

**Guam Developmental
Disabilities Council**

Program Performance Report

For Federal Fiscal Year 2016

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Guam Developmental Disabilities Council
130 University Drive, Suite 17

Mangilao, GU
96913

Section I: Identification

State or Territory: GU - Guam Developmental Disabilities Council

Reporting Period: October 1, 2015 through September 30, 2016

Name of Person to Contact Regarding PPR Information

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State Authority

State Authority Establishing Council:

Did the State authority change in this fiscal year? N/A

Designated State Agency

Did your DSA change? N/A

If 'yes', Name?

Is the new DSA a service provider? N/A

Section II: Comprehensive Review Update

As reported in the FY 2015 PPR, the Comprehensive Review and Analysis did not change much in 2016. The economic outlook based on an assessment report from the Guam Department of Labor, indicates the economy on Guam continues to improve and gradually expanding employment opportunities is expected to rise from the military buildup from 2,000 to 7,000 civilian jobs by 2021. This will provide employment opportunities for individuals with intellectual and developmental disabilities to be productive members in the community. Despite the positive economic outlook, Guam does not have the enough resources to improve the current service system let alone create additional program to assist individuals with disabilities. In fact, budget talks highlight the need to address the over-projection of government revenues as well as the public debt that has reached \$1.4 billion. The administration is working to improve its revenue projections, because lawmakers need a clear picture of the government's financial condition before considering more spending cuts to avoid a debt crisis. Meanwhile, the Council Standing Committees continue to focus on state plan areas of emphasis and support initiatives in Self-Advocacy, Transportation, Education, Employment including Transitions to improve the quality of life for individuals with developmental disabilities and their families. For far too long, the public transportation system has been inadequate for the needs of the community. The Council sponsored the Transportation Forum on March 23, 2015 and the Transportation Conference in 2016 to address the needs and concerns of individuals with disabilities. Since 2003, the Guam Regional Transit Authority (GRTA) has not been able to secure a long-term contract which is key to improving services. For the past year, the Council has been aggressively advocating for a long-term contract to happen before January 2017 which appears very promising. In 2014, the unemployment rate was 7.34% and down to 6.9% in 2015 with individuals with disabilities still not gainfully employed. The anticipated Workforce Innovation and Opportunity Act (WIOA) signed into law to improve for youths in transition and access to high quality workforce is expected to increase in competitive integrated employment setting. The Council continued to collaborate with the Department of Integrated Services for Individuals with Disabilities (DISID), Division of Vocational Rehabilitation (DVR), Department of Labor (DOL), American Job Center, and other related partners to provide information on employment and or post-secondary opportunities to individuals with developmental disabilities and their families. The Tri-Agency consisting of the Center for Excellence in Developmental Disabilities Education, Research and Service (CEDDERS) and Guam Legal Services-Disability Law Center (GLSC-DLC) continue to work collaboratively as outlined in the Tri-agency Work Plan 2015-2020 to build capacity, systems change, and advocacy to the Guam community. Other agency partners include the Guam Regional Transit Authority (GRTA), Guam Department of Education, Division of Special Education (GDOE SPED), Self Advocates in Action (SiñA), Parents Empowering Parents (PEP), Mayor's Council of Guam, and other Government and Non-Government Organizations. The Council provided on-going supports to the Self-Advocacy Movement providing funding for training opportunities to increase capacity of self-advocates, build leadership skills including providing a training site. The Council also continued to collaborate with a self-advocacy organization and others to include self-advocates in all levels and valued their voice and viewpoints as they facilitate the developmental disabilities awareness events, conferences, meetings, and other disability initiatives in the community.

Section III: Progress Report - Goals and Objectives

Goal 1: Self Advocacy

Promote and support the development of leadership and self advocacy capacity among people with developmental disabilities and their family members.

Area of Emphasis	Planned for this Goal	Areas Addressed
Quality Assurance	planned	
Education and Early Intervention		
Child Care		
Health		
Employment		
Housing		
Transportation		
Recreation		
Formal and Informal Community Supports		

Strategies	Planned for this Goal	Strategies Used
Outreach	planned	
Training	planned	
Technical Assistance		
Supporting and Educating Communities	planned	
Interagency Collaboration and Coordination	planned	
Coordination with Related Councils, Committees and Programs	planned	
Barrier Elimination	planned	
Systems Design and Redesign		
Coalition Development and Citizen Participation		
Informing Policymakers	planned	
Demonstration of New Approaches to Services and Supports		
Other Activities		

Intermediaries/Collaborators	Planned for this Goal	Actual
State Protection and Advocacy System	planned	
University Center(s)	planned	
State DD Agency	planned	

Other Collaborators Planned:

Self Advocates in Action (SINA)

Department of Integrated Services for Individual with Disabilities (DISID)

Division of Vocational Rehabilitation (DVR)

Department of Education, Division of Special Education (GDOE SPED)

Other Collaborators Actual:

Objective 1.1:

1.1. Support leadership training by people with developmental disabilities and their

family members for other people with developmental disabilities and their family members who may become leaders in Guam.

Implementation activities:

a. Council will co-sponsor at least three (3) self advocacy training events on-island and one (1) off-island for clients to develop self advocacy and leadership skills, and to increase awareness in the areas related to developmental disabilities.

