



Idaho State Rehabilitation Council (SRC) QUARTERLY MEETING MINUTES

Holiday Inn Airport Conference Center, Boise, Idaho
July 21, 2026 8:30 a.m. to 4:30 p.m.

SRC Chairman, **Tim Blonsky**, Disability Groups Representative
SRC Vice-Chair, **Diana Colgrove**, Business, Labor, and Industry Representative
Amber Maxwell, Disability Groups Representative
Brandon Dopf, Former VR Recipient Representative
Danielle Larsen, Community Rehabilitation Provider (CRP) Representative
Feather Holt, Native Tribal Representative
Jami Davis, State Independent Living Council Representative
Janice Carson, Disability Groups Representative
Jeff DeForest, Business, Labor, and Industry Representative
Kaylauna Forell, Business, Industry and Labor Representative
Nancy Grant, Disability Rights/Client Assistance Program Representative
Randi Cole, State Department of Education Representative
Sarah Gornick, Parent Training and Information Center Representative
Stephanie Taylor-Thompson, Former VR Recipient Representative

Ex Officio Member

Judy B. Taylor, IDVR Interim Administrator

Absent

None

Guests

MiKayla Monaghan, IDVR Deputy Administrator
Darrell Quist, IDVR Bureau Chief of Employment Services
Kara Whitehouse, IDVR Planning and Evaluation Analyst
Lauren Noble, IDVR Bureau Chief of Pre-ETS and Business Services
Andrew Grey, IDVR Program Analyst
Heidi Smith, IDVR Business Analyst/interim Fiscal Officer
June Flannery and LaVona Andrew Carson – ASL Interpreters
Wendy Page – IDVR Management Assistant and Council Secretary

Call Public Meeting to Order

SRC Chair Tim Blonsky called the meeting to order and reviewed the meeting agenda.
A quorum was established.

Review of Packet Materials

Review of December 2025 Meeting Minutes

The December 2025 Meeting Minutes were reviewed.

A quorum was established.

Meeting Minutes

The SRC Meeting Minutes for the April 21, 2026, meeting were reviewed.

MOTION: Nancy Grant made a motion to approve the Minutes as written. Stephanie Taylor-Thompson seconded the motion and the motion carried with a unanimous vote.

Membership Applications

Diana Colgrove, Chair of the Membership Subcommittee within the Executive Committee, presented the membership nomination for Tonya Birkinbine for the ex-officio position of VR Counselor Representative to the council for consideration.

MOTION: Jeff DeForest made a motion to accept the nomination for consideration by the State Board of Education. Brandon Dopf seconded the motion and the motion carried with a unanimous vote.

Committee Updates

Executive Committee

The Executive Committee presented proposed revisions to the SRC By-Laws for Council consideration.

MOTION: Brandon Dopf made a motion to approve the revision of Article IV, Section 4, adding clarification of written warning of removal of membership for the following reasons:

- A. Poor Attendance two (2) consecutive absences, or
- B. one (1) unexcused absence per year; an additional absence, and/or
- C. lack of Participation, or
- D. malfeasance in office.

If the member does not respond or does not correct the issue(s), the Executive Committee would make a recommendation to the Council to make a recommendation to the State Board of Education (SBOE) to terminate the member's appointment.

The motion was seconded by Kaylauna Forell and the motion was carried with a unanimous vote.

MOTION: Jami Davis made a motion to approve the revision of Article V, Section 1, clarifying language related to quarterly meetings having hybrid options for attendance and giving the Executive Committee authority to make changes to the location of the meeting being held fully remote as necessary i.e., budget constraints, weather, etc.; additionally correcting Section 3 under Special Meetings requirement of the agenda posting to correlate with the State of Idaho Open Meeting Law with a requirement of five (5) calendar days.

Brandon Dopf seconded the motion and the motion carried with a unanimous vote.

MOTION: Jami Davis made a motion to approve revision to Article VI changing the Annual Report subcommittee to workgroup; including submission requirements of the Annual Report to add clarification of the Office of the Governor, adding the State Board of Education, Directory of the National Coalition of the State Rehabilitation Councils, and Rehabilitation Services Administration (RSA) Liaisons; adding that the Annual Report will be posted to the public website; changing the subcommittees within the Planning, Policy and Program Effectiveness Committee to workgroups.

Nancy Grant seconded the motion and the motion carried with a unanimous vote.

Participant Satisfaction Subcommittee

Participant Survey revisions were reviewed. The survey revisions included adding optional comments boxes for each question and an option for a request to be contacted by an IDVR team member to follow up with them.

The “In-Time” survey is a new survey that was reviewed. It will be sent annually beginning from the date of the first plan signature.

MOTION: Nancy Grant made a motion to approve the Participant Satisfaction Survey revisions and the addition of an “In-Time” survey to be distributed one year from the date of the first Individual Plan for Employment (IPE) implementation.

Jeff DeForest seconded the motion and the motion carried with a unanimous vote.

