

DEPARTMENT Council for the Handicapped**Office Memorandum**

TO : Council for the Handicapped, Members

841032  
DATE: June 1, 1984

FROM : Richard L. Ramberg

PHONE: \_\_\_\_\_

SUBJECT: Annual Report

The Council for the Handicapped established priority goals for F.Y. '84 on July 29, 1983. Accomplishments through December 31, 1983 were reported to the Minnesota State Legislature on March 1, 1984. That report was received warmly and contributed to a legislative decision to release F.Y. '85 Council appropriations for expenditure.

This report reprints the six month accomplishment section of the report to the legislature and provides additional information to update Council activities and accomplishments since January 1, 1984. The same format has been used for both sections to enable easy review.

RLR/ar



# MINNESOTA STATE COUNCIL FOR THE HANDICAPPED



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## F.Y. 1984 ACCOMPLISHMENTS THROUGH DECEMBER 31, 1983

### INFORMATION

#### \* Information and Referral:

- Goal 1 -- To continue to provide information and referral assistance to handicapped persons, parents, advocates, service providers, and the general public who contact the Council from throughout Minnesota.
- Accomplishment -
  - Over 4,500 handicapped persons and others were assisted regarding employment opportunities, financial assistance, housing, handicapped parking, accessibility and many other topics.
- Goal 2 -- To increase the number of handicapped persons who utilize and benefit from available Council resources.
- Accomplishments -
  - Data updates continue.
  - A followup system was developed to better determine the effectiveness of information provided.
  - Initiated outreach campaign to increase use of Council's broad disability and public policy information and advisory assistance resources. This has already resulted in additional requests for assistance.
    - Sent general information and referral release to organization list consisting of 150 contacts.
    - Sent newsrelease, small poster, tips on disability awareness and guidelines as to how to address disability to all Minnesota news directors and editors for radio, TV and newspapers.
  - Information and referral to residential and respite care services.
    - Major time and effort were devoted to assuring that this service currently provided by the non-profit Developmental Services Organization (D.S.O.) would be continued and, hopefully, expanded statewide. The result was a grant from the Department of Public Welfare to D.S.O. to continue this service through June 30, 1984, with additional long-term planning still needed.

\* Public Information:

- Goal 1 -- To provide a central source of general disabilities information to benefit handicapped persons and interested others.

- Accomplishments -

- Published the bi-monthly newspaper "Connector" and distributed to 7,000 persons statewide, with "Connector" articles being reprinted in a variety of national, international and local newsletters and magazines.
- Published and distributed periodic newsreleases regarding important issues to the statewide news media and 150 disability organizations. These included such releases as: an announcement of the nondiscrimination amendments of 1983; announcements of appointments to the Council; reinforcement of gas station cooperation with disabled drivers; information about new mortgage loan program; request for applications for Council appointments; information regarding openings on other state councils; notification of Request for Proposals for Job Training Partnership Act; notification of implementation date of "Public Services" provisions of the nondiscrimination amendments; information about Tax Incentives to Promote Accessibility; reminder of State Council's Information and Referral service; and an announcement of Northwestern Bell's interest-free loan program for special communication equipment.
- Public speaking engagements, including International Association of Personnel in Employment Security in Duluth, St. Cloud Tri-Cap (Tri-County Action Programs, Inc.), Kiwanis Club in Montevideo, State Job Service "in-service" training in St. Paul.
- Reported feature stories on various disabilities and programs: Courage Center and the New Disability: Closed Head Trauma; Vinland National Center Hosts International Disabled Veterans Program; Climb, Inc. - A Theatre Company of Celebration.
- Variety of on-air and taped radio interviews regarding newsreleases and responding to current disability issues.
- Advised and provided informational materials to the State Fair for Disabilities Awareness Day.
- Continued to send out requested materials from the Council's audio-visual library.

- Goal 2 -- To assist state decision makers with the development of public policies which affect people with disabilities.

- Accomplishment -

- Sponsored the second annual Legislative Roundtable for 30 organizations to improve understanding of major issues and needs for the 1984 legislative session.

