

Minutes – December 1, 2016

Vermont State Rehabilitation Council (VT SRC)

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Thursday, December 1, 2016	12:30 PM – 3:30 PM	Video Conference: VR Offices – Waterbury (Spruce Room), Burlington, St. Johnsbury, St. Albans, Newport, White River Junction & Rutland
Meeting called by	Adam Leonard, Chair at 12:30 p.m.	
Members Present	Samantha Brennan, Leslie Walker Mitchell, Sam Liss, Julia Burakian, Diane Dalmasse, Alaina Clements, Martha Frank and Olivia Smith-Hammond	
Members Absent	Chris Kane, Brian Smith and Rose Lucenti	
SRC Liaison	James Smith, DVR Budget and Policy Manager	
SRC Coordinator	Rebekah M. Stephens	
Interpreters	n/a	
Speakers/Presenters	n/a	
Guests	Jessalyn Gustin, Sherrie Brunelle, Michelle Paya, Jane Callahan and Sarah Launderville	
1. Today's Agenda		
2 minutes	Adam Leonard	
Discussion	No additions. Sam Liss moved to accept. Martha Frank 2 nd .	
Conclusions	Today's agenda accepted.	
Action Items		Person Responsible
None		n/a
2. Approval of Minutes – October 6, 2016 SRC Meeting		
3 minutes	Adam Leonard	
Discussion	Correction made to agenda item #7. No other discussion. Sam Liss moved to approve minutes. Alaina Clements 2 nd .	
Conclusions	Minutes approved.	
Action Items		Person Responsible
Upload approved minutes to www.VTSRC.org		Rebekah Stephens
12/9/2016		
3. Consent Agenda		
1 minute	Adam Leonard	
Discussion	Consent agenda includes: Approved Minutes: Policy & Procedures Committee - May 5, 2016 and September 1, 2016, Steering Committee – September 1, 2016 and Advocacy, Outreach & Education Committee – September 1, 2016. Coordinator's Report. No discussion. Sam Liss moved to accept. Alaina Clements 2 nd .	
Conclusions	Consent agenda accepted.	
Action Items		Person Responsible
None		n/a
4. Approval of 9th Annual SRC Retreat Report		
4 minutes	Adam Leonard	
Discussion	No discussion. Sam Liss moved to approve. Alaina Clements 2 nd .	
Conclusions	9 th Annual SRC Retreat Report approved.	
Action Items		Person Responsible
Upload approved Retreat Report to www.VTSRC.org		Rebekah Stephens
12/9/2016		
5. Debrief of 9th Annual SRC Retreat: What we liked about the Retreat, What we didn't like about the Retreat & Where we might want to go		
15 minutes	Council Members	
Discussion	Rebekah Stephens provided a quick summary of the Survey Monkey. Council members	

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expressed; location was great and the food was wonderful. Question 5 – “In terms of your career development, how valuable were the networking opportunities at SRC Retreat?” This was not an expected outcome, so not necessarily a question that needed to be asked. Rebekah Stephens did a great job on Retreat. No other discussion.			
Conclusions	Retreat went well.		
Action Items		Person Responsible	Deadline
None		n/a	n/a
6. Committee Chair Updates			
15 minutes	Adam Leonard, Alaina Clements and Sam Liss		
Discussion	Sam Liss updated the Council on the Policy & Procedures Committee. P&P updated a couple of sections of the SRC bylaws and the changes were approved by the full SRC. 3 or 4 chapters of the VR P&P manual have been approved and are ready to go. Committee is currently working on aligning several chapters with the new WIOA final regulations. A vote on these chapters will be scheduled for the January 2017 P&P Committee meeting. P&P is on schedule. Diane Dalmasse asked when the Pre-ETS (Pre-Employment Transition) chapter will be ready. James Smith responded that it will require a lot of work and things are still not definite. Alaina Clements updated the Council on the Advocacy, Outreach & Education Committee. AOE Committee goals for 2017 have been set. Sam Liss has drafted the letter to Ed Paquin regarding the Disability Summit. Adam Leonard has forwarded the letter to Ed. A response has not yet been received. The Career Access Pilot Project is on the AOE agenda for 2017. Adam Leonard updated the Council on Performance Review. Today’s meeting included an update on the 2017 Needs Assessment and VR’s intent to gather youth data with the assistance of Vermont Family Network. An update on VR’s Performance Measures, along with an explanation of how the employment indicator percentage will be calculated. VR is concerned because the measure fits better with the Department of Labor (DOL) than VR. VR must maintain post-employment contact with a client and employer to be considered a rehab. PR also discussed what opportunities the SRC has to better welcome new members to the SRC. The new welcoming process will include a conversation with a VR counselor, a detailed welcoming email and a “how are things going” conversation with the SRC chair and the SRC coordinator.		
Conclusions	Thank you, Sam, Alaina and Adam!		
Action Items		Person Responsible	Deadline
None		n/a	n/a
7. Order of Selection (OOS)			
20 minutes	James Smith		
Discussion	James presented his PowerPoint presentation. “Order of Selection is the mechanism to make sure DVR serves individuals with the most severe disabilities first...” There had been three priority categories. “If DVR services cannot be provided to all eligible applicants, individuals with the most severe disabilities must be given priority. The Priority Categories establish the order in which a category of eligible individuals may be restricted for services.” Historically, “Priority I and II have been open for services” and Priority III has been closed.” There have only been a handful of applicants that fall under Priority III. Historically, VR has been able to serve the restricted category. The background for the change to the OOS came from the review by the SRC Performance Review Committee. During the review, VR looked at the data and found that “90% plus of applicants are found eligible under Category I” and “virtually no one is found eligible under Category III.” When asked why, VR counselors responded that Category III was so poorly defined it was difficult to determine if someone fit under Category III. VR realized that going forward it could potentially be an issue to provide services if 90% plus of consumers fall into Category I. With input from VR counselors, managers, the Rehabilitation Services Administration (RSA), the SRC and the Client Assistance		