Activities undertaken were: All met Partially met Not met

Timelines:

a. 4th Quarter of each Federal Fiscal Year (FFY) 2012-2016

Timelines established were: All met Partially met Not met

Annual Progress Report:

As required in the DD Act, the DD Network known as the Tri-Agency partners have worked collaboratively to support and promote Self-Advocacy and build leadership skills through training, education, and mentoring programs. About two years ago, through Council efforts, Executive Order 2014-08 was established recognizing the Self-Advocates in Action Organization known as "SiñA" which means "We Can" in our Chamorro language as the self-advocacy organization for Guam. The SiñA organization is a cross-disability organization that promotes self-advocacy for persons with all types of disabilities with leadership of its own members and building capacity through training and education. The Council completed the Self-Advocacy activities identified in the 2012-2016 State Plan and is expected to continue for another five years. In FY 2016, the DD Council funded three (3) Self-Advocacy Training contracts that was awarded to the SiñA organization by our procurement Department. The purpose of this training workshop was to provide participants with information on attitudes and skill development needed to improve self-advocacy abilities, learn and develop self-advocacy leadership skills and awareness needed to effectively advocate for services for themselves. The DD Council worked collaboratively with its Tri-agency partners and SiñA organization in the production of a video called "Ta Fan Accomprendi: Communicating with People with Disabilities. The video was developed to assist the community to effectively communicate with individuals with disabilities and recognizing their unique needs. About 10 self-advocate leaders were chosen to participate in this educational video which was shared during on various Tri-Agency. Additionally, this video was presented and shared during the FY 2016 NACDD Conference on July 7, 2016 in Washington D.C. by our top self-advocate who is also a member of NACDD Self-Advocacy Leadership Circle and Project Advisory Committee. Through Council efforts, SiñA was provided an opportunity to enhance their leadership skills by conducting the Disability Sensitivity and Awareness training and educating several government and non-government organizations to understand basic knowledge and awareness when dealing with people with disabilities and regulations. About 15 participants from the Department of Administration, Training and Development, 25 from the Department of Public Health, Division of Senior Citizen – Medicare Volunteer Training Program, and 14 from Guma' Mami, Inc. group home.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):	
SA01 People trained in area related to goal/objective:	25
SA02 People trained in leadership, self-advocacy, and self-determination:	5
SA03 People trained in systems advocacy:	5
Performance Measure 1.2 (self-advocacy/advocacy):	
SA04 People active in systems advocacy:	60
SA05 People attained membership on public/private bodies and leadership coalitions:	2
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0
Performance Measure 2.1 (systems change):	
SC01 Programs/policies created or improved:	0
SC02 Number of organizations involved coalitions/networks/partnerships:	5
SC03 Organizations engaged in systems change efforts:	5
SC04 Number of public policymakers educated:	0
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0
Performance Measure 3 (resource leveraging):	
RL01 Dollars Leveraged:	\$20,000

Objective 1.2:

1.2 Support and expand participation of people with developmental disabilities in cross-disability and culturally diverse leadership coalitions.

Implementation activities:

b. Support people with developmental disabilities to plan, conduct and participate in cross disability and cross cultural training, meetings and conferences.

c. To empower clients by regularly disseminating consumer information using I Lina'la-ta (Our Life) newsletter.

Activities undertaken were:

All met Partially met Not met

Timelines:

b. 4th Quarter of each Federal Fiscal Year (FFY) 2012-2016

c. Quarterly each Federal Fiscal Year (FFY) 2012-2016

Timelines established were:

All met Partially met Not met

Annual Progress Report:

The Council supported the SiñA organization to conduct Self-Advocacy Training Workshop to Guma' Mami Group Home on March 15, 2016. About 14 participants including individuals with intellectual and developmental disabilities, family members, and staff participated in the workshop. The workshop participants indicated they learned new information while some appreciated the refresher training workshop for better understanding on being an effective self-advocate. The Council also provided meeting/training sites six (6) times during the past year to the SiñA organization. As a result of the meeting/training, members were able to conduct their meeting including reviewing, revising, and improving documents for program compliance. Supports were provided to several SiñA members and other diverse self-advocates to serve in the DD Council and many other disability Council, Boards, and Commission such in government and non-government organizations with serving as Chairperson, Vice-Chairperson, Secretary, treasure, or member-at-large, or members advocating to improve services systems for individuals with disabilities. The Council continues to provide referrals to SiñA organization for membership. Council members and staff actively participate in quarterly general membership meetings, activities and or events. Also, in July 2016, the tri-agency celebrated their 10th year anniversary of the I Lina'la-ta "Our Life" Newsletter. About 1200 copies were circulated quarterly with 4,800 copies distributed annually. Beginning FY 2017, the newsletter publication project will transition to SiñA organization taking the lead to promote the organization's growth, development and other possibilities. The articles will continue to be written by people with disabilities, family members, self-advocates about events or on disabilities-related themes, challenges, and accomplishment. On-going collaboration with diverse groups such as the Autism Community Together, Down Syndrome Association of Guam, Guma' Mami, Inc., Catholic Social Services, Parents Empowering Parents, and other organizations promoting advocacy to improve the quality of life of individuals with disabilities and their families.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

- SA01 People trained in area related to goal/objective: 22
- SA02 People trained in leadership, self-advocacy, and self-determination: 5
- SA03 People trained in systems advocacy: 5

Performance Measure 1.2 (self-advocacy/advocacy):

- SA04 People active in systems advocacy: 60

SA05 People attained membership on public/private bodies and leadership coalitions:	2
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	0
SC02 Number of organizations involved coalitions/networks/partnerships:	5
SC03 Organizations engaged in systems change efforts:	5
SC04 Number of public policymakers educated:	0
SC05 Members of the general public reached:	12,000
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$7,000
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Objective 1.3:

1.3 Establish or strengthen a program for the direct funding of a State Self-Advocacy organization led by people with developmental disabilities.

Implementation activities:

d. Support a self advocacy organization in at least one submission of a grant per year.

