

Diana -  
materials from  
Task Force meeting.

-Lori

## OUTLINE OF FIRST ANNUAL REPORT TO THE PRESIDENT

## I. Facts About People with Disabilities

- Assess characteristics of persons with disabilities, relative to the general population, along a number of different dimensions.

II. Preliminary Agenda of Task Force  
(Organized by subject)

For example, key agenda items are likely to include:

- inadequacy of health coverage as a barrier to work;
- work disincentives/economic incentives to work in financial assistance programs;
- effectiveness of educational, vocational rehabilitation and training services, including programs for youth, welfare-to-work, and mainstream programs;
- need for consumer-driven long-term supports and services;
- adequacy of on-the-job supports and child care;
- adequacy of transportation and accessible and integrated housing;
- role of telecommunications and assistive technology; and
- effectiveness of anti-discrimination programs in reducing employment discrimination.

## III. Report on Section 2 Mandates

- Review of Federal Government Personnel Laws, Regulations, and Policies (OPM, DOL, and EEOC)
- Implementation of the Welfare Reform and Welfare-to-Work (DOJ, DOL, Education and HHS)
- Development of Small Business and Entrepreneurial Activities (DOL, Education, Commerce, HHS, SBA and PCEPD)
- Creation of New Work Incentives/Removal of Work Barriers (DOT and HUD)
- Assessing and Proposing Solutions for Estoppel Issue (Justice, Education, DOL, EEOC, and SSA)
- Improving Measures of Employment Rates (DOL, Commerce, Education, HHS, National Council on Disability, and PCEPD)

## IV. Preliminary Recommendations to the President

- Specific recommendations flowing from initial analysis of existing programs and policies and Section 2 mandate reports.

Appendix: Reports on Section 2 Mandates



# Presidential Task Force on the Employment

	5/3	5/10	5/17	5/24	5/31	6/7	6/14	6/21	6/28
<b>1.0 - Low Hanging Fruit</b>									
1.1 - Letters outlining responsibilities of Sec. 2 teams									
1.2 - Contacts' deadline for initial opportunity to update compilation									
1.3 - Contacts' deadline for submission to the President at 2nd meeting									
1.4 - Staff continue to track progress of low hanging fruit activities									
1.5 - Agreement of recommendations and low hanging fruit to be submitted									
1.6 - Draft listing activities and status as of Nov. 16 submitted									
1.7 - Final listing of low-hanging fruit activities and status submitted to contractor									
<b>2.0 - E.O. Section (2) Mandates</b>									
2.1 - Finalization of membership									
2.2 - Scheduling of Sec 2 teams for May 11- 22 begin									
2.3 - Letters outlining responsibilities									
2.4 - First meetings of Sec. 2 teams									
2.5 - Outline of reports to be submitted by Sec. 2 teams									
2.6 - Ongoing meetings of Sec. 2 teams									
2.7 - Identification of task order support									
2.8 - Preliminary strategic plan and schedule of team meetings									
2.9 - Report to Task Force on Sec. 2 teams status									
2.10 - Draft report of EO Sec. 2 mandates submitted									
2.11 - Final reports of EO Sec. 2 mandates submitted									
<b>3.0 - November Report to the President</b>									
3.1 - Request for background materials made to contacts									
3.2 - Completed statement for contractor to write Report to the President									
3.3 - Selection of contractor									
3.4 - Final compilation of findings submitted to contractor									
3.5 - Draft listing submitted to heads of task force committee									
3.6 - Draft reports of EO section 2 submitted to heads of committee									
3.7 - Final listing as of November 16 submitted to contractor									
3.8 - Contractor receives all final reports and agenda's									
3.9 - Compilation of full edited version submitted for clearance									
3.10 - FR-1 submitted to GPO for bid and printing									
3.11 - Task Force request outside events for distribution									
3.12 - Memo requesting Presidential time goes to White House									
3.13 - Final copy of report submitted to printer									
3.14 - Report presented to President									
<b>4.0 - Executive Director Search</b>									
4.1 - Preliminary interview team conducts interview									
4.2 - Candidates for final interviews submitted to Task Force leaders									
4.3 - Final interviews conducted									
4.4 - Executive Director nominee submitted for White House clearance									
4.5 - White House clearance and offer of appointment									
4.6 - Executive Director reports									
<b>5.0 - Second Task Force Meeting</b>									
5.1 - Confirmation of dates availability for week of July 20-24									
5.2 - Heads-up to contacts regarding available dates									
5.3 - Task Force circulates proposed format and agenda for July meeting									
5.4 - Initiate outreach strategy with all communities with interest in EO									
5.5 - Request is made for satellite link-up of second task force meeting									
5.6 - Contacts make agreement on format of second task force meeting									
5.7 - Site of second meeting confirmed based on satellite offers									
5.8 - Agreement or recommendations to be submitted to task force									
5.9 - Briefing book and script presented to Secretary's office									
5.10 - Final briefing/background materials distributed to task force									
5.11 - Second task force meeting									

