

Minutes – December 1, 2011

Vermont State Rehabilitation Council (VT SRC)

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Thursday, December 1, 2011	12:30 PM – 3:30 PM	VT Association for the Blind and Visually Impaired (VABVI) 60 Kimball Avenue South Burlington 05403
Meeting called by	Jennifer Whitmore (co-chair) at 12:41 pm.	
Members Present	John Alexander, Karen Hussey, Sam Liss, Ellie Marshall, Christine Kilpatrick, Don Parrish, and Clayton Clark	
Members Absent	Christine McCarthy, John Spinney, William Pendlebury, Diane Dalmasse, P. Neal Meier, Diane Fowler, Whitney Nichols, Ben Chater and Sarah Launderville	
SRC Liaison	James Smith, DVR Budget and Policy Manager	
SRC Coordinator	Rebekah M. Stephens	
Interpreters	-----	
Speakers/Presenters	Amber Fulcher, Vermont Assistive Technology Program	
Facilitator	-----	
Attendees	Martha Frank (retired SRC member) and Adam Leonard (potential future SRC member)	
1. Today's Agenda		
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Discussion	None.	
Conclusions	No changes made to today's agenda.	
2. Minutes of October 6, 2011 SRC Meeting		
-----	[Presenter] Jennifer Whitmore	
Discussion	Don Parrish pointed out a few typographical errors: Pg. 3 Paragraph 1 – Brendan Hogan is affiliated with Bailit Health not DAIL. Section 6. Paragraph 1, sentences 3 and 4 “completely” not completed. Section 6. Paragraph 4, add the Wording after “York” a private leasing company. Page 4, Section 7, paragraph 1, 3 rd sentence from the last, “Choices For Care”. Page 8, first paragraph “Blakeorne”. Section 5. “OOS” Order of Selection. Don Parrish moved to accept minutes as revised.	
	John Alexander 2nded.	
Conclusions	Minutes as revised approved unanimously.	
Action Items	Person Responsible	Deadline
Minutes to be revised	Rebekah M. Stephens	12/23/2011
Minutes as revised and approved to be uploaded to website	Rebekah M. Stephens	12/23/2011
3. Presentation of Certificates to Martha Frank and David Townsend		
-----	[Presenter] Jennifer Whitmore and James Smith	
Discussion	Jennifer and James presented certificate to Martha Frank in honor of her service to the VT SRC. Martha Frank was delighted and offered her thanks to everyone. David Townsend was unable to attend due to the flu.	
Action Items	Person Responsible	Deadline
Deliver certificate to David Townsend	Rebekah M. Stephens	1/1/2012
4. SWOT Memo Update		
-----	[Presenter] Ellie Marshall	
Discussion	This will be a standing agenda item. VR is to report at SRC meetings. James Smith gave a quick report. Large CWS (Creative Work Solutions) Partnership meeting with all interested agencies met this morning of December 1, 2011 to report out updates from each agency in respect to CWS. Reports from the various agencies are showing very positive achievements on the State government level. James Smith suggested Hugh Bradshaw present VR survey results at next SRC meeting.	
Conclusions	A report on this morning's CWS Partnership meeting will be given at next SRC meeting via the VR Director's Report. Hugh Bradshaw to present VR survey results at next SRC meeting.	
Action Items	Person Responsible	Deadline
Director's Report to include summary report on CWS Partnership Meeting	Diane Dalmasse	1/20/2012
Invite Hugh Bradshaw to February SRC meeting to present VR survey results	Rebekah M. Stephens	1/16/2012
Report out on SWOT Memo – Standing Agenda Item	Diane Dalmasse	1/20/2012

