**HB 2336 Kansas Employment First Initiative Act**

**Annual Report to the Governor and**

**Members of the Kansas Legislature**

**Submitted By:**

**Kansas Employment First Oversight Commission**

**December 31, 2011**

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1. **Background**

The Kansas Employment First Oversight Commission was passed into law as part of the Employment First Initiative Act (HB 2336) during the 2011 Legislative Session (a copy of the bill is located in Appendix A). This new law establishes Employment First as the official policy of the State of Kansas. The purpose of Employment First is to increase the number of Kansas residents with disabilities who are employed in competitive and integrated settings. All state agencies and their programs and services must ensure that competitive and integrated employment shall be the **first** option when serving people with disabilities. The law states that “all state agencies shall follow this policy and ensure that it is effectively implemented in their programs and services.” The law also directs that “all state agencies shall coordinate efforts and shall collaborate within and among such agencies to ensure that state programs, policies, procedures and funding support competitive and integrated employment of individuals with disabilities.” The law also requires state agencies to share data and information across systems to track progress towards implementation.

As part of the law, the Kansas Legislature established a five member Oversight Commission to establish the measurable goals and objectives in order to ensure the effective and proper implementation of this act. The Commission also tracks the measurable progress of public agencies in implementing this act. The Commission establishes the measureable goals and objectives to ensure effective implementation of the act. All state agencies are required to “fully cooperate with and provide data and information to assist the Commission in carrying out its duties.” The Commission is required to issue this annual report to the Governor and Legislature. When progress can be reported, the Commission’s report is to detail progress toward the goals and objectives set by the Commission and progress towards full implementation of the Employment First law. The five appointed Commissioners are volunteers who donate their time, energy and talents toward the Employment First Initiative outlined in House Bill 2336. Although there is a stipulation in the law that provides expense reimbursement to Commissioners, most of the Commissioners have made the decision not request such reimbursement from the state.

The Employment First Oversight Commissioners are:

Rep. Dan Kerschen, Garden Plain

Barney Mayse, Overland Parks

Rocky Nichols, Topeka

Wendy Parent-Johnson, Lawrence

Ron Pasmore, Wichita

1. **Summary of Commission Activities**

The Commission membership was fully appointed by the appointing authorities in September. The Commission met four times over the four month period since being appointed. Accomplishments to date include:

* Met with the Governor’s Subcabinet on Disability,
* Implemented an operating and reporting infrastructure with all relevant state agencies,
* Collected preliminary state agency data,
* Established draft goals and objectives,
* Created a website for communication of the Commission’s activities with stakeholders ([www.ksemploymentfirst.org](http://www.ksemploymentfirst.org)), and
* Formulated a plan to gather stakeholder input.

Each of the state agencies received a letter from the Employment First Oversight Commission requesting a liaison be assigned to the Commission who can answer questions and be a direct link for the agency to the Commission. The letter also outlined information needed for the Commission to begin its work, such as identifying what employment related services for people with disabilities they provide, the agency’s regarding employment of people with disabilities, their current goals for the employment of people with disabilities, methods used for tracking or measuring competitive and/or integrated employment for people with disabilities, challenges impacting employment of people with disabilities, ideas and suggestions for improving employment for people with disabilities, and planning activities to date in response to the Employment First policy (HB 2336). The Commission is in the process of analyzing initial data provided by state agencies.

1. **Goals and Objectives –**

***Note: These goals and objectives are submitted in draft form pending additional input from stakeholders.***

In order to receive proper input from stakeholders and state agencies, the Commission decided to make the goals and objectives in this report, its initial report to the Governor and Legislature, in draft form. Having the goals and objectives in draft form allows stakeholders and state agencies to read the Commission’s draft goals and objectives and provide feedback to the Commission over the coming months. The Commission will continue to obtain input and engagement from stakeholders over the next few months and will finalize its goals and objectives by April 2012.

In establishing these draft 2012 goals and objectives, the Commission used as its starting point national standards adopted by the Alliance for Full Participation (AFP) regarding competitive and integrated employment. The AFP is a partnership of leading developmental disability organizations who have established a national goal of doubling the employment rate for people with developmental disabilities by the year 2015 (<http://www.allianceforfullparticipation.org/about-afp-2>). In an effort to measure progress towards achieving this goal, the State Team Scorecard was developed by AFP for use by individual states to determine a baseline measure of employment outcomes; assess policies, strategies, and practices that impact employment for people with developmental disabilities; establish goals and an action plan for doubling their state’s rate of integrated competitive employment; and provide a tool for promoting best practices to assist state’s with implementing policies and practices that result in systemic change and employment outcomes.

The Commission determined that crafting its draft 2012 goals to follow this national standard would allow Kansas’ goals on Employment First to be better integrated with national goals on this effort, and would allow for more effective comparisons with national, regional and other states results with these standards, yet recognizing that the Kansas Employment First law concerns persons with all types of disabilities, not just developmental disabilities. Thus, the Commission has developed its own “Kansas Employment First Scorecard,” patterned after the AFP scorecard and based on the Commission’s draft goals for Employment First. As part of this report, the Commission has completed this scorecard and assessed how Kansas is doing in regards to these national standards (see Appendix B). The Commission foresees that completing this scorecard will be part of its annual analysis of the state of Employment First in Kansas. Although the 2012 draft goals established by the Commission are modeled after the AFP standards, the Commission has also developed detailed, measurable objectives under each goal. These objectives, which are also in draft form pending stakeholder and state agency input, are in addition to and flow from the goals. The objectives provide more details on many of the steps and actions that need to take place to ensure the effective implementation of the new Employment First policy. A listing of the 9 draft goals and 41 draft objectives, including entities responsible and target dates for completion is provided below.

Goal 1: Kansas has measurable annual performance outcomes with clear and meaningful benchmarks that track a number of key indicators, including expanding the number of individuals in competitive and integrated employment settings.

Objectives for Goal 1:

1.1 – State agencies in Kansas will identify what data are being collected by their corresponding agency in regards to employment and employment outcomes of people with disabilities, including specific outcomes data regarding employment of people with disabilities in competitive and/or integrated settings. This information will be shared with the Commission (April 1, 2012).

1.2 – Individual state agencies will identify baseline data and establish their proposed benchmarks for relevant data sets on employment and competitive and/or integrated employment. These proposed benchmarks and baseline data will be shared with the Commission (April 1, 2012).

