State Rehabilitation Council Quarterly Meeting
April 27, 2021 | Virtual Zoom Meeting

April 27, 2021 Meeting:

Present:
Janice Carson, Darin Lindig, Danielle "DR" Reff, Sarah Tueller, Christine Meeuwsen, David White, Ron Oberleitner, Mel Leviton, Rani Cole, Jane Donnellan, James Pegram.

Guests:
Nanna Hanchett, Teresa Pitt and Kean Miller.

Absent:
Lynn Jorgensen, Paul Tierney, Dave "Max" Maxwell, Ramona Medicine Horse, and Nathan Ogden.

Welcome
Janice opened the meeting by welcoming council members. Members were asked to introduce themselves and their role in the SRC.

Approval of Minutes – January 12, 2021
Members were given time to review the minutes from the January 12, 2020 meeting; minor punctuation corrections and removal of Angie from the absentee list were requested.

Motion:
DR moved to approve January 12, 2021, Meeting Minutes with as-is version; Mel seconded the motion. The motion passed unanimously by a roll call vote.

Agency Update:

RSA Monitoring
Jane provided an update on the RSA (Rehabilitation Services Administration) monitoring to SRC. The purpose of the monitoring is to support the state VR agencies in improving results for individuals with disabilities seeking high-quality competitive integrated employment. The last time IDVR was monitored was in 2010, so there have

been multiple changes, including the implementation of WIOA, since the last monitoring session. RSA wanted to customize the monitoring for each state after WIOA. They have redesigned the monitoring process and worked with other VR agencies to strengthen the monitoring process. This will make a meaningful partnership and improve efficiencies and effectiveness. After being notified on February 12, 2021, of the upcoming monitoring IDVR's Executive Leadership Team reviewed the documents requested by RSA and assigned a SME (subject matter expert) for each document. The SME was responsible for gathering documents for the team to review and approve. MTAG questions were assigned to each SME, the SME then formed a team to respond to the questions. The ELT will review all responses. The official kick-off will be June 1, 2021. There will be monitoring sessions every Tuesday from June 1st through the end of August. Janice and Christine have already been contacted by RSA regarding their involvement with IDVR, this allows the SRC the opportunity to be involved in the monitoring process. IDVR has also invited outside entities to participate, including the Workforce Development Council and One-Stop Council to highlight the collaborative work being done. RSA will provide an exit meeting in August in which they will identify the next steps in the process. RSA will provide a draft of their report, including any recommendations. This draft will identify any corrective actions. IDVR will have 15 days to respond to the draft report with plans to implement corrective action plans if any are required.

Janice Question: When the draft report is given in August, who will be attending?
Jane Response: It has not been determined. At the minimum the ELT. It would be good for Janice and/or Darin to attend.

Janice Question: When you receive the report and findings will that be shared with SRC?
Jane Response: Absolutely. During the July SRC meeting, we will give an update as to where we are at that point with the monitoring.

Programmatic Part of Monitoring:

Teresa provided a high-level overview of the programmatic portion of the monitoring process. We have done tremendous work over the last 5-6 years. We are also looking at areas to improve. Some of the types of documents submitted include policy, procedures, internal control processes, data validation, and many fiscal documents. In addition, we submitted many MOU's, contracts, and a lot of documents regarding the delivery of the Pre-Employment Transition Services. The focus area includes our program performance for VR and supported employment programs for PY17 through PY19.

There are 10 data tables that RSA has included in the monitoring. Data tables contain:
- Overall agency performance
- Number and percentage of participants served by disability type
- Percentage and number of individuals with disabilities exiting the VR program and reason for closure
- Types of services offered to individuals
- WIOA performance measures
- Pre-Employment Transition Services – number of students with disabilities record. Number and percentage of those students that receive Pre-Employment Services.

RSA has developed "Other Measures That Matter". RSA met with a group of individuals to identify some unique measures for the VR program. RSA will review this during monitoring. RSA will then take the information submitted in the documents they have requested along with the data to monitor the program portion.

Janice requested that the Data Tables be sent to SRC to review.

Ron Question: Do you have a list of technical assistance needs?
Jane Answer: Yes, we have a list that includes:
- Contract Monitoring
- The intersection of EES and VR (nonintegrated piece) as well as comparable benefits and conflict of interest
- Customized Employment
- CRP Rate Setting and Rate Setting on Non-bided Contracts
- Quality CRP Service Delivery
- Policy Development on Competitive Integrated Employment and Post-Employment
- Credential Obtainment Reporting
- Pre-Case Management / Tracking and reporting of potential eligible students

RSA may also give guidance on other areas they feel we would benefit from having TA.

Ron Question: What is measurable skill gain?
Teresa Answer: Measurable skill gain is an interim performance measure for individuals who are working toward credentials in an education or training program.