The Chair asked for a motion to change the language under Article VIII for compensation using funds to reimburse only voting members of the Council. There was not a motion, and the action was not brought forward.

Administrator Update

Administrator Search

Judy Taylor, Interim IDVR Administrator, shared that this may be the last time she will be in attendance for the SRC meeting. She shared that IDVR is still a mission driven organization. A timeframe for hiring a new Administrator cannot be determined as of this date. The administrator search is active and ongoing.

Financial Officer Update

Heidi Smith has volunteered to serve as the Interim Fiscal Officer to ensure that IDVR is in compliance with the federal grant while the position is vacant.

Order of Selection

The waitlist is managed continuously with engagement from all levels of leadership. Weekly discussion and analysis is being conducted.

Corrective Action Plan

The strategic plan is written around manuals, which contain internal manuals. We have closed a lot of deliverables on the Corrective Action Plan (CAP) but a sign off from RSA will not be received until they believe IDVR has been stable and are following all approved policies for a minimum of six months.

Strategic Leadership Programmatic Reports

Data Review for Order of Selection was shared and explained by Heidi Smith, Business Analyst and Interim Fiscal Officer.

Participant Satisfaction Survey Results

Survey responses for the period of April 1, 2026, through June 30th were reviewed.

Presentation – Understanding Open Meetings Act and Conflicts of Interest

Karen Sheehan, Idaho Deputy Attorney General, was the guest presenter. She shared pertinent information that IDVR employees and council members need to the requirements prior to a public meeting, procedures during meetings and requirements after/in-between meetings.

Strategic Leadership Programmatic Reports

Differentiated Practice Implementation

Darrell Quist, Bureau Chief of Employment Services, provided an update on the newly implemented structure change, which was implemented on June 8th.

The new structure includes:

- VR Counselor/Qualified Rehabilitation Professional (QRP)
- VR Coordinator
- Technical Records Specialist

Teams within the structure consist of three (3) people, one of which is the VR Counselor.

There are non-delegable tasks that must be completed by the VR Counselor with a QRP including [Comprehensive Assessment and development of the first plan and case closure](#). The teams meet on a weekly basis to discuss caseload management, [upcoming individual case needs, case consultation, and team coverage](#).

New Statewide Process Team

There is a new team that conducts intakes and makes eligibility determinations. The new team consists of:

Team Manager
Intake Coordinators
Eligibility Counselors
Fiscal VRAs

Many intake appointments are conducted virtually to best serve applicants in a timely manner.

Electronic Referral Process

There will be a virtual tool [available on the IDVR website](#) where applicants can complete an [individual information](#) form, and it will populate into a referral module, where the digital assistant (SARA) will schedule the appointment. [This will help with intake flow through our new Intake Coordinators.](#)

Balancing Capacity

Serving individuals in a virtual environment allows IDVR to serve them regardless of their geographic location. There are five (5) supervisors and seventeen (17) counselors in the statewide structure.

Pre-Employment Transition Services (Pre-ETS) Updates

Lauren Noble, Bureau Chief of Pre-ETS and Business Services, provided the updates. Lauren reviewed the State Fiscal Year 2026 (SFY26)/Federal Fiscal year (FFY24) Pre-ETS Spend and Federal Fiscal Year 25 (FFY25) spend. IDVR stayed below the legislative intent language of no more than 17% spent on Pre-ETS for the year.

Team members continue to provide allowable direct services and all time spent in direct service provision, coordination activities or authorized activities is directed to the 15% reservation for Pre-ETS.

The Pre-ETS Electronic Request Form has been launched on the VR website. This form allows the verification of a student with a disability to be an email confirmation that is sent to a student's teacher or case manager. The form that is submitted online is also routed through the referral process and assigned to a team member to follow up, verify they are a student with a disability, and then provide services. The intake team is being trained to identify the needs of each individual applying so it can be determined if a student who is applying has received a Pre-ETS. Once students are on the waitlist, they cannot receive Pre-ETS through a potentially eligible case if they did not receive a Pre-ETS prior to being determined eligible for VR services.

A quarterly data report was provided. IDVR is now tracking cases closed successfully as to whether they received Pre-ETS.

RSA approved the Pre-ETS employer reimbursed work experiences, team members have been trained, and policy and procedures are in place.

Business Services

The Business Services Supervisor anticipates having all positions filled by the middle of August and looking at how the business services team can be more involved with helping team members become aware of what the employer needs are as well as increasing collaboration between both Pre-ETS and Employment Services.

Training series are provided on a monthly basis, and registration links are posted on the VR Website.

Business Services data and highlights were shared.

Internal Operations Updates

Holly Player was introduced as the new Planning and Evaluation Manager. Heidi Smith as the Interim Fiscal Officer will be providing the fiscal updates.

IDVR Corrective Action Plan

IDVR Deputy Administrator, MiKayla Monaghan reported that the CAP response was received from RSA with substantial approvals from RSA.

The CRP restructured payment structures will take time to implement. As RSA provides approvals, IDVR will follow up with training and policy implementation.

