

SRC-DVR¹ Minutes

Date & Time: January 13th 2025, 1pm – 3pm

Location: Hybrid Zoom Meeting

Attendance Key: P = Present E = Absent (Excused) A = Absent (Unexcused)

Council Members²					
P	Allison Wiest	E	Jennifer Kimble		
E	Issac Gingras	P	Megan Marquis		
E	Samantha Fenderson *	P	Jenny Ardito		
E	Mary Adley	P	Dylan Sullivan		
E	Darcy Gentle	P	Andrew Smith		
A	Patty Ngara	P	Lynn Feely		
P	Sierra Wood *	P	Joshua Weidemann		

Guests: Sophia Phoenix, Suzanne Primiano, Sean Keegan, & Jenn Williams.

Scribe: Branden Densmore **Next Meeting:** March 10th 2025 **Minutes Approved:** **YES!**

Topic	Discussion	Action	Responsible
Introduction	The meeting was called to order at 1:02 pm, and a <u>Quorum was established with 8 members in attendance.</u> Members/guests were welcomed Individuals introduced themselves and participated in an ice breaker activity. There were no additions to the agenda, and the chair briefly discussed the mission of the SRC-DVR. There was a discussion of what exactly informed choice is and if it's happening.	<u>NA</u>	<u>NA</u>

¹ SRC-DVR: State Rehabilitation Council, Division Of Vocational Rehabilitation

² *Indicates an Ex Officio non-voting member

Topic	Discussion	Action	Responsible
Minutes	The council discussed the November 2024 Draft minutes. <u>A motion was made and seconded to accept the minutes as presented.</u> The motion passed: In Favor: 7 Abstention: 1 Opposed: 0	<i>Prepare the November 2024 draft minutes and send to Webmaster for posting online.</i> <i>Create draft January minutes and send to council members for review.</i>	<u>Branden Densmore</u> <u>Branden Densmore</u>
Guest Speakers	Suzanne Primiano presented to the council the new VR <u>Intake Unit</u> for online applications. There was a conversation about potential privacy violations in their computer record keeping system AWARE. Conversations about this issue will continue. Here are some key points made: <u>Size:</u> The Intake Unit staff consists of 5 VRC II, 1 Office Associate II and a Regional Manager. Over the past year this Intake Unit processed 2,356 online applications. <u>Contact Process:</u> Applicants receive a “Welcome Letter” that includes rights and responsibilities (...)	<u>NONE</u>	<u>NONE</u>

Topic	Discussion	Action	Responsible
Guest Speaker	(...), a health checklist, link to the Consumer Handbook, and contact information for the assigned VRC. <u>Client Process</u>: VRCs discuss client disability and how it affects working, as well as strengths, interests, and past work experiences. They then determine eligibility and Order Of Selection. This determination is made through information provided by the client or through medical, psychological, school records, or a prior VR case. <u>IPE</u>³: After determining eligibility the VRC works with client in creating an IPE.	NONE	NONE
Directors Report	VR Assistant Director Sean Keegan delivered a report outlining VR projects. <u>IPS</u>⁴: DVR working with the Office of Behavioral Health (OBH), implementing the IPS model with five Community Health and Behavioral Health Centers. <u>P2P</u>⁵: VR launching their web-based sustainable site to serve as a primary hub for cross-agency (...)	NONE	NONE

³ IPE -> Individualized Plan For Employment

⁴ IPS -> Individual Placement and Supports

⁵ P2P -> Pathways To Partnership

Topic	Discussion	Action	Responsible
Director's Report	(...) information, training, and learning opportunities across the state. P2P allows for the development of accessible on-demand curricula on transition topics (including benefits counseling, financial literacy, Pre-Employment Transition Services, etc.) for children, parents, educators, and service providers. P2P allows participant enrollment in virtual services like career exploration, peer mentoring, independent living skill building and Pre-Employment Transition Services. P2P transmits knowledge about work incentives and benefits counseling for individuals who receive Social Security benefits, as well as awareness and use of work-based learning, internships, and pre-apprenticeship opportunities for children ages 10-13 and youth ages 14-24. VR expects to increase enrollment in Pre-Employment Transition Services and career readiness skills for children and youth.	NONE	NONE