1.3 – The Kansas Employment First Oversight Commission (abbreviated in this report as “Commission”) will utilize these proposed benchmarks, national standards, Kansas specific information, the individual programmatic outcomes set by state agencies and other information in the Kansas data system gathered under Goal #3 in order to establish the overall measurable statewide goals, objectives and outcomes on Employment First for the 2013 report to the Governor and Kansas Legislature (Dec. 1, 2012).

Goal 2: Each state agency has a strong and effective policy outlining how it will implement the Employment First law and ensure that competitive integrated employment is the first option with all its programs, supports and services.

Objectives for Goal 2:

2.1 – State agencies will conduct a comprehensive assessment of their policies, procedures, programs and services and obtain input from the disability community on ways to make adjustments and changes to fully implement and integrate Employment First (June 1, 2012).

2.2 – State agencies will have a written policy and plan publically available detailing exactly how they have changed policies, procedures, programs and services to effectively implement the Employment First policy. Copies of these plans/policies will be provided to the Commission (July 1, 2012).

2.3 – In the examination of normal agency operations and day-to-day programmatic decisions, each state agency will develop specific strategies of how it can better integrate and implement Employment First into its operations, programs and services. When reporting to the Commission their written Employment First plans (see Objective 2.2), state agencies will report how they integrated and implemented Employment First in this regard (July 1, 2012).

Goal 3: Kansas has a comprehensive, integrated data system for collecting and publishing employment outcomes for people with disabilities. This system tracks a variety of measures, including but not limited to competitive and integrated employment data, and is used to engage stakeholders and inform strategy and policy decisions.

Objectives for Goal 3:

3.1 – State agencies will identify which of their programs or activities (including but not limited to grants and contracts) serve or support people with disabilities in obtaining employment or provide training and support to help transition to adult life, including employment (transition services in public education, etc.). This information will be provided to the Commission (April 1, 2012).

3.2 – State agencies will develop a plan for outcomes and data they will need to collect in order to track the effectiveness of their Employment First policy implementation and competitive integrated employment of people with disabilities. Programs or activities identified as providing services or supports under objective 3.1 are part of this data plan. In this plan, agencies will consider what additional data should be collected from their services and supports that assist people with disabilities in employment. These individual state agency plans will be provided to the Commission (April 1, 2012).

3.3 – Individual state agencies will establish measurable outcome targets for these data sets within each of their services and supports that interact with the Employment First requirement. These individual service and support outcome targets will be provided to the Commission (July 1, 2012)

3.4 – The Commission will obtain feedback from stakeholders regarding the agency data collection plans (August 1, 2012).

3.5 – The Commission will make recommendations to agencies regarding their individual data plans in the form of goals, objectives and outcomes for data collection to ensure effective implementation of the Employment First act. (September 1, 2012).

3.6 – The Disability Subcabinet (as the entity ultimately tasked by the Governor to broadly take the lead on Employment First) will take a leadership role to bring together a cross-agency data working group or some other appropriate method to take the Commissions goals and objectives, as well as the individual agencies outcome targets, and implement a shared data system that compiles, tracks and publishes data on a quarterly basis (December 1, 2012).

3.7 – State agencies will quarterly publish data outcomes showing the effective implementation of the Employment First policy. This will be available in both detailed and summary form in order to enable effective use by the disability stakeholder community and people with disabilities (starting Jan. 1, 2013 and quarterly thereafter). The Governor will designate the lead agency responsible for collecting and publishing these data quarterly (July 1, 2012).

3.8 – Information from this data system will be used by state agency decision makers to better inform strategic, policy, program and contracting decisions (ongoing).

Goal 4: Kansas state agencies implement strategies to carry out their program changes and individual employment outcome targets with their employees, programs and contractors to ensure effective implementation of Employment First on a programmatic/regional and agency-wide level. These strategies are developed with stakeholder input.

Objectives for Goal 4:

4.1 – Starting in January 2012, Kansas state agencies obtain meaningful disability stakeholder input to develop strategies to carry out program and other changes (as detailed under Goal 2) and individual employment outcome targets (as detailed in Goal 3). Meetings occur at least quarterly. Any revisions or adjustments to the strategies occur at least yearly. State agencies will report to the Commission any relevant information from this input and collaboration in this regard (December 1, 2012).

4.2 – State agencies utilize this input to develop detailed strategies to effectively ensure successful implementation of their changes and outcome targets on both a programmatic/regional and agency-wide basis. A summary of these strategies to ensure successful implementation and the stakeholder input obtained is presented to the Employment First Commission (December 1, 2012).

Goal 5: Kansas has effective, meaningful and productive collaborations among stakeholder groups and between these stakeholders and state government to support the Employment First policy. Whereas other stakeholder engagement measures in these goals and objectives are task specific, this engagement is broader and better ensures overall engagement on Employment First.

Objectives for Goal 5:

5.1 – The Employment First Workgroup (established in the SRS CDDO contract negotiations) will be expanded to include all relevant stakeholders and key state agency staff. This expanded group will meet at least quarterly to discuss Employment First issues and conduct proactive planning (starting February 2012 and quarterly thereafter).

5.2 – At least annually, beginning in 2012, an Employment First statewide stakeholder conference will be held to facilitate further involvement and discussion in Employment First and its implementation. State governmental entities are engaged in this conference as key collaborators. The next conference is planned for April 4-5, 2012. Therefore, by March 1, 2012, each cabinet level state agency and the Department of Education will designate at least one key policy-level, decision-making staff member to attend the April 4-5 Employment First conference on behalf of their agency. As used in this document, the term disability stakeholders include provider agencies, advocacy organizations, employers and people with disabilities. (On-going, annually)

5.3 – Each state agency will have a policy encouraging stakeholder engagement and outlining strategies to effectively involve stakeholders in Employment First planning, implementation and on-going tracking. This policy statement will be presented to the Commission (July 1, 2012).

Goal 6: State agencies will enter into formal interagency agreements to successfully implement, support and track the Employment First policy and the goals and objectives established by the Commission.

Objectives for Goal 6:

6.1 – State agencies obtain stakeholder input specifically to identify issues, gaps and coordination issues where an interagency agreement would prove helpful towards implementation of Employment First (June 1, 2012). State agencies present a summary of this information to the Commission (August 1, 2012).