Activities undertaken were: All met Partially met Not met

Timelines:

d. 4th Quarter of each Federal Fiscal Year (FFY) 2013-2016

Timelines established were: All met Partially met Not met

Annual Progress Report:

The Council's Self-Advocacy Training Workshop mini grant was awarded to the SiñA organization to conduct the training to diverse individuals with intellectual and developmental disabilities including their family and friends. Over 20 participants engaged in self-advocacy building activities that

helped build their knowledge and skills with emphasis on role playing and group interactions. The Council supported several self-advocates to conduct presentations on Self-Advocacy and Disability Sensitivity and Awareness training to several government and non-government organizations. Opportunities for mini-grants were shared to support and strengthen the SiñA organization including efforts in applying for the Center for Independent Living (CIL) grant. The purpose of the SIL grant is to provide an array of independent living services to individuals with a range of significant disabilities and provide services on a cross-disability basis who are members of populations who are either unserved or underserved. Although, the SiñA organization was not awarded the CIL grant, the Council will continue to support the organization and others on grant opportunities.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	25
SA02 People trained in leadership, self-advocacy, and self-determination:	5
SA03 People trained in systems advocacy:	5

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	60
SA05 People attained membership on public/private bodies and leadership coalitions:	3
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	0
SC02 Number of organizations involved coalitions/networks/partnerships:	5
SC03 Organizations engaged in systems change efforts:	5
SC04 Number of public policymakers educated:	0
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$5,000
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Section III: Progress Report - Goals and Objectives

Goal 2: Transportation

People with developmental disabilities have access to transportation services for work, school, medical and other personal needs.

Area of Emphasis	Planned for this Goal	Areas Addressed
Quality Assurance		
Education and Early Intervention		
Child Care		
Health		
Employment		
Housing		
Transportation	planned	
Recreation		
Formal and Informal Community Supports		

Strategies	Planned for this Goal	Strategies Used
Outreach		
Training	planned	
Technical Assistance		
Supporting and Educating Communities	planned	
Interagency Collaboration and Coordination	planned	
Coordination with Related Councils, Committees and Programs	planned	
Barrier Elimination	planned	
Systems Design and Redesign	planned	
Coalition Development and Citizen Participation		
Informing Policymakers	planned	
Demonstration of New Approaches to Services and Supports		
Other Activities		

Intermediaries/Collaborators	Planned for this Goal	Actual
State Protection and Advocacy System	planned	
University Center(s)	planned	
State DD Agency	planned	

Other Collaborators Planned:

Guam Regional Transit Authority (GRTA)

Dept. of Integrated Services for Individuals with Disabilities (DISID)

DVR State Rehabilitation Council (SRC)

Other Collaborators Actual:

Objective 2.1:

1. Support advocacy, training and education initiatives to improve and expand Para transit services to people with developmental disabilities.

Implementation activities:

- a. Advocate for the autonomy of the Guam Regional Transit Authority (GRTA) to improve transportation services.
- b. Collaborate with DD network to conduct training to improve Para Transit.
- c. Support a transportation forum as a means to improve the Para transit services to individuals with developmental disabilities.
- d. Continue advocating to improve policies and procedures of Para transit.
- e. Advocate to increase the fleet of Para transit to accommodate demand and ensure availability and reliability of services.
- f. Support and participate in the planning of maintaining and building new bus shelters.
- g. Promote at least one policy or initiative that promotes the improvement of Para transit services.

Activities undertaken were: All met Partially met Not met

Timelines:

- a. 2012-2016
- b. 2012-2016
- c. 2013 & 2016
- d. 2012-2016
- e. 2012-2016
- f. 2012-2016
- g. 2012, 2014 & 2016

Timelines established were: All met Partially met Not met

Annual Progress Report:

As reported in the FY 2015 PPR, efforts to improve transportation services was on-going in FY 2016. On March 4, 2016, the Guam Regional Transit Authority (GRTA) presented information on "Public Transportation: Helping Individuals with disabilities Access the Community" during the Guam System for Assistive Technology (GSAT) Conference sponsored by the Guam System for Assistive Technology (GSAT) program under CEDDERS) in collaboration with Council and other partners. GRTA focused on transition planning for individuals with disabilities and access to transportation as a crucial component. GRTA shared helpful information on public transportation assisting individuals with disabilities to access the community that will afford them a system for independent and

affordable travel. GRTA mentioned that information will be provided on an educational curriculum to help students learn how to use the system, as well as recent accomplishments made to the system, challenges they continue to experience, and what the community can do to advocate or self-advocate for continued improvement. Such improvement the Council has been advocating for many years is for GRTA to secure a Long-Term Contract that was protested since 2003. As result of the protest, the contract has been a month-to-month basis resulting to inadequate services and resources. The Council anticipates GRTA will secure a long-term contract for public transportation by December 2016. The contract means GRTA can finally put into service the 11 vans it purchased in 2015 using the American Recovery and Reinvestment Act (ARRA) funds. The vans will increase the size of the mass transit fleet and provide access to smaller roads that bigger buses were unable to travel. The Council believes that the contract is the first step toward improving transportation services for people with disabilities. About 161 participated in the conference with 40 participants indicating they learned new information as a result of attending the event.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	26
SA02 People trained in leadership, self-advocacy, and self-determination:	26
SA03 People trained in systems advocacy:	5

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	45
SA05 People attained membership on public/private bodies and leadership coalitions:	5
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	0
SC02 Number of organizations involved coalitions/networks/partnerships:	5
SC03 Organizations engaged in systems change efforts:	5
SC04 Number of public policymakers educated:	0
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$24,000
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Section III: Progress Report - Goals and Objectives

Goal 3: Education

Students with developmental disabilities have access to appropriate educational supports and services that are integrated and promote inclusion in all facets of student life.