U.S. DEPARTMENT OF LABOR

SECRETARY OF LABOR

WASHINGTON, D.C.

**MEMORANDUM FOR THE PRESIDENT**

FROM:

Alexis M. Herman *Alexis M. Herman*  
Secretary of Labor and Chair, Presidential Task Force on the  
Employment of Adults with Disabilities

Tony Coelho *Tony Coelho*  
Vice-Chair, Presidential Task Force on the Employment of  
Adults with Disabilities

DATE:

May 1, 1998

SUBJECT:

Monthly Report on the Work of the Presidential Task Force

This is the first in a series of monthly memoranda we will provide to you, in our capacity as Chair and Vice-Chair, describing the progress of the Presidential Task Force on the Employment of Adults with Disabilities.

When you signed Executive Order No. 13078 on March 13, 1998, you directed us to immediately commence the work of the Task Force created by that Executive Order. We convened the Task Force's inaugural meeting on April 22, 1998. Every Task Force member was represented by a senior department or agency official, including Secretary of Health and Human Services Donna Shalala, OPM Director Janice LaChance, SBA Administrator Aida Alvarez, Acting EEOC Chairman Paul Igasaki, and Deputy Secretary of Commerce Robert Mallett. We were also delighted that Justin Dart and James Brady were able to attend to show their support for the work of the Task Force.

Several startling confessions of inaction and inattention to the needs of adults with disabilities in the workforce were made along with sincere commitments to improve performance by two of our major departments. We intend to continue to press the Task Force members to have their agencies look critically and creatively into the full array of their policies and programs to identify areas in which further opportunities can be developed. We will follow up promptly with all the Task Force members on their commitments made during this initial meeting.

The first meeting was designed to help set the Task Force's agenda. Accordingly, the Task Force heard testimony from panels of Administration experts on three of the most pressing issues relating to employment of adults with disabilities. Deputy Assistant to the President Chris Jennings, HCFA Administrator Nancy-Ann Min DeParle, and HHS Assistant Secretary Margaret Hamburg discussed health care, personal assistance services, and wrap-around services. Acting Assistant Secretary of Labor Ray Uhalde, Associate Commissioner of the Social Security

Administration Susan Daniels, and Assistant Secretary of Education Judy Heumann discussed education, income security programs, and workforce training. Finally, Acting Assistant Attorney General Bill Lann Lee, EEOC Commissioner Paul Miller, and Assistant Secretary of Labor Bernard Anderson discussed equal employment opportunities, civil rights, and affirmative action. These experts put a host of issues on the Task Force's agenda and raised a number of tough questions about the way the federal government is currently doing business.

The first Task Force meeting also confirmed that the problems associated with increasing the employment rate of people with disabilities are complex and multi-dimensional. They extend far beyond the issues discussed at our first meeting to transportation, federal employment policies and practices, relations with the small business community, tax policy, and farther. Every member of the Task Force will be needed to contribute to producing the outcome mandated by the Executive Order --- an employment rate for adults with disabilities as close as possible to that of other workers. Accordingly, we will need your full support and periodic participation to keep all elements of the Administration focused on this high-priority endeavor. We will use this monthly memorandum to propose ways in which you can participate in the Task Force's work.

The Task Force hopes to come forward with recommendations for early action by the Administration in the November 1998 report required by the Executive Order. Individual meetings with the agency heads to identify possible recommendations will begin shortly. Work has already begun on several of the specific activities mandated in Section 2 of the Executive Order. We will report on these activities in November as well. Finally, we expect to select a prominent Executive Director to manage the difficult work of the Task Force before the next meeting in early summer.

