

**NORTH DAKOTA STATE REHABILITATION COUNCIL