

State Rehabilitation Council Quarterly January 15, 2020 Meeting Minutes

Present members are Janice Carson, Angie Eandi, Pam Harris, Mike Hauser, Mel Leviton, Darin Lindig, Ron Oberleitner, Molly Pollastrini, Danielle "DR" Reff, Lucas Rose, Sarah Tueller, David White, Jane Donnellan, and Baxter Q Andrews.

Guests to the meeting are Teresa Pitt, Nanna Hanchett, Kean Miller, Darrell Quist, and Alan Aamodt. Absent members are Ramon Medicine Horse, Kendrick Lester, and David "Max" Maxwell.

Mike welcomed members and each council member provided an introduction.

Approval of October 3, 2019 Meeting Minutes. Members were given time to review the minutes from the October 3, 2019 meeting. The following changes and revisions were requested:

Page 2 first paragraph inserted period to read Vocational Rehabilitation the oldest State and Federally funded program. 78 programs nationally. It has a 21.3% non-federal match requirement. The federal grant is a formula grant based on the population.

Page 18 last section replaced compassion with comparison to read as Over the past 5 years have not provided comparison data from year-to-year.

Page 19 last section replaced over with our to read as CRP's account for over half of our outcome reported by VR.

Page 20 fourth paragraph removed of to read as There was a of discussion for accessibility services and order of selection (fiscal/human resources) Idaho not yet on order of selection.

Page 21 fourth paragraph replaced the word heard with hard to read as follows This summer opportunity for students who are deaf or hard of hearing one week of work readiness training in Gooding followed by 3 weeks of paid work experience with interpreting needs included.

Page 22 third paragraph inserted to to read as Introduced this 2-day event for students to learn how to advocate for their needs, post-secondary education.

Lucas moved to approve the October 3, 2019 Meeting Minutes with above changes and DR seconded the motion. The motion passed unanimously by a verbal vote.

Review of Agenda Jane suggested adding time at the end of the meeting to watch five minute video regarding HP project and to add new business discussion regarding winter meetings and how that looks.

Ron would like to add as standing SRC Agenda Item ongoing client assistance program grievances coming to Disability Idaho so the SRC can be involved and the SRC meetings should be the place where these grievances theme not specific cases are discussed.

Mike moved to approve the Agenda for today with above changes; Lucas seconded the motion. The motion passed unanimously by a verbal vote.

Accessible Documents: Janice inquired if SRC materials are accessible. Per Jane, IDVR is working on accessibility training partnering with State of Idaho Human Resources and six Idaho Technology Services) staff with Laine Amoureux, MS, ATHS, CPACC from Amoureux AT Consulting, currently scheduled for January 22, 2020.

Bylaws Review: Members reviewed and discussed redline of the October 2019 version. Other than the redlines changes, two more revisions:

ARTICLE VI: MEMBERSHIP AND COMPOSITION

Section 4: Removal: Molly asked if members miss three (3) consecutive meetings, can be removed? Jane deferred Molly to the SRC as a group would decide and can define excused and unexcused differently, however, putting procedure into place to enforce meeting attendance would not be described in the Bylaws.

Mel stated that SILC (Idaho State Independent Living Council) has language in their Bylaws that address excused and unexcused and agreed to share their language of their procedural piece. In

SILC, there are two (2) unexcused in a year as typically defined in excused weather, disability, health, family emergency. SILC has a procedure outlined that is separate than the Bylaw, and they discuss this during orientation to make clear.

Section 4 Removal

A. Poor Attendance two (2) unexcused absences per year);

Jane proposed changing three to two for absences.

Molly proposed to strike "consecutive"

Lucas moved to approve the Bylaw revisions; Mel seconded the motion. The motion passed unanimously by a verbal vote.

ARTICLE VI: COUNCIL ORGANIZATION

Section 2. Council Staff: Pursuant to Federal law, the Council may employ staff to carry out its functions.

Ron inquired about how the SRC feels about the need for executive director as interface with agency. Jane encouraged the SRC to reach out their SRC counterparts to see what that looks like. As a reminder, keep in mind that the Governor asked all agencies not to have any line items this fiscal year this adds complexity to the funding portion.

Nominations: Chair & Vice Chair

Open floor for nominations of Chair. Mike was nominated for Chair with no other nominations, the floor closed. With no other nominations, Mike accepted

Lucas moved to nominate Mike Hauser for Chair. Ron seconded the motion. The motion passed unanimously by a verbal vote.

Open floor for nominations of Vice Chair. Mel nominated Ron and he declined, Mike nominated Janice and with no other nominations, the floor closed. Janice accepted.

Molly moved to nominate Janice Carson for Vice-Chair. Mel seconded the motion. The motion passed unanimously by a verbal vote.

