

# Minutes – January 7, 2016

## SRC Executive Committee - Steering

<b>SRC Executive Committee - Steering</b>			
Thursday, January 7, 2016	12:00 pm – 1:30 pm	VABVI, 60 Kimball Avenue, South Burlington, VT 05403	
Meeting called by	Adam Leonard, Chair at 12:10 pm		
Members Present	Sam Liss, Alaina Clements and Diane Dalmasse		
Members Absent	n/a		
SRC Liaison	James Smith, DVR Budget and Policy Manager		
SRC Coordinator	Rebekah M. Stephens		
Interpreters	-----		
Speakers/Presenters	-----		
Guests	Jessalyn Gustin		
<b>1. Today's Agenda</b>			
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<b>Discussion</b>	Alaina Clements moved to accept. Sam Liss 2 <sup>nd</sup> . No discussion.		
<b>Conclusions</b>	Today's agenda accepted.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
None	n/a	n/a	
<b>2. Approval of Minutes – November 5, 2015 Committee Meeting</b>			
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<b>Discussion</b>	No discussion. Sam Liss moved to approve. Alaina Clements 2 <sup>nd</sup> .		
<b>Conclusions</b>	Minutes approved.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
Upload approved minutes to <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	1/15/2016	
<b>3. Welcoming New AOE Chair to Steering Committee</b>			
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<b>Discussion</b>	The Committee members welcomed Alaina Clements to the Steering Committee.		
<b>Conclusions</b>	None.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
None	n/a	n/a	
<b>4. Discussion and Approval of February 4, 2016 SRC Meeting Agenda</b>			
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<b>Discussion</b>	The Policy & Procedures Committee reviewed the SRC Bylaws and are proposing a couple of language changes. A discussion and vote is required by the SRC to make any changes to bylaws. Include 20 minutes on February agenda for discussion and vote on proposed changes to SRC Bylaws. The presentation on the Career Access Project is better suited for June 2016 SRC meeting. James Smith suggested a staff presentation be included on the February agenda. Diane Dalmasse suggested the topic of the VR/OCS partnership might be good. The Committee agreed with the topic. James Smith offered to reach out to Meg Lister and Barb Pawluk to see if they are available to attend the February SRC meeting and present on the VR/OCS partnership topic. Adam Leonard suggested the regional managers join the SRC for a future SRC meeting, he found it very informative the last time; possibly April 2016. Diane and James will mention this possibility at the upcoming managers' meeting this month. James would like the topic "Serving people outside of Order of Selection if employed and need services to retain employment" added as a separate agenda item for February. VR is very interested in having this option available to them going forward. This topic will need 10 minutes. Alaina Clements and Sam Liss would like a 5-minute break added after the presentation.		
<b>Conclusions</b>	Adjust February 4, 2016 SRC meeting agenda to reflect the above recommendations.		

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Email James and request he contact VR/OCS partnership staff for presentation. Email Diane and James and ask if regional managers are available to attend April 7, 2016 SRC meeting.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Update draft SRC agenda and distribute to SRC members	Rebekah Stephens	1/21/2016
Email James Smith request to contact VR/OCS partnership staff for presentation	Rebekah Stephens	1/15/2016
Email James Smith and Diane Dalmasse to find out if regional managers are available to attend April 7, 2016 SRC meeting	Rebekah Stephens	1/15/2016
<b>5. Update – How is VR Waterbury move progressing?</b>		
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<b>Discussion</b>	VR is moving on January 29 <sup>th</sup> to the new Waterbury office. There will be a new address. February 1 <sup>st</sup> is first day in new office.	
<b>Conclusions</b>	Schedule the June 2, 2016 full SRC meeting at the new Waterbury VR office complex.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Schedule June 2, 2016 full SRC meeting at Waterbury VR	Rebekah Stephens	2/1/2016
<b>6. Update – Assistive Technology Advisory Council: New Independent Status</b>		
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<b>Discussion</b>	James Smith explained that the ATAC will be moving away from the SRC and standing on its own. The decision was made after speaking with the Steering Committee and Amber Fulcher, Director VT Assistive Technology Program. Originally when the two Councils were combined it was because membership from both Councils overlapped considerably. This is no longer the case. So it was decided that the ATAC would be better served if it stands separate from the SRC. The Committee members agree that receiving an update from the ATAC would be beneficial.	
<b>Conclusions</b>	Include an update/discussion from the ATAC on December 1, 2016 SRC meeting agenda.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Include “Update/Discussion – Assistive Technology Advisory Council” on December 1, 2016 SRC meeting agenda	Rebekah Stephens	11/18/2016
<b>7. Update – SRC Membership</b>		
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<b>Discussion</b>	Membership recruitment efforts are going well. We have received applications for membership from Michelle Paya and Jessalyn Gustin, both of which will be filling slots for “Representatives of a Community Rehabilitation Program.” The search continues for a Statewide Independent Living Council (SILC) rep, 2 business reps, a JOBS (Jump on Board for Success) rep, two disability advocacy group reps, and a Department of Education (DOE) rep.	
<b>Conclusions</b>	Diane Dalmasse will forward a recommendation for a business representative to Rebekah Stephens. Diane requested Rebekah forward the names of the recommended DOE staff to her so that she can speak to the supervisor at DOE.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Email the 3 DOE recommended individuals contact information to Diane Dalmasse	Rebekah Stephens	1/15/2016
<b>8. Other Business</b>		
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<b>Discussion</b>	Put discussion around future communications with DBVI SRC on the March 3, 2016 Steering Committee agenda. Diane Dalmasse suggested a discussion around a possible Disability Summit	

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on the March 3, 2016 Steering Committee agenda.		
<b>Conclusions</b>	Include discussions on “Future Communications with DBVI SRC” and “Possible Disability Summit” on March 3, 2016 Steering Committee agenda.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Include discussion “Future Communications with DBVI SRC” on March 3, 2016 Steering Committee agenda	Rebekah Stephens	2/19/2016
Include discussion “Possible Disability Summit” on March 3, 2016 Steering Committee agenda	Rebekah Stephens	2/19/2016
<b>9. Adjournment</b>		
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<b>Discussion</b>	Sam Liss moved to adjourn. Alaina Clements 2 <sup>nd</sup> .	
<b>Conclusions</b>	Adjourned at 1:30 pm.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Draft minutes submitted for approval	Rebekah Stephens	2/5/2016
Draft minutes uploaded to website <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	2/5/2016
Email draft minutes to Committee members	Rebekah Stephens	2/5/2016
Minutes approved by Committee	Committee Members	3/3/2016
Approved minutes uploaded to website <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	3/11/2016