ISSUES

\* Employment:

- Goal 1 -- To facilitate employer cooperation with and implementation of the nondiscrimination amendments of 1983, Chapter 276.
- Accomplishments -
  - Developed a statewide education plan to be implemented during the second half of F.Y. 1984 and F.Y. 1985.
  - Completed initial plan activities, for example, presentations during the annual state personnel conference, information to the 504 Coordinators Network, and presentations in Duluth and Montevideo to employers and job placement personnel.
  - Advise the Department of Human Rights regarding planning for a state level conference.

\* Civil Rights:

- Goal 1 -- To enable handicapped persons to utilize and benefit from the nondiscrimination amendments of 1983, Chapter 276.
- Accomplishments -
  - Developed a plan for major statewide information outreach to handicapped persons and advocates.
  - Completed initial planned steps, e.g., newsrelease regarding program accessibility becoming effective. This resulted in a number of requests for additional information and presentations and plans for development of a consumer oriented brochure.
- Goal 2 -- To improve access to the voting process.
- Accomplishments -
  - Completed analysis of existing voting laws and assisted the Minnesota League of Disabled Voters with the drafting of legislation for introduction in 1984.
  - Assisted the Secretary of State with a voting site accessibility survey and promotion of law enforcement.
  - Requested and obtained the cooperation of the Attorney General in the promotion of law enforcement through county attorneys statewide.

\* Early Childhood Intervention:

- Goal 1 -- To develop maximum possible support for mandated services to handicapped children from birth through age three.

- Accomplishments -

- Developed policy statements deemed to be crucial to any new legislation. Most policies were included in draft legislation prepared by the Minnesota Committee for the Handicapped.
- As needed, facilitating information flow among organizations interested in early intervention to assure broad input and development of sound legislative policy.
- Sought and received a grant from the Husted Foundation to develop a single resource document and public information brochure which would show the need for and value of early intervention services.

\* Accessibility/Equal Opportunity:

- Goal 1 -- To enable state government and other priority employers and service programs to comply with state and federal access/affirmative action/equal opportunity laws at the lowest possible cost.

- Accomplishments -

- Information and assistance continues to be provided daily to persons who call the Council. Contacts are estimated to be 600 to date.
- Developed a set of recommendations to achieve full state code accessibility for all state owned and leased properties by 1992, the end of the Decade of Disabled Persons, and obtained approval from Governor Perpich to assist the Department of Administration in implementing this plan. This incremental plan is being initiated with the cooperation of the Department of Administration as requested by the Governor. Results will greatly increase the integration of handicapped persons into communities and state employment opportunities.
- Expanded the list of accessible meeting sites to assist the Department of Administration and state agencies to comply with state law.
- Improved state real estate management policies with regard to accessibility through consultation with the Department of Administration.
- Developed memorandums of agreement with the Department of Administration regarding the operation of accessibility policies for state meetings and conferences and for state leased space.
- Continued to serve as the facilitator and information resource for the state agencies 504 Coordinators Network. Recommended policy improvements in the 700 Hour Trial Work Period law. Special projects were completed for coordinator training and several agencies implemented reasonable accommodations policies.
- Surveys of employers and service agencies continue.
- Adaptive aids of benefit to persons with communications disabilities continue to be emphasized along with architectural accessibility in all activities.

**F.Y. 1984 Accomplishments Through  
December 31, 1983**

- Advised state officials and medical personnel regarding emergency evacuation procedures for people with disabilities.
- Coordinated handicapped community review of curb cut regulations and made recommendations regarding state policies enforcement.