Please let us know if you need any additional information prior to our next monthly update memorandum.

cc: Task Force Members

<p><b>ACTIONS MANDATED BY THE EXECUTIVE ORDER</b></p> <p><i>Specific Actions:</i></p>	<p><b>DESIGNATED DEPARTMENT AND OTHER AFFECTED AGENCIES</b></p>
<p><b>1. Implementation of the Personal Responsibility and Work Opportunity Reconciliation Act in accordance with Section 504</b></p> <p>The Departments of Justice, Labor, Education, and Health and Human Services shall report to the Task Force by November 15, 1998, on their work with the States and others to ensure that the Personal Responsibility and Work Opportunity Reconciliation Act is carried out in accordance with section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990, so that individuals with disabilities and their families can realize the full promise of welfare-reform by having an equal opportunity for employment.</p>	<p>DOJ DOL ED HHS SSA</p>
<p><b>2. Small Business and Entrepreneurial Opportunities for Adults with Disabilities</b></p> <p>The Departments of Education, Labor, Commerce, and Health and Human Services, the Small Business Administration, and the President's Committee on Employment of People with Disabilities shall work together and report to the Task Force by November 15, 1998, on their work to develop small business and entrepreneurial opportunities for adults with disabilities and strategies for assisting low-income adults, including those with disabilities, to create small businesses and micro-enterprises. These same agencies, in consultation with the Committee for Purchase from People Who Are Blind or Severely Disabled, shall assess the impact of the Randolph-Sheppard Act vending program and the Javits-Wagner-O'Day Act on employment and small business opportunities for people with disabilities.</p>	<p>DOL ED DOC HHS PCEPD SBA Committee for Purchase</p>

<p><b>3. Review of Federal Government Personnel laws, Regulations, and Policies</b></p> <p>To ensure that the Federal Government is a model employer of adults with disabilities, by November 15, 1998, the Office of Personnel Management, the Department of Labor, and the Equal Employment Opportunity Commission shall submit to the Task Force a review of Federal Government personnel laws, regulations, and policies and, as appropriate, shall recommend or implement changes necessary to improve Federal employment policy for adults with disabilities. This review shall include personnel practices and actions such as: hiring, promotion, benefits, retirement, workers' compensation, retention, accessible facilities, job accommodations, layoffs, and reductions in force.</p>	<p>DOL OPM EEOC</p> <p><u>OMB</u></p>
<p><b>4. Creation of Work Incentives and Removal of Barriers to Work for Adults with Disabilities</b></p> <p>The Departments of Transportation and Housing and Urban Development shall report to the Task Force by November 15, 1998, on their examination of their programs to see if they can be used to create new work incentives and to remove barriers to work for adults with disabilities.</p>	<p>DOT HUD</p>
<p><b>5. Remedies and Solutions to the Prevention of Work for People with Disabilities</b></p> <p>The Departments of Justice, Education, and Labor, the Equal Employment Opportunity Commission, and the Social Security Administration shall work together and report to the Task Force by November 15, 1998, on their work to propose remedies to the prevention of people with disabilities from successfully exercising their employment rights under the Americans with Disabilities Act of 1990 because of the receipt of monetary benefits based on their disability and lack of gainful employment.</p>	<p>DOJ DOL ED EEOC SSA</p>

**6. Design and Implementation of a Statistically Reliable and Accurate Method to Measure the Employment Rate of People with Disabilities**

The Bureau of Labor Statistics of the Department of Labor and the Census Bureau of the Department of Commerce, in cooperation with the Departments of Education and Health and Human Services, the National Council on Disability, and the President's Committee on Employment of People with Disabilities shall design and implement a statistically reliable and accurate method to measure the employment rate of adults with disabilities as soon as possible, but no later than the date of termination of the Task Force. Data derived from this methodology shall be published on as frequent a basis as possible.