6.2 – Formal interagency agreements are in place between agencies involved with employment services or supports to outline cross-agency implementation issues, such as shared service delivery, service coordination and data sharing across all systems. At a minimum these interagency agreements should include the agencies that operation the following programs: Special Education, Vocational Rehabilitation Services, HCBS Waivers serving individuals who are of employment age, Workforce Services, mental health, TANF, and others that may apply. Copies of these agreements will be provided to the Commission (August 1, 2012).

Goal 7: Kansas state agencies aggressively pursue resources to support innovation in employment services to better advance and implement the Employment First initiative.

Objectives:

7.1 – The Employment First Commission will obtain information and examine innovative Kansas programs and pilot projects in the area of employment services (Great Expectations Initiative (GEI), Project Search, etc.), as well as innovations in other states. The Commission will request input from stakeholders and state agencies on innovative strategies (May 1, 2012).

7.2 – Based on the information obtained in Objective 7.1, the Commission will identify and disseminate information on innovative employment strategies to the state agencies and stakeholders. This will be done by July 1, 2012 and ongoing thereafter.

7.3 – The Commission will help promote the development of a strong statewide association that embodies the goals of Employment First. This association will be the backbone for stakeholder engagement. (Ongoing)

7.4 – State agencies will annually identify policies, practices and programs that have changed in order to better support innovation in the area of Employment First. This information will be presented at the yearly Employment First statewide stakeholder conferences (see Objective 5.2), with a copy provided to the Commission (November 1, 2012).

7.5 – State agencies will pursue and apply for a minimum of three funding sources per year to support innovation with employment and Employment First. When state agencies pursue these new initiatives or funding opportunities, the state will, whenever possible, include goals and aspects that focus on or improve Employment First (for example TWorks planning and Commerce attracting new employers would include Employment First principles). The Employment First Work Group (see Objective 5.1) will report to the Commission by November 30, 2012,the opportunities pursued and the results under this objective.

Goal 8: Adequate resources are readily available to Kansas transition-age students and individuals waiting for services and their families to encourage them to choose competitive integrated employment over other options.

Objectives for Goal 8:

8.1 – State agencies will have policies and programs in place that support programs, transition-aged students and individuals waiting for services to encourage competitive integrated employment over other options. State agencies will report to the Commission the changes in policies and programs to support this choice of competitive, integrated employment (July 1, 2012).

8.2 – The Employment First Work Group will propose a plan for Kansans with disabilities to receive effective benefits planning with a benefits specialist prior to beginning their job search in order to fully understand the financial impact that employment can have in improving their quality of life. The Employment First Work Group will report to the Commission by December 1, 2012.

8.3 – Because residing on a waiting list is a significant barrier to employment, the State Kansas will prioritize funding to dedicate more support toward reducing the Home and Community Based Services (HCBS) Waiting Lists instead of institutional levels of care. (On-Going)

8.4 – The State of Kansas will explore conducting a thorough comparative cost effectiveness analysis of different employment settings as well as the broader economic impact of Employment First (tax dollars generated, jobs created, impact to businesses, impact on the individuals, etc.). The Commission will examine this need and will conduct planning to determine the feasibility of such study. (December 1, 2012)

8.5 – If Managed Care is implemented in Medicaid, the State of Kansas should reinvest 50% of the State’s share of Medicaid savings due to Managed Care towards reducing HCBS waiting lists in order to better ensure that Kansans with disabilities can obtain competitive and integrated employment. Doing this will ensure that individuals waiting for HCBS services have the supports they need to be able to choose competitive integrated employment. By November 1, 2012, the Sub-Cabinet on Disability will report to the Commission the amount of dollars and percentage of managed care savings that are proposed to be dedicated towards reducing HCBS waiting lists. (On-going)

8.6 – The Commission will examine studies regarding the benefits of employment, including the link between positive health and employment (July 1, 2012).

8.7 – Each state agency will ensure that every individual person centered plan and other employment support plans developed by their programs, contractors or service providers will include a goal for competitive integrated employment. State agencies will report to the Commission on the implementation of this objective (December, 2012).

Goal 9: Kansas has effective strategies for supporting Kansans with disabilities to achieve economic self-sufficiency.

Objectives for Goal 9:  
  
9.1 – State agencies will examine their programs and services to identify opportunities to provide financial education for those entering the workforce to help them understand the value of saving money and create incentives for increasing wealth, such as expanding opportunities through Individual Development Accounts. State agencies will report to the Commission the results of their examination (September 1, 2012).

9.2 – State agencies will develop new initiatives and fully utilize existing ones that would allow persons with disabilities to accumulate assets from employment and receive appropriate levels of assistance required to maintain their employment. Employment First Work Group will develop recommendations and report back to the Commission. (November 1, 2012)

9.3 – State agencies will promote the use of the “Working Healthy” program, which allows participants to buy in to Medicaid on a sliding scale based on earnings. Through this promotion, Kansas will seek to increase participation by 10% by December 1, 2012.

9.4 – State agencies will strive to improve true economic self-sufficiency of people with disabilities by developing a plan to support more people with disabilities to become gainfully employed at a high enough income to enable the purchase of supports and services outside of Medicaid and other self-sufficiency opportunities (encouraging home ownership, etc.). Ideas to better support more Kansans with disabilities on a path to true economic self-sufficiency will be discussed by the quarterly Employment First Work Group (detailed in Objective 5.1). The Employment First Work Group will report to the Commission results of these discussions (December 1, 2012).

9.5 – State agencies will examine opportunities to provide an additional tax or other incentives to businesses hiring people with disabilities in competitive and integrated employment. The Sub-Cabinet on Disability will report to the Commission on this topic (July 1, 2012)

9.6 – State agencies will promote entrepreneurial and self-employment opportunities for persons with disabilities. The Commission will engage the Technical Assistance Center, collaborate with the DD council and other entities to identify opportunities to promote entrepreneurship and self-employment. (July 1, 2012)

9.7 – State agencies will develop and pursue policies that promote secondary education (e.g. college, vocational training, apprenticeship, etc.) for persons with disabilities as a path to employment. The Commission will engage Think College Kansas to obtain recommendations on how to advance this objective. (May 1, 2012)

9.8 – State agencies will promote career development and advancement services for people with disabilities throughout their working career. As part of implementing objective 2.1, all state agencies shall include a review of policy, procedures, programs and services as it relates to barriers for job retention, career development and career advancement. (June 1, 2012) As part of the reporting in 2.2, state agencies will report on policy changes to support this objective. (July 1, 2012)

1. **Next Steps**

The Commission will go through a thorough process to receive feedback and input from stakeholders and state agencies on these draft goals and objectives. Additionally, the Commission will engage these same partners to outline the barriers to making Employment First a reality as well as effective strategies that can advance the Employment First policy. The Commission believes that it is important to address these issues using multiple methods from a variety of perspectives to ensure that real and perceived issues are identified and incorporated into the Commission’s goals, objectives, barriers and strategies. These stakeholders include state agencies, disability providers and advocacy groups, the Employment First initiative work group, as well as people with disabilities and self-advocates.

