

Minutes –December 4, 2014

SRC Performance Review Committee

SRC Performance Review Committee			
Thursday, December 4, 2014	10:00 AM – 12:00 PM	Video Conference – Rutland, Brattleboro & Williston	
Meeting called by	Adam Leonard, Chair at 10:00 a.m.		
Members Present	Ellen Vaut, Anthony Williams, Whitney Nichols, Samantha Brennan & Alaina Clements		
Members Absent	Leslie Mitchell		
SRC Liaison	James Smith, VR Budget and Policy Manager		
SRC Coordinator	Rebekah M. Stephens		
Interpreters	n/a		
Speakers/Presenters	Alicia Wein, Karen Blake-Orne and Cindy Seguin		
Facilitator	-----		
Guests	n/a		
1. Today's Agenda			
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Discussion	Anthony Williams made motion to accept today's agenda. Ellen Vaut 2 nd .		
Conclusions	Accepted.		
2. Approval of Minutes – June 5, 2014 Committee Meeting			
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Discussion	No discussion. Whitney Nichols made motion to approve. Alaina Clements 2 nd .		
Conclusions	Approved.		
Action Items		Person Responsible	Deadline
Upload approved minutes to www.VTSRC.org		Rebekah Stephens	12/12/2014
3. Review and Discussion – 2015 VR Training Schedule			
40 minutes	Alicia Wein		
Discussion	Motivational Interviewing is the biggest training initiative right now. Just completed Ethics training this Fall. New Counselor training was just wrapped up and another class will be offered in January 2015 due to recent staff changes. Training for Co-Occurring Disorders is scheduled for January 2015. This training will focus on medications and how to collaborate with providers around medication maintenance programs and how to support our consumers. Workload management training is in the process of being scheduled. A staff group will be running a monthly training on assessment tools. Assessment tools include: computer based inventories, value and personality, cognition – identifying IQ and reading abilities, and aptitudes measuring on-line tools. This is the first time that VR is offering a peer based training series in this area. Motivational Interviewing has been really successful in the substance abuse field. It is a counseling skill set that fits well with the VR process. Using a lot of reflection, affirmation and open ended questions to draw out information from consumers. The strategy is “meeting people where they are at”. In November, various VR staff met with the MI consultant during a 4 day training focused on facilitating and running a coaching circle in their particular VR offices. These coaching circles will assist in sustaining the MI skills of the VR staff. Alicia is also offering MI training for all new staff coming on board. The consultant will be coming back to offer a 2 day advanced MI training to counselors.		
Conclusions	Thank you, Alicia. A lot of great training taking place in VR.		
Action Items		Person Responsible	Deadline
None		n/a	n/a
4. Data Plan Discussion – “Subset information general disability category with greatest need”			
10 minutes	James Smith		
Discussion	Is it possible to breakdown the category of “cases that close unsuccessfully prior to		

