

Minutes – August 13, 2014

SRC Executive Committee - Steering

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Wednesday, August 13, 2014	10:30 am – 11:30 am	Phone Conference
Meeting called by	Michele Hubert, Chair at 10:30a.m.	
Members Present	Kerry White, Diane Dalmasse, Adam Leonard and Sarah Launderville	
Members Absent	Allen Evans	
SRC Liaison	James Smith, DVR Budget and Policy Manager	
SRC Coordinator	Rebekah M. Stephens	
Interpreters	-----	
Speakers/Presenters	-----	
Facilitator	-----	
1. Today's Agenda		
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Discussion	No discussion.	
Conclusions	No changes to today's agenda.	
2. Approval of Minutes – May 1, 2014 Committee Meeting		
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Discussion	Sarah Launderville made motion to approve. Kerry White 2 nd .	
Conclusions	Approved.	
Action Items		Person Responsible
Upload approved minutes to www.VTSRC.org		Rebekah Stephens
		8/22/2014
3. Discussion and Approval of October 2, 2014 SRC Meeting Agenda		
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Discussion	Committee members discussed including discussion on <i>Aware</i> in October 2, 2014 SRC meeting agenda. Also if there is sufficient time, DVR just completed a short video on CWS and the Jobs Bill. The video runs approximately 15 minutes. The Committee discussed who will represent benefits counselors for presentation on October 2 nd . James suggested the program's coordinator, Peter Burt and 2 additional counselors, yet to be determined. The Committee agreed. <i>Aware</i> is VR case management software developed by Alliance Enterprises.	
Conclusions	The Benefits Counselors' presentation will be shortened by 15 minutes. The Director's Report time will be increased by 15 minutes to include discussion on <i>Aware</i> . James Smith will invite Peter Burt and the 2 additional benefits counselors to the October 2 nd SRC meeting.	
Action Items		Person Responsible
Prepare corrected draft SRC agenda for review by Steering Committee		Rebekah Stephens
Invite Peter Burt and 2 additional benefits counselors to October 2, 2014 SRC meeting.		James Smith
		8/13/2014
4. Discussion and Approval of October 9, 2014 SRC Annual Retreat Agenda		
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Discussion	Diane Dalmasse informed the Steering Committee members that Michael Yudin, the Acting Assistant Secretary for the Office of Special Education and Rehabilitation Services (OSERS) at the U.S. Department of Education will be visiting Vermont on October 8 & 9, 2014. Diane will be meeting with him on these days. The Committee members feel it would be prudent to wait until after this visit to hold the SRC Annual Retreat so that information from these meetings can be shared with the SRC. The DVR Annual Staff Retreat is scheduled to be held on October 28, 2014 in Lake Morey. It was suggested that the SRC Annual Retreat be combined with the DVR Annual Retreat. The Committee members agree. The agenda for the	

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DVR Staff Retreat has not yet been set. It was suggested that the SRC be included in the introduction activities of the DVR Staff Retreat. The SRC will then break out for a chunk of time that will include an individualized agenda. After that the SRC will rejoin the DVR staff to participate in the “open space” forum discussions.		
Conclusions	The Committee members agree to combine the SRC Annual Retreat with the DVR Staff Retreat.	
Action Items	Person Responsible	Deadline
Email all SRC members to confirm availability for attendance at October 28, 2014 DVR Staff Retreat	Rebekah Stephens	8/19/2014
Once attendance at DVR Staff Retreat is confirmed, Rebekah Stephens to handle logistics of canceling October 9, 2014 SRC Annual Retreat	Rebekah Stephens	9/2/2014
Schedule Steering Committee phone conference to develop agenda for SRC meeting during October 28, 2014 DVR Staff Retreat	Rebekah Stephens	9/10/2014
5. Discussion – National Coalition of State Rehabilitation Councils (NCSRC) Comment on Proposed Priority – Rehabilitation Training; Job-Driven VR TAC FR Doc. 2014-14390		
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Discussion	Diane Dalmasse explained that this NCSRC comment memo came out of a federal decision to defund the existing regional continuing education centers for DVR. Up until a month ago, DVR had a nationwide 10 site regional continuing education system operated on 5 year federal grants. The decision was made, one month ago, to defund and eliminate all of the existing regional training centers and move to a topic driven NPP (Notice of Proposed Priority) and RFP system. The first topic is “Outreach to Business Community (Employers)”. The regional sites will be closed on September 30, 2014. The NCSRC issued this comment in response to this change. However, the RSA has made it clear that it will not be considering any comments. The regional DVR Directors compiled and forwarded to RSA a list of suggestions about what the national NPP training might look like as it goes forward.	
Conclusions	Diane will forward the list of suggestions to Rebekah Stephens for forwarding to Steering Committee.	
Action Items	Person Responsible	Deadline
Forward list of suggestions from DVR regional Directors to Steering Committee	Rebekah Stephens	9/12/2014
6. Discussion – Inclusion of an additional Performance Review Committee meeting on 2014 Meeting Schedule		
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Discussion	The October Performance Review Committee meeting was removed from the SRC calendar to allow for an AT Council meeting. The Performance Review Committee would like to schedule a meeting before December 2014. The Steering Committee members want to know if keeping the AT Council on the SRC calendar is still beneficial to the SRC and AT Council. Michele Hubert shared that she feels that having the AT Council as part of a full SRC meeting once a year is beneficial. When the AT Council was first put on the SRC agenda, it was done to avoid duplicating membership. At the time, several SRC members also sat on the AT Council. Changes in membership have occurred over the past year and the SRC and AT Council currently have only 2 members in common.	
Conclusions	The Steering Committee would like to get Amber Fulcher’s, VT Assistive Technology Program, input on the topic. The decision to continue to include the AT Council on the SRC meeting calendar needs to be discussed. The Steering Committee agreed to schedule another Performance Review Committee meeting prior to December 2014. Rebekah Stephens and Adam Leonard will schedule the meeting.	

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Action Items		Person Responsible	Deadline
Invite Amber Fulcher to November 6, 2014 Steering Committee meeting		Rebekah Stephens	10/6/2014
Put discussion of inclusion of AT Council on SRC 2015 meeting calendar on November 6, 2014 Steering Committee meeting agenda		Rebekah Stephens	10/24/2014
Schedule Performance Review Committee meeting		Adam Leonard and Rebekah Stephens	9/16/2014
7. Other Business			
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Discussion	None.		
Conclusions	None.		
Action Items		Person Responsible	Deadline
None		n/a	n/a
8. Adjournment			
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Discussion	No discussion. Adam Leonard moved to adjourn. Kerry White 2 nd .		
Conclusions	Meeting adjourned at 11:37 a.m.		
Action Items		Person Responsible	Deadline
Draft minutes submitted for approval		Rebekah Stephens	9/10/2014
Draft minutes uploaded to website www.VTSRC.org		Rebekah Stephens	9/10/2014
Emailed draft minutes to Committee members		Rebekah Stephens	9/10/2014
Minutes approved by Committee		Committee Members	11/6/2014
Approved minutes uploaded to website www.VTSRC.org		Rebekah Stephens	11/14/2014