

UWIN Work Group Minutes

Work Group: Outreach & Training

Meeting Date: November 6, 2001

Facilitator: Nonie Lancaster

Minute Recorder: Alison Lozano

Attendees: Alison Lozano, Nonie Lancaster, Corliss Neuber, Hector Cando, Hank Liese, Phyllis Sharples, Stacey Cummings, Judith Holt, Maree Webb, Christine Lindsey, Mandee Buckley, and Sharron Yearsley

Next Meeting Date and Location

December 11, 2001 at State Office of Education (250 e 500 s #221) 2:00pm – 4:00pm
 January 8, 2002 at State Office of Education (250 e 500 s #156) 2:00pm – 4:00pm

Action Item Updates from Past Meetings

<i>Action Item</i>	<i>Status</i>	<i>Who</i>
Take a look at the web site and become familiar with it.	In progress	All Group
Look for solutions to multi-lingual barriers.	Can utilize web translator when the group is ready for it.	Diane
Find an ethnic group representative.	Governor's office of affairs will not send "volunteers". Look to consumer group for representation.	Hector
Get a mental health representative.	Invited Robert Snarr from the Department of Mental Health onto the Outreach and Training work group.	Phyllis

Discussions for Future Meetings

Topic and Summary of Discussion

Norm Setting for Outreach and Training

Confidentiality

Client names and information should be respected
If member asks for privacy, keep it confidential

Time

Meetings will be monthly through March. After March they will vary based on need and work that needs to be accomplished. Having regular meetings will give everyone a chance to integrate and get used to group goals and needs.

Respectful

Listen to everyone's ideas and input. Everyone here comes from different situations and therefore has experience in different aspects of Outreach and training topics.

Topic and Summary of Discussion

Defining Outreach and Training:

The two main audiences that Outreach and Training will be focusing on are related agencies and consumers. Training will have to supplement the level of understanding of those who are attending a presentation, meeting, or coming to view the website.

With both audiences, the main goal is accurate information dissemination.

Ethnic representation assignment (Hector)

It is important that we understand the conditions and expectations of the different communities so we can effectively communicate with them to meet Outreach goals.

Find a representative through the Governor's Office of Ethnic Affairs

--They are willing to help, but will not be able to find volunteers. (They would require reimbursement.)

--Lets look to finding a consumer who may be able to represent this group.

Surfing the Website

Very well done – Good public access/good training tool

Website is most likely to be used by state agencies for training rather than for public use. Many people with disabilities do not have access to computers.

Need to get a FAQ link to frequently asked questions.

Action Steps

<i>Action Item</i>	<i>Responsible</i>	<i>Target Date</i>
What are the main discussions that will be presented to the different audiences? Medicaid Buy-In/ Ticket to Work/ Personal Assistance/ Protection and Advocacy Create a matrix for each topic (intervention) for the group to complete.	Mandee and Nonie	By next meeting

Recommendations for GOE Group