The Commission will finalize these goals and objectives, along with identifying barriers and strategies toward achieving Employment First, by no later than April 2012. The Commission believes that this additional time input and feedback will prove critical in ensuring the Employment First initiative starts out on the right track.

**Appendix A: HB 2336**

HOUSE BILL No. 2336

AN ACT establishing the Kansas employment first initiative act and creating the Kansas employment first oversight Commission.

*Be it enacted by the Legislature of the State of Kansas:*

Section 1. (a) This act shall be known as and cited as the Kansas employment first initiative act. As used in this act:

(1) ‘‘Competitive employment’’ means work in the competitive labor market that is performed on a full-time or part-time basis in an integrated setting; and for which an individual is compensated at or above the minimum wage, but not less than the customary wage and level of benefits paid by the employer for the same or similar work performed by individuals who are not disabled.

(2) ‘‘Integrated setting’’ means with respect to an employment outcome, a setting typically found in the community in which applicants or eligible individuals interact with non-disabled individuals, other than nondisabled individuals who are providing services to those applicants or eligible individuals, to the same extent that non-disabled individuals in comparable positions interact with other persons.

(b) It is hereby declared to be the policy of the state of Kansas that competitive and integrated employment shall be considered its first option when serving persons with disabilities who are of working age to obtain employment. This policy applies to programs and services that provide services and support to help obtain employment for persons with disabilities. All state agencies shall follow this policy and ensure that it is effectively implemented in their programs and services. Nothing in this section shall be construed to require any employer to give preference to hiring people with a disability.

Sec. 2. (a) All state agencies shall coordinate efforts and shall collaborate within and among such agencies to ensure that state programs, policies, procedures and funding support competitive and integrated employment of individuals with disabilities. All state agencies shall, whenever feasible, share data and information across systems in order to track progress toward full implementation of the act.

(b) State agencies are authorized to adopt rules and regulations to implement this act.

Sec. 3. (a) There is hereby established a Kansas employment first oversight Commission consisting of five members. The Commission shall consist of the following members who shall serve for a three-year term:

(1) Four members who are persons with a disability or who are knowledgeable of disability issues and who are not state employees, of whom:

(A) One shall be appointed by the speaker of the house of representatives;

(B) one shall be appointed by the minority leader of the house of representatives;

(C) one shall be appointed by the president of the senate; and

(D) one shall be appointed by the minority leader of the senate;

(2) one member who is experienced with employment service programs and who is not a state employee shall be appointed by the governor.

(b) The governor shall designate one member to convene and organize the first meeting of the Commission at which the Commission shall elect a chairperson and a vice-person from among its members. The Commission shall meet at least four times a year and, additionally, whenever called by the chairperson. A quorum shall consist of three members. All actions of the Commission shall be taken by a majority of the members of the Commission.

(c) Each member of the Commission shall be paid mileage and other expenses as provided by K.S.A. 75-3212, and amendments thereto.

(d) The Commission shall establish measurable goals and objectives for the state of Kansas to ensure implementation of this act. The Commission shall track the measurable progress of public agencies in implementing this act. All state agencies shall fully cooperate with and provide data and information to assist the Commission in carrying out its duties.

(e) The Commission shall issue an annual report on or before January 1 each year which shall be presented to the governor and members of the state legislature. The report shall detail progress toward the goals and objectives and full implementation of this act. All state agencies shall cooperate with the Commission on the creation and dissemination of the annual report. The report also shall identify barriers to achieving the outcomes along with the effective strategies and policies that can help realize the employment first initiative.

(f) The governor shall select from the cabinet agencies the lead agency responsible for compiling data and coordinating the preparation of the annual report at the direction of the Commission. The activities of the Commission and lead agency pursuant to this section shall be done within existing grants and resources.

Sec. 4. This act shall take effect and be in force from and after its publication in the statute book.

