



State of Connecticut Department of Developmental Services

DDS

Ned Lamont
Governor

Jordan A. Scheff
Commissioner

Elisa F. Velardo
Deputy Commissioner

Minutes of August 7, 2023 - ARPA Individual and Family Engagement Transformational Committee

Location: Meeting held Virtually via Microsoft Teams

In attendance: Greg McMahon, Dr. Cheryl Ellis, Kevin Arce, Lena Esposito, Adrianna Ramirez, Joanne Malise, Denise Palladino, Pat Tyler

Absent: Shannon Jacovino, Ger Kogut, Jessica Sundell, Maricruz Ortiz

Guests: Lauren Gray (DDS), Owen Shome (Deloitte), Yury Cruz (CTFSN),

1. Call to order by Greg McMahon. Public meeting requirements were reviewed.
2. Minutes from the previous meeting were approved. Noted to correct next meeting date to 08/07/2023.
3. Communications Update – Lauren Gray, DDS Communications
 - DDS launched a calendar page to include all meetings and links to community partner links, self-advocate groups and resources- [Calendar \(ct.gov\)](#)
 - Suggestion to give a brief description of each meeting of the calendar.
 - Suggestion to update public landing pages adding a brief description to meeting pages for public to understand purpose of each meeting.
 - Home page under helpful events update adding fall virtual community forums. Commissioners annual updates presented- <https://portal.ct.gov/DDS/General/DDS-Stakeholder-Updates/2023-DDS-Stakeholder-Updates>
 - Launching a DDS texting program mostly quarterly to send public DDS updates, emergency and unique events- <https://portal.ct.gov/DDS/General/Custom/DDS-Updates>
 - Suggestion for accessibility menus updated and expanded for DDS website general- CPAC uses USERWAY accessibility by userway.org- <https://cpacinc.org/> , Disability Rights CT uses recite.me- <https://www.disrightsct.org/#reciteme-launch>
 - Demonstrated what DDS new website (mock up) will look like based on template of Department of Labor home page. There will be no customization for individual pages available and only use standard template-
 - The first videos are being launched in September. Employment video will be longer. Final video is remote supports and assistive technology. There will be a launch party.
 - September newsletter all content written and then going to design phase. Monthly email newsletter will continue.
4. Deloitte Update -Owen Shome
 - No major updates.
 - Starting outreach to providers that submitted plans to build up attendance for technical assistance sessions that are coming up.
5. Update on DDS translation services – Dr. Cheryl Ellis, DDS Director of Diversity Equity & Inclusion
 - DDS uses two different vendors for ASL and another vendor for translation services.
 - 2023 DDS has had 45 episodes of people using translation services and the majority were for

using ASL.

- DDS is exploring video interpretation for other languages such as Spanish, Polish, and other languages needed.
- Challenging to find out which staff are bilingual; she knows DDS has Spanish capacity and Polish capacity and continues to check on with HR as to which staff and numbers.
- Suggestion to have a link to inform individuals about access to language support.

6. Updates and topics for future meetings

- Peter Mason is overall coordinator and Greg McMahon will be done in December and Keith Lavalette will be done in March as retirees. The ARPA Project coordination will move to Gunnar Abrahamson to continue supporting the ARPA work.

7. Announcement of next meeting- Monday, August 21, 2023, 10:00 am.

8. Adjournment

Phone: 860 418-6000 ♦ TDD 860 418-6079 ♦ Fax: 860 418-6001
460 Capitol Avenue ♦ Hartford, Connecticut 06106
www.ct.gov/dds ♦ e-mail: ddsct.co@ct.gov
An Affirmative Action/ Equal Opportunity Employer

9. Deloitte Update – Owen Shome
 - Deloitte has been doing trainings for DDS staff and providers.
 - Appendix K incentives provider have been approved.
 - Deloitte is continuing to support DDS with implementation plan and identifying responsible individuals withing DDS.
10. Review of Committee Recommendations (attached)
 - Green=done, yellow= in progress
11. Updates and Topics for future meetings.
 - Legislative update.
12. Announcement of next meeting- August 21, 2023 10:00 am.
13. Adjournment.