Continued budget deficits for FFY 26 and FFY 27 and there would be a deficit of approximately \$5 million if all individuals on the waitlists are served.

Operational costs are being reduced by closing offices, and by streamlining processes.

Budget and Financial Report

IDVR Quarterly Budget to Actual Program Year 2025 report was reviewed and explained by Heidi Smith.

The SRC Projection of Expenditures Detail by Quarter for Federal Fiscal Year 2026 (FFY26) report was presented.

Primary Performance Indicators

Andrew Grey, IDVR Business Analyst, provided the primary performance indicator data. The data is combined for IDVR and the Idaho Commission for the Blind and Visually Impaired (ICBVI).

- IDVR's portion is the larger amount. Idaho is showing data that is above average. 4th Quarter Employment after exit has increased from last year.
- Measurable Skill Gain Rates have increased and may continue by the time of final reporting in August.
- Credential Attainment Rate reduced from prior year by approximately 3% as of current date.
- Retention with same employer increased from last year

Data is collected through DOL and through supplemental strategies such as an outreach asking the individual, and SWIS from other states

CSNA Overview

Kara Whitehouse, Policy and Program Analyst, provided a CSNA Overview and shared the key findings, which included growth within the state, employment and access and capacity.

Key Findings:

- Idaho is Growing and Changing
- Employment and Access
- Capacity

Consistent themes include:

- Transportation remains a significant barrier.
- Many individuals need additional work experience and job skills.
- Rural communities continue to face access challenges.
- Employers identified a need for additional information on disability employment, accommodations, and available resources.
- Concerns about economic stability, including wages, housing costs, and benefits, can impact employment decisions.

Recommendations for Employment Services included:

- Career pathway development
- Advancement-focused employment planning
- Work-based learning opportunities
- Employment retention and advancement

Recommendations for Pre-employment Transition Services (PreETS)

- Expanded work-based learning experiences
- Career exploration activities
- Increased connections to career technical education and postsecondary education
- Youth engagement strategies

Recommendations for Business Services include:

- Develop stronger employer partnerships
- Partnerships with industries offering advancement opportunities
- Rural employer engagement
- Disability awareness and accommodation supports

MOTION: Diana Colgrove made a motion to approve the CSNA Report. Brandon Dopf seconded the motion and the motion passed with a unanimous vote.

SRC Member Updates

Janice Carson reported that in the past eight weeks she has written two grants.

1. AgrAbility grant to help farmers and ranchers to stay on their land, doing assessment to repair/replace equipment and possibly refer to IDVR.
2. Apprenticeship grant – U of I has a grant called Impact to cover costs of paraprofessionals to become teachers and this grant would mirror that.

Sarah Gornik shared that they are gearing up for IEP training, taking a deep dive into secondary IPE for students, understanding the changes when they enter high school, helping families to understand the requirements under the IEP.

The new work requirement Medicaid letters will be sent out and proof will be required to meet the work requirements. Idaho Parents Unlimited (IPUL) provides education to families related to the letters.

Disability Action Center (DAC) and North Idaho College will be providing a mental health training. In eastern Idaho they are doing a modified round of Work of Art. They have secured part of the DIV through the MT program CDHD where they will be part of the effort of educating families and educators in secondary education.

Jami Davis shared that SILC is continuing their listening sessions. ABLE savings plan in Idaho – 423 accounts opened with approximately 300 opened since January, 2026. ADA Celebration will be held July 30th.

Nancy Grant had no updates at this time

Amber Maxwell had no updates at this time

Stephanie Taylor Thompson had no updates at this time

Randi Cole stated that the Pathways to Partnerships Project with collaboration from IPUL, various centers for independent living, and Lauren Noble are collaborating to provide training and services for

students.

The annual conference will be held regionally with in-person and virtual options.

Idaho Competitive Integrated Employment Center (TA Center) was created through the Pathways grant are providing resources and technical assistance working within the pilot to increase services.

Kaylauna Forell stated that she is looking forward to the upcoming business services training this fall.

Diana Colgrove expressed that the waiting list has a big impact for individuals trying to find employment. She has reached out to Project Search, and they have only been able to provide minimal assistance. She recommends seeing the USA Games as her daughter participated in the event and it was a wonderful experience.

Brandon Dopf shared that he works for 360 Direct Access, 90% of the employees are deaf and have been very successful. New contracts will create more positions, and they will hire individuals throughout the country. With IDVR being in Order of Selection, they hope to be creating more jobs.

Tim Blonsky is the president for the Idaho Association for the Deaf and will be holding an event in September, Walk for ASL, which will be held statewide and includes a t-shirt and swag bag for a small registration fee of \$20. There will be free classes to help people learn ASL.

The James Castle House is the only museum of it's kind located in Boise. James Castle art shows the perspective of a deaf individual. There will be an event on October 10th that will include story tellers and many other activities.

The next meeting of the SRC is scheduled for October 20th. The meeting adjourned at 3:38 p.m. and the meeting was adjourned without objection.

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