**Appendix B: Kansas Employment First Oversight Commission Score Card**

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| Kansas Employment First Oversight Commission  Report and Scorecard |  |  |
| Goal 1: Kansas has measurable annual performance outcomes with clear and meaningful benchmarks that track a number of key indicators, including expanding the number of individuals in competitive and integrated employment settings. | **1 2 3 4 5** | 1: There are no performance outcomes relating to increasing employment of people with disabilities. 2: There are performance outcomes, but they are too vague and are worded within overall outcomes, such as quality of life. 3: There are employment outcomes, but they are insufficient and all are not measurable. 4: There are measurable employment outcomes, but they are problematic (i.e., meeting the outcome does not necessarily mean an improvement in or increasing the rate of services in employment, as compared to segregated or non-work services.) 5: There are measurable outcomes with meaningful benchmarks. |
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| Kansas Employment First Oversight Commission Report and Scorecard |  |  |
| Goal 2: Each state agency has a strong and effective policy outlining how it will implement the Employment First law and ensure that competitive integrated employment is the first option with all its programs, supports and services. | **1 2 3 4 5** | 1: No state agencies have adopted an Employment First policy detailing how they will implement Employment First in all programs, supports and services, nor is one being considered. 2: State agencies are considering Employment First policies, but there is not a formal group working on it. 3: State agencies are actively working on an Employment First policy; or agencies have a policy but it is flawed, incomplete in its implementation details or it is not clear.  4: State agencies have an Employment First policy, but it could be worded stronger so that Employment First is more meaningful in influencing practice. 5: ALL state agencies have a strong Employment First policy along with the details of how it will implement the policy in its programs, supports and services.. |
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| Kansas Employment First Oversight Commission  Report and Scorecard |  |  |
| Goal 3: Kansas has a comprehensive, integrated data system for collecting and publishing employment outcomes for people with disabilities. This system tracks a variety of measures, including but not limited to competitive and integrated employment data, and is used to engage stakeholders and inform strategy and policy decisions. | **1 2 3 4 5** | 1: There is no comprehensive shared data system. 2: Partial data is sometimes collected. 3: Partial data is sometimes effectively collected and summarized. 4: Data is collected, published and effectively summarized but not a part of ongoing discussion and is not integrated into strategy discussions. 5: A comprehensive data system is in place both within and across state agencies. Information on employment, percentages and outcomes are routinely collected, analyzed, reported, and discussed. It is central to informing and impacting strategy and policy decisions. |
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| Kansas Employment First Oversight Commission  Report and Scorecard |  |  |
| Goal 4: Kansas state agencies implement strategies to carry out their program changes and individual employment outcome targets with their employees, programs and contractors to ensure effective implementation of Employment First on a programmatic/regional and agency-wide level. These strategies are developed with stakeholder input. | **1 2 3 4 5** | 1: There is no comprehensive strategy in place to implement Employment First on a programmatic/regional and agency-wide level with employees, programs and contractors.  2: There are some programmatic/regional strategies being discussed with some stakeholders.  3: A core group of stakeholders are discussing programmatic/regional and agency-wide strategies in a more comprehensive manner.  4: All stakeholders are invited and a sizeable number meaningfully participate in developing programmatic/regional and agency-wide strategies. A robust discussion is occurring, but all strategies have not been implemented.  5: Effective strategies have been both developed and fully implemented and they are adjusted at least yearly with further stakeholder involvement. |
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| Kansas Employment First Oversight Commission Report and Scorecard |  |  |
| Goal 5: Kansas has effective, meaningful and productive collaborations among stakeholder groups and between these stakeholders and state government to support the Employment First policy. Whereas other stakeholder engagement measures in these goals and objectives are task specific, this engagement is broader and better ensures overall engagement on Employment First. | **1 2 3 4 5** | 1: There are few, if any, relationships among stakeholders and between stakeholders and state government. 2: Relationships are beginning to form among some stakeholders. 3: Relationships among all stakeholders exist and some ideas are being discussed. 4: Relationships and collaborations are emerging at state/regional/local levels among stakeholders. 5: Effective collaborations and relationships exist among state, regional, and provider agencies, advocacy organizations and employers to support integrated employment, including regular workgroup and statewide meetings involving stakeholders. These collaborations are effective towards supporting Employment First both among the stakeholders and between the stakeholders and state government. |
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| Kansas Employment First Oversight Commission  Report and Scorecard |  |  |
| Goal 6: State agencies will enter into formal interagency agreements to successfully implement, support and track the Employment First policy and the goals and objectives established by the Commission. | **1 2 3 4 5** | 1: There are no formal agreements. 2: Agreements are beginning to be discussed. 3: The broad outlines of agreements are emerging. 4: Formal agreements are being developed. 5: Formal interagency agreements exist to better ensure effective implementation of the Employment First policy. Issues and problems areas to be addressed in these interagency agreements should be developed from the input of disability stakeholders. |
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| Kansas Employment First Oversight Commission Report and Scorecard |  |  |
| Goal 7: Kansas state agencies aggressively pursue resources to support innovation in employment services to better advance and implement the Employment First initiative. | **1 2 3 4 5** | 1: There is no plan of investment in innovations. 2: State agencies are discussing the need for innovations among some stakeholders. 3: There is agreement among state agencies and stakeholders to pursue resources to encourage innovations, but no applications for resource support have been made. 4: Some innovations are being encouraged and supported by state agencies, and some applications for resource support have been made. 5: Several innovations have/are emerging. These innovations are documented and discussed for broad implementation among stakeholders and state agencies. Applications for resource support have been made. |
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| Kansas Employment First Oversight Commission  Report and Scorecard |  |  |
| Goal 8: Adequate resources are readily available to Kansas transition-age students and individuals waiting for services and their families to encourage them to choose competitive integrated employment over other options. | **1 2 3 4 5** | 1: Few if any resources are available. 2: The need for transition resources and resources for individuals waiting for services is beginning to be discussed. 3: There is agreement to provide these resources. 4: Some additional resources are available statewide and more are emerging for these needs. 5: Resources are readily available to transition-age students and individuals waiting for services and their families to encourage them to choose competitive integrated employment over other service options. |
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| Kansas Employment First Oversight Commission  Report and Scorecard |  |  |
| Goal 9: Kansas has effective strategies for supporting Kansans with disabilities to achieve economic self-sufficiency. | **1 2 3 4 5** | 1. There are no strategies in place. 2. Stakeholders have been identified across public agencies and private sector and a work group has been established to identify these strategies. 3. An Action Plan has been developed that identifies these strategies along with collaborative activities for policy development, education and training, and capacity building. 4. Pilot activities are being implemented in selected parts of the state and promising practices are being identified, documented, and disseminated to relevant stakeholders statewide. 5. Statewide/Regional/ Local strategies are being implemented with public/private partnerships, policy changes are in process, and outcomes are being tracked at an individual and systems level with an annual review and refinement of statewide strategies. |
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**Appendix C: Employment First Resource List**