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IPE” into specific mental health disability diagnoses? Sam Brennan explained that there is a lot of variation in how counselors determine which category to place a consumer in depending on what is the actual barrier to employment. The variations in coding may provide faulty data when delving deeper into these subset of categories. Sometimes mental health disabilities do not become evident until a VR counselor gets to know a consumer over time. James suggested maybe pulling a sample of cases and attempt to reconstruct the facts. Adam Leonard asked if a deeper dive is actually necessary or does VR have an idea about what mental health diagnosis is at the highest risk for “unsuccessful closure prior to IPE”. James suggested maybe doing a Survey Monkey. Sam Brennan suggested doing a “secret shopper” around coding. The question was asked, “Is coding training needed?” James is hesitant to commit to any coding changes at this time as the new VR case management system is coming soon. Adam asked if going down this particular “rabbit hole” at this time is really going to be helpful. Motivational Interviewing may help people share their mental health diagnosis sooner in an interview. Committee members agree that conducting a deeper dive into this subject is not recommended at this time. The new case management system may assist with the coding issues.		
Conclusions	This topic is put to bed for the time being. Coding training will be offered when the new case management system is introduced to the VR counselors.	
Action Items	Person Responsible	Deadline
None	n/a	n/a
5. Discussion – CCV Employment Training Program		
10 minutes	James Smith	
Discussion	James feels that this topic should be put on a future PR or full SRC agenda for a demonstration. This training program will provide standardized training for VR partners. VR contracted with Transcend to produce a standardized web-based instructor led training through CCV. A certificate, through CCV, will be issued to participants. Participants may also apply for ACRE national certification. The curriculum is done and it has been demonstrated to a small group. It received great feedback. Hugh Bradshaw could provide a demonstration to the SRC.	
Conclusion	Committee recommends that full SRC see demonstration.	
Action Items	Person Responsible	Deadline
Include demonstration of CCV Employment Training Program on future full SRC meeting agenda	Rebekah Stephens	TBD
Invite Hugh Bradshaw to do presentation for full SRC	Rebekah Stephens	TBD
6. Discussion – Retreat Feedback		
10 minutes	Adam Leonard	
Discussion	Insufficient time on today’s agenda to include discussion on this agenda item.	
Conclusions	Move this agenda item to February 5, 2015 Performance Review meeting agenda.	
Action Items	Person Responsible	Deadline
Include “Discussion – Retreat Feedback” on February 5, 2015 Performance Review meeting agenda	Rebekah Stephens	1/23/2015
7. Update and Discussion – Reach Up Roll Out		
30 minutes	Karen Blake-Orne and Cindy Seguin	
Discussion	Good news to report. Any Reach Up/TANF consumer with 60 countable months on the program have to be actively engaged in their VR program and meeting their work requirements through community service or employment. A VR consumer may remain on their grant if they are actively engaged in treatment for their disability or meeting their work requirement. The medical review team services are coming out of UVM. Any deferment requests need to go through this medical team. UVM is making lots of referrals to VR. This is great news. There has been an increase in VR consumer requests for job training well in advance	

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of their 60 month deadlines. VR has seen an overall caseload reduction as people are going to work. The Economic Services Division (ESD) is expecting a reduction in individuals receiving grants as people go to work.		
The medical review team will be essential in determining if non-compliance is a result of a disability. The VR counselors now have access to the EAP counselors. This has been a great addition to the VR Reach Up program. Progressive Employment is being used to assist consumers in trying out different employment options. In October 2014 - 23% of VR Reach Up consumers were meeting their work requirements. Only 10% of all Reach Up recipients are receiving VR services. The average VR Reach Up counselor has 50 to 60 cases. There are 10 VR Reach Up counselors statewide. The question was asked, “how many folks lost benefits?” Around 130 families came off Reach Up benefits statewide on May 1, 2014. Of the 130 families approximately 50 reapplied for benefits after the 2 month waiting period. The VR Reach Up counselors are hoping to increase their rehab caseload to at least 10 cases.		
Conclusions	People are going to work. Great news! Thank you, Karen and Cindy.	
Action Items	Person Responsible	Deadline
None	n/a	n/a
8. Other Business		
15 minutes	-----	
Discussion	James Smith suggested he provide a deeper explanation of the new WIOA law and the requirement for VR to do more Pre-employment Transition Services (PETS). This new law will be moving resources away from adults to serve students and youth in transition. This may affect outcomes. VR needs to address what this means from a financial position and what changes need to be made in VR. There are decisions that need to be made quickly for this fiscal year which ends on September 30, 2015. Next year will be affected by re-allotment funds. James will be able to share some VR decisions with the PR Committee by the February 5, 2015 PR meeting. This will allow the PR Committee to voice concerns and make suggestions.	
Conclusions	Include discussion of WIOA and its affect on VR on February 5, 2015 Performance Review Committee meeting agenda.	
Action Items	Person Responsible	Deadline
Include “Discussion – WIOA : Shifting of VR resources and how VR is addressing the changes”	Rebekah Stephens	1/23/2015
9. Adjournment		
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Discussion	Whitney Nichols moved to adjourn. Sam Brennan 2 nd .	
Conclusions	Adjourned at 11:56 AM.	
Action Items	Person Responsible	Deadline
Draft minutes respectfully submitted for approval	Rebekah Stephens	1/2/2015
Draft minutes emailed to Committee members	Rebekah Stephens	1/2/2015
Draft minutes uploaded to website www.VTSRC.org	Rebekah Stephens	1/2/2015
Minutes approved	Committee Members	2/5/2015
Approved minutes uploaded to website www.VTSRC.org	Rebekah Stephens	2/13/2015