

Olmstead Subcabinet Workgroup Charter

Workgroup Name:	Date: July 26, 2021
Olmstead Leadership Forum	Subcabinet Approval: July 26, 2021
	Subcabinet to Review: July 25, 2022
Workgroup Chairs: Brian Collins (DOC) and Lisa Harrison-Hadler (OMHDD)	
Workgroup Members <i>(include agency or organization, if applicable):</i> Ryan Baumtrog (MHFA), Scott Beutel (MDHR), Tim Henkel (DOT), Daron Korte (MDE), Mike Mc Elhiney (MDVA), Ann Schulte (MDH), Erin Sullivan Sutton (DHS), Gerri Sutton (MetC), Dee Torgerson (DEED), Colleen Wieck (GCDD), and a designee from DPS.	
OIO Staff <i>(lead OIO staff, if applicable):</i>	
Workgroup Purpose / Objective:	
<p>The Olmstead Leadership Forum will have the following responsibilities:</p> <ol style="list-style-type: none"> 1. A Leadership Forum will be convened to carry out designated responsibilities of the Subcabinet. <ol style="list-style-type: none"> a) The Leadership Forum will include from each agency, a designee with decision-making authority. b) The Subcabinet chair shall approve co-chairs for a two-year term. c) The Leadership Forum will review performance results for every Olmstead goal, review reports from workgroups, review public input to amend the Olmstead Plan and prepare recommendations to be considered by the Subcabinet. (See Article VII – Section B for more details) d) The Leadership Forum will have a charter to include information such as membership, alternative members, scope of duties, meeting frequency, and meeting minutes. 	
<p>Responsibilities delegated to the Leadership Forum by the Subcabinet</p> <ol style="list-style-type: none"> 1) Work to identify and address barriers to providing services and meaningful opportunities within the most integrated settings for persons with disabilities throughout Minnesota; 2) Work to identify and address areas of disparity in opportunities for individuals with disabilities including individuals from racial and ethnic communities. The desired outcome is the opportunity to live, work, and engage in the most integrated settings; and 3) Provide ongoing recommendations for further amendment of the Olmstead Plan. 	
<p>Relationship to Olmstead Plan <i>(include applicable measurable goals, strategies, workplan action items, etc.)</i></p> <p>The Leadership Forum has the primary responsibility to monitor the operational implementation of the Olmstead Plan, identify areas where insufficient progress is being made and work to modify the Plan to improve progress. This may include adoption of continuous improvement processes. The Leadership Forum members are responsible to make recommendations to the Subcabinet on Plan progress as it relates to their specific agencies. The Subcabinet will authorize changes to the Olmstead Plan as needed.</p>	
<p>Plan to engage people with disabilities, families and the public <i>(include plan for including Black, Indigenous and People of Color)</i></p> <p>The Leadership Forum will actively participate in conjunction with workgroup leaders, in periodic community engagement activities organized by the Olmstead Implementation Office. These engagement activities will include communities with the greatest disparities in health outcomes and access to services.</p>	

Scope:

The primary focus of the Leadership Forum is the evolution of the Olmstead Plan. This will be accomplished through monitoring and implementation of the Olmstead Plan and ensuring its alignment with the integration mandate as specified in the Statement of the Department of Justice on Enforcement of the Integration Mandate of Title II of the Americans with Disabilities Act and *Olmstead v. L.C.*

https://www.ada.gov/olmstead/g&a_olmstead.htm

Implementation Timeframe:

Implementation of the Olmstead Plan is authorized by Executive Order 19-13 and will continue until the Order is modified or rescinded.

Anticipated Outcome / Deliverables:

The faithful implementation of the Olmstead Plan with active engagement of people with disabilities and their supporters in modifying the Plan over time.

Key Measures:

The key measures are the measurable goals identified in the Olmstead Plan.

Reporting Schedule:

The Leadership Forum will convene up to six times per year to monitor the Plan implementation quarterly and review the entire Plan for modifications annually.

Action Plan for Implementing Charter

Activity	Responsibility	Due Date
Gather measurable goal performance data and complete quarterly and annual reports	Compliance	Quarterly
Organize and implement workgroups as directed by the Subcabinet on specified topics.	OIO	Annually
Review workgroup progress and make recommendations to workgroup leaders and report progress to Subcabinet	Leadership Forum	Semi-annually
Convene Leadership Forum meetings, post meeting schedule and meeting minutes on the website.	Leadership Forum Co-chairs	Up to 6 times each year

This Workgroup is authorized by Executive Order 19-13 and created pursuant to the July 26, 2021 Olmstead Subcabinet Procedures. Any material changes to the Charter must be approved by the Olmstead Subcabinet to be effective. The Olmstead Subcabinet may withdraw or amend approval of this Charter at any time. All Charters should be brought back to the Olmstead Subcabinet for review and update at least annually.

Approval of Charter:

DocuSigned by:

Jennifer Ho

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8/12/2021

Commissioner Ho
Chair, Olmstead Subcabinet

Date