Fiscal Management Part of Monitoring

Kean provided an update on the Fiscal portion of the RSA monitoring. RSA is going to examine our methods of fiscal accountability that enable us to:

- Ensure funds are only for program purposes
- Ensure we have the required internal controls and our reporting systems are reliable
- Identify any improvement needed within internal controls
-

RSA has requested all 425 reports and backup documents for the reports. IDVR was audited early by the Legislative Services Audit on the single audit (federal reporting). No errors were found in this audit. This tells RSA that we are very accurate and consistent in our reporting. We are working to prepare fiscal data tables that include:

- VR resources and expenditures
- Non-Federal share including match
- Program income and 4th quarter data

Fiscal MTAG questions include:

- Order of selection
  - We are currently not on an order of selection but will show the calculation this if we are ever are on an order of selection
- Internal Control for tracking and reporting of obligations and expenditures
- Internal control process for ensuring the accuracy of financial data
- Process for ensuring adjustments are applied to correct fiscal year
- Internal control process to ensure only allowable expenditures are recorded as match
- Supported employment sources and internal control process to ensure only allowed expenditures are reported for supported employment
- Internal control process to ensure prior approval is obtained where required
- TA

RSA monitoring is focused on technical assistance and helps assist us in any weakness. It is very supportive in the tone.

Darin Question: What is TA?
Kean Answer: Anything that we may have a question about or not quite clear on, we can reach out to a SME and they will provide guidance.

Fiscal Update

Kean provided a fiscal update. Due to COVID, we have very few expenditures on the SRC budget. Only $250 has been spent this fiscal year. The VR program budget

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spending is even less this year than last year at this time. We have switched over to use the general fund to meet match. The general fund has 1.4 million left to spend by end of June. The basic grant for 20 is 16.6 million. We have spent 15.8 million of that, we have 795 thousand left to spend. We have spent all the 85% VR and what is left is part of the 15% for Pre-ETS. Currently, in our general fund, we are working on getting match for basic 21.

Ron Question: Are you interested in SRC's input on how to spend more money?
Kean Answer: Absolutely. However, keep in mind it does have to be allowable under the grant. If you have any ideas please share them.

DR Question: Can you send the requirements for the grant?
Kean Answer: There are a lot of different requirements. It may be easier to submit suggestions to IDVR and we will research if it applicable under the law.

Ron Question: Have you investigated the autism resource from out of state?
Kean Answer: I think it is possible, please submit the information.
Jane Answer: Priority and capacity need to be evaluated for each suggestion as well.

Ron Question: Are you able to give stipends to teachers to reimburse them for their time.
Nanna Answer: We cannot pay for something that the LEA is already doing, but if they expand their program we can pay for that service.

Christine Question: If capacity is an issue, what obstacles, or barriers to getting more FTE's to focus on Pre-ETS?
Jane Answer: We currently have 150 FTE's. When we have a vacancy, we review to see if the position should be filled with the same type of position. The biggest challenge is the legislator approving new FTEs, we do recognize we need a strategy moving forward as to why FTE is required.

Member Update and Activities Report

Danielle Reff - Former Applicant or Recipient Representative
- Completed a 6-week training course
- Vice-Chair of the Idaho Council on Developmental Disabilities
- Currently looking for Employment

Sarah Tueller – Parent Training & Information Center
- We just returned from the Parent Leader Development Institute
  - 8 Parents attended. We asked them to make goals for their community. 4 out of the 8 goals centered around transition adulthood and employment.
- 2 different business that we visited had young adults that worked in the family business had disabilities

Christine Meeuwsen – Client Assistance Program
- Currently taking cases related to supporting VR Customers
- We have also seen a decrease in calls over the last year
- As the CAP Coordinator learning more about EES and the negotiated rulemaking

David White – VR Counselor
- With COVID there has been a lot of challenges, but we came up with a lot of strategies to combat this and stay focused on our commitment to serving customers.
- On a personal note, he is excited that he will be getting a puppy soon

Pam Harris – Community Rehabilitation Program
- At the last meeting, I mentioned that I would try and gather information from CRP's, still in the process of doing this. Welcome suggestions on how to formally share information.
- CRP's are seeing a trend where employers are seeing some difficultly in replacing employees that have previously laid off. Some might not be coming back due to the enhanced unemployment that will last through September.
- CRP trend seems that they are happy there is an increase of one-to-one conversation with VR customers.
- CRP challenges with Pre-ETS program
  - Financial issues with CRPs not able to bill until after work is completed. Waiting for payment
  - CRP difficult to serve rural students without any reimbursement for travel
  - Training
    - More training for community rehab programs
- If you would like any additional information from CRP's obtain please let me (Pam) know.

Darin Lindig – Business, Industry, and Labor
- Volunteering with Global Disability Resource Group within HP

- Working on a pulse survey
- Planning a knowledge share event on mental health support
- Currently working on an autism hiring program.
    - 3 interns this year at different locations
- Continuing work on product accessibility

Ron Oberleitner – Business, Industry, and Labor
- Shared a New York Times magazine on adults with autism obtaining employment
- The Micron Foundation is looking at how they could support a more neurodiverse workforce. Other companies are starting to investigate this as well.
- Currently on a planning committee for an autism summit.