Area of Emphasis	Planned for this Goal	Areas Addressed
Quality Assurance		
Education and Early Intervention	planned	
Child Care		
Health		
Employment		
Housing		
Transportation		
Recreation		
Formal and Informal Community Supports		

Strategies	Planned for this Goal	Strategies Used
Outreach	planned	
Training	planned	
Technical Assistance		
Supporting and Educating Communities	planned	
Interagency Collaboration and Coordination	planned	
Coordination with Related Councils, Committees and Programs	planned	
Barrier Elimination	planned	
Systems Design and Redesign		
Coalition Development and Citizen Participation		
Informing Policymakers		
Demonstration of New Approaches to Services and Supports		
Other Activities		

Intermediaries/Collaborators	Planned for this Goal	Actual
State Protection and Advocacy System	planned	
University Center(s)	planned	
State DD Agency	planned	

Other Collaborators Planned:

Guam Department of Education, Division of Special Education (GDOE SPED)
 Guam Advisory Panel for Students with Disabilities (GAPSD)
 Parents Empowering Parents (PEP) Organization

Other Collaborators Actual:

Objective 3.1:

1. Students and their families will improve their skills to access appropriate educational services and supports.

Implementation activities:

a. Collaborate with Tri-Agency, Guam Department of Education-Division of Special Education (GDOE SPED), and other DD organizations to co-sponsor an annual conference for students with disabilities and their families.

b. Support the publication of a "Student and Parent Guide Book for Transitioning Planning" to guide parents and families to prepare students with disabilities to enter post-secondary environments.

Activities undertaken were: All met Partially met Not met

Timelines:

a. 3rd Quarter of each Federal Fiscal Year (FFY 2012-2016)

b. Spring 2013

Timelines established were: All met Partially met Not met

Annual Progress Report:

The Council continues to collaborate with the Guam Department of Education (GDOE), Division of Special Education (SpEd) and Parents Empowering Parents (PEP) to promote and provide various training and outreach activities and support and educate individuals with intellectual and developmental disabilities and their families to access supports and services needed to achieve an education. Trainings include: Individualized Education Program (IEP) Small Group Sessions with questions and concerns of IEP, eligibility of special education, and information on Free and Appropriate Education (FAPE) and developing a plan of action and encouraging advocacy to address concerns and issues. Another training was the Transition & Person-Centered Planning Training or "Life Planning" approach to assist individuals with a disability to plan their life, supports, and enable individuals with disabilities to increase their personal self-determination and improve their own independence. The training series provided training to parents, youth with disabilities, and professionals on transitioning from childhood to adulthood. The training was conducted during the school year to allow participants to become familiar with the resources on transition that are available. The training series will culminate with the anticipated Island-Wide Conference scheduled for May 2017. On March 4, 2016, the Council and its Tri-Agency partners in collaboration with GDOE SpEd and other partners co-sponsored the 22nd Annual Guam Systems for Assistive Technology (GSAT) Conference with the theme: "Making the Move: Assistive Technology and Transition!" where the focus was on promoting and protecting successful transitions for youth with disabilities. Highlighted in the event was the assistive technology that played a crucial role in addressing the physical, sensory, cognitive, and communicative limitations experienced by youth with disabilities in transition and the various community supports necessary for a successful transition process throughout an individual's life. The conference emphasized the importance of planning necessary for easy process to create a good fit between the AT, the individual, the environment, and the expected tasks. The conference also focused on "Using a Team Approach to Design Your Future" strategies and benefits of using the "Person Center" approach to planning your education and life. About 161 participated in the event with 60 individuals with disabilities and family members and the remaining are service providers, representatives, professionals and policy makers. Several Council members continue to serve on the Guam Advisory Panel for Students with Disabilities(GAPSD). GAPSD

advises GDOE SpEd by providing recommendations to improve education services to individuals with disabilities as required by the Individuals with Disabilities Education Act (IDEA).

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	40
SA02 People trained in leadership, self-advocacy, and self-determination:	5
SA03 People trained in systems advocacy:	0

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	0
SA05 People attained membership on public/private bodies and leadership coalitions:	0
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	0
SC02 Number of organizations involved coalitions/networks/partnerships:	6
SC03 Organizations engaged in systems change efforts:	6
SC04 Number of public policymakers educated:	28
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$15,000
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Objective 3.2:

Same Objective as #1

Implementation activities:

c. Advocate to improve student and family involvement in obtaining adequate and improved transition services for higher education and employment opportunities. Collaborate with Tri-Agency, GDOE

SPED, Department of Integrated Services for Individuals with Disabilities (DISID)/Division of Vocational Rehabilitation (DVR)/Division of Support Services (DSS) and other DD service providers in providing training to transition students (beginning at age 14) and their families.

d. Conduct an assessment of current parent trainings conducted by Tri-Agency or offered by other DD Service Organizations

Activities undertaken were: All met Partially met Not met

Timelines:

c. 2012-2016

d. 2012-2016

Timelines established were: All met Partially met Not met

Annual Progress Report:

The Council supported the publication of the "Transition Planning Workbook" utilized in various training throughout the year. The workbook is provided to every participant and serves as a helpful guide in preparing students transitioning from school, employment and or post-secondary education. Parent training assessment conducted remain positive with parents requesting for continual training in Transition Planning. The Council will advocate for more parents to attend the trainings to increase their awareness and understanding in services and supports that GDOE SpEd provides in the community. The Council sponsored the Sibshop Guam Workshop for siblings of children with special needs. The Council funded seven (7) Sibshop scholarship to siblings to participate in the workshop. The series of sibling workshops trained brothers and sisters of children with special needs the chance to have fun in a lively and recreational setting while educating and supporting their siblings to access other opportunities in the community.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

- SA01 People trained in area related to goal/objective: 27
- SA02 People trained in leadership, self-advocacy, and self-determination: 5
- SA03 People trained in systems advocacy: 0

Performance Measure 1.2 (self-advocacy/advocacy):

- SA04 People active in systems advocacy: 0
- SA05 People attained membership on public/private bodies and leadership coalitions: 0
- SA06a Other self-advocacy measure: 0
- SA06b Other self-advocacy measure: 0
- SA06c Other self-advocacy measure: 0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	0
SC02 Number of organizations involved coalitions/networks/partnerships:	6
SC03 Organizations engaged in systems change efforts:	6
SC04 Number of public policymakers educated:	18
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$10,000
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Section III: Progress Report - Goals and Objectives

Goal 4: Employment

People with developmental disabilities have opportunities to be informed and obtain employment in the community.

