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

**Date & Time:** May 8th 2023, 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** | Kelly Osborn, *Vice/Treas* |  |  |  |  |
| **P** | Libby Stone-Sterling\* |  |  |  |  |
| **P** | Mary Adley |  |  |  |  |
| **E** | Darcy Gentle |  |  |  |  |
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**Guests:** Jennifer Kimble, Ken Shapiro, Isaac Gingras, Sierra Wood, Kara, Patricia Ngara, Janet DiBiase, & Alice Covenant.

**Recorder:** Branden Densmore **Next Meeting:** July 10th 2023 **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 |
| **Director’s Report** | **RSA[[3]](#footnote-3) Corrective Action Plan:** To meet the requirements of the Corrective Action Plan, DVR has contracted with Vaybrant Consulting to go through thousands of expenditures, looking to see if expense was charged to the right grant during the right time frame (period of performance). Holding weekly meetings. | NONE | NONE |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Director’s Report** | **National Presentation**: Libby presents at national kick-off of a new transition initiative sponsored by the Office of Special Education and Rehabilitation Services. Expect, Engage, Empower!**Disability Innovation Fund**: Discussed the new Federal Disability Innovation Fund focused on transition. Meeting again tomorrow morning. Maine VR is applying in conjunction with the Maine Dept of Ed and AlphaOne as Maine’s Center for Independent Living.**Internships**: VR took on two interns who will be helping with summer programs and work experiences. **Business Services**: Staff attending Maine Human Resources conference at the Samoset. DOL[[4]](#footnote-4) rescheduled their Employer Summit for May 23rd **Apprenticeship**: The full time Apprentice Navigator (Amanda Muller) has been very busy doing networking activities. Communication system is materializing, Weekly meetings have started and sending out weekly emails to (…) | *Check out the following link to the Expect, Engage, Empower webpage:* [*HERE*](https://osepideasthatwork.org/federal-resources-stakeholders/topical-issues/expect-engage-and-empower-successful-transitions-all) | Interested People |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Director’s Report** | (…) VR counselors: she has the goal of attending every staff meeting to promote the program.**Budget**: Much communication around new budget. Considering new items. More to come on this…**Career Opportunities**:Working with CVS & Walgreens to create more Career opportunities.**Summer** **Programs**: Summer programs are in the works…*Summer Work Experiences*: Many available.*Step Up*: Program for students with Autism Spectrum Disorders to explore higher education. This is a two part program – with two weeks onCampus and a follow-up of four weeks of virtual programming.**New Webpages**: Two new MDOL[[5]](#footnote-5) web pages under development: one for youth resources, the other for older adults.**Recruitment**: DVR has a number of positions that are posted as well as upcoming openings. One position will be a new Contracts &amp; Grants Specialist. | *Check out the New Youth Website* [*HERE*](https://www.maine.gov/labor/schoolresources/)*Check out the New Site For Older Adults* [*HERE*](https://www.maine.gov/labor/olderadultresources/) | Interested People |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Director’s Report** | **CSAVR[[6]](#footnote-6)**: Attended national conference. Meeting focused on fiscal & programmatic practices. Discussed and acquired new interpretations. Many useful ideas. Meeting held tomorrow on how to implement findings. **Intake Unit**: Training happened last week and this week, and then the intake unit goes LIVE. They will see how it goes, but expecting much better customer service, and pressure taken off those working in the field by completing intakes, determining eligibility, and creating initial plans within the new Unit. | *Add Cheryl Peabody to the workforce board email list.* | Isaac Gingras |
| **Acceptance Of Minutes**  | Council reviewed the January and March 2023 minutes. Corrections were identified for the January minutes, which were then accepted. The March minutes were accepted as written. | *Correct January minutes and send both January and March minutes to Webmaster for posting.**Create draft May minutes and send to Cheryl Peabody.**Distribute May 2023 draft minutes to members for review.* | Branden DensmoreBranden DensmoreCheryl Peabody |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **How VR Helped Someone** | Transition aged youth completed work based learning experience at office supply store, as they were interested in design. Client was also in the Peers program and applied acquired skills. This client excelled in job, as they were very motivated and excited to find part time work. | *Deliver another How VR Helped Someone story.* | Any Member |
| **CAP[[7]](#footnote-7) Update** | No new problematic trends.*Success story* conveyed about client with Downs Syndrome. They lost contact with VR, and Goodwill & VR reengaged them, finding them a position in the community. | NONE | NONE |
| **Membership** | Discussed compiling a list of allied organization and conducting outreach to recruit council members with a disability. PowerPoint presentation would then be revised and delivered.Noted that council is out of compliance with the rule that 51% of members must be persons with a disability.Cheryl Continues to follow up with boards and commissions. | *Send membership and recruitment notes to council member to review.**Send list of allied organizations ideas to Cheryl.* | Cheryl PeabodyAll Council Members |
| **Topic** | **Discussion** | **Action**  | **Responsible** |
| **Announcements** | Two work/benefits trainings coming up; contact Jennifer Kimble for more details.Honorariums are being offered to members not otherwise compensated for attendance.The next SRC-DVR Meeting is on July 10th  | *Contact Cheryl to receive Honorarium.* | Any Member Not Compensated |
| **Public Comments** | Time was provided for public comment but none were forthcoming.  | NONE | NONE |
| **Adjournment** | The meeting was adjourned at 2:08 pm. | NA | NA |

**People & Organizations Represented**

**SRC-DVR Council Members:**

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

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

**Darcy Gentle – Wabanaki Vocational Rehabilitation Program**

**Mary Adley - Department of Education**

**Members Of The Public:**

**Sadie Donnell – Disability Advocate**

**Ken Shapiro – Disability Rights Maine (DRM)**

**Isaac Gingras – State Workforce Board**

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

**Patty Ngara – Disability Advocate**

**Sadie Donnell – Disability Advocate**

1. SRC-DVR 🡪 State Rehabilitation Council, Division Of Vocational Rehabilitation [↑](#footnote-ref-1)
2. \*Indicates an Ex Officio non-voting member [↑](#footnote-ref-2)
3. RSA 🡪 Rehabilitation Services Administration [↑](#footnote-ref-3)
4. DOL 🡪 Department Of Labor [↑](#footnote-ref-4)
5. MDOL 🡪 Maine Department Of Labor [↑](#footnote-ref-5)
6. CSAVR 🡪 Council of State Administrators of Vocational Rehabilitation [↑](#footnote-ref-6)
7. CAP 🡪 Client Assistance Program [↑](#footnote-ref-7)