**OTHER ISSUES/HIGHLIGHTS**

- \* **Employment:** Reviewed state affirmative action law and policies as a base for recommendations to the Governor's Affirmative Action Council, and the Department of Employee Relations. Obtained agreement from D.O.E.R. to develop a training package for state managers and supervisors regarding handicapped affirmative action, reasonable accommodations, and other issues.
- \* **Human Rights:** Council staff participated as a member of the Blue Ribbon Task Force studying the Department of Human Rights and coordinated handicapped input to this study.
- \* **Dependent Care:** Advised United States Senator David Durenberger regarding actions to improve the dependent care section of the Women's Equity Assistance Act and disseminated information statewide regarding the act itself and its effects on families of handicapped persons.
- \* **Education:** Consulted with the University of Minnesota, Department of Health Education, regarding technology and methods for the education of older blind persons.
- \* **Post-Secondary Education:** Developed information and policy recommendations for the Governor's Task Force on Post-Secondary Education. The goal is an "accessible and accepting" statewide system.
- \* **Title XIX Waiver:** Made recommendations to improve accessibility financing and to assure service to all developmentally disabled persons. Results are not known, but would have long-term beneficial effects if implemented. Facilitated followup discussions between the Minnesota Housing Finance Agency and the Department of Public Welfare.
- \* **Attendant Care:** Investigated and clarified issues and problems to be addressed by the handicapped community through continuing involvement with the Department of Public Welfare.
- \* **Housing:** Coordinated discussions between H.U.D. and the handicapped community aimed at improved referral to accessible housing. Information was provided to the Metropolitan Council regarding the housing needs of handicapped persons.
- \* **Block Grants:** Developed recommendations representing the broad handicapped perspective for use by the Legislative Auditor in assessing the effectiveness of the Minnesota Block Grant system for social, health and correctional services.
- \* **Transportation:** Provided handicapped disabilities perspective to assure effective use of federal 16(b)(2) funds through membership on the Minnesota Department of Transportation Advisory Task Force.
- \* **Chemical Dependency:** Publicized statewide the Chemical People Minnesota prevention campaign and provided advice, resulting in closed captioning of national public television programs and the presence of a sign language interpreter for

local broadcasting. A Council resolution supporting the national campaign against drunk driving was adopted. Disseminated information to disabilities organizations and to the Minnesota Congressional delegation regarding the need for improved public policy.

- \* Solidarity Day: Participated in planning for the 1983 Solidarity Day to promote handicapped community understanding and involvement in the community.
- \* National Policy: Coordinated Minnesota handicapped community input to a policy paper published by the National Council on the Handicapped. The purpose of this national policy paper is to give broad direction to federal activities regarding handicapped persons.
- \* Governor's 1984 Initiatives: Requested Council involvement in sub-cabinet issues discussions to enable other executive branch decision makers to benefit from the broad umbrella resource available through the Council for the Handicapped.
- \* Tax: Promoted increased employment opportunities through re-establishment of federal tax deductability for accessibility and other accommodations made by employers to enable hiring handicapped persons.

#### ADMINISTRATIVE ACCOMPLISHMENTS

- \* Goals: F.Y. 1984 Council goal setting activities were accomplished as planned.
- \* Orientation: Orientation of new Council members was completed as planned and ex-officio membership from other state agencies completely updated.
- \* By-Laws: The Council By-Laws were completely revised and updated to reflect Council statutory changes and current Council policies.
- \* Members: Council member responsibilities were revised to reflect current involvement policies.
- \* Evaluation: Conducted a special, comprehensive review of Council operations and committee structure. Executive Committee recommendations were accepted by the Council.
- \* Per Diem: Council member per diem policy was expanded to recognize special activities beyond official meetings which qualify for payment.
- \* Supervision: All supervisory activities were accomplished according to schedule and within state guidelines.
- \* Reasonable Accommodations: A reasonable accommodations policy was developed for the Council operation.
- \* Expenditures: Payment of expenses and other state obligations was made within state guidelines and recommendations for budget adjustments prepared for Council action in January.
- \* Computer: The microcomputer was operationalized. Word processing has been used in various ways and input to the mail list manager is well underway. Information and referral database use has been initiated, though additional statewide information collection and input is needed.



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## ANNUAL REPORT

BY RICHARD L. RAMBERG, EXECUTIVE DIRECTOR

TO MINNESOTA STATE COUNCIL FOR THE HANDICAPPED

JUNE 1, 1984

### INFORMATION

#### \* Information and Referral:

- Goal 1 -- To continue to provide Information and Referral (I and R) assistance to handicapped persons, parents, advocates, service providers and the general public who contact the Council from throughout the state.
- Accomplishments -
  - The data base of information regarding organizations throughout the state has been increased by some 220 organizations.
  - The follow up card system has indicated general satisfaction with assistance provided.
- Goal 2 -- To increase the number of handicapped persons who utilize and benefit from available Council resources.
- Accomplishments -
  - Additional mailings of the packet highlighting Council information and referral assistance and the proper terminology and language to use when discussing disabilities was sent to chambers of commerce, magazines, Association of Mayors, Association of Minnesota Counties, Minnesota League of Cities, state legislators, and the state 504 Coordinators Network and Affirmative Action Officers.
  - Visibility achieved resulted in an immediate increase in I & R calls which has now leveled off at a 25% increase over previous experience.
  - Information and referral posters are being printed for future use to be determined in detail after the Council's F.Y. '85 priorities have been established.