Area of Emphasis	Planned for this Goal	Areas Addressed
Quality Assurance		
Education and Early Intervention		
Child Care		
Health		
Employment	planned	
Housing		
Transportation		
Recreation		
Formal and Informal Community Supports		

Strategies	Planned for this Goal	Strategies Used
Outreach	planned	
Training		
Technical Assistance		
Supporting and Educating Communities	planned	
Interagency Collaboration and Coordination	planned	
Coordination with Related Councils, Committees and Programs	planned	
Barrier Elimination	planned	
Systems Design and Redesign		
Coalition Development and Citizen Participation		
Informing Policymakers	planned	
Demonstration of New Approaches to Services and Supports		
Other Activities		

Intermediaries/Collaborators	Planned for this Goal	Actual
State Protection and Advocacy System	planned	
University Center(s)	planned	
State DD Agency	planned	

Other Collaborators Planned:

Department of Integrated Services for Individuals With Disabilities

DVR State Rehabilitation Council (SRC)

One Stop Career Center (OSCC), Department of Labor (DOL)/Agency for Human Resources Development (AHRD)

Other Collaborators Actual:

Objective 4.1:

1.1 Continue referral, information, training, advocacy and policy monitoring on employment topics and issues.

Implementation activities:

- a. Collaborate with DISID/DVR to identify and refer adults with developmental disabilities for educational/vocational opportunities and services.
- b. Collaborate with DVR, DOE SPED, and other DD to promote information on training and employment opportunities for students exiting high school.
- c. Participate and support efforts to disseminate information about employment by maintaining membership with DVR's State Rehabilitation Council (SRC).
- d. Monitor and support the federal and local legislation and policies that mandates government and non-government organizations to employ persons with disabilities.
- e. Advocate for establishment of training program for individuals with disabilities to be qualified as job coaches.
- f. Advocate for employment funding.

Activities undertaken were: All met Partially met Not met

Timelines:

- a. 2012-2016
- b. 2012-2016
- c. 2012-2016
- d. 2012-2016
- e. 2012-2016
- f. 2012-2016

Timelines established were: All met Partially met Not met

Annual Progress Report:

The Council worked collaboratively with the Department of Integrated Services for Individuals with Disabilities (DISID), Division of Vocational Rehabilitation (DVR), by supporting the National Disabilities Employment Awareness Month on October 2015 with activities including the Proclamation Signing, Employment Rights of Individuals with Disabilities under the Americans with Disabilities Act, Pre-Employment Skills Training for Individuals with Disabilities Part I and II, Provision of Reasonable Accommodations by Employers, Employment Opportunities within Federal Contract under Section 503 of the Rehabilitation Act, Employment Opportunities Within the Government of Guam Two-percent (2%) Law, and Employment Opportunities within Federal Government Entities under Section 501 of the Rehabilitation Act. The Council referred and encouraged numerous individuals with diverse disabilities to attend DVR Orientations conducted twice a month by DISID/DVR. The

orientation provided information and opportunities in education, training, and employment opportunities. The FY 2016 report indicates there are 247 individuals with significant disabilities served with 7 individuals with employment outcomes. The Council in collaboration with the Department of Labor (DOL) presented information during the Council's General Membership Meeting and DISID/DVR employment events about HIREGUAM which is the official job bank for the island of Guam. It is the American Job Center's (AJC) free online service for employment, training, and related services. AJC provides job seekers with or without disabilities, students, and businesses access to convenient, reliable, and up-to-date broad range of coordinated employment, training and educational services, program information and resources. The Council in collaboration with DVR, Small Business Development Center (SBDC), Pacific Islands Microcredit Institute, and Get Guam Teleworking sponsored the training on "Introduction to Customized Self- Employment" training held on October 29-30, 2015 for individuals with disabilities looking to be entrepreneurs and service providers who work with individuals with disabilities. About 30 participated learned new information as a result of attending the training event.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	30
SA02 People trained in leadership, self-advocacy, and self-determination:	7
SA03 People trained in systems advocacy:	0

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	0
SA05 People attained membership on public/private bodies and leadership coalitions:	0
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	1
SC02 Number of organizations involved coalitions/networks/partnerships:	5
SC03 Organizations engaged in systems change efforts:	5
SC04 Number of public policymakers educated:	100
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

Objective 4.2:

2.1 Support opportunities in the post-secondary education to individuals with developmental disabilities that lead to employment.

Implementation activities:

a. Promote policies and network with DVR in preparing students in transition for postsecondary education, vocational training and or jobs/career of their choice.

