She stated the committee reviewed whether the products and services offered "values added", such as by ordering products in bulk, and separating into smaller amounts as needed by the state. Barbara Corella stated that non-profit agencies participating in the Set-Aside Program were required to employ 60% of individuals with disabilities to ensure the agencies were providing employment opportunities for individuals with disabilities.

Barbara Corella stated any organizations wanting to participate in the Set-Aside Program, needed to be certified as a non-profit agency. She stated the organization would complete and submit the application to the Set-Aside Program Committee, which would be reviewed during the quarterly scheduled meetings. Ms. Corella stated all applicants would first complete the Feasibility Review form, in which the committee could then offer feedback prior to the organization going through the entire application process. Barbara Corella stated the non-profit agency would then go before the Set-Aside Program Committee and present their business plan. She stated if the committee approved of the business plan, the organization would then meet with the ADOA, and repeat the process of presenting to the committee and respond to any additional questions. Barbara Corella stated if the committee approved of the organization's plan, the organization would then move into contract with the state. Ms. Corella stated the committee could also vote not to move forward with the contract if the committee felt the contract was not in the best interest of the state. Barbara Corella stated if an organization received approval, the organization would complete the Proposal form, which allowed the committee to offer feedback to the organization. She stated the organization would then complete the Cost-Analysis form, which would assist the organization in determining the cost of their products or services.

Barbara Corella stated ProcureAZ included lists of all current state contracts and what the state paid for those services and products. Carol Carr stated any agencies could search ProcureAZ for vendors that employed individuals with disabilities and procure services through those vendors. Ms. Carr noted that if any state agencies knew of non-profit agencies not participating in the Set-Aside Program, to encourage those agencies to apply to the Set-Aside

Program Committee. Barbara Corella stated ProcureAZ listed all set-aside contracts and contact information to those organizations. Sheri Carparelli inquired whether a for-profit could partner with a non-profit on a state contract. Barbara Corella stated a certified non-profit would have the state contract, although the non-profit could partner with a for-profit agency. Barbara Corella stated the Set-Aside Program needed to grow and morph along with the industry, and potentially test different collaborations. Sheri Carparelli stated she worked for a for-profit agency, and inquired how she would be able to partner with a non-profit agency to expand opportunities for organizations employing individuals with disabilities. Barbara Corella stated the Set-Aside Program Committee could potentially meet with for-profit agencies regarding collaboration. Ms. Corella stated that partnerships could benefit for-profit agencies as well as other educational organizations. Adam Robson inquired whether Barbara Corella had any brochures or information regarding the Set-Aside Program that individuals could share with other agencies. Barbara Corella stated she did not have any brochures, although she would include that as an agenda item for the next committee meeting.

WIOA/Pre-ETS Review

Adam Robson stated the Infographic for the Workforce Innovation and Opportunity Act (WIOA) would be completed soon.

One Stop Screening Practices Update

Adam Robson had previously reported the One Stop Career Center in Tucson had requested that the Employment Coordinator at Cenpatico Integrated Care (CIC) refrain from bringing Behavioral Health Services (BHS) clients to the One Stop unless the clients were chaperoned, were asymptomatic, and had good personal hygiene. Adam Robson stated he had brought the issue to Alicia Ruiz, RSA Statewide Coordinator for Behavioral Health, who agreed to inform Andrea Benkendorf, RSA Deputy Administrator about the issue with the One Stop. Adam Robson stated since then, One Stops had received training and the issue was resolved.

Dream Job Fair Report

Hailey Thoman, Linkages, stated several cities had moved towards holding their own Dream Job Fairs, rather than combining events. Hailey Thoman stated in 2016, there were five Dream Job Fairs. Ms. Thoman noted in Casa Grande, there were 110 job seekers, 20 employers and 4 individuals hired. She stated in Yuma there were over 50 employers, over 850 job seekers, and over 100 job interviews. She stated in Tucson, there were 375 job seekers, 42 employers and 5 individuals hired. Hailey Thoman stated in

Phoenix, there were 227 job seekers, 42 employers and 6 individuals hired. She noted in Havasu, there were 30 job seekers and 6 employers. Hailey Thoman stated the Dream Job Fair would be bigger in 2017. Carol Carr inquired whether the Dream Job Fairs would place an emphasis on Transition services. Hailey Thoman stated each city focused on the needs for that city, and noted the Dream Job Fairs would be planned for spring. Carol Carr noted in Yuma, the Dream Job Fair served as a community job fair that included the military, Goodwill, AZ@Work, and Rehabilitation Counselors. Carol Carr stated the 850 job seekers that attended the Dream Job Fair in Yuma consisted of individuals with and without disabilities, although about 25-30% individuals had disabilities. Judith Castro stated in 2016, RSA had the most successful closures in Yuma. Hailey Thoman noted the difficulty in determining the number of individuals employed through Dream Job Fairs.

Chamber of Commerce Outreach Discussion

This item was tabled.

Agenda and Date for Next Meeting

The next meeting of the SRC Employment and Community Partnerships Committee will be on Monday, February 13, 2017 from 1:30 pm to 3:00 pm. in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows:

- Employment First Initiative Update
- WIOA – Pre-ETS Discussion
- Chamber of Commerce Outreach Discussion

Announcements

There were no announcements.

Public Comment

A call was made to the public with no comments forthcoming.

Adjournment of Meeting

The meeting stood adjourned at 2:55 pm.