DOL(BLS)  
DOC(Bureau of  
Census)  
ED  
HHS  
NCD  
PCEPD

EXECUTIVE ORDER 13078, SECTION 2,  
WORKING GROUPS PROPOSED MEETING SCHEDULE



1. Implementation of the Personal Responsibility & Work Opportunity Reconciliation Act in Accordance with Section 504, (Proposed Meeting Date: May 12, 1998 at 1:00p.m.)
2. Development of Small Business and Entrepreneurial Opportunities for Adults with Disabilities (Proposed Meeting Date: May 14, 1998 at 1:00p.m.)
3. Review of Federal Government Personnel laws, Regulations and Policies (Proposed Meeting Date: May 15, 1998 at 1:00p.m.)
4. Creation of Work Incentives and Removal of Barriers to Work for Adults with Disabilities Proposed Meeting Date: May 19, 1998 at 1:00p.m.)
5. Identification of Remedies and Solutions to the Prevention of Work for People with Disabilities (Proposed Meeting Date: May 21, 1998 at 1:00p.m.)
6. Design & Implementation of a Statistically Reliable & Accurate Method to Measure the Employment Rate of People with Disabilities (Proposed Meeting Date: May 22, 1998 at 1:00p.m.)

# Health and Human Service and Related Entities

## Personal Assistance Services, Health Care & Wrap Around Policies

Current Projects	Recommendations to Task Force	Low Hanging Fruit
<p>1. An HHS work group formed to study the impact of welfare reform on people with disabilities</p>	<p>1-4, Dr. Hamburg 1. "The issue of how health care per se plays a role in people's ability to be active participants in the work force. Access to health care services and the quality of those services are a critically-important component."</p>	
<p>2. Encourage the states to participate in a new provision that allows people with significant disabilities to buy into Medicaid and earn a living wage</p>	<p>2. "We need to...better utilize the existing incentives to enable people to earn decent salaries in the work force and still have health care coverage, and we need to look if there are other models, other kinds of incentives that can achieve the goal..."</p>	

Current Projects	Recommendations to Task Force	Low Hanging Fruit
<p>3. Direct HCFA to continue working with states to take full advantage of the 1115 waiver authority in the Social Security Act.</p>	<p>3. Find ways to simplify these systems.</p>	
<p>4. Work group created to develop new approaches for expanding access to home and community-based services that include personal assistance services, and it is to be built into the Medicaid program.</p>	<p>4. Assist in developing a more coordinated working partnership between ASPE, HCFA and SSA.</p>	
<p>5. "I want to take to the President with my colleagues a blueprint for far-reaching long-term care strategies to carry us well into the next century."</p>	<p>1-2, DeParle- 1. Adequate data collection</p>	
	<p>2. Assistance in working with states on new provision within Balanced Budget Act to expand health care coverage to people with significant disabilities to buy into Medicaid and go to work.</p>	

Current Projects	Recommendations to Task Force	Low Hanging Fruit
	<p>1-5; Chris Jennings</p> <p>1. Insure Task Force uses the expertise that exists in the community that can help make informed decisions. Task Force can help in coordinating collaboration among various players.</p>	
	<p>2. Seek options for health care access for small businesses that currently do not offer health care coverage. Look at ways to possibly integrate or steer employers to programs designed to enroll people with disabilities.</p>	
	<p>3. Link small business employers with a newly designed wrap-around program.</p>	
	<p>4. Push Patients Bill of Rights</p>	

Current Projects	Recommendations to Task Force	Low Hanging Fruit
	5. Seek further ways to expand Medicaid buy-in for people with disabilities above 250% federal level of poverty.	

**Social Security Administration,  
Department of Education,  
Employment & Training  
Administration  
at DOL**

**Education, Income Security and Employment Training**

<b>Current Projects</b>	<b>Recommendations to Task Force</b>	<b>Low-Hanging Fruit</b>
	<p><b><u>SSA-Dr. Susan Daniels, 1-5</u></b> 1. Support All Work Effort. Design programs and policies that are fiscally responsible and encourage all work efforts even if they are partial.</p>	<p><b><u>SSA-Dr. Susan Daniels, 1-3</u></b> Task Force should encourage passage of the ticket proposal to implement a program based on customer choice and focused outcomes.</p>