Activities undertaken were: All met Partially met Not met

Timelines:

a. 2012-2016

Timelines established were: All met Partially met Not met

Annual Progress Report:

The Tri-Agency and partners sponsored a conference on the "New" Workforce Innovation & Opportunity Act (WIOA) that was signed into law on July 22, 2014. The WIOA highlights the business & worker needs, customer-centered service, and alignment to economic growth and regional civic strategies. The conference focused on WIOA promising better transition leading to better employment outcomes. The WIOA services are expected to improve for youths in transition and how the access to high quality workforce services for individuals with disabilities is expected to increase. Key public agencies have greater stake in preparing individuals with disabilities for competitive integrate employment. Also, the Department of Labor (DOL), American Job Center (AJC) and DISID/DVR developed and presented Guam's Combined State Plan covers program years 2016-2019 based on the WIOA mandate. The plan includes increasing employment and skill levels, evidence-based decisions, life-long learning, increase opportunities for participants that drive economic growth, and improve accessibility of programs through the HireGuam Virtual One-Stop (VOS) System. The AJC is Guam's central facility for employment, training, and related services. AJC provides job seekers. Students, and businesses access to convenient, reliable, and up-to-date broad range of coordinated employment, training and educational service, program information and resources. Over 100 participated in these events.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	20
SA02 People trained in leadership, self-advocacy, and self-determination:	10
SA03 People trained in systems advocacy:	5

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	0
SA05 People attained membership on public/private bodies and leadership coalitions:	0
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	1
SC02 Number of organizations involved coalitions/networks/partnerships:	5
SC03 Organizations engaged in systems change efforts:	3
SC04 Number of public policymakers educated:	5
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$10,000
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Section III: Progress Report - Goals and Objectives

Goal 5: Emergency Preparedness

People with developmental disabilities have increase information so they can access immediate care in the event of a disaster.

Area of Emphasis	Planned for this Goal	Areas Addressed
Quality Assurance	planned	
Education and Early Intervention		
Child Care		
Health		
Employment		
Housing		
Transportation		
Recreation		
Formal and Informal Community Supports		

Strategies	Planned for this Goal	Strategies Used
Outreach	planned	
Training		
Technical Assistance		
Supporting and Educating Communities	planned	
Interagency Collaboration and Coordination	planned	
Coordination with Related Councils, Committees and Programs	planned	
Barrier Elimination		
Systems Design and Redesign	planned	
Coalition Development and Citizen Participation		
Informing Policymakers		
Demonstration of New Approaches to Services and Supports		
Other Activities		

Intermediaries/Collaborators	Planned for this Goal	Actual
State Protection and Advocacy System	planned	
University Center(s)	planned	
State DD Agency	planned	

Other Collaborators Planned:

Department of Homeland Security (DHS)

Mayor's Council of Guam

Department of Integrated Services for Individuals with Disabilities (DISID)

Division of Vocational Rehabilitation (DVR)

Department of Public Health & Social Services (DPHSS)

DD Organizations

Other Collaborators Actual:

Objective 5.1:

1. Facilitate the development and maintenance of a Special Needs Registry to help identify people with developmental disabilities who may need assistance during an emergency by September 30, 2014.

Implementation activities:

a. Coordinate a Memorandum of Understanding with the Department of Homeland Security, Mayor's Council, Government agencies, Tri-Agency partners, and other DD organizations to identify and list individuals with disabilities in the registry who may require assistance during emergencies

Activities undertaken were: All met Partially met Not met

Timelines:

a. September 2014

Timelines established were: All met Partially met Not met

Annual Progress Report:

The Council completed the development of a Special Needs Registry known as the Individual with Intellectual and Developmental (IIDD) Registry. About 350 were registered in FY 2015 with an additional 25 registered in FY 2016 totaling 375 in the IIDD Registry. Village Mayors were provided a listing of individuals needing assistance in the event of an emergency and or disaster. However, in lieu of the Memorandum of Understanding (MOU), the Council supported Bill No. 70-33 that developed Public Law No. 33-54 that mandated the creation of an emergency On-Line Registry for individuals with special needs. The On-Line Registry was created to enhance Guam's current system in place and to effectively address the needs of individuals with special needs in emergency situations, or in situations where immediate action is performed by law enforcement personnel and first responders. The sum of up to One Hundred Fifty Thousand Dollars (\$150,000) was appropriated in FY 2015 unappropriated fund balance of the Enhanced 911 Emergency Reporting System Fund to the Guam Fire Department as a start-up cost for the Emergency On-Line Registry for Individuals with Special Needs. The Guam Fire Department may request it its budget every fiscal year thereafter the funds necessary to maintain and support the mandates of the Emergency On-Line Registry for Individuals with Special Needs. Project infrastructure and development is on-going.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	28
SA02 People trained in leadership, self-advocacy, and self-determination:	5
SA03 People trained in systems advocacy:	0

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	0
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SA05 People attained membership on public/private bodies and leadership coalitions:	0
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	1
SC02 Number of organizations involved coalitions/networks/partnerships:	10
SC03 Organizations engaged in systems change efforts:	20
SC04 Number of public policymakers educated:	0
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$7,800
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Objective 5.2:

2. Partner with the Department of Homeland Security to facilitate the development of a Comprehensive Emergency Preparedness Handbook which will be incorporated into a disaster preparedness plan for the community.

Implementation activities:

- b. Collaborate with the Department of Homeland Security, Mayors Council, government agencies, Tri-Agency, and other DD organizations to ensure Emergency Preparedness Handbook is posted in their website.
- c. Provide copies of the Comprehensive Emergency Preparedness Handbook during outreach activities to individuals with disabilities to serve as a guide during emergencies.

Activities undertaken were: All met Partially met Not met

Timelines:

b. 2012-2016

c. 2012-2016

Timelines established were:



All met



Partially met



Not met

Annual Progress Report:

The Council and its Tri-agency partners continue to work collaboratively with Department of Homeland Security creating awareness in the event of a disaster by updating and funding the publication of the Emergency Preparedness Handbook for circulation on various conference, workshop, outreach events. Additionally, brochures and posters are circulated and posted in many government agencies and business establishment promoting greater awareness in the community. The resource handbook are available on each respective agencies website for access and sharing of information.

