**State Rehabilitation Council (DVR)[[1]](#footnote-1) Minutes**

**Date & Time:** June 15th 2020, 1pm – 3pm

**Location:** Department Of Labor, 45 Commerce Dr., Augusta Maine, Francis Perkins Room

**Attendance Key: P = Present, E = Absent (Excused), A = Absent (Unexcused), TEL = Telephone**

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| **Council Members[[2]](#footnote-2)** | | | | | |
| **P** | Cheryl Peabody, *Chair* | **P** | Mary Adley |  |  |
| **P** | Jodie Hall | **P** | Suzanne Primiano\* |  |  |
| **P** | Emilie Montgomery | **P** | Wes Uhlman\* |  |  |
| **P** | Josh Howe |  |  |  |  |
| **P** | Libby Stone-Sterling\* |  |  |  |  |
| **P** | Darcy Gentle |  |  |  |  |
| **E** | Kelly Osborn |  |  |  |  |

**Guests:** Richard Langley, Peaches Bass, Patricia Ngara, Owen Vadala

**Recorder:** Branden Densmore **Next Meeting:** August 17th 2020 **Minutes Approved: YES**

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| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Introductions** | Meeting was called to order at 1:07 pm. Members and guests were welcomed. Introductions were given. | NA | NA |
| **Acceptance Of Minutes** | DVR discussed the May minutes, and corrections were identified.  The May minutes were then **accepted as corrected**. | *Correct May minutes, and send PDF/Word versions to webmaster.*  *Create draft June minutes and send pdf/word versions to Cheryl for distribution.*  *Distribute draft June minutes to DVR council members.* | Branden Densmore  Branden Densmore  Cheryl Peabody |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **How VR[[3]](#footnote-3) Helped Someone** | VR was working with a man with some cognitive disabilities to get a job that he really wanted at Hannaford. He did not get an offer, and it was determined that he needed to develop some coping skills.  He applied again and was offered a position doing carts. They worked with him diligently in understanding the dangers of COVID, and how to stay safe (sanitization, social distancing, etc.). He is starting this week with on and off site job coaching, and VR helped him make an informed choice. | NA | NA |
| **New Business** | The Council Annual training in October was discussed. There was some uncertainty expressed about the meeting and COVID.  Options were expressed, and there was a consensus that a virtual training via ZOOM would be prudent. The training will be over two days, with one two hour block on each day.  Topics for the training were discussed, and ideas were shared. One training could be on member roles, Roberts Rules, outreach and marketing, reviewing State Plan goals. | *Recraft marketing blurb and create graphic that can be used for outreach & marketing.*  *Call Cheryl to discuss presentation on Roberts Rules.*  *Go through old minutes and generate list of topics that have been covered to get ideas.*  *Send out email asking for ideas for training topics to council members.* | Branden Densmore  Branden Densmore  Cheryl Peabody  Cheryl Peabody |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Directors Report** | ***CAP[[4]](#footnote-4) Update***: The new CAP director has been very busy and identifying some systemic issues, and wants to have a conversation about reporting each month to the DVR Council.  ***Staff Update***: Staff are continuing to work remotely, and have been engaging in some solid coaching from home via. Zoom and by telephone. Some are returning to the office. Clients have been available like never before. Counselors have been also utilizing Virtual Job Shadow, Job Club, and YouTube for career exploration type activities.  ***BES[[5]](#footnote-5) Update:*** Things have been inundated as BES staff have been helping with unemployment issues. Staff have broken into teams to work on various issues like resetting passwords, responding to emails, working on the computer system, held back claims, imposter claims, etc.  Career center locations are physically closed, but staff are taking calls and operating a chat line. | *Contact Richard Langley to discuss meeting reporting about CAP via email.* | Cheryl Peabody |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Directors Report** | ***Step Up:*** Owen Vadala was introduced, a summer intern who will be working with VR through the summer. The Step Up Program did a successful pilot last year with University Of Maine for folks on the autism spectrum. Students took a 3 credit course, lived on campus, and received some good social skills instruction. This program will continue virtually this year, starting on July 13th, running for 5 weeks.  ***State Plan*:** Working on the final feedback for the state plan, which was received on May 29th. They have been integrating the suggestions, along with additional feedback given a week later. They are now waiting to hear back about the corrections that were made, and there will need to be work done on the “Order Of Selection” categorization process, which will be discussed more during next meeting.  ***Youth Advisory Council***: DVR has been looking into if they can hold a Youth Advisory Council this summer given the COVID situation, social distancing, etc.  ***Maine Parent Federation***: Looking into feedback about support that young people with disabilities have been expressing. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Announcements** | Honorariums are being offered to members not otherwise compensated for attendance.  There is no meeting in July.  The next Council meeting will be on August 17th via Zoom. | *Contact Cheryl to receive Honorarium.* | Any Member Not Compensated |
| **Public Comments** | Time was given for public comments, and none were made. | NONE | NONE |
| **Adjournment** | The meeting was adjourned at 2:40 pm. | NA | NA |

**People & Organizations Represented**

**Cheryl Peabody – Statewide Independent Living Council (SILC)**

**Jodie Hall – Maine Parent Federation (MPF)**

**Emilie Montgomery – Disability Rights Maine (DRM)**

**Josh Howe – State Workforce Board**

**Libby Stone-Sterling – Division Of Vocational Rehabilitation (DVR)**

**Richard Langley – Disability Rights Maine, Client Assistance Program (CAP)**

**Mary Adley – Department Of Education (DOE)**

**Kelly Osborn – Goodwill Industries**

**Suzanne Primiano – Division Of Vocational Rehabilitation (DVR)**

**Wes Uhlman – Division Of Vocational Rehabilitation (DVR)**

**Peaches Bass – Bureau Of Employment Services (BES)**

1. Division Of Vocational Rehabilitation. See last page for list of organizations represented. [↑](#footnote-ref-1)
2. \* Indicates an Ex Officio non-voting member [↑](#footnote-ref-2)
3. Vocational Rehabilitation [↑](#footnote-ref-3)
4. Client Assistance Program [↑](#footnote-ref-4)
5. Bureau Of Employment Services [↑](#footnote-ref-5)