Current Projects	Recommendations to Task Force	Low-Hanging Fruit
	<p>2. Reorient all our programs to achieve employment, community participation and more successful outcomes than what we're currently doing....geared toward Youth.</p>	<p>Task Force should be involved in federal agencies that have joined together to initiate an innovative state level demonstration program. Group to work w/state government and supporting their efforts to create comprehensive programs that integrate employment, health care and service supports.</p>
	<p>3. Look at ways that allow individuals to apply for income programs benefits without minimizing their abilities to work.</p>	<p>3. Task Force should work w/federal agencies already involved in an initiative to assist youth with disabilities t enter the workforce.</p>

Current Projects	Recommendations to Task Force	Low-Hanging Fruit
	<p>4 How can we legitimately expand work incentives without simultaneously dramatically expanding the cost of our programs or diminishing the security they provide for those unable to work?</p>	<p>4. Provide leadership in clarifying ADA/Income Security Policy definitions.</p>
	<p>5. Examine all of our programs and policies to be sure that we are applying a customer focus, and that they are effectively managed and constantly emphasize real outcomes.</p>	

<b>Current Projects</b>	<b>Recommendations to Task Force</b>	<b>Low Hanging Fruit</b>
	<p><b><u>Dept of Education-Heumann, 1-5</u></b>            1. Assure access to programs on every level for individuals with disabilities by ensuring that those programs not created specifically to serve the needs of individuals with disabilities are still open and accessible to them.</p>	<p><b><u>Dept.of Education-Heumann, 1-4</u></b>            1. Task Force could encourage a cross-departmental work group which would identify what the barriers are to allowing staff to work more collaboratively together.</p>
	<p>2. Each Member of the Task Force and their respective agency must identify and address the process requirements that exist in their offices that act as impediments to collaboration and efficiency.</p>	<p>2. Review departmental development and implementation of Section 504 plans, looking at the barriers to recruiting disabled individuals, and looking at removing the barriers.</p>
	<p>3. Task Force should emphasize that greater emphasis be placed on providing accessible technologies throughout the federal system.</p>	<p>3. Address the possible denial of reasonable accommodation requests for readers or interpreters because of the impact on an agency's FTE ceilings.</p>

<b>Current Projects</b>	<b>Recommendations to Task Force</b>	<b>Low-Hanging Fruit</b>
	4. The Task Force must be prepared to consider the impact of its strategies on students with disabilities.	4. Review policies that are within agencies that give the right message that all new purchases of hardware, software and electronic devices will be accessible.
	5. The Federal government must commit itself to becoming the exemplary employer of individuals w/disabilities through understanding rights and responsibilities of civil rights laws, recruitment, etc.	
<b><u>ETA@DOL, Acting Assistant Secretary Ray Uhalde,</u></b>	<b><u>ETA@DOL, Acting Assistant Secretary Ray Uhalde, 1-4</u></b>	<b><u>ETA@DOL, Acting Assistant Secretary Ray Uhalde, 1-2</u></b>

Current Projects	Recommendations to Task Force	Low-Hanging Fruit
<p>1. Initiated a regional one-stop conference to provide information to facilitate the partnerships on accessing services for people with disabilities.</p>	<p>1. Assist ETA in facilitating better involvement of other programs into the One-Stop Career Center system. Urge Task Force to help us in movement of Job Corps to be more accessible to people with disabilities.</p>	<p>1. America's Talent Bank-allows job seekers to post their resumes directly to an employer-searchable database on the Internet. Task Force should oversee that both the Talent Bank and Job Bank meet the standards and criteria of being accessible to all.</p>
<p>2. Conducting a survey of the Social Security's return-to-work programs through our one stop system.</p>	<p>2. Task Force should look at ways to steer state and local employment and training programs toward people with disabilities.</p>	<p>2. Welfare-to-Work, ETA will be awarding \$720 million over the next two years in discretionary grants and ensuring that several of these grants be directed toward projects where we will learn significantly more about serving people with learning and other disabilities who are also receiving welfare.</p>

Current Projects	Recommendations to Task Force	Low-Hanging Fruit
<p>3. Signed a memorandum of agreement with the Rehabilitation Services Administration and Social Security Administration, issuing a joint communique to state vocational rehab directors and one-stop directors in every state, announcing the collaborative working partnership.</p>	<p>3. Consider a national disability -to-work initiative and how the resources of both mainstream and specially-targeted programs can work together in that area.</p>	
<p>4. ETA investing heavily in technology at one-stop centers.</p>	<p>4. The Task Force must prioritize finding ways to divert youth w/disabilities to be much more focused early on into the world of work through school-to-work.</p>	
<p>5. Partnered with the National Federation of the Blind to provide telephone access to America's Job Bank for people with visual impairments with an investment of \$3 million for state implementation.</p>		

Current Projects	Recommendations to Task Force	Low-Hanging Fruit
6. Partnered with OSER's to develop a school-to-work national transition alliance.		

