



## Disability Issues Committee STRATEGIC PLAN 2016

- Statement of vision/mission  
Enable individuals with disabilities to have universal access and integrated services within the Essex County and Newark One-Stop Career Centers with a focus on employment services.
- Identify the objective: How much of what the group hopes to accomplish by when
  1. Organize an employer recognition event, in the spring of 2016, where both the County Executive and Mayor would recognize area employers who champion employment for individuals who have disabilities.
  2. Assist with putting on a Federal Agency Schedule A hiring event for individuals who have disabilities. This event is being held on 6/28/16 in Jersey City.
  3. Repeat Disability Resource training for One Stop staff by 12/31/16
  4. Develop a short employer presentation that can be taken to chamber events, etc. discussing the benefits of hiring individuals who have disabilities by December 2016
  5. Develop a local Disability Resource Guide by June 2017.
- Identify the committee's key strategies as to how things will be accomplished
  1. An Employer Recognition event will be held in the spring of 2016. Committee members will participate in putting the event together with an individual designated to take the lead for planning purposes.
  2. Committee members will assist with development and implementation of a Federal Schedule A hiring event for individuals who have disabilities and share information about the event with all committee members to insure that individuals who have disabilities in Essex County and the City of Newark are offered the opportunity to participate.
  3. Training on disability resources and services will be provided to One Stop staff according to a training schedule arranged with both the Newark and Essex County One Stop offices.
  4. A brief presentation for employer groups will be developed and shared with committee members and presented to local Chambers of Commerce, Rotaries and other employer groups to discuss incentives for hiring individuals who have disabilities, resources for outreach, etc. A subcommittee of the larger group will develop this presentation and share with all members.
  5. A local disability resource guide will be developed for use by One Stop staff. A subcommittee of the larger group will research already existing guides and put together a simplified version of local contacts and services available to individuals who have disabilities.

Population to be targeted – One Stop staff, employers, individuals who have disabilities  
All individuals targeted will benefit from having information about disability resources and having universal access to services.

Barriers impacting our targeted populations include: a lack of training and resources available to One Stop staff in dealing with individuals who have disabilities who are One Stop Career Center customers; a lack of knowledge about hiring individuals who have disabilities and

federal hiring requirements and incentives; a lack of information about how to recruit, hire and retain qualified employees who have disabilities and resources that can assist employers with these processes; a fear of losing benefits and knowledge of benefits planning resources by individuals who have disabilities and One Stop staff; limited knowledge of public transportation route planning and knowledge of available travel training resources by individuals who have disabilities and One Stop staff.

- Review the strategies and comment on their appropriateness  
The strategies identified are consistent with the overall mission and vision of the Disability Issues Committee and fit with the resources and opportunities available to committee members. Anticipated resistance and barriers include possible resistance from employers in considering individuals who have disabilities for job openings; resistance from One Stop staff to working with individuals who have disabilities and not realizing that services can be provided in partnership with the NJ Division of Vocational Rehabilitation Services; resistance from individuals who have disabilities who are fearful of losing benefits if they go to work. Employers, One Stop staff and individuals who have disabilities are all targeted in this plan and resources will be made available to them to minimize resistance. Disability Issues Committee members represent most of the resources that will assist targeted populations to receive the resources they need to overcome most of the anticipated resistance and will be involved in carrying out this plan.
- Evaluation of strengths and weaknesses  
Strengths
  - Training
  - Co-existing in a location with other services
  - Interest & openness to learn & building bridges
  - Regular communication with staff thru committee meetings
  - Variety of knowledge wisdom and experience
  - Don't have to identify yourself as disabled
  - Counselors are specifically trained to work with people with disabilities
  - OrientationWeaknesses
  - Funding still leans towards pushing to DVR
  - More education in regard to awareness and disability services provided by DVR
  - Funding Services, silo services (only DVR)
  - Location needs to be accessible to public transportation and have parking
  - Why are people segregated in One Stops and sent to DVR instead of being helped through "mainstream"
  - Clients feel they need to dumb-down themselves at One Stops to receive services
  - DVR does not have the best reputation in response to customers
  - May not have access to technology needed-web based universal system (WIFI)
  - Need to engage more with employers to promote our clients
  - Need to know when an opportunity arises within the community
  - No publicity and no visibility on social media
  - Not everyone in the One Stop is on the same page (information is not universal)
  - Some people are put in DVR but prefer One Stop services (they are not explained the benefits of DVR services)
- Evaluation of opportunities and threats  
Opportunities

- Put together a guide for staff, service providers on eligibility
- Put together a flow chart of services as a guide
- Raise awareness of opportunities of employers
- Partner with ARDC (Aging Disability Resource Center)
- Lunch and Learn for employers: “Employers Engagement”
- Collaborate with Rutgers-Newark Business School-College relationships with Business
- Create a guide for partners and providers (DDD,DVS)
- Increase presence on the internet
- Cross training
- Collaborate with other WFD Training Programs, not to be in competition

#### Threats

- Reduction in staff to help to explain an issue that may arise
- Non personalized services
- Too isolated and not integrated
- Red tape
- Moving more towards technology

#### ➤ Develop the action plan by stating the specific community/system change (*if applicable*)

The following list represents community/system changes this plan will address.

