

UWIN Work Group Minutes

Work Group: Grant Oversight and Evaluation

Meeting Date: June 5, 2002

Facilitator: Cathy Chambless

Minute Recorder: Tamara Keene

Attendees: Catherine Carter, Cathy Chambless, Ted Loosli, Gordon Richins, Bill Young, Nonie Lancaster, Mandee Buckley, Judith Holt, George Julnes, Don Uchida, Matt Knotts, Hank Liese, and Kathy Daley

Next Meeting Date and Location

July 10, 2002 at the Judy Buffmire Building in the South Conference Room from 2:00-4:00pm

Action Item Updates from Past Meetings

<i>Action Item</i>	<i>Status</i>	<i>Who</i>
Formalize a process for evaluating participation within the UWIN workgroups	In progress, discussions on putting a survey on Zoomerang (a web based survey) to begin in the month of June.	Lynne and Hank

Discussions for Future Meetings

Topic and Summary of Discussion

Executive Board Preparations

Review Integrative Document (memorandum of understanding)

- 1- Statewide service delivery
- 2- Program standards
- 3- Data systems
- 4- Staffing
- 5- Training
- 6- Information dissemination
- 7- Employer marketing and awareness
- 8- Continued funding

If these 8 components represent our preferred future, what can we do to get there?

- Series of thought provoking questions

Discussion on what each agency can provide to progress or move to this future

Michael Deily will “model” what his agency is willing to do, to spur the conversation about what each agency can do and commit to in order to further systems change with the end in mind.

Personal Assistance

Moving in 3 directions

- 1- How to assess cognitive impairment
 - a. How can this be supported
- 2- What is PAS Services for the mentally ill (looking for a definition)
 - a. What services should be utilized
 - b. How do we remain flexible for various needs of consumers
- 3- How different agencies define different topics concerning PAS
 - a. Department of Workforce Services (being explored)
 - b. Human Services (being explored)
 - c. Medicaid (being explored)

Medicaid will be opening PAS on July 1, 2002

Topic and Summary of Discussion

Training by Jeff Sheen (for Judith Holt)

Pilot training for Vocational Rehabilitation counselors in the Northern regions (results on a handout)

- 1- Some questions need clarification, like the BPA&O topics
- 2- Some areas, like PABBS and the Disability Law Center, will be presented a bit differently. More time will be spent on selected topics.
 - a. This training could be a 2 hour training because of content
 - b. Consider having the tests and reviews done 15 minutes before and after broadcast time allotted by Set Net to conserve time and maintain content.
 - c. Add additional contact information about the BPA&O program
- 3- Training information was passed out via Power-Point handouts
- 4- Focus was to get as much of an overview as possible to training group
 - a. Specifics would be handled in a more local arena

Multi-Media Campaign by Nonie Lancaster

New concept of using a CD versus a mail out brochure or flyer to help people become educated about services being offered and to be utilized

- 1- Can be sent to employers and Human Resource Departments
- 2- Can be sent to individuals and families of individuals with disabilities
- 3- Can be available at public centers of information like libraries and schools
- 4- Can be available at Service Agencies

Media tools to use

- 1- TV/Radio
- 2- Brochures/Pamphlets/Posters

Consistency in presentations

- 1- Deciding on a logo and basic design layout for program

Will appeal to involved agencies and interested private sources to pool resources and raise funds for media campaign

- 1- Possibly include employers

UWIN Grant Evaluation by Cathy Chambless

Moving towards having evaluators dealing more with numbers and evaluations rather than group moderation

Topic and Summary of Discussion

- 1- Surveys and follow-up
 - a. PAR survey with 60 participants due to begin in June
 - b. Medicaid administrations data analysis due to begin in June and continue (ongoing)
 - i. Average premiums
 - ii. How long consumers have been accessing Medicaid Work Incentives
 - iii. How many people are currently a part of Medicaid Work Incentives
 - iv. What other health insurances are available to current recipients
 - v. Tracking who uses program (duration)
 - c. BPA&O in-state survey
 - i. Who in the state is providing BPA&O services (Partial?)
 - d. Judith's Training
 - e. Brochures
 - i. Readability is an issue that much be addressed
 - f. Multi-Media and outreach campaign
 - i. Surveys on success of campaign
 - g. EPAS with Mental health consumers
 - h. EPAS
 - i. Are we getting or helping the people who need to be helped?
 - i. Assessment process
 - i. Are we finding the people who we want to serve
 - ii. Are we being successful
 - j. Projection of ticket to work assignments

APHSa Task Force by Mande Buckley

Getting information on specific subjects nationwide

Sign up sheet to be included on phone conferences covering different aspects of Work Incentives and national progress

Action Steps

<i>Action Item</i>	<i>Responsible</i>	<i>Target Date</i>
Meet with USOR Representative to quantify collected information on USOR implementation of the BPA&O program	Evaluators Kathy Daley	Next meeting, July 10, 2002
Find out what can be done to form a network with employers and Diane Russell's group	George Julnes	July
Get feedback on BPA&O informational survey and report to Bill Young, via Tamara Keene (tkeene@utah.gov)	Evaluators Catherine Carter Matt Knotts Kathy Daley	Before June 19, 2002

Recommendations for Executive Board