Performance Measures

Performance Measure 1.1 (self-advocacy/advocacy):

SA01 People trained in area related to goal/objective:	34
SA02 People trained in leadership, self-advocacy, and self-determination:	5
SA03 People trained in systems advocacy:	0

Performance Measure 1.2 (self-advocacy/advocacy):

SA04 People active in systems advocacy:	0
SA05 People attained membership on public/private bodies and leadership coalitions:	0
SA06a Other self-advocacy measure:	0
SA06b Other self-advocacy measure:	0
SA06c Other self-advocacy measure:	0

Performance Measure 2.1 (systems change):

SC01 Programs/policies created or improved:	1
SC02 Number of organizations involved coalitions/networks/partnerships:	10
SC03 Organizations engaged in systems change efforts:	5
SC04 Number of public policymakers educated:	25
SC05 Members of the general public reached:	0
SC06a Other systems change measure:	0
SC06b Other systems change measure:	0
SC06c Other systems change measure:	0

Performance Measure 3 (resource leveraging):

RL01 Dollars Leveraged:	\$8,000
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Section IV: Satisfaction with Council Supported or Conducted Activities

Individual Survey Responses:

Number of responses:	29
Respect (%):	Yes 29.00% No 29.00%
Choice (%):	Yes 29.00% No 0.00%
Community (%):	Yes 29.00% No 0.00%
Satisfaction (%):	15.00% Strongly Agree 14.00% Agree 0.00% Disagree 0.00% Strongly Disagree
Better life (%):	15.00% Strongly Agree 14.00% Agree 0.00% Disagree 0.00% Strongly Disagree
Rights (%):	Yes 27.00% No 2.00%
Safe (%):	Yes 27.00% No 2.00%

Individual Comments:

• Hearing the transportation challenges and a variety of technology aspects • Ms. Barbara Johnson sharing her story made me feel that I can overcome any challenges • I like how tech equipment & program brochure is helpful • To help us disable's in need • Variety of professions presenting. • Video Remote Captioning of the Speakers. • Videos to personalize what is spoken about • Videos, Agency info, and Examples • visual aids/videos & presentations What changes in the conference would have made things better? • -Would like opportunity to have hands-on to use devices/apps software • Present the Transition definitions & graphics in hard copy for audiences- especially some parents who may not know what transition means • Everything was great! • Great Conference and environment • Hands on opportunities for using the AT devices. Display or list available of devices - Did Not Have Any other than Smart apps • Invite more Employers/Businesses • It would be nice if DVR could explain how they can support adults w/disabilities w/ technology in the workplace & home • Maybe include more stories of Guam local disability community • More affordable technology • More interactive learning/ hands on demonstration • More Services • More trainings to improve community awareness because somehow some companies and people just don't care about people with disabilities • More video awareness • need break-out sessions/Hands-on / items/Visuals needed • need more better jobs • need more Jobs • no comment • Great Job! The conference was very informative • Thank you • Thank you for all the services and resources • Thank you for inviting me • none • I really enjoyed the conference & knowing how all the agencies collaborate • I thought the conference was very good and provided me a greater awareness of what I need to do • I look forward to attending this conference again next year. Thank you. The video Campaign for Disability Employment TV Commercial is "Awesome"! • Thorough Information shared from all the presenters today. • Totally awesome • Conference was very helpful and informative! • Keep up the Great Work!

Stakeholder Survey Responses:

Number of responses:	36
Choices & Control (%):	30.00% Strongly Agree 6.00% Agree 0.00% Agree Somewhat 0.00% Disagree Somewhat 0.00% Disagree 0.00% Strongly Disagree
Participation (%):	30.00% Strongly Agree 6.00% Agree 0.00% Agree Somewhat 0.00% Disagree Somewhat 0.00% Disagree 0.00% Strongly Disagree
Satisfaction (%):	36.00% Strongly Agree 6.00% Agree 0.00% Agree Somewhat 0.00% Disagree Somewhat 0.00% Disagree 0.00% Strongly Disagree

Stakeholder Comments:

All that presented were able to tie their area of expertise together and made it relate to use of AT - Good use of

AT examples using various devices/apps/software. • Guam legal parent websites info - Social stories - OT solutions • The truths about GRTA's challenges - Using PEP as an educational & rich transition tool • -workforce/WIOA -Legal Age -Education/Special Education -Activities of Daily Living -ETC - availability, etc. • Cohesiveness, collaboration of all serving agencies in this Disabilities Community • Transition information extensive knowledge • New Technology introduce, both devices and information. More presenters involved from departments/agencies • AAI - looking forward to learning more • all great, except for the pet talk • animal assisted interventions was interesting! • Animal therapy Leone Rohr's presentation • As a community member, who came in knowing little to no knowledge of AT, the entire conference and speakers where all highlights. • contact information of individuals /agencies/programs providing services • Design your future c Ms. Rohr • everything was good • Examples of tech. • Good information on Age of Maturity. Resources on internet • Great information & details! • Great mix of speakers. DOE; GRTA Fantastic • Great presenters • GRTA • GRTA & DOE very informative and greatly appreciated the introduction to PEP • Humor (It is good to have some humor) All topics pretty much have its non-strengths "Leon Rohr's presentation was the best" • I did not stay the whole conference time, however what I did manage to hear about. I am so happy to know that job opportunities are available to the youth and there are training available for those who need skill training. • I like the presentation on communication barriers and info on what's available to break down on these barriers • I liked to topics • Inclusive of PEP and GRTA • Knowing about the different programs available • Leone Rohr • Leone Rohr's presentation using a team approach to design your future. "Change our mindset!" • Leone's person centered planning, Diane Artero's presentation • Media set up • Ms. Barbara Johnson's sharing was inspiring. She has made me Feel that I can overcome any Challenges • need more training conference • needs more information more, booth... • New AT equipment & programs that are coming up needing to be marketed • New innovative processed • New to services available on Guam. Learning new resources & meeting people • no comment • Parent Center Planning • person centered planning presentation • person centered presentation • presentations very informative • Showing how to use technology - devices • Social Story • some of it was Helpful informative • Tech support • Technology• Technology-AT & Pet assistance program • The fact that we have devices that makes these populations' live a lot easier • The main key transitions throughout an individual's life especially those with disabilities and the team approach to design future possibilities for those with disabilities. Team work makes that better in so many ways. • The presentation AT and Transition as well as the presentation by Leone • Not much awareness of the conference prior •The main key transitions throughout an individual's life especially those with disabilities and the team approach to design future possibilities for those with disabilities. Team work makes that better in so many ways. • The presentation AT and Transition as well as the presentation by Leone • Present the Transition definitions & graphics in hard copy for audiences • Transition Program from DOE present to do a presentation on their role •DOL and DVR's plan to support transition by WIOA • It is very disheartening to hear the current state of GRTA , its operations and how hard its Board Members and employees are working to provide better transportation services for individuals with disabilities.