# Department of Justice, EEOC & OFCCP

Civil Rights, Equal Employment Opportunity and Affirmative Action

Current Projects	Recommendations to Task Force	Low Hanging Fruit
<p><b><u>EEOC-Chairman Igasaki</u></b>            The EEOC has already begun to work in collaboration to review federal government personnel laws, regulations and policies in order to recommend any changes that may be necessary to improve federal employment policies for adults with disabilities.</p>	<p><b><u>EEOC-Commissioner Miller, 1-4</u></b>            1. Task Force should look at ways to assist in the training of employers, people with disabilities and others about their rights and responsibilities under the law.</p>	
	<p>2. Assist the Department of Commerce, Small Business Administration and others' with a natural link to employers in developing training initiatives.</p>	

Current Projects	Recommendations to Task Force	Low Hanging Fruit
	<p>3. Task Force should push for the conclusion of the management directive still being worked on by EEOC.</p>	
	<p>4. Task Force should push for completion of the Interagency Disability Coordinating Council's report that evaluates and provides guidance in regards to employment programs in the federal government for people with disabilities.</p>	
	<p><b><u>Department of Justice-Bill Lann Lee, 1-3</u></b>  1. Insure that there be a strong technical assistance component.</p>	
	<p>2. Emphasize the importance of mediation and alternative dispute resolution.</p>	
	<p>3. Stay involved in developments within working group of the civil rights enforcement agencies to ensure progress.</p>	

<b>Current Projects</b>	<b>Recommendations to Task Force</b>	<b>Low Hanging Fruit</b>
	<p><b><u>OFCCP, Dr. Bernard Anderson</u></b>, 1-2</p> <p>1. Task Force should request that the Bureau of Census collect additional information on the labor market status of persons with disabilities.</p>	<p><b><u>OFCCP, Dr. Bernard Anderson</u></b> 1 of 1</p> <p>1. The focused review through the OFCCP identifying disability related discrimination is to be implemented by October 1, 1998.</p>
	<p>2. Task Force should play a role in greater coordination between EEOC, DOJ and OFCCP.</p>	
<p><b><u>Department of Transportation, General Counsel, Nancy McFadden</u></b></p> <p>1-2</p> <p>1. Work with Congress and the Surface Transportation Reauthorization Bills currently before the Congress to address accessibility in mass transit.</p>	<p><b><u>Department of Transportation, General Counsel, Nancy McFadden</u></b></p> <p>1-2</p> <p>1. Ensure that transportation is an avenue and not a roadblock to jobs for Americans with disabilities.</p>	
<p>2. Staying involved in enforcing ADA regulations, accepting comments on over-the-road bus service and enforcing Air Carriers Access Act.</p>	<p>2. Accessible transportation plays a major role in the welfare-to-work initiative, in ensuring that people can get to where the jobs are.</p>	

Current Projects	Recommendations to Task Force	Low Hanging Fruit
<p><b><u>Office of Personnel Management, Janice Lachance, Director,</u></b> 1-4</p> <p>1. OPM is currently underway to develop a federal workforce for the 21st century. Administration's emphasis on recruiting and promoting persons with disabilities will be fully integrated into the larger effort to build a government that looks like and therefore can better serve America.</p>		
<p>2. OPM can use the mandate of the Executive Order to spur greater training and career transition opportunities for federal employees with disabilities.</p>		
<p>3. OPM can use the Executive Order to build upon the special non-competitive hiring authorities, such as Schedule A, and the special authority for 30 percent or more disabled veterans.</p>		

Current Projects	Recommendations to Task Force	Low Hanging Fruit
4. OPM can use the inter-agency advisory group of personnel directors to attain desired result of improving the federal government as an employer of individuals with disabilities.		