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5. MWPD (Medicaid for Working People with Disabilities) Power Point Presentation		
-----	[Presenter] Sam Liss	
Discussion	MWPD consumers with seasonal employment positions were discussed by members. Per Sam Liss a recommendation has been made to institute a 3 month grace period for circumstances involving unemployment or hospitalization -the individual would retain MWPD benefits through this time.	
Conclusions	Sam Liss did a great job on his presentation. Very informative.	
6. Director's Report		
-----	[Presenter] James Smith	
Discussion	James Smith gave a brief overview of the Director's Report on behalf of director. James Smith has drafted a sustainability plan for CWS to address the ending of re-allotment money. Suggestion was made to look at recruiting a member of CRT community program for inclusion on SRC. 90% of re-entering offenders are receiving food stamps (SNAP). Process has begun on hiring of youth employment counselors. Video conferencing is stalled at this time.	
Conclusions	Council members agree that a member of CRT community program should be approached for potential recruitment for the SRC.	
Action Items	Person Responsible	Deadline
Identify potential recruit from CRT community program	Rebekah M. Stephens	TBD
7. Coordinator's Report		
-----	[Presenter] Rebekah M. Stephens	
Discussion	Rebekah Stephens gave brief summary of current recruitment efforts. Adam Leonard, Director of HR, Sheraton Hotels Burlington is visiting with us today. The computer server Citrix used by VR is causing issues with accessing the SRC website. Rebekah Stephens requested permission to research a new format for meeting minutes.	
Conclusions	Council approved of Rebekah Stephens finding new format for meeting minutes. Left decision up to Rebekah Stephens.	
Action Items	Person Responsible	Deadline
Identify and begin using new meeting minutes format	Rebekah M. Stephens	12/15/2011
8. Communication from Jim Rader		
-----	[Presenter] Jennifer Whitmore	
Discussion	Jennifer Whitmore read the communication from Jim Rader out loud to the Council. No discussion.	
9. Election of Officers		
-----	[Presenter] Jennifer Whitmore and Don Parrish (handled election of vice-chair position)	
Discussion	Sam Liss nominated P. Neal Meier to continue as Chair. John Alexander 2nded the motion. Don Parrish opened the discussion for other nominations. There were no other nominations. Don Parrish moved that nominations be closed. P. Neal Meier to continue as Chair of the SRC passed unanimously. Sam Liss nominated Jennifer Whitmore to continue as Vice-Chair. Clayton Clark 2nded the motion. Nominations were opened. No other nominations. Don Parrish moved to close nominations. Council would like Steering Committee to discuss using a ballot for future elections.	
Conclusions	P. Neal Meier to continue as Chair of the SRC passed unanimously. Jennifer Whitmore to continue as Vice-Chair of the SRC passed unanimously.	
Action Items	Person Responsible	Deadline
Put Discussion on use of ballots for future elections on Steering Committee Agenda	Rebekah M. Stephens	12/26/2011
10. Assistive Technology Services – brief overview		
-----	[Presenter] Amber Fulcher	
Discussion	ATS offers demonstrations of various available technologies from computer reading software to adaptive door knob technology. ATS offers training and workshops also. Ilene Hadden is the AT specialist. ATS offers a Reuse Program that since its inception in 2008 has saved consumers approximately 1.5 million dollars. The Reuse Program takes in AT equipment that is not being used by an individual and redistributes it to a consumer in current need. GetAtStuff.com is the website where the list of available equipment can be viewed. Sharon Alderman is the AT Reuse Coordinator. All Vermonters are eligible.	

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11. MIG grant – brief overview			
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Discussion	This agenda item was to be included under #10. – No discussion.		
12. Discussion of Technical Assistance Circular (RSA-TAC-12-01, October 21, 2011)			
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Discussion	Question #9 – “How long can a member serve on the SRC?” Council had some discussion about current VT SRC practices versus the federal guidelines.		
Conclusions	VT SRC will abide by federal guidelines. “Each SRC member shall be appointed to serve no more than two consecutive full three-year terms (Section 105(b)(6)(A) and (B); with exception of CAP or AIVRS project representatives.		
If a council member is appointed to replace a former member who did not complete his or her term, the new council member must be appointed for the remainder of the vacated term for which he or she is being appointed – not a full three-year term (Section 105 (b)(6)(A)(i). Once that initial term is completed the individual may be appointed to fill a second term of three years.”			
Action Items		Person Responsible	Deadline
Excel spreadsheet will be prepared detailing all member term information		Rebekah M. Stephens	1/20/2012
13. Other Business			
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Discussion	Clayton Clark resigned from SRC today. Clayton has accepted employment with VR starting January 2012 as Senior Planning Coordinator. Council discussed having an acronym page in every SRC packet. Council also reminded Rebekah Stephens of standing agenda items, “Parking Lot” and “Round Table”.		
Conclusions	An acronym page will be included in all SRC packets.		
Action Items		Person Responsible	Deadline
Prepare an acronym page of popular and frequently used VR terms for SRC packets		Rebekah M. Stephens	ongoing
Parking Lot and Round Table to be standing SRC agenda items		Rebekah M. Stephens	ongoing
14. Adjournment			
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Discussion	John Alexander moved to adjourn. Don Parrish 2nded.		
Conclusions	Unanimous. Meeting adjourned at 3:30 pm.		
Action Items		Person Responsible	Deadline
Draft Minutes Respectfully submitted by Rebekah M. Stephens –Approved by SRC on February 2, 2012.		SRC	-----