**SRC-DVR[[1]](#footnote-1) Minutes**

**Date & Time:** July 19th 2021, 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** | Kelly Osborn, *Chair* |  |  |  |  |
| **P** | Cheryl Peabody, *Treas* |  |  |  |  |
| **P** | Libby Stone-Sterling\* |  |  |  |  |
| **P** | Allison Wiest |  |  |  |  |
| **P** | Josh Howe |  |  |  |  |
| **P** | Mary Adley |  |  |  |  |
| **P** | Darcy Gentle |  |  |  |  |

**Guests:** Peaches Bass, Julia Endicott, Wes Uhlman, Amanda Peters, Sitara Sheikh

**Recorder:** Branden Densmore **Next Meeting:** July 17th 2021 **Minutes Approved: YES**

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| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Introductions** | Business meeting was called to order at 2 pm. Members and guests were welcomed. Introductions were given. | NA | NA |
| **Acceptance Of Minutes**  | The March & May draft minutes were discussed; no corrections were identified.A **motion was made & seconded** to accept the minutes as written.**The motion passed** with 4 in favor, 0 abstentions and 0 opposed. | *Send approved March & May minutes to webmaster for posting.**Create July draft minutes and send to Kelly & Cheryl.**Distribute July draft minutes to SRC-DVR members for review.* | Branden DensmoreBranden DensmoreKelly Osborn |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **How VR Helped Someone** | Sitara Sheikh shared story about transition age client who started her 1st job last week. The client is working in retail, and has done very well, getting several compliments by her employer. She has even been given hours on the weekend which she wanted. | *Gather more How VR Helped Someone Stories.* | Any DVR Staff Member |
| **Budget Report** | The SRC-DVR proposed budget for 2022 was discussed.A **motion was made & seconded** to accept the proposed budget as written.The **motion passed** with 4 in favor, 0 abstentions and 0 opposed. | NONE | NONE |
| **Director Report**  | *Vacancies*: There are many staff resigning/retiring currently which has become a significant issue because VR was already short staffed. Two regional manager closed today for Augusta & Bangor. VR is working on thinking outside the box to get positions filled. VR has added two new Rehab Counselor, after rearranging human resources funds that were not being utilized. They are also offering paid internships in the fall – hopeful that these might become long term hires.  | NONE | NONE |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Directors Report** | *Education*: DVR extended the Age Of Eligibility to age 22, allowing for more transitional work to happen.*Motivational Interviewing*: Had staff trainings to learn motivational interviewing skills to help clients who feel stuck, like they are not making progress toward their goals. Building a staff team who can do internal trainings sustainably.*State Plan*: The Order Of Selection rule change in the State Plan went into effect, and DVR has not added any clients to the 4th category yet.*Summer Work*: Students are participating in summer work experiences all over the State.The Step Up program is happening virtually with the University system, with 7 student participants.*CAP*[[3]](#footnote-3): Discussed trends of DVR staffing issues, job development, and communication when going between counselors  | NONE | NONE |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Announcements**  | The SRC-DVR annual training happening in October, and the date and location has yet to be determined. A conflict of interest statement was emailed to council members.Honorariums are being offered to members not otherwise compensated for attendance.The next Council meeting will be on September 20th 2021. | *Email any ideas or suggestions for the annual training to Cheryl.**Review conflict of interest statement and email Kelly with any questions.**Contact Cheryl to receive Honorarium.* | Any Council MemberAny Council MemberAny Member Not Compensated |
| **Public Comments** | Time was given for public comment, but none were forthcoming. | NONE | NONE |
| **Adjournment** | The meeting was adjourned at 3:04 pm. | NA | NA |

**People & Organizations Represented**

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

**Josh Howe – State Workforce Board**

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

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

**Kelly Osborn – Goodwill Industries**

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

**Julia Endicott – Disability Rights Maine (DRM), Client Assistance Program (CAP)**

**Allison Wiest – Maine Parent Federation (MPF)**

1. State Rehabilitation Council, Division Of Vocational Rehabilitation. [↑](#footnote-ref-1)
2. \*Indicates an Ex Officio non-voting member. See last page for list of organizations represented. [↑](#footnote-ref-2)
3. CAP = Client Assistance Program [↑](#footnote-ref-3)