Janice Carson – Disability Groups
- Collaborating with VR on the Pre-ETS Tools for Life conference
- Tools for life did not happen last year due to COVID in lieu of that a program was created for students called Reality Town
- Developing employment training to give a perspective through the lens of disability

Mel Leviton – State Independent Living Council
- Working on a project to provide technical assistance on able savings programs
    - This is a program available to anyone that was diagnosed with a disability prior to the age of 26.
    - If you would like to know more please call Jamie.
- Currently working in collaboration with St. Alphonsus hospital on a vaccine pop-up clinic
    - 29 people have been vaccinated so far
    - Focusing on the Hispanic community
    - Trying to reach communities without internet access

Randi Cole – Department of Education
- Current challenge due to COVID with everything virtual
    - Travel will resume in the next few months
- Coordinating with Alison to learn about all new programs in Pre-ETS
- Working on the Transition Institute with Alison
    - Anyone that wants to volunteer to facilitate please contact Alison/Nanna

James Pegram – Workforce Development Council
- New to the Workforce Development Council
- Still learning about state agencies and non-profit

Competitive Integrated Employment vs Non-integrated/Non-Competitive
Nanna provided some insight and would like to have a discussion revolving around the difference between competitive integrated employment and non-integrated employment. VR only supports competitive integrated employment as an employment outcome. To be considered competitive integrated employment, a job position must satisfy three criteria related to wages/benefits, integration, and opportunities for advancement. Specifically, competitive integrated employment means full or part-time work.

- In which the employee with a disability is compensated (including benefits) at a rate of the higher of the Federal, State, or local minimum wage applicable to the place of employment, and not less than the customary rate paid by the employer to employees without disabilities performing the same or similar work and who have similar experience, training, and skills;
- At a location
  - That is typically found in the community; and
  - Where the individual with a disability interacts, for the purpose of performing the duties of the job position, with other employees within the work unit and at the entire worksite, and, as appropriate for the work performed, with other persons who are not individuals with disabilities (and who are not supervisory personnel or service providers) to the same extent that non-disabled employees interact with these persons; and
- That presents opportunities for advancement for individuals with disabilities that are similar to those available to employees without disabilities in similar positions.

Non-Typical have a purpose and mission to assist employees with disabilities. Non-Typical would not meet the qualifications to be completive integrated employment. We are not allowed to spend VR dollars on non-integrated non-competitive employment. At the time a customer makes an informed choice that they do not want competitive employment VR is obligated to list the customer as non-eligible if they do not want to pursue a competitive outcome. Our focus is to assist individuals to meet the employer needs out in the community.

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Committee Break-Out Sessions

Executive Committee
- Membership Committee
  - The Membership Committee is chaired by the Vice-Chair and at least two council members. The membership committee is looking at the recruitment process and the need for a membership recruitment flow process. The nomination form also needs a revamp to ensure it has meaningful content. The membership committee will plan to have a meeting to work through these processes.

- Annual Report Committee
  - The work for this committee will start in July and continue through October. The deadline for the annual report is December. We will discuss the annual report in more detail at the July SRC meeting.

Program Effectiveness Committee
- Survey Committee
  - Process of getting responses from about 15% of our clients. We are looking to expand that and get consumer feedback and inject real-time participants in our SRC meetings to interview and find out what works well for them and what could we be doing better.
  - Future survey opportunity to target the needs of the councilors and manager to find out what additional resources they may need to better assist their customers.
- Customer Needs Assessment
  - Done every three years
  - There were findings from the last assessment, they have already been implemented in the state plan
  - Try to keep to a running inventory of needs to be addressed in the state plan.
- VR Portion of the Combined State Plan
  - State plan is due March 2022
  - Committee will be working to get this in place by the end of this year

Planning & Public Policy Committee
- VR Policy Development Committee
  - This committee gives input into VR policies.

- o It was discussed the difference between advocacy and education.
  - ▪ This committee is asked to advocate with legislators in the spirit of education
- o When it comes time for public comment it is important for this committee to remind SRC that they should be involved in public comment meeting
- o Upcoming policy review regarding completive integrated employment, customized employment, and post-employment services will be next on the committee's review
  - ▪ VR staff will come up with a draft
  - ▪ Committee will then look over the draft before it goes out for public comment.
- o Policy is no longer part of rulemaking; due to this we now have more flexibility to make policy's more dynamic and in a better timeframe.

- o Finance Committee
  - o It was discussed the difference between advocacy and education.
    - ▪ This committee is asked to advocate with legislators in the spirit of education
  - o The importance of knowing the VR budget needs and policies when it comes to supporting these needs.
  - o It is the responsibility of this committee to help assist to find sufficient revenue streams
    - ▪ Currently, there are individual agreements with LEA's. Possibly move this to a statewide level, perhaps have this agreement with the State Department of Education vs individual LEA's.

Old/New business
Nothing was added.

July's meeting will be a hybrid meeting possibly at the Chinden Campus.

Janice thanked everyone for being here and being a part of the SRC.

Adjourned