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<p>Program (CAP), VR came up with 4 new priority categories. The 4 categories are: “Most Significantly Disabled: Substantial impediment to employment that seriously limits function in <u>four or more areas</u> of functional capacity, requiring multiple services over a period of six months or more., Very Significantly Disabled: Substantial impediment to employment that seriously limits function in <u>two to three areas</u> of functional capacity, requiring multiple services over a period of six months or more., Significantly Disabled: Substantial impediment to employment that seriously limits function in <u>one area</u> of functional capacity, requiring multiple services over a period of six months or more., NOT Significantly Disabled: Substantial impediment to employment that seriously limits function in <u>at least one area</u> of functional capacity, requiring multiple services over a period of <u>less than six months.</u>” “This change should <u>not</u> have a big impact on our applicants.” There are appeal processes spelled out in the VR P&P manual if a person does not agree with their Category determination. Once an applicant has been determined eligible to receive services they will receive services. Sarah Launderville asked if the titles of the categories “Most Significant Disabled”, Very Significantly...” is shared with applicants? Would a more positive or neutral title e.g. just “Category 1” be more appropriate? This is a VR internal eligibility process. And only applicants found to be ineligible are notified in writing. James feels this is mostly invisible to consumers. Sarah just wants to make sure we are being as respectful as possible. Data from July 1, 2016 – October 31, 2016 shows the new OOS appears to be working. “40.6% of applicants are falling under Most Significantly Disabled, 51.3% under Very Significantly Disabled, 7.2% under Significantly Disabled and 0.9% under Not Significantly Disabled.” Of the 1054 applicants, only 9 fell under Not Significantly Disabled. What is the impact of the loss of the re-allotment money on OOS? James responded that there will be no impact for 2017. However, the impact for 2018 is not yet known. VR will need to look at the situation at that time. James informed the SRC that 7 individuals are currently eligible under Category 4. Sam Liss asked if VR has the necessary resources, now, to provide services to these 7 individuals? James does not have a clear answer, right now. James recommended that the vote to open services for these 7 individuals be postponed until January 2017. He will have a clear answer then.</p>								
<p>Conclusions Thank you, James! Council members agreed to include the vote to open services for these 7 Category 4 individuals on the January 5, 2017 Steering Committee meeting agenda.</p>								
<p>Action Items</p> <table border="1"> <thead> <tr> <th></th> <th>Person Responsible</th> <th>Deadline</th> </tr> </thead> <tbody> <tr> <td>Include “Vote – To open VR services for 7 Category 4 – Not Significantly Disabled individuals” on January 5, 2017 Steering Committee meeting agenda</td> <td>Rebekah Stephens</td> <td>12/23/2016</td> </tr> </tbody> </table>				Person Responsible	Deadline	Include “Vote – To open VR services for 7 Category 4 – Not Significantly Disabled individuals” on January 5, 2017 Steering Committee meeting agenda	Rebekah Stephens	12/23/2016
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Include “Vote – To open VR services for 7 Category 4 – Not Significantly Disabled individuals” on January 5, 2017 Steering Committee meeting agenda	Rebekah Stephens	12/23/2016						
<p>8. Director’s Report</p>								
30 minutes	Diane Dalmasse							
Discussion	Diane will be speaking with staff on December 9 th to let staff know how the “steep reduction in revenue” will be effecting VR programs going forward. Diane will share all the final details with the SRC after the 9 th . VR is diligently working on finalizing their budget for SFY 2017 and 2018. VR is in an hiring freeze. There are currently 2 vacant VR counselor positions, one in Rutland and one in St. Johnsbury. There are also some retirements coming up. Linking Learning to Careers – VR is optimistic that acceptance of funding will happen soon. 2 Assistive Technology Specialists will be hired as part of this and will become part of the transition teams in schools. VR is planning “to reallocate the funding of the equivalent of 6 VR counselors to the Linking Learning to Careers grant project as Career Consultants.” This, along with the 14 FTE’s (Full Time Equivalent) moved to the Pre-ETS program last year, will have a significant impact on rehabs. Each VR general counselor can do 30 to 40 successful rehabs a year. The hope is that rehabs will go up in the future because of the Pre-ETS work being done now. AWARE is on track and ahead of schedule in some areas. AWARE is still set to go live in September 2017. Rehabilitation Services Administration (RSA) does not want the Employee Assistance Program (EAP) to be part of 110 funding. VR has proposed a solution and is hoping							

