

# Minutes – November 3, 2016

## SRC Executive Committee - Steering

<b>SRC Executive Committee - Steering</b>		
Thursday, November 3, 2016	12:00 pm – 1:30 pm	VABVI 60 Kimball Ave South Burlington VT 05403
Meeting called by	Adam Leonard, Chair at 12:10 p.m.	
Members Present	Diane Dalmasse, Sam Liss and Alaina Clements	
Members Absent	none	
SRC Liaison	James Smith, DVR Budget and Policy Manager	
SRC Coordinator	Rebekah M. Stephens	
Interpreters	-----	
Speakers/Presenters	-----	
Guests	Ashley Pulaski	
<b>1. Today's Agenda</b>		
-----	Adam Leonard	
<b>Discussion</b>	Sam Liss shared there is no new update on the Disability Summit. It can be removed from today's agenda. Congratulations to Adam on his WCAX performance and the Sheraton receiving the Vermont "Spirit of the ADA" Award on October 12, 2016. Sam Liss moved to accept. Alaina Clements 2 <sup>nd</sup> .	
<b>Conclusions</b>	Today's agenda accepted with change noted above.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
None	n/a	n/a
<b>2. Approval of Minutes – September 1, 2016 Committee Meeting</b>		
-----	Adam Leonard	
<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	11/11/2016
<b>3. Discussion and Approval – December 1, 2016 SRC Meeting Agenda</b>		
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<b>Discussion</b>	James Smith will tailor his Order of Selection (OOS) presentation to the SRC. He will need 20 minutes on the agenda for both the normal OOS and the presentation. Diane Dalmasse suggested an update on the Linking Learning to Careers grant just received by VR. Put it on the agenda directly after her Director's Report. Members would like a copy of the Retreat Survey Monkey results included in the packet for the December meeting.	
<b>Conclusions</b>	Rebekah Stephens will make the above changes to the draft agenda.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Distribute draft agenda to full SRC	Rebekah Stephens	11/18/2016
<b>4. Progress Update – Disability Summit</b>		
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<b>Discussion</b>	No new update, at this time. Removed from today's agenda.	
<b>Conclusions</b>	None.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Include "Progress Update – Disability Summit" on January 5, 2017 Steering Committee meeting agenda	Rebekah Stephens	12/23/2016
<b>5. Discussion – 2017 SRC Meeting Agendas</b>		
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<b>Discussion</b>	Several potential topics for SRC meetings were suggested at the 9 <sup>th</sup> Annual SRC Retreat in October 2016. These topics were Pre-ETS Model, VR Managers, Youth Panel, 211, Outreach Topics and Partner Agencies. Rebekah Stephens mentioned that the I-Team had included in their minutes a goal of presenting the new VR Consumer Orientation to the full SRC in February 2017. The Steering Committee would like to schedule this presentation for the full SRC in February. The members discussed dedicating an entire full SRC meeting to just youth topics and one to partner agencies. The members liked this idea. The youth meeting could combine several of the outreach topics mentioned: Career Access, Work Based Learning grant, youth reps and Pre-ETS Model. 211 system might fit well under the partner meeting. Sam Liss wondered if a presentation on partner agencies should follow the Disability Summit. James Smith voiced that it may be a different view because partner agencies are more at the customer level opposed to the umbrella of disability. The Disability Summit will be scheduled sometime in June 2017. Perhaps the partner agencies could be put on the SRC schedule in October 2017. Diane also suggested a Med/Psych presentation for the full SRC at some point. Med/Psych consults are done in every VR office; it is a critical service to VR counselors. The consults allow counselors to get information about the disabilities they are encountering during their work with consumers. Sam mentioned that Vermont is hoping to begin their ABLE (Achieving a Better Life Experience) Act Accounts in February 2017. Diane suggested an update on the fiscal year 2018 VR budget be included on the February 2017 full SRC agenda.	
<b>Conclusions</b>	Presentation on Consumer Orientation will be scheduled for February 2, 2017, Youth focused SRC meeting will be scheduled for April 6, 2017, VR managers' presentation will be combined with an AWARE presentation for June 1, 2017 and FY 2018 VR Budget Update will be included on February 2, 2017 agenda. Potentially schedule a Partner Agencies focused full SRC meeting in October 2017. Include a Med/Psych consult presentation on a future full SRC meeting agenda.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Include "Planning for Youth focused full SRC meeting on April 6, 2017" on January 5, 2017 Steering Committee meeting agenda	Rebekah Stephens	12/23/2016
Include Discussion – "VR managers and AWARE presentations for June 1, 2017 full SRC meeting" on May 4, 2017 Steering Committee	Rebekah Stephens	4/21/2017
Include "Update – FY 2018 VR Budget" on February 2, 2017 full SRC meeting agenda	Rebekah Stephens	1/20/2017
Include "Update – ABLE Act Accounts" on a future full SRC meeting agenda	Rebekah Stephens	TBD
Include "Planning for Partner Agencies focused full SRC meeting" on May 4, 2017 Steering Committee meeting agenda	Rebekah Stephens	4/21/2017
Include "Presentation – Med/Psych Consults" on a future full SRC meeting agenda	Steering Committee	TBD
<b>6. Recruitment Update</b>		
-----	Rebekah Stephens	
<b>Discussion</b>	Received email from the Governor's Office yesterday, stating that five of the applications that were submitted earlier in 2016 were appointed on June 12, 2016. However, none of the applicants or Rebekah have received any appointment papers. Copies of the BIRs (Be It Remembered) certificates have been requested from the Governor's Office.	
<b>Conclusions</b>	Rebekah will continue to follow up.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Continue recruitment efforts	Rebekah Stephens	on-going

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7. Other Business		
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<b>Discussion</b>	None.	
<b>Conclusions</b>	None.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
None	n/a	n/a
8. Adjournment		
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<b>Discussion</b>	Sam Liss moved to adjourn. Alaina Clements 2 <sup>nd</sup> .	
<b>Conclusions</b>	Adjourned at 1:15 p.m.	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Draft minutes submitted for approval	Rebekah Stephens	12/2/2016
Draft minutes uploaded to website <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	12/2/2016
Draft minutes emailed to Committee members	Rebekah Stephens	12/2/2016
Minutes approved by Committee	Committee members	1/5/2017
Approved minutes uploaded to website <a href="http://www.VTSRC.org">www.VTSRC.org</a>	Rebekah Stephens	1/13/2017