




MEMORANDUM

TO: Mayor and Council Members

THROUGH: Veronica Briseño, Assistant City Manager

FROM: Rebecca Kennedy, Acting Human Resources Director 

DATE: January 11, 2023

SUBJECT: **Workforce Program for Students & Adults with Intellectual or Developmental Disabilities (FY23 Tovo Budget Rider 2)**

This memorandum aims to provide additional details on the pilot program for employing Austin Independent School District (AISD) students with intellectual or developmental disabilities (IDD) for the 2022-23 school year.

The City initiated a pilot with AISD's transition-focused vocational preparation program, which helps students with intellectual or developmental disabilities (IDD) to transition from school to gainful employment. This program provides employment opportunities for post-secondary special needs students, ages 18 – 22, to advance their skills and provide experience in their identified areas of interest. During the term of employment, AISD may provide job coaches to students providing technical assistance and on-the-job observation as needed.

Three departments were identified for this program: Austin Public Library, Parks and Recreation Department, and Animal Services Office. The Human Resources Department and departmental Human Resources staff met with the AISD program staff to consult on how positions could be created to be mutually advantageous to both the City and the student. Four students were identified for the pilot. Job duties and locations were determined based on the knowledge, skills, abilities, and interests of these students, as well as the business needs of the department.

Each department works directly with AISD on finalizing pre-employment paperwork. Three of the four students started in their new roles in late 2022; the fourth student should start this month.

If you have additional questions, please contact me.

cc: Spencer Cronk, City Manager
Stephanie Hayden-Howard, Assistant City Manager