

# Minutes – September 1, 2016

## SRC Policy and Procedure Committee

SRC Policy and Procedure Committee		
Thursday, September 1, 2016	9:30 am – 11:30 am	VABVI, 60 Kimball Avenue, South Burlington, VT 05403
Meeting called by	Meeting Canceled	
Members Present	n/a	
Members Absent	n/a	
SRC Liaison	n/a	
SRC Coordinator	n/a	
Interpreters	n/a	
Speakers/Presenters	n/a	
Facilitator	n/a	
1. Today's Agenda		
-----	-----	
<b>Discussion</b>	SRC Liaison unable to attend today's meeting. SRC Liaison's participation is necessary for today's agenda items. Meeting was canceled.	
<b>Conclusions</b>	Majority of agenda carried forward to November 3, 2016 P&P Committee meeting. An email vote on agenda item #4: Vote for Approval of Language – “Chapter 103: Comparable Services and Benefits” will be conducted as the Committee had already reviewed the language and were just waiting for a quorum vote.	
Action Items	Person Responsible	Deadline
Carry forward today's agenda to November 3, 2016 P&P Committee meeting agenda	Rebekah Stephens	10/21/2016
Conduct email vote for item #4: Vote for Approval of Language – Chapter 103: Comparable Services and Benefits	Rebekah Stephens	9/1/2016
2. Approval of Minutes – May 5, 2016 Committee Meeting		
-----	-----	
<b>Discussion</b>	Meeting canceled.	
<b>Conclusions</b>	Agenda item carried forward to November 3, 2016 P&P Committee meeting agenda.	
Action Items	Person Responsible	Deadline
Include on November 3, 2016 P&P Committee meeting agenda	Rebekah Stephens	10/21/2016
3. Review/Overview – August 9, 2016 RSA Training		
-----	James Smith	
<b>Discussion</b>	Meeting canceled.	
<b>Conclusions</b>	Agenda item carried forward to November 3, 2016 P&P Committee meeting agenda.	
Action Items	Person Responsible	Deadline
Include on November 3, 2016 P&P Committee meeting agenda	Rebekah Stephens	10/21/2016
4. Vote for Approval of Language – Chapter 103: Comparable Services and Benefits		
-----	-----	
<b>Discussion</b>	Committee members reviewed this language during the May 5, 2015 Committee meeting. A quorum of voting members was not available. An email vote was conducted on August 31, 2016.	
<b>Conclusions</b>	A quorum vote was received. This language has been approved.	
Action Items	Person Responsible	Deadline
None	n/a	n/a
5. Review and Finalize Proposed Language Changes – Chapter 105: Appeals Process		
-----	-----	
<b>Discussion</b>	Meeting canceled.	

## Minutes – September 1, 2016

### SRC Policy and Procedure Committee

<b>Conclusions</b>	Agenda item carried forward to November 3, 2016 P&P Committee meeting agenda.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Include on November 3, 2016 P&P Committee meeting agenda	Rebekah Stephens	10/21/2016
<b>6. Other Business</b>		
-----	-----	
<b>Discussion</b>	Meeting canceled.	
<b>Conclusions</b>	None.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
None	n/a	n/a
<b>7. Adjournment</b>		
-----	-----	
<b>Discussion</b>	Meeting canceled.	
<b>Conclusions</b>	None.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Submit draft minutes for approval by Committee	Rebekah Stephens	9/30/2016
Draft minutes uploaded to <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	9/30/2016
Draft minutes emailed to Committee Members	Rebekah Stephens	9/30/2016
Minutes approved by Committee	Committee Members	11/3/2016
Approved minutes uploaded to <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	11/11/2016