#### \* Public Information:

- Goal 1 -- To provide a central source of general disabilities information to benefit handicapped persons and interested others.



## Accomplishments

- Connector continues to be published bi-monthly.
- Visibility through the media packet has resulted in several radio and television appearances in the Twin Cities, Mankato and Duluth.
- Information and referral articles have been documented in 42 newspapers statewide.
- Publications printed during this period include: a reprinting of the handicapped parking brochure (one-half of the 10,000 printed have already been distributed); Decade of Disabled Persons: The Minnesota State Council for the Handicapped Invites Your Community to Become an Integral Part of the Decade of Disabled Persons; and a flyer to promote distribution of the Responding to Disability: A Question Of Attitude (such publicity is now possible due to state and in-kind gift printing).
- Goal 2 -- To assist state decision makers with the development of public policies which affect people with disabilities.
- Accomplishments -
  - Capitol Ideas was published during the 1984 legislative session (a student intern again contributed substantially to research and development).
  - Action alerts and advocacy letters were distributed to Congress and to consumer organizations to promote the overturning of the Grove City court decision which limited Title IX coverage and thus could affect Section 504 coverage (positive response has been received from Minnesota Congressional Delegation members).
  - A reception for the Minnesota Congressional Delegation and its staff was hosted by the Council during the annual President's Committee on Employment of the Handicapped meeting in Washington, DC.

## ISSUES

### \* Employment:

- Goal 1 -- To facilitate employer cooperation with and implementation of the nondiscrimination amendments of 1983, Chapter 276.
- Accomplishments -
  - Regional employer, i.e., Private Industry Council, presentations are scheduled to be conducted during June, July and August (a sound/slide presentation for use during these and other appearances is being produced).
  - A brochure for employers has been published to promote implementation of the Human Rights amendments.
  - The Department of Human Rights was provided assistance in planning, publicity and presentation of its conference on May 18.

- Goal 1 -- To enable handicapped persons to utilize and benefit from the nondiscrimination amendments of 1983, Chapter 276.

RLR Objective: "To develop and recommend to the Executive Committee a plan for the dissemination of information to disabled consumers in the ten non-Twin Cities regions of the state regarding the Human Rights amendments."

- Accomplishments -

- A project outline and guidelines for implementation were approved by the Adult Concerns Committee in November, 1983. The project plan was approved by the Executive Committee in March, 1984.
- Regional conferences for consumers and other interested persons are scheduled for the fall of 1984, with initial contacts having been made in each region.
- The Department of Human Rights was assisted with planning, publicity and presentation of its conference on May 18.

- Goal 2 -- To improve access to the voting process.

- Accomplishments -

- The voting access bill was passed into law by the 1984 state legislature and signed by Governor Perpich (substantial research, facilitation, expertise and lobbying were provided by the Council in cooperation with the Minnesota League of Disabled Voters).
- A poster to promote voting by disabled persons is being printed from F.Y. '84 funds and will be distributed in cooperation with the League of Disabled Voters.

\* Early Childhood Intervention:

- Goal 1 -- To develop maximum possible support for mandated services to handicapped children from birth through age three.

- Accomplishments --

- A legislative bill was introduced and informational hearings held during which the Council provided testimony as to the need for this legislation.
- An informational brochure "The Time To Begin" funded through the Husted Foundation was completed and distribution statewide initiated. Initial response has been excellent.
- A companion resource document has been completed and will be printed during this fiscal year.

\* Accessibility/Equal Opportunity:

- Goal 1 -- To enable state government and other priority employers and service programs to comply with state and federal access/affirmative action/equal opportunity laws at the lowest possible cost.