Topic	Discussion	Action	Responsible
	Staff: Recently onboarded 3 new transition VRCs in Bangor. Portland VRC postings are being posted so applicants can work in either Augusta, Lewiston or Portland. WOLF⁶: The WOLF camp weekend happening in February that includes 12 spots for youth. Bus Tour: Planning is underway, and more information to be shared later in January. Training: Liz continues to provide Windmills training to employers, universities and WIOA partners throughout the state.	NONE	NONE
CAP ⁷ Update	Megan Marquis provided a CAP update to the council. <u>Success Story:</u> An unspecified Maine town wouldn't provide employment paperwork to a client. This client collaborated with CAP, VR, and the Town and a formal agreement was reached. Client started job in Emergency Services!	NONE	NONE

⁶ WOLF -> Winter Outdoor Leadership and Fun

⁷ CAP -> Client Assistance Program

Topic	Discussion	Action	Responsible
CAP Update	<u>Systemic Issue</u>: CAP reports an issue with VR timeliness of payments for Self-employment reimbursements and tuition payments.	NONE	NONE
Priority Topics	Officer Election: Dylan Sullivan was nominated to the leadership position of Vice-Chair of SRC-DVR. <u>A motion was made and seconded</u> to elect Dylan to the officer position. The motion passed: In Favor: 7 Abstention: 1 Opposed: 0 Meetings: Council discussed SRC-DVR meetings. There was a consensus to hold pre-meetings right before Regular Business Meetings on odd numbered months, giving members a less formal container to review the agenda and ask questions. It was also agreed to hold Focus Work Group Meetings for even numbered months during the 2nd Monday from 1pm to 3pm, giving members time to conduct the work of the SRC-DVR.	<i>Create Recurring Zoom meetings for the Premeeting, Regular Business Meetings, and Focus Work Group Meetings.</i> <i>Send SRC-DVR group email to members with all meetings dates and Zoom links.</i>	<u>Branden Densmore</u> <u>Branden Densmore</u>

Topic	Discussion	Action	Responsible
Priority Topics	Orientation: Discussed the need for a new member orientation and resources on NCSRC ⁸ website.	<i>Send new member information resources from NCSRC website to new council members for review.</i> <i>Coordinate with new members a date and time for an orientation and conduct the orientation.</i>	<u>Branden Densmore</u> <u>Branden Densmore & New SRC-DVR Members</u>
Announcements	Honorariums are offered to members not compensated for attendance. The next Regular SRC-DVR Business Meeting will be on March 10th from 1pm to 3pm. There will be a premeeting that same day from 12pm to 1pm. The first Focus Work Group Meeting will be held on February 10 th from 1pm to 3pm.	<i>Contact Branden to receive an Honorarium at srcscribe@gmail.com.</i> <i>Send group email with Zoom link, agenda, minutes, etc.</i> Prepare for Focus Work Group meeting.	<u>Members Not Compensated</u> <u>Branden Densmore</u> <u>Executive Committee</u>
Public Comments	Time was provided for public comment, but none were given.	<u>NONE</u>	<u>NONE</u>
Adjournment	The meeting was adjourned at 3:01 pm.	<u>NA</u>	<u>NA</u>

⁸ NCSRC -> National Coalition Of State Rehabilitation Councils

People & Organizations Represented

SRC-DVR Council Members:

Isaac Gingras – State Workforce Board

Allison Wiest – Maine Parent Federation

Jennifer Kimble – Maine Medical Vocational Services

Samantha Fenderson – Director Of Division Of Vocational Rehabilitation

Jenny Ardito – Goodwill Industries

Dylan Sullivan – Disability Advocate, University Of Maine Liaison

Lynn Feely – Disability Advocate

Sierra Wood – Vocational Rehabilitation Counselor

Mary Adley – Department Of Education

Megan Marquis – Disability Rights, Client Assistance Program

Andrew Smith – Statewide Independent Living Council

Joshua Weidemann – Disability Advocate

Darcy Gentle – 121 Program Director

Patty Ngara – Disability Advocate

Members Of The Public:

Sophia Phoenix – Disability Advocate

Branden Densmore – SRC Administrator

Suzanne Primiano – Vocational Rehabilitation Intake Unit

Sean Keegan – Vocational Rehabilitation Assistant Director

Jenn Williams – State Independent Living Council Director