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

**Date & Time:** January 8th 2024, 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, *Vice/Treas* | **P** | Jennifer Kimble |  |  |
| **P** | Issac Gingras\* | **P** | Patty Ngara |  |  |
| **P** | Libby Stone-Sterling\* |  |  |  |  |
| **E** | Mary Adley |  |  |  |  |
| **P** | Darcy Gentle |  |  |  |  |
| **P** | Allison Wiest |  |  |  |  |
| **P** | Sierra Wood |  |  |  |  |

**Guests**: Sadie Donnell, Megan Marquis, & Jesse Wright

**Scribe:** Branden Densmore **Next Meeting:** March 11th 2024 **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 |
| **How VR Helped Someone** | A transition age youth was having a hard time attending school – for a variety of reasons. VR counselor attended school meeting with the student. Discovered that client didn’t want to sit in a classroom all day.  The school accommodated client by providing working experiences in the school with a janitor, and the student’s attendance drastically improved. | *Collect other How VR Helped Someone Stories.* | Any Member |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Minutes** | Council reviewed the November 2023 minutes.  No corrections were identified.  Quorum was established – motion made and seconded to accept the minutes as written.    The motion passed with all in favor. | *Send approved November 2023 minutes to webmaster for posting.*  *Create draft January 2024 minutes and send to Kelly Osborn.* | Branden Densmore  Branden Densmore |
| **Financial Report** | No financial report was provided.  The financial report was tabled for next meeting. | NONE | NONE |
| **Director’s Report** | **State Plan:** Discussed the VR portion of the State Plan.  VR needs feedback from SRC-DVR.  Reviewed the goals, strategies, and objectives: trying to keep things measurable. Some of the strategies in particular need updating.  VR is working with a tight deadline… first draft due the 19th.  Data sources being gathered now and will be sent out to council members. | *Check out the VR portion of the State Plan* [*HERE*](https://www.maine.gov/rehab/docs/2022/dvr/2023_VRPortion_draftclean_022522.docx)*.*  *Take a look at the email Libby sent out. Message Libby or Isaac with any questions, concerns, or recommendations.*  *Send out data sources via email to council members for review.* | All Members  All Members  Libby Stone-Sterling |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | **Public Hearing:** Discussed holding a public hearing regarding the VR portion of the State Plan. Idea proposed to piggy back on a SILC[[3]](#footnote-3) listening session being held on the 25th.  There was consensus to hold the hearing on the 25th from 3 to 5 pm.  **Survey:** Contracting with Market Decisions for a Customer Satisfaction Survey: last one done in 2021 looking at 2020.  Email sent with the standard questions, as well as the Maine specific questions.  **RSA[[4]](#footnote-4) Corrective Plan:** Good news – VR meet RSA requirements regarding time to plan and time to eligibility laid out in their corrective action plan.  Bad news – while VR was released from the time to plan and time to eligibility, the corrective action plan was kept open, because of one fiscal requirement, internal controls for contract management. Waiting to hear back from RSA to see if they can get the plan closed. | *Organize public hearing and send email with details to members.*  *Send out an invitation to the public hearing to networks, after receiving email.*  *Review questions and think about what Maine specific questions to add that are current (timely).* | Libby Stone-Sterling  All Members  All Members |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **CAP[[5]](#footnote-5) Update** | Communication continues to be a problematic trend.  Story given of client who hadn’t seen or spoken with their VR councilor since August (7 months). CAP contacted the councilor’s supervisor, who immediately set the client up with a new Vocational Rehabilitation Counselor. | NONE | NONE |
| **Election Of Officers** | SRC-DVR is in desperate need of officers.  Currently, Kelly Osborn is the only officer for the council (Chair) – and her term is complete.  There were no nominations, and no solid resolution.  Election of officers tabled for next meeting. | *Contact eligible council members to discuss positions.* | Kelly Osborn |
| **Announcements** | Honorariums are offered to members not compensated for attendance. The next SRC-DVR meeting will be on March 11th 2024. SRC-DVR 2024 meeting list is coming soon. | *Contact Kelly to receive Honorarium.*  *Send 2024 meeting list to members.* | Any Member Not Compensated  Kelly Osborn |
| **Public Comments** | Time was provided for public comment. None given. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Adjournment** | The meeting was adjourned at 2:43 pm. | NA | NA |

**People & Organizations Represented**

**SRC-DVR Council Members:**

**Kelly Osborn – Goodwill Industries**

**Libby Stone-Sterling – Division Of Vocational Rehabilitation**

**Isaac Gingras – State Workforce Board**

**Allison Wiest – Maine Parent Federation**

**Patty Ngara – Disability Advocate**

**Darcy Gentle – Wabanaki Vocational Rehabilitation Program**

**Mary Adley - Department of Education**

**Sierra Wood – Vocational Rehabilitation Counselor**

**Jennifer Kimble – Community Rehabilitation Provider**

**Members Of The Public:**

**Sadie Donnell – Disability Advocate**

**Megan Marquis – Disability Rights Maine**

**Janet DiBiase – 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. SILC 🡪 Statewide Independent Living Council [↑](#footnote-ref-3)
4. RSA 🡪 Rehabilitation Services Administration [↑](#footnote-ref-4)
5. CAP 🡪 Client Assistance Program [↑](#footnote-ref-5)