

# UWIN Work Group Minutes

## Work Group: Outreach & Training (Green)

Meeting Date: December 11, 2001

Facilitator: Nonie Lancaster

Minute Recorder: Tamara Keene

Attendees :Dianne Brown, John Harbert, Kate Cotterell, Maree Webb, Nedra Taylor, Nonie Lancaster, Sharron Yearsley, Stacey Cummings, Steve Soderquist, Bill Young, Hank Liese, Cathy Chambless, Matt Knotts, Victor Layton, and Mandee Buckley

### Next Meeting Date and Location

January 8, 2002 State Office of Education (250 s 500 e) Room #156, 2:00pm-4:00pm

### Action Item Updates from Past Meetings

<i>Action Item</i>	<i>Status</i>	<i>Who</i>
Create a framework for the matrix	It has been set up and is ready to have group expand and add	Outreach & Training workgroup

### Discussions for Future Meetings

Continue building a matrix for each intervention.

## Topic and Summary of Discussion

### **Brief Group Orientation**

#### **PAR (Participatory Action Research) Objectives**

- 1- Requires diverse representation
  - a. Different people with different understandings, agendas, and situations.
- 2- Keep the focus on action
  - a. Set goals
  - b. Reflect on accomplishments

#### **Goal of UWIN ([www.uwin.org](http://www.uwin.org))**

Assist in the development of a system that helps people with disabilities get assistance effectively and to prepare for new programs that are or will soon be available.

#### **Purpose of the Outreach & Training workgroup**

To come up with a plan that will provide information to consumers with disabilities, state workers and agencies, advocates, and private agencies so they will have the necessary tools to use upcoming programs.

- 1- Medicaid work Incentives
- 2- Benefits Planning Assistance & Outreach
- 3- Ticket to Work
- 4- Protection and Advocacy for Beneficiaries of Social Security (PABSS)
- 5- Employment-Related Personal Assistance Services (E-PAS)

#### **Role of Outreach & Training workgroup**

- 1- Help develop a matrix for target groups
- 2- Develop information dissemination plan
- 3- Prioritize action steps
- 4- Provide guidance & feedback to agencies on current outreach campaigns.
  - a. Serve as a quality control of sorts
  - b. Raise awareness of cross-agency publications so that the intended targets receive usable information.

## Topic and Summary of Discussion

### **Beginning the Matrix**

Who do we want to reach? (Audience)

What do they need to know? (Action)

1- Group brainstorms audiences and actions to best develop a beginning matrix

At this time it will be best to have a very wide base that can eventually be funneled for effectiveness and needs.

1- This is an additional reason why it is important that all the people who have a vested interest in the topics discussed are included in the decision making.

a. "Who's missing" as described in the PAR process

**Action Steps**

<i>Action Item</i>	<i>Responsible</i>	<i>Target Date</i>
Attend other workgroup meetings to assist building the Outreach & Training workgroup’s matrix. Visiting other workgroups will help members to better understand the current issues and get an idea how to best facilitate Outreach & Training workgroup’s goals.	Any Outreach & Training workgroup member	When possible

**Recommendations for GOE Group**