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

**Date & Time:** July 18th 2022, 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** | Mary Adley |  |  |  |  |
| **E** | Darcy Gentle |  |  |  |  |
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**Guests:** Julia Endicott, Jennifer Kimble, Patricia Ngara, Peaches Bass, Heidi Holst, Allison Wiest

**Recorder:** Branden Densmore **Next Meeting:** September 19th 2022 **Minutes Approved: Yes**

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| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Introductions** | Meeting was called to order at 1:03 pm. Members/guests were welcomed, and introductions were provided. | NA | NA |
| **Acceptance Of Minutes** | The council **established a quorum,** and a **motion was made and seconded to accept the January, March, and May 2022 minutes as written.**  **The motion passed** with 3 in favor, 0 opposed, and 0 abstentions. | *Create July 2022 draft minutes and send to Kelly & Cheryl.*  *Distribute July 2022 draft minutes to SRC-DVR members for review.*  *Send approved January, March, and May meeting minutes to Cheryl for posting.* | Branden Densmore  Kelly Osborn  Branden Densmore |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **How VR[[3]](#footnote-3) Helped Someone** | A VR client was helped to pursue his dream of becoming a mechanic. After exploring some opportunities the man was offered a job and is now in training. This will be a steady job for the client, and VR is helping him get the tools needed. | *Gather more How VR Helped Someone stories.* | Any VR Staff Member |
| **CAP[[4]](#footnote-4) Update** | Julia was promoted. While she will continue her role on the SRC, she will not be meeting with CAP clients one-on-one. They are hiring another Advocate for that position.  CAP has been hearing a lot from clients who can’t access Job Coaching services, particularly in underserved areas like Aroostook County.  The problem and potential solutions were discussed at length. | NONE | NONE |
| **Directors Report** | **Staffing**: DVR continues to work to fill a number of significant vacancies across the state in a very competitive labor market. There are new hires in Lewiston, Portland, Machias and Augusta – and the hiring process is underway for the new USDOL funded BRS Apprentice Navigator position and SIQA Unit Management Analyst. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Directors Report** | **CSAVR[[5]](#footnote-5):** This Council is holding its summer committee meeting. Maine is well represented with both VR agencies’ directors holding co-chair roles.  **College Bus Tours**: High school students attended the first-ever College bus tour over two weeks in June which included visits to various Community Colleges and University Of Maine locations. College presentations included vocational services, financial aid, student support services and disability services. DVR staff showed students around the Virtual Job Shadow website.  Students stayed in the dorms and in local hotels, and there were many comments from the students. They’ll use the experience to inform their post-secondary plans.  **Summer Work Experience**: DVR youth clients are busy with paid work experiences.  **Supervisor Training**: Samantha Fenderson is leading the new Supervisor Cohort training. The group is meeting weekly, covering all aspects of the role of the Casework Supervisor. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Directors Report** | **STEP UP:** The 5-week college prep program offered in collaboration with University Of Maine is off to a great start! It started on July 10th when 7 Autistic students moved on Campus for a STEM (Science Technology Engineering and Math) themed program.  The program includes a 3-credit science research and career exploration course, PEERS social skills curriculum training, college prep seminars, Virtual Job Shadow, paid work experience and many social and learning events (including a first look at James Webb Space Telescope pictures at the campus planetarium!).  **OADS[[6]](#footnote-6) Partnership:** DVR continues its partnership with OADS to improve employment opportunities for individuals.  DVR has also identified “OADS Liaisons”, individuals getting additional training in serving individuals with Disabilities to act as resources within our system and offices. Also, DVR is working with OADS and Dr. Regan Thibodeau to complete a version of the Direct Support Professional training in ASL to help facilitate hiring of ASL users and individuals who use ASL and need DSP services. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Directors Report** | **Transition Services Manual:** We have contracted with former SIQA Director Christine Robinson to assist us with finalization of a staff manual on Transition Services. This will be completed for roll-out at our Transition Summit on August 30.  **LD 924:** Libby is representing the Department Of Labor on the LD 924 Taskforce, convened to look at access to post-secondary services for individuals with disabilities up to age 40.  Last week the National Technical Assistance Center on Transition met with the group for two days, beginning the process of finalizing legislative suggestions. | NONE | NONE |
| **New Business** | **Membership**: A group of Council Members have been meeting weekly to discuss SRC-DVR membership. During these meeting there have been 3 areas of focus:  1. Membership Recruitment  2. Youth Input/Voice  3. Comprehensive Statewide Needs Assessment  Heidi Holst was introduced, a new SRC-DVR member. There are also other potential members who may be joining. | *Send out email to council members about their role in the Comprehensive Statewide Needs Assessment.* | Kelly Osborn |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **New Business** | There are now four business seats open on the council, and the idea was proposed of holding quarterly SRC-DVR meetings that are specifically business related, so that potential business seat members would feel that their time is being used effectively. | *Email list of potential new council members and open seats.* | Libby Stone-Sterling |
| **Announcements** | The next regular SRC-DVR meeting will be held on September 19th via Zoom.  Honorariums are being offered to members not otherwise compensated for attendance.  Discussed changing meeting dates because Holidays fall on Mondays. To be discussed further.  The SRC-DVR Annual Training will be on Monday October 17th and Tuesday the 18th, and will be a hybrid model.  BRS Stakeholders Forums happening to learn about programs being offered. Also an opportunity to give feedback on services. ASL and CART will be available. Tuesdays from 3- 4 pm. June 7, August 2, October 4 and December 6. | *Contact Cheryl to receive Honorarium.*  *Send out Annual Training Agenda & Logistical info.*  *Follow up with Bangor Savings Bank in Augusta to reserve space for Annual Training.*  *Reach out to Governor’s office about speeding up appointments.* | Any Member Not Compensated  Cheryl Peabody  Cheryl Peabody  Cheryl Peabody |
| **Public Comments** | Time was provided for public comment but none were given. | NONE | NONE |
| **Adjournment** | The meeting was adjourned at 2:41 pm. | NA | NA |

**People & Organizations Represented**

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

**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. VR 🡪 Vocational Rehabilitation [↑](#footnote-ref-3)
4. CAP 🡪 Client Assistance Program [↑](#footnote-ref-4)
5. CSAVR 🡪 Council of State Administrators of Vocational Rehabilitation [↑](#footnote-ref-5)
6. OADS 🡪 Office Of Aging And Disability Services [↑](#footnote-ref-6)