**Employment First Resource List**

Revised November 2011

**General Information**

1. **APSE PUBLICATIONS**
2. **APSE Employment First Statement:** Statement outlining principles of Employment First - [www.apse.org/docs/APSE%20Employment%20First%20Statement%20-%20FINAL-1.pdf](http://www.apse.org/docs/APSE%20Employment%20First%20Statement%20-%20FINAL-1.pdf)
3. **APSE Employment First White Paper:** “Establishing a National Employment First Agenda” paper from APSE - [www.apse.org/docs/Employment%20First%20Paper%20609%5B1%5D.pdf](http://www.apse.org/docs/Employment%20First%20Paper%20609%5B1%5D.pdf)
4. **APSE Connections-Employment First:** Article from JTPR APSE Connections advocating a national Employment First agenda
5. **Alliance for Full Participation:** The Alliance for Full Participation (AFP) site contains a number of Employment First documents and updates from various states on their Employment First activities - [www.allianceforfullparticipation.org](http://www.allianceforfullparticipation.org)
6. **Intellectual and Developmental Disabilities Article – *Employment First: A Beginning Not an End*:** August 2011 Intellectual and Developmental Disabilities journal article summarizing the principles of Employment First - http://www.aaiddjournals.org/doi/abs/10.1352/1934-9556-49.4.300
7. **NASDDS Article – Workers First:** Article from June 2009 Community Services Reporter, published by National Association of State Directors of Developmental Disabilities Services providing an overview of Employment First efforts - [www.nasddds.org/pdf/WorkersFirst(Moseley).pdf](http://www.nasddds.org/pdf/WorkersFirst(Moseley).pdf)
8. **NTAR Leadership Center Blog:** Blog post on Employment First by Wendy Parent, Kansas University - <http://ntarseedingchange.blogspot.com/2010/03/employment-first.html>
9. **ODEP-USDOL Employment First Memo:** January 2009 memo from the US Department of Labor Office of Disability Employment Policy stressing importance of Employment First - [www.dol.gov/odep/events/employmentfirst/employmentfirst.htm](http://www.dol.gov/odep/events/employmentfirst/employmentfirst.htm)
10. **SELN Publications**
11. **SELN Employment First Publication:** “Q & A’s on State Employment First Policies”: publication from the State Employment Leadership Network (SELN) providing an overview of Employment First, and specific efforts in Colorado, Florida, Oklahoma, Pennsylvania, Tennessee, Washington State, Georgia, Minnesota, and Indiana - <http://selnmembers.org/images/stories/site_documents/dmr%20request%20employment%20policy%203-08rev.pdf>
12. **SELN Maintaining Focus:** Article from March 2009 Community Services Reporter, published by National Association of State Directors of Developmental Disabilities Services “Maintaining a Focus on Employment in Tough Economic Times” – intended to encourage state systems to maintain focus on employment despite current economic conditions - [www.nasddds.org/pdf/MaintainingFocusOnEmployment.pdf](http://www.nasddds.org/pdf/MaintainingFocusOnEmployment.pdf)

**State Specific Information**

1. **Arkansas –** Governor’s Executive Order: Executive order establishing the Arkansas Employment First Initiative - [www.arkdisabilityrights.org/doc/eo\_1017.pdf](http://www.arkdisabilityrights.org/doc/eo_1017.pdf)
2. **California**
3. **CA Employment First Legislation Overview:** Overview of AB 287 from California State Council on Developmental Disabilities - [www.scdd.ca.gov/Legislation/AB287/Learnabout-AB287\_9-09combined.pdf](http://www.scdd.ca.gov/Legislation/AB287/Learnabout-AB287_9-09combined.pdf)
4. **CA Legislation (passed):** Text of AB 287, California’s Legislation on Employment First, signed into law in October 2009 - [www.leginfo.ca.gov/pub/09-10/bill/asm/ab\_0251-0300/ab\_287\_bill\_20091011\_chaptered.pdf](http://www.leginfo.ca.gov/pub/09-10/bill/asm/ab_0251-0300/ab_287_bill_20091011_chaptered.pdf)
5. **CONNECTICUT - DDS Newsletter:** Connecticut Department of Developmental Services self-determination newsletter discussing state’s Employment First efforts - [www.ct.gov/dds/lib/dds/self\_determination/newsletters/sd\_newsletter\_june\_2008.pdf](http://www.ct.gov/dds/lib/dds/self_determination/newsletters/sd_newsletter_june_2008.pdf)
6. **Delaware**
7. **Delaware Employment First Statement:** Statement from Delaware Division of Developmental Disabilities Services on Employment First - [www.dhss.delaware.gov/ddds/emp\_first.html](http://www.dhss.delaware.gov/ddds/emp_first.html)
8. **Delaware DDDS Newsletter:** Newsletter from Delaware DDDS with further details on Employment First - [www.dhss.delaware.gov/ddds/files/learn\_curve\_june09.pdf](http://www.dhss.delaware.gov/ddds/files/learn_curve_june09.pdf)
9. **Florida Developmental Disabilities Council Employment First Statement:** Statement from Florida DD Council in support of Employment First - <http://www.fddc.org/about/employment>
10. **GEORGIA – Employment First Georgia Website -** [www.employmentfirstgeorgia.org](http://www.employmentfirstgeorgia.org)
11. **Indiana**
12. **IN APSE Employment First 2009 follow-up:** Summary of follow-up items from 2005 Indiana Employment First Summit - [www.inapse.org/styles/inapse/defiles/summit%20update%2012-15-09.pdf](http://www.inapse.org/styles/inapse/defiles/summit%20update%2012-15-09.pdf)
13. **IN Employment First Fact Sheet:** Fact sheet summarizing 2005 Indiana Employment First Summit - [www.apse.org/docs/IN\_APSE\_empl\_first\_fact\_sheet.pdf](http://www.apse.org/docs/IN_APSE_empl_first_fact_sheet.pdf)
14. **IOWA**
15. **Iowa’s Employment First Initiative: A Call for Change of Historical Proportion:** Fall 2009 white paper outlining vision for an Employment First initiative in Iowa - [www.allianceforfullparticipation.org/component/content/article/196-iowas-employment-first-initiative](http://www.allianceforfullparticipation.org/component/content/article/196-iowas-employment-first-initiative)
16. **Iowa Employment First Initiative Summary Points:** One-page summary of rationale for Employment First in Iowa
17. **Kansas**
18. **Kansas Employment First Legislation (passed):** Text of Kansas House Bill 2336 that establishes a statewide policy of employment first for all people with disabilities. Bill was signed into law in May 2011. - [www.kslegislature.org/li/b2011\_12/year1/measures/documents/hb2336\_enrolled.pdf](http://www.kslegislature.org/li/b2011_12/year1/measures/documents/hb2336_enrolled.pdf)
19. **Kansas Employment First Summary:** Summary of Kansas Employment First efforts and link to materials - [www.workinghealthy.org/employmentfirst.html](http://www.workinghealthy.org/employmentfirst.html)
20. **Kansas Employment First Flyer:** Flyer promoting Employment First in Kansas - [www.workinghealthy.org/downloads/EmploymentFirstFlyer.pdf](http://www.workinghealthy.org/downloads/EmploymentFirstFlyer.pdf)
21. **Kansas Report – Employment First Workgroup:** May 2009 from Employment First Initiative Work Group - [www.apse.org/docs/aaaemployment\_first\_work\_group\_initial\_report.pdf](http://www.apse.org/docs/aaaemployment_first_work_group_initial_report.pdf)
22. **Kansas Executive Orders:** Executive orders from the Governor of Kansas issued 8/26/10, related to employment of individuals in the community
23. **LOUISIANA** – Employment First policy statement from the Louisiana Office of Citizens with Developmental Disabilities - <http://new.dhh.louisiana.gov/assets/docs/OCDD/Other/Employment_First_MEMO.pdf>
24. **Maryland**
25. **Development Disabilities Administration Position Statement on Employment Services -** <http://dhmh.maryland.gov/dda_md/Training/DDA91809.pdf>
26. **Employment First Overview: Overview of Maryland’s Development Disabilities Administration Employment First initiative -** [www.reinventingquality.org/docs/ColleenGauruder-08.pdf](http://www.reinventingquality.org/docs/ColleenGauruder-08.pdf)
27. **Massachusetts**
28. **MA Employment First Policy:** 2010 policy issuance from Massachusetts Department of Developmental Disability Services
29. **MA DDS RFQ:** Excerpts from 2009 Massachusetts Department of Developmental Disability Services service provider solicitation, highlighting a shift in Massachusetts to an Employment First Policy
30. **MICHIGAN Employment Works! Policy:** Policy from Michigan Department of Community Health, indicating that all individuals will be supported to pursue competitive work. Applies to individuals with mental illness and developmental disabilities.
31. **Minnesota**
32. **MN Employment First Summit Report I: Report of 2007 MN Employment First Summit -** A Manifesto on the Employment of Minnesotans with Disabilities in the Integrated, Competitive Workforce - [www.mnapse.org/Employment-First-Report.pdf](http://www.mnapse.org/Employment-First-Report.pdf)
33. **MN Employment First Summit Report II:** Report of 2008 MN Employment First Summit - A Progress Report on Employment First Performance in Minnesota - [www.mnapse.org/Employment-First-Report-Summit-2.pdf](http://www.mnapse.org/Employment-First-Report-Summit-2.pdf)
34. **Minnesota Employment First Web Links:**

