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

**Date & Time:** January 24th 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** | Allison Wiest |  |  |  |  |
| **P** | Mary Adley |  |  |  |  |
| **P** | Darcy Gentle |  |  |  |  |
|  |  |  |  |  |  |

**Guests:** Rhea Smith, Jessica Cyr, Julia Endicott, Peaches Bass, Jennifer Kimble

**Recorder:** Branden Densmore **Next Meeting:** March 21st 2022 **Minutes Approved: YES**

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| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Introductions** | Meeting was called to order at 1:02 pm. Members/guests were welcomed, and introductions were provided. | NA | NA |
| **Acceptance Of Minutes** | The November draft minutes were discussed, and corrections were identified.  After establishing a quorum, a **motion was made and seconded** to accept the minutes as corrected.  **The motion passed** with 4 in favor, 0 opposed, 0 abstentions. | *Send corrected November minutes to webmaster for posting.*  *Create January 2022 draft minutes and send to Kelly & Cheryl.*  *Distribute January 2022 draft minutes to SRC-DVR members for review.* | Branden Densmore  Branden Densmore  Kelly Osborn |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **How VR[[3]](#footnote-3) Helped Someone** | Story shared about a young man with Autism. He was a graduate with a degree in Architectural Design, and VR worked with him to find a job that was the right fit for him and his needs.  After a year of working together and exploring jobs they found him a perfect job with an accommodating employer. | *Get more “How VR Helped Someone” Stories* | Any VR Staff Member |
| **CAP[[4]](#footnote-4) Update** | Hired new attorney to work in CAP along with other employees.  Reported difficulties currently with conducting outreach because of COVID and not meeting face to face. Also, CAP cases have slowed down significantly, probably due to the COVID situation. | *Get information about American Sign Language training and send out to Kelly Osborn.* | Julia Endicott |
| **Director’s Report** | *Diversity*: Currently delivering Bureau of Rehabilitation Services training series about Diversity, Equity, and Inclusion.  *Staff*: Staffing is looking better, with new supervisors being hired in Houlton, Bangor, Lewiston, and Augusta. All these hires were inside promotion opportunities. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | *State Plan*: The VR portion is now part of the larger State Plan, but still need to enlist the assistance of SRC members, getting feedback around strategies, activities, and goals. Items in the plan need updating, with things like the COVID situation and Diversity, Equity, and Inclusion.  There is a section in the plan for SRC comment. Members are encouraged to read the plan and ask themselves if the strategies still make sense and what’s missing?  *Order Of Selection*: Sent out status of waitlist, with the new category four. Their goal is to open up the waitlist. They have the funding to do this currently, but staffing is a concern. This issue needs to be addressed in the State plan.  *Applications*: Applications for VR services have gone up recently, indicating that folks are feeling more confident about going to work which is good. However, the numbers are not back to pre COVID numbers yet. | *Get State Plan comments sent out to Kelly Osborn by January 31st*  *Compile SRC member State Plan comments and send to Libby.*  *Ask Libby to email the Comprehensive Statewide Needs Assessment to Council Members ASAP, so they can look it over before making State Plan recommendations.* | Council Members  Kelly Osborn  Kelly Osborn |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **New Business** | *Membership*: Discussed SRC-DVR membership and goal of filling open seats; one VR client, one State Workforce Board, four Business, Industry, and Labor.  The following points were made:  1) Created Informational Flyer  2) Create List Of Possible Interested Organizations For Out Reach  3) Could Do A Promotional Video  4) Capitalize On VR Success Stories In Outreach  5) Attend Chamber Of Commerce Meetings  6) Have Opt-in Question In Survey For Closing VR Clients  7) Speak At Rotary Club Meetings For Business Contacts  *Meetings*: Discussed meeting on off months for work sessions related to increasing membership and finishing the State Plan.  *Training*: Talked about developing an information packet + training for new members. VR put out a 4 module training that we could use to train our new people, and there was a recording from the SRC-DVR annual training that could be used. | *Email State Workforce Board about open council seat.*  *Email Career Centers about SRC and open seats.*  *Send list of open seats, filled seats, and pending applications to council members.*  *Send Annual SRC Report to council members.*  *Send out meeting links for off month work session meetings and send to council members.* | Kelly Osborn  Peaches Bass  Kelly Osborn  Kelly Osborn  Kelly Osborn |
| **Announcements** | The next SRC-DVR meeting will be held March 21st via Zoom.  Honorariums are being offered to members not otherwise compensated for attendance. | *Contact Cheryl to receive Honorarium.* | Any Member Not Compensated |
| **Public Comments** | Discussed educational resources for council members, and two movies were mentioned: 1) CRIP Camp found on Netflix, 2) Lives Worth Living. | NONE | NONE |
| **Adjournment** | The meeting was adjourned at 2:35 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. Vocational Rehabilitation [↑](#footnote-ref-3)
4. Client Assistance Program [↑](#footnote-ref-4)