

**Commission on Community-based Alternatives  
for Persons with Disabilities**

**Direct Workforce Subcommittee**

April 10, 2007

10:00 am – 12:00 pm

Center for Disabilities Studies, University of Delaware  
461 Wyoming Road, Newark, DE

**Meeting Minutes**

*In attendance:* Ginger Nobles, Easter Seals; Penny Chelucci, Division of Substance Abuse and Mental Health; Janet Kramer, League of Women's Voters; Tracy Mann, Center for Disabilities Studies; Michael Gamel-McCormick, Center for Disabilities Studies; Renee Bean, Center for Disabilities Studies; John Reiff, KenCrest; Tony Horstman, parent, State Council for Person with Disabilities; Becca Dougherty, Center for Disabilities Studies

I. Welcome

Michael Gamel-McCormick called the meeting to order at 10:10 A.M.

II. Approval of February Minutes

The minutes were approved via email prior to the April Direct Workforce Subcommittee meeting.

III. Old Business

a. Updates on Commission Compiled template

- i. Michael and Ginger attended the Full Commission retreat on March 26 and reported on the event, as it concerns workforce issues.
- ii. Ginger reported that the discussions during the retreat brought Subcommittee chairs together to discuss the compiled goals in the broader context. The Commission members prioritized 14 of 27 goals at the meeting that would be focused on in the next five-year plan and folded other goals into the final 10 priorities. Michael thought it was important to emphasize as many of the Workforce Subcommittee's goals as possible and reworked the Workforce goals in to one goal that encompassed all aspects of the original four drafted goals, as well as the guiding principles.
- iii. The committee commended this effort.
- iv. The drafted workforce goal was distributed. The 1<sup>st</sup> – 3<sup>rd</sup> goals were consolidated into one larger workforce goal, placing 6 out of 10 in the Full Commission's priority ranking order.

- v. Public meetings have been scheduled. An announcement will be made pending confirmation of transportation arrangements.
  - 1. Goals and objectives will be available for review after Friday when the Commission members approve the minutes and the goals and objectives as drafted at the retreat.
  - 2. John suggested the group get WHY? involved in the public meetings. Tracy will send John the press release to share with the president of WHY?.
  - 3. Committee members will share the notice with their organizations.
  - 4. Information will be posted on the website in html formatting (and pdf) so that multiple accesses are available.
  - 5. Presentations can be made at organizations as requested. Please contact Becca Dougherty (beccad@udel.edu) to coordinate a presentation.
  - 6. Ginger asked that members agree to represent the committee. Jamie, Tony, Renee, and John agreed to speak or coordinate with someone to speak about direct workforce goals. Renee will ask the members of the DSP Leadership weekend and will work with Carol Barnett, who is leading the advocacy session, to seek DSPs to present.
  - 7. Michael asked if we should circulate the template to organizations and advocacy groups. Jamie asked to include home health agencies.
  - 8. Jamie will draft a notice for the League of Women's Voters.
  - 9. Jamie will draft talking points for members of the public to use for generating ideas, such as a one page handout with bullets.
  - 10. Michael explained that wages can be affected by legislation. John emphasized the importance of getting people at the meetings to express their needs, in light of impending budget cuts.
- vi. Overview of the goals and objectives from the retreat.
  - 1. Housing was ranked high and included multiple goals.
  - 2. Transportation, Medicaid Buy-in, and Workforce Development were all high priorities.
  - 3. Tony Horstman thought the group needed to better define "fair and adequate wages". Michael explained that the wage comes from the Small Business Healthcare Market Basket.
  - 4. John expressed concern that the workforce goals don't include a cost estimate. Tracy explained that the Office of Management and Budget will estimate the costs of the projects. Michael added that the product the Commission is going to create is a public relations tool, not a legislative map.
  - 5. John thought the group needs to know the number of DSPs in Delaware, in order to strengthen the argument for more support.

b. DSP Curriculum and Credentialing Update/Discussion

- i. The Workforce Recruitment and Retention Project applied for a no-cost extension with the state to work through the curriculum and credentialing process.
    - ii. The DSW committee will serve as oversight for the project.
    - iii. Tony asked what the prerequisites would be for the training. Renee clarified that this curriculum would set core standards that everyone would receive.
    - iv. The committee is attempting to quantify the number of people who work as DSPs in the state.
    - v. The group hopes to pilot and implement the program by the end of 2007.
  - c. Report on State's Wage Increase Initiatives through Legislation

- i. Renee presented the executive summary of a study on wage pass-throughs across the country.
      - ii. Ginger and John found the report extremely educational.
      - iii. Ginger also thought that there is potential for the DSW advocates to become involved in small business healthcare issues, in general, as the home care service industry is a big part of the nonprofit sector. DANA was conducting a study of Delaware's nonprofit industry that may be useful.

#### IV. New Business

- i. Renee led a grant application process for a DOL grant that would support the implementation of the Workforce Recruitment and Retention pilot.

V. The next meeting, originally scheduled for May 8, 2007 is cancelled, due to the Full Commission public meetings. The group will coordinate via email and the next meeting will be in June.

VI. Meeting was adjourned at 11:45 A.M.

#### VII. Next Meeting

- a. May 8, 2007 – meeting canceled
- b. June 12, 2007 – next meeting, 10 am at Center for Disabilities Studies

#### VIII. Adjournment

- a. Meeting adjourned at 12:09 p.m.