- Accomplishments -

- Capital improvements priorities were recommended to the state Building Construction Office.
- A sound/slide show regarding safety is being developed.
- Surveys were conducted since January 1 of 37 sites: 50% meeting and conference sites; 25% churches; 25% schools, work sites, homes, libraries, and state buildings.
- Section 504 Network within state government has continued with information updates distributed as needed and a meeting conducted to promote development of reasonable accommodations policies.
- Advice was provided to the Tourism Division of state government to promote additional accessible recreation and meeting opportunities statewide.
- Major accessibility presentations have been made to the State Building Inspectors, state safety conference, and the Minneapolis Plumbers and St. Planners.
- Affirmative action recommendations for implementation by state government were completed and approved by the Adult Concerns Committee for presentation to the Governor's Affirmative Action Council on April 30, 1984. Reactions indicated that these were the most comprehensive and well organized recommendations received by the GAAC.

SPECIAL LEGISLATIVE RELATED ACTIVITIES

\* Fund Raising F.Y. 1984:

- Goal 1 -- To raise \$33,700 to match 10% of the Council's F.Y. 1985 appropriation.

RLR Objective: "To Raise a 10% Match."

- Accomplishments -

- Cash contributions received to date are \$6,023.16. In-kind contributions received to date are \$8,668.96. Total contributions are \$14,692.12. (This includes a major gift of \$5,744 printing from the Web Company for Responding to Disability: A Question of Attitude.)
- Plans for F.Y. '85 activities will be finalized following the Council's priority decision making on June 14: plans will include promotion of gifts for the regional Human Rights conferences.

\* Administration:

- Goal 1 -- To conduct all administrative and management responsibilities necessary to maintain an effective Council and staff operation.

### Report

The report to the legislature was delivered on March 1 as required. F.Y. '85 appropriations were released by the legislature for Council expenditure with a rider which allows gifts received in F.Y. '84 to count against the 10% match.

### Budget

RLR Objective: "To manage the Council budget within 10% of the spending plan approved by the Council."

Adjustments approved during the year have been made.

### Training

The State Management conference was attended and provided information regarding: the executive management process; affirmative action; leadership; performance evaluation; and other items.

### Staff

RLR Objectives: "To implement improved performance indicators for all staff which will better differentiate between individual performance."

The concept and outline for this new system has been developed with consultation by the Department of Employee Relations and the Department of Administration. Full implementation of position description and performance indicator changes will occur in accordance with Council priorities to be set on June 14. An achievement award was presented to Patti Hague for her continuing outstanding legislative advocacy and for her excellent assistance provided to the Executive Director during the Council's biennial planning process. Annual evaluations of all staff have been completed within state guidelines and incremental salary increases implemented for satisfactory performance.

### Communications

RLR Objective: "To communicate to the Council, Executive Committee, and standing committees all matters of policy impacting on the handicapped community, Council operations, and future policy development of the Council."

Orientation of new Council members presented jointly with the Council Chair was the most intensive and comprehensive ever. The planning process provided a more organized approach than ever before, with standing committees, staff and consumer organization input providing the major direction for Council decision options. Other issues continue to be addressed as they arise, for example, the federal Housing and Urban Development Attendant Care Rules.

### OTHER ISSUES

- \* Attendant Care: In response to new HUD rules effective October, 1984, developed an advocacy position for change in national legislation which

will be advocated to the Minnesota Congressional Delegation and distributed to all state Governor's Committees for their assistance.

- \* **Economic Development:** Together with the minority councils, initiated discussions with the Commissioner of Economic Development and his staff to enable increased publicity to the disabled community regarding technical assistance and financial assistance available through the department and to increase the advisory impact of the councils on department policies.
- \* **Ombudsman:** Initiated inter-agency discussions aimed at determining the best placement for the Vocational Rehabilitation Ombudsman Program beginning October, 1984. Proposed a process for designation of this program by the Governor so as to insure independent ability for action.
- \* **Housing:** The Council is represented on the Metropolitan Council Housing Task Force and on the state Housing Finance Agency Advisory Task Force.
- \* **Sheltered Employment:** The Council is represented on the "Big Issues" Task Force coordinated by the Division of Vocational Rehabilitation.
- \* **Transportation:** A 1981 Council policy was used as the base for advocacy of individual decision making regarding Metro Mobility eligibility. The Council continues as an advisor to the Legislative Commission on Regulation and Administrative Review.