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RSA will agree to work with VR and adjust their finding. Jobs for Independence is moving along. There have been a large number of referrals in Rutland, so referrals in Rutland are temporarily on hold. The homelessness issues are just overwhelming. Career Pathways is on track. Community College of Vermont is working with VR “to develop a 2-day training program on how to learn about Career Pathways and how to shift our current practice from helping people find a job to finding a career.”		
Conclusions	Thank you, Diane!	
Action Items	Person Responsible	Deadline
None	n/a	n/a
9. Update – Linking Learning to Careers		
15 minutes	Diane Dalmasse	
Discussion	Addressed under Director’s Report – agenda item #8.	
Conclusions	Thank you, Diane!	
Action Items	Person Responsible	Deadline
None	n/a	n/a
10. Update – Disability Summit		
10 minutes	Jessalyn Gustin	
Discussion	Ed Paquin requested a letter from the SRC explaining the purpose behind the Disability Summit. Sam Liss has drafted the letter to Ed. Adam Leonard has forwarded it to Ed. A response has not yet been received. Jessalyn will follow up with Ed.	
Conclusions	Thank you, Jessalyn!	
Action Items	Person Responsible	Deadline
Include “Update – Disability Summit” on February 2, 2017 full SRC meeting agenda	Rebekah Stephens	1/20/2017
11. Elections – SRC Chair and Vice-Chair		
25 minutes	Council members	
Discussion	Adam Leonard called for nominations from the floor. None received. Adam has been nominated for SRC Chair and Alaina Clements nominated for SRC Vice-Chair. Per Robert’s Rules a vote of affirmation for Adam and Alaina may be taken by the Council. Sam Liss called for a vote of affirmation.	
Conclusions	Adam and Alaina affirmed as Chair and Vice-Chair unanimously. Congratulations!!!	
Action Items	Person Responsible	Deadline
None	n/a	n/a
12. Other Business		
10 minutes	Council Members	
Discussion	Sam Liss updated the Council on Medicaid for Working Persons with Disabilities (MWPD). It is moving along.	
Conclusions	Thank you, Sam!	
Action Items	Person Responsible	Deadline
None	n/a	n/a
13. Parking Lot		
10 minutes	Council members	
Discussion	None.	
Conclusions	None.	
Action Items	Person Responsible	Deadline
None	n/a	n/a

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14. Round Table			
10 minutes	Council members		
Discussion	James Smith shared that this is a good group to come together with at these meetings. He also feels that video conferences take something away from the meetings. The Council weighed in and agreed that in person meetings should be the first choice for Council meetings. Alaina Clements really liked the agenda addition of updates from the committee chairs. Sarah Launderville felt the meeting went well. A new film, “Bottom Dollar” has just come out. Sarah encouraged the Council members to see it. Sarah congratulated Adam and Alaina on their re-election and thanked them for their service. Sam Liss thanked Martha Frank for introducing him to the Single Pebble. Jessalyn Gustin always appreciates these meetings and enjoys learning about VR. Julia Burakian shared that she is grateful to be healthy and it is always a pleasure to hear such enthusiasm and excitement from the members. Adam Leonard thanked James for all his contributions today during the PR and full SRC meetings. Sherrie Brunelle really appreciated the OOS presentation. Olivia Smith-Hammond appreciated OOS and the CCV partnership. Martha Frank is encouraged to see how VR is meeting these new challenges. Michell Paya, “ditto”.		
Conclusions	Another great meeting!		
Action Items		Person Responsible	Deadline
None		n/a	n/a
15. Adjournment			
0 minutes	Council members		
Discussion	Sam Liss moved to adjourn. Martha Frank 2 nd .		
Conclusions	Adjourned at 2:45 p.m.		
Action Items		Person Responsible	Deadline
Draft minutes respectfully submitted for approval		Rebekah Stephens	12/30/2016
Draft minutes emailed to all Committee members		Rebekah Stephens	12/30/2016
Draft minutes uploaded to www.VTSRC.org		Rebekah Stephens	12/30/2016
Minutes approved		Full SRC	2/2/2017
Approved minutes uploaded to website www.VTSRC.org		Rebekah Stephens	2/10/2017