Certificate of Appreciation:

Jane presented Molly with Certificate of Appreciation of serving six years on the SRC, most recently as the Chair.

Committee Structure Description Documents:

SRC Members reviewed the three SRC Committees: Executive, Planning & Public Policy, and Program Effectiveness.

Teresa lead the assignment of SRC members to a specific subcommittee within their committees.

Jane recommend the committee break out and have discussion of the subcommittees to determine what works the group.

The Membership Committee was tasked to review x2 nominations after lunch and bring back summation to the group. The applicates included a representative for disability advocacy group and one for business, industry, and labor.

It was suggested moving forward if someone shows interest in SRC members that a SRC member(s) reaches out to talk with the prospect and go one step further and invite them to a SRC meeting (if they are local).

State Plan, CSNA Results and Strategic Plan

Review of Executive Summary portion of the State Plan. These themes will help our forward movement in the next couple of years. The SRC will review the State Plan and have one SRC person report comments directly to Teresa (P&E Manager) at the end of January 2020.

The Previous Plan Goals discussed previously were handout and appear below:
Previous Plan Goals (PY18 & 19) and New Plan Goals (PY 20 & 21).

Goal 1 Provide quality, relevant, individualized vocational rehabilitation services to individuals with disabilities to maximize their career potential

Priority 1 Expand, monitor, and improve pre-employment transition services (Pre-ETS) to students with disabilities and similar services to youth.

Priority 2 Provide a comprehensive array of services to individuals with disabilities, including individuals with Most Significant Disabilities (MSD).

Priority 3 Hire and retain qualified staff to deliver quality vocational rehabilitation services.

Priority 4 Improve usage of Labor Market Information/Career Pathways to inform customer career choice.

Priority 5 Improve overall quality of CRP services.

Goal 2 - Improve VR program efficiency through continuous quality improvement activities

Priority 1 Meet or exceed negotiated targets on Primary Performance Indicators 1-6 established by the US Department of Education, Rehabilitation Services Administration.

Priority 2 Monitor IDVR's Customer Satisfaction Survey in collaboration with the State Rehabilitation Council and work together on strategies to increase the overall satisfaction rate.

Priority 3 Maximize the utilization of comparable benefits.

Priority 4 Continue efforts to align IDVR activities with the workforce development system.

Priority 5 Evaluate IDVR assessment expenditures.

Priority 6 Continue the implementation of a monitoring strategy which is adaptive to changing risk conditions, aligns with WIOA requirements, and meaningfully informs the continuous quality improvement cycle.

Priority 7 Evaluate customer access to and timeliness of services.

Goal 3 – Improve outreach and services to IDVR business customers

Priority 1 Increase business utilization of IDVR expertise and services.

Teresa is posting the draft January 17, 2020, Friday and the comments are due back by end of month January 31, 2020.

Fiscal Report by Kean Miller, Financial Manager

Reviewed three documents:

IDVR Summary of Various 5 Year Plan Results

Federal Fiscal Year 2020 Budget (October 2018- December 2019)

IDVR Quarterly Budget to Actual Report by Fund State Fiscal Year 2020 Ending December 30, 2019.

If IDVR reverts funds other VR agencies can nationally request them.

Sarah Tueller expressed interest for the IPUL to use dollars with parent's center and do educating for families. Nanna stated if Sarah interested then Alison (IDVR) would need outline of the proposed project, the service delivery, estimated cost, how, etc.

Nanna invites entire SRC to ask companies if interested in career explorations PreETS has funding until 9/30/2020 to charge to the grant.

VR Orientation Process Presentation by Darrell Quist the Chief Field Services and Alan Aamodt (Region 3 Regional Manager)

Jane invited SRC to spend a day at the regional VR counseling office by their home, just need to sign a consent and have involved customer(s) sign a consent to get a day-in-life. The PowerPoint "Orientation and Applications: Customer Perspective" was presented by Alan.

Old Business

Travel Voucher:

Explained to SRC that signing blank Travel Voucher has implications since the signature line has certification. Directed SRC members to state policy in binders not allowed to sign blank form as "claimant".

New Business:

CSAVR Conferences:

April 18-19 NCSRC Spring Conference (w/CSAVR 20-22) Bethesda, Maryland Spring

Spring Conference: Vice-Chair Janice will attend

Fall Conference: Chair Mike Hauser will attend

Membership Committee reported back on one (1) nomination form, candidate Mandy Greaser, Executive Director LIFE, Inc.,

Unanimously by a verbal vote to invited Mandy to serve on SRC as disability advocacy group.

Agenda Setting for May 5, 2020 Meeting: Jane

Agenda Item: 15 minutes in afternoon for Lucas to say about 6 years

Lucas moved to adjourn the meeting. Mike seconded the motion. The motion passed unanimously by a verbal vote.