1. Employers see the value in hiring individuals who have disabilities and employers who have championed efforts to hire, retain and promote employees with disabilities are recognized for their efforts.
2. Individuals who have disabilities in Essex County and the City of Newark have access to the Federal Schedule A hiring event being held on 6/28/16.
3. One Stop staff realizes that by working together resources can be maximized and individuals who have disabilities receive the services that they need to be successful in employment.
4. Individuals who have disabilities understand that incentives exist to encourage them to try working and that if they receive the supports they need and utilize available resources, they will be successful.
5. One Stop staff learns about resources that exist to help individuals with disabilities access the services they need to be successful.
6. Employers understand that individuals who have disabilities can do their jobs as well as their co-workers who do not have disabilities and are able to utilize available community resources to assist with job training and employment retention.

#### ➤ Identify action steps (who is going to do what)

1. An employer recognition event will be held in early June 2016
  - a. Committee members are assigned tasks to ensure the event runs smoothly
  - b. Employer nominations were solicited and 4 employers were selected to be recognized
  - c. Elaine Katz and Wanda Peguero from the Kessler Foundation assisted the committee in accessing grant funds from the Foundation to pay the costs associated with this event
  - d. Joanne Kaiser chairs the subcommittee and will develop a save the date email as well as printed invitations and evites
  - e. Howard Weiss and Davetta Lane will check dates so that the County Executive and Mayor might be able to participate
  - f. Howard Weiss will confirm dates with the Zoo Educational Center and also contact Aramark for quotes on the cost of breakfast for the event
  - g. A definite date for the event as well as the final program will be decided on by the 3/14/16 subcommittee meeting

- h. All committee members will work on mailing lists of invitees who will receive printed invitations and will also utilize their own e-mail lists to send evites.
  - i. Sandra Bleckman will check the cost of printing the invitations and arrange for printing through Fairleigh Dickinson University (to be completed by the 4/1/16 committee meeting)
  - j. Debra Rosas will consolidate the mailing lists and send the hard copy invitations
  - k. Joanne Kaiser will receive RSVPs and develop an attendee list
  - l. Howard Weiss will check to see who the county uses as a vendor for awards/trophies
  - m. All committee members will participate in the actual event to act as resources for attendees
2. Essex County and Newark residents will have information about the 6/28/16 Federal Schedule A hiring event for individuals who have disabilities
    - a. Committee members (2 or 3) will participate on the planning committee for this event
    - b. Information about the event will be disseminated to all committee members by individuals involved in planning the event
    - c. Committee members will share this information with individuals they work with as well as with all One Stop staff
  3. All One Stop staff will be trained about disability services and resources and will use this information to assist individuals they work with. They will also learn how they can partner with other One Stop partners and community based agencies to provide services cooperatively and provide services in a complementary manner.
    - a. Committee members will review the training that was presented previously and update as appropriate
    - b. Dates for training will be provided by Essex and Newark One Stop operators and training for staff will be scheduled.
    - c. Committee members will participate in the training
    - d. The NJ Division of Disability resource guide will be available for distribution to trainees
  4. A short presentation will be developed for employer groups and presented at chambers, rotaries and other gatherings of employers. This presentation will focus on hiring individuals who have disabilities and provide resources to assist with this process.
    - a. A subcommittee of the Disabilities Issues Committee will meet and develop this short presentation
    - b. Committee members will connect with employer groups and arrange to speak at meetings, present information and offer local resources.
  5. A local disability resource guide will be developed and available for distribution to One Stop staff, employers and individuals who have disabilities. A long term goal is for this guide to also be available on the County and City websites.
    - a. A subcommittee will review the already existing resource guides for individuals who have disabilities and will pick out the local resources as well as state resources available for individuals in our local area.
    - b. Selected resources will be compiled into a desktop reference for use by One Stop staff, employers and individuals who have disabilities.
    - c. Ideally the guide will be available on line where it can be easily updated and reviewed.
    - d. Resources needed to carry out this objective include funds for printing the guide and the ability to include it as part of a disability issues committee page on the County/City websites.

e. Information included in this guide will need to be regularly maintained and a member of the disability issues committee will handle this assignment.

➤ Evaluate your action plan

All the intended activities or community/system change that have been discussed in committee meetings are included in this plan. As objectives are accomplished they will be evaluated to see if additional steps need to be taken to accomplish committee goals. Resources such as time and money needed to accomplish goals are included in the steps that are projected. The action plan was developed based on the current work of the committee and tasks that committee members are committed to accomplish. All steps are flexible and allow for modification depending on new opportunities that are identified or barriers that become apparent as work towards meeting the goals proceeds. The plan will be reviewed regularly at committee meetings and can be modified as needed.

➤ Indicate how you will use the strategic plan

The strategic plan will be shared with all committee members and resource staff and will also be used when developing agenda items for committee meetings so that the action steps and progress toward goal achievement can be monitored and discussed at meetings throughout the year.

➤ Begin implementing action planning steps

Scheduling the employer recognition event is well underway and will be able to be accomplished within a reasonable time frame. Scheduling additional training for One Stop staff should also be easily achievable since the training outline was already completed and there only need to be dates scheduled for delivery of training for this task to be accomplished. Having committee members participate on the Schedule A event planning committee has already been accomplished and other activities related to this event will occur by the date projected. Other tasks such as creating a local resource guide and developing an employer presentation will take more time due to the nature of the work required to accomplish them. The guide in particular will take a great deal of time for review of current guides, development of a local one and then having the information available in hard copy and then via the City and County websites. The committee has requested assistance with having a presence on the websites and this is still something that will continue to be explored.

➤ What will be the process for monitoring progress and making changes

Regularly scheduled committee meetings will be the platform to review progress and make any needed changes in the strategic plan. These have already been scheduled through December 2016 and agenda items will reflect discussion on each of the goals identified on the plan.