Section V: Measures of Collaboration

Critical issues/barriers affecting individuals with developmental disabilities and their families that the collaboration has jointly identified:

1. Promote Self-Advocacy
2. Inadequate Transportation Services
3. Employment Challenges for Individuals with Disabilities

Section V: Measures of Collaboration

Issue 1: Promote Self-Advocacy

Description of collaborative issue/barrier or expected outcome:

The Tri-agency partners will continue to collaborate with individuals with developmental disabilities and their families to participate in the self-advocacy training workshops. The Council noticed the same group of self-advocates and family members participating and or volunteering in the tri-agency, government, and non-profit organizations events. The Council will be continue to provide awareness and encourage other individuals with developmental disabilities and their families to become active self-advocates and improving the services in the community.

Life Areas:

- | | | | |
|--|---|---|-------------------------------------|
| <input type="checkbox"/> Self-Determination | <input type="checkbox"/> Health | <input type="checkbox"/> Transportation | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Employment | <input type="checkbox"/> Education | <input type="checkbox"/> Childcare | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Community Inclusion | <input checked="" type="checkbox"/> Quality Assurance | | |

Council roles and responsibilities in collaboration:

To continue to support self-advocacy training workshops to individuals with developmental disabilities and their families to develop self-knowledge and awareness. To increase their ability to effectively communicate, convey, negotiate or assert his her own interest, desires, needs, and rights. It involves making informed decisions and taking responsibility for those decisions.

Problems encountered as a result of collaboration:

Individuals with developmental disabilities have to repeat the training workshops several times in order to speak or act on behalf of themselves or others on behalf of issues that affect them.

Unexpected benefits:

Self-advocates are active in other agency Council and boards and are provided opportunities to provide input to improve policies and procedures to benefits individuals with developmental disabilities and their families.

Issue 2: Inadequate Transportation Services

Description of collaborative issue/barrier or expected outcome:

Inadequate funding for GRTA.

Life Areas:

- | | | | |
|---|------------------------------------|--|-------------------------------------|
| <input type="checkbox"/> Self-Determination | <input type="checkbox"/> Health | <input checked="" type="checkbox"/> Transportation | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Employment | <input type="checkbox"/> Education | <input type="checkbox"/> Childcare | <input type="checkbox"/> Housing |

- Community Inclusion Quality Assurance

Council roles and responsibilities in collaboration:

Tri-Agency continues to collaborate with GRTA to ensure that individuals with developmental disabilities have reliable transportation services for work, school, medical, and other personal needs.

Problems encountered as a result of collaboration:

GRTA continues to experience shortage of funding and procurement challenges in obtaining a long-term service contract needed to provide efficient Para transit services for individuals with developmental disabilities and their families.

Unexpected benefits:

GRTA was able to increase their fleet by purchasing 11 vans using their remaining American Recovery and Reinvestment Act (ARRA) funds. However, GRTA is not able to utilize the vans as the original intent of the purchase was to be used under a long-term service and is in the process of rectifying the situation.

Issue 3: Employment Challenges for Individuals with Disabilities

Description of collaborative issue/barrier or expected outcome:

Although the unemployment rate has decreased, still many individuals with developmental disabilities are not gainfully employed. The implementation of the Workforce Innovation & Opportunity Act (WIOA) is expected to improve youths transitioning from school to employment and or secondary opportunities

Life Areas:

- | | | | |
|--|--|---|-------------------------------------|
| <input type="checkbox"/> Self-Determination | <input type="checkbox"/> Health | <input type="checkbox"/> Transportation | <input type="checkbox"/> Recreation |
| <input checked="" type="checkbox"/> Employment | <input type="checkbox"/> Education | <input type="checkbox"/> Childcare | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Community Inclusion | <input type="checkbox"/> Quality Assurance | | |

Council roles and responsibilities in collaboration:

Advocate for people with developmental disabilities to obtain employment consistent with their interest, abilities, and needs working or training in the community.

Problems encountered as a result of collaboration:

Problems encountered include the lack of commitment from employers, lack of experience, personality traits, social skills, cost, and issues with accommodation.

Unexpected benefits:

Individuals with disabilities who were not employed or eligible for DVR, DOL, and AHRD obtained employment through self-advocacy, family, friends, and social network.

Section VI: Dissemination

The Council will circulate copies of the PPR Report to Council members, the Governor, Lieutenant Governor, members of the 34th Guam Legislature, the Mayor's Council of Guam, Tri-Agency Partners, Agency Representatives, non-profit organizations, and others. Copies will also be available at the office and various outreach and other Council related events in accessible format in large print and braille. PPR will also be available in the Council website by January 9, 2017.