* **Minnesota Employment Policy Initiative Website:** www.mn-epi.org/main
* **Minnesota Employment Training & Technical Assistance Website:** www.mntat.org/main
* **Minnesota Employment First Blogs:** [http://employment1st.blogspot.com](https://email.umb.edu/exchweb/bin/redir.asp?URL=http://employment1st.blogspot.com)  
   [www.mn-epi.blogspot.com](http://www.mn-epi.blogspot.com)

1. **MISSOURI:** January 2011 Employment First Policy, issued by the Missouri Department of Mental Health, Division of Developmental Disabilities – [www.dmh.mo.gov/docs/dd/employmentpolicyfinal.doc](http://www.dmh.mo.gov/docs/dd/employmentpolicyfinal.doc)
2. **New Mexico Webinar:** “Making Employment First a Reality in NM” webinar and text - [www.health.state.nm.us/DDSD/meaningfullife/EmployFirstRsrcs.htm](http://www.health.state.nm.us/DDSD/meaningfullife/EmployFirstRsrcs.htm)
3. **NEW YORK**
   1. **State Office for People with Development Disabilities (OPWDD) Center for Employment Excellence Website** - [www.opwdd.ny.gov/cee/index.jsp](http://www.opwdd.ny.gov/cee/index.jsp)
   2. **OPWDD 2011 Interim Report on State Plan** – February 2011 interim report on 2010-2014 OPWDD Statewide Comprehensive Plan, that includes summary of efforts on Employment First (pp. 6-7) - [www.opwdd.ny.gov/507plan/images/Interim\_5\_07\_Rpt\_Final\_2\_15.pdf](http://www.opwdd.ny.gov/507plan/images/Interim_5_07_Rpt_Final_2_15.pdf)
   3. **OMRDD 2010 Interim Report on State Plan** – February 2010 interim report on 2009-2013 OMRDD Statewide Comprehensive, that includes summary of efforts on Employment First (p. 5) - [www.opwdd.ny.gov/507plan/images/OMR\_Interim\_Report\_2\_10\_Final.pdf](http://www.opwdd.ny.gov/507plan/images/OMR_Interim_Report_2_10_Final.pdf)
4. **North Carolina APSE Article:** Article from North Carolina APSE calling for an Employment First Policy - [www.ncapse.org/WhitePaperEmploymentFirst.pdf](http://www.ncapse.org/WhitePaperEmploymentFirst.pdf)
5. **NORTH DAKOTA Employment First Summit Report:** October 2011 report summarizing the findings and plan of action resulting from the state’s Employment First summit in October 2010 - <http://www.independencecil.org/News.aspx?ID=22>
6. **Oklahoma DDS Employment Policy:** Oklahoma Developmental Disabilities Services employment policy, stating that the optimal goal of waiver services is full-time employment in the community - [www.okdhs.org/library/policy/oac317/040/07/0001000.htm](http://www.okdhs.org/library/policy/oac317/040/07/0001000.htm)
7. **Oregon**
8. **Oregon DDS Employment First Initiative:** Includes information on Oregon’s Employment First Initiative with link to Oregon Office of Developmental Disability Services Policy on employment for working age individuals - [www.dhs.state.or.us/dd/supp\_emp/initiative.html](http://www.dhs.state.or.us/dd/supp_emp/initiative.html)
9. **Article on Employment First:** Opinion piece published in Oregon newspapers - <http://theportlander.com/2010/03/16/employment-first-for-all-oregonians>
10. **Oregon Employment First Plan:** Plan developed for implementation of Employment First in Oregon - <https://www.sidestreetshop.com/stores/195/libraries/articulate/wise_or_ef_recommendations_paper_1_28_2011_final_w_o_copyright_notice_1_.pdf>
11. **PENNSYLVANIA**
12. **PA Employment Legislation:** State legislation that mandates access to community employment - [www.pacode.com/secure/data/055/chapter6000/subchapKtoc.html](http://www.pacode.com/secure/data/055/chapter6000/subchapKtoc.html)
13. **PA Employment Policy - General:** 2005 policy document from Pennsylvania Office of Mental Retardation on community employment as a priority - [www.temple.edu/thetrainingpartnership/resources/mrBulletins/misc/00-05-07.pdf](http://www.temple.edu/thetrainingpartnership/resources/mrBulletins/misc/00-05-07.pdf)
14. **PA Employment Policy – ICFs/MR:** 2005 policy document from Pennsylvania Department of Public welfare on supporting community employment for individuals living in Intermediate Care Facilities for Individuals with Mental Retardation, indicating community employment as a priority without regard to level of disability - [www.temple.edu/thetrainingpartnership/resources/mrBulletins/icf/00-06-08.pdf](http://www.temple.edu/thetrainingpartnership/resources/mrBulletins/icf/00-06-08.pdf)
15. **PA Employment Policy – 1990**: 1990 policy document from Pennsylvania Office of Mental Retardation directing that community employment be considered as a service option before less integrated, more restricted options - [www.temple.edu/thetrainingpartnership/resources/mrBulletins/misc/6000-90-06.pdf](http://www.temple.edu/thetrainingpartnership/resources/mrBulletins/misc/6000-90-06.pdf)
16. **RHODE ISLAND**
17. **Employment First Summit Report** - Report of Employment First Summit held in March 2010 - [www.rhodestoindependence.org/docs/final%20summary%20report.pdf](http://www.rhodestoindependence.org/docs/final%20summary%20report.pdf)
