

Minutes – January 8, 2015

SRC Policy and Procedure Committee

SRC Policy and Procedure Committee		
Thursday, January 8, 2015	9:30 am – 11:30 am	Video Conference – Rutland VR & Williston VR
Meeting called by	Kerry White, Chair at 9:43am	
Members Present	Leslie Mitchell and Sam Liss	
Members Absent	Michele Hubert, Patti Shane, Neal Meier, Anthony Williams & April Tuck (on approved leave)	
SRC Liaison	James Smith, DVR Budget and Policy Manager	
SRC Coordinator	Rebekah M. Stephens	
Interpreters	n/a	
Speakers/Presenters	n/a	
Guests	Alicia Wein	
1. Today's Agenda		
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Discussion	No discussion. Quorum not reached today.	
Conclusions	Vote of approval on chapters to be reviewed today will be done via email.	
Email vote was taken on 1/9/2015 – Chapters 202, 203, 205 & 310 approved by unanimous committee vote.		
2. Approval of Minutes – November 6, 2014 Committee Meeting		
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Discussion	Carried forward to next meeting no quorum.	
Conclusions	Include on March 5, 2015 P&P meeting agenda.	
Action Items		Person Responsible
Include approval of November 6, 2014 Committee Meeting minutes on March 5, 2015 P&P Committee meeting agenda		Rebekah Stephens
		2/20/2015
3. Review of Revised Chapter 202, "Eligibility"		
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Discussion	Alicia Wein has her laptop today and will be making corrections to the chapters during the meeting. This chapter has been reviewed by the VR counselors and Alicia Wein since the last review by the P&P meeting. All recommendations and changes have been incorporated in this revision. No additional discussion on this chapter today. Looks good.	
Conclusions	Email vote to be taken for approval.	
Action Items		Person Responsible
Email Committee members for approval vote on Chapter 202		Rebekah Stephens
		1/9/2015
4. Review of Revised Chapter 203, "Individualized Plan for Employment"		
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Discussion	This chapter has been reviewed by the VR counselors and Alicia Wein since the last review by the P&P meeting. All recommendations and changes have been incorporated in this revision. No additional discussion on this chapter today. Looks good.	
Conclusions	Email vote to be taken for approval.	
Action Items		Person Responsible
Email Committee members for approval vote on Chapter 202		Rebekah Stephens
		1/9/2015
5. Review of Revised Chapter 205, "Post-Employment Services"		
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Discussion	This chapter has been reviewed by the VR counselors and Alicia Wein since the last review by the P&P meeting. All recommendations and changes have been incorporated in this revision. No additional discussion on this chapter today. Looks good.	

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Conclusions	Email vote to be taken for approval.	
Action Items	Person Responsible	Deadline
Email Committee members for approval vote on Chapter 205	Rebekah Stephens	1/9/2015
6. Review of Revised Chapter 310, “Supported Employment”		
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Discussion	This chapter has been reviewed by the VR counselors and Alicia Wein since the last review by the P&P meeting. All recommendations and changes have been incorporated in this revision. No additional discussion on this chapter today. Looks good.	
Conclusions	Email vote to be taken for approval.	
Action Items	Person Responsible	Deadline
Email Committee members for approval vote on Chapter 205	Rebekah Stephens	1/9/2015
7. Other Business		
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Discussion	James Smith acknowledged Alicia Wein’s hard work. VR’s intent is to post the final chapters on the internet and then hold a public meeting sometime in March 2015. P&P members may review the final chapters online and make any additional suggestions at that time.	
Conclusions	Thank you, Alicia, for all of your excellent work.	
Action Items	Person Responsible	Deadline
None	n/a	n/a
8. Adjournment		
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Discussion	Sam Liss moved to adjourn. Leslie Mitchell 2 nd .	
Conclusions	Adjourned at 10:10 am.	
Action Items	Person Responsible	Deadline
Submit draft minutes for approval by Committee	Rebekah Stephens	2/6/2015
Draft minutes uploaded to www.VTSRC.org	Rebekah Stephens	2/6/2015
Draft minutes emailed to Committee Members	Rebekah Stephens	2/6/2015
Minutes approved by Committee	Committee Members	3/5/2015
Approved minutes uploaded to www.VTSRC.org	Rebekah Stephens	3/13/2015