18. **Employment First Policy White Paper *–*** Paper discussing options for Employment First legislation in Rhode Island - [www.rhodestoindependence.org/docs/Policy%20White%20Paper%20-%20Final%20%20-%2011.23.10.pdf](http://www.rhodestoindependence.org/docs/Policy%20White%20Paper%20-%20Final%20%20-%2011.23.10.pdf)
19. **1115 Waiver Group Report –** September 2009 paper which contains initial proposal for Rhode Island to be an Employment First state - [www.ohhs.ri.gov/documents/documents09/Employmt\_Wkgp\_recs.pdf](http://www.ohhs.ri.gov/documents/documents09/Employmt_Wkgp_recs.pdf)
20. **Tennessee**
    1. **ARC of TN Statement** – Statement from ARC of Tennessee in support of Employment First - [www.thearctn.org/Employment.php](http://www.thearctn.org/Employment.php)
    2. **TN DMRS Employment First Statement:** 2003statement of support from the Tennessee Division of Mental Retardation Services in support of Tennessee’s Employment First! Initiative - [www.onestops.info/resources/TN\_CEP/Employment\_First\_Final.doc](http://www.onestops.info/resources/TN_CEP/Employment_First_Final.doc)
    3. **TN DMRS Newsletter 07:** 2007 Tennessee Division of Mental Retardation Services newsletter containing article on employment first – pp. 3-5 - <http://tennessee.gov/dids/newsroom/publications/personally_speaking/march_07.pdf>
    4. **TN DMRS Provider Manual Excerpt:** Excerpt from 2005 Tennessee Division of Mental Retardation Services provider manual regarding Employment First, and requirements for vocational evaluation (situational assessment) every three years. To find this excerpt, go to the full manual and search for “Employment First” –[www.state.tn.us/dids/provider\_agencies/Provider%20Manual.pdf](http://www.state.tn.us/dids/provider_agencies/Provider%20Manual.pdf)
    5. **TN Employment First Overview:** Publication from the Institute for Community Inclusion providing an overview of Tennessee’s Employment First policy - [www.communityinclusion.org/article.php?article\_id=202](http://www.communityinclusion.org/article.php?article_id=202)
21. **TEXAS – Legislation (proposed):** Text of Texas House Bill 785 requiring that employment services be structured to ensure employment of people with disabilities in integrated settings. Current status (7/11) is that bill has not been acted on. - [www.statesurge.com/bills/hb-785-texas-452277](http://www.statesurge.com/bills/hb-785-texas-452277)
22. **UtaH – Legislation (passed):** Text of Utah House Bill, that requires that employment be the first priority for individuals with disabilities receiving publicly funded supports. Bill was signed into law in March 2011. - <http://le.utah.gov/~2011/bills/hbillamd/hb0240.htm>
23. **Virginia – Legislation (proposed):** Text of Virginia House Bill HJ 633 to develop an Employment First Initiative - <http://lis.virginia.gov/cgi-bin/legp604.exe?111+ful+HJ633+pdf>
24. **Washington State**
25. **ICI Pub-Washington WAAP:** Publication from the Institute for Community Inclusion providing an overview of Washington’s Working Age Adult Policy - [www.communityinclusion.org/article.php?article\_id=222](http://www.communityinclusion.org/article.php?article_id=222)
26. **Washington State Policy:** Washington Division of Developmental Disabilities Working Age Adult Policy - [www.dshs.wa.gov/pdf/adsa/ddd/policies/policy4.11.pdf](http://www.dshs.wa.gov/pdf/adsa/ddd/policies/policy4.11.pdf)
27. **WISCONSIN**
    1. **WI Employment First Flyer:** Wisconsin APSE Employment First flyer
    2. **WI Employment First Plan 2010:** Wisconsin Employment First plan developed in 2010
    3. **WI Employment First Rationale-FAQ:** Wisconsin APSE rationale and frequently asked questions regarding Employment First **-** [www.wiapse.org/WI%20Employment%20First%20Initiative%20Rationale.doc](http://www.wiapse.org/WI%20Employment%20First%20Initiative%20Rationale.doc)
    4. **WI Mission and Values Statement:** Wisconsin Employment First Mission and Values Statement, asking individuals to commit to Employment First
    5. **Employment First Wisconsin Booklet:** Report from Employment First Wisconsin - <http://www.wiapse.org/documents%20folder/EmploymentFirstBooklet.pdf>

**International Efforts**

**Australia – Website of Employment First Australia**

<http://employmentfirst.org.au>

*Developed by David Hoff, Institute for Community Inclusion, UMass Boston*

*Copies of items that are not available on the worldwide web can be obtained by sending an email to* [*david.hoff@umb.edu*](mailto:david.hoff@umb.edu)*; phone: 617-287-4308*

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| SELN2  [*www.seln.org*](http://www.seln.org) | ***SELN Working Document***  *The State Employment Leadership Network (SELN) is a cross-state cooperative venture of state MR/DD agencies that are committed to improving employment outcomes for adolescents and adults with developmental disabilities. Working documents contain information collected in response to state requests, and federal, state and local initiatives of interest to the SELN membership. They are intended to share work in progress but may not be a comprehensive analysis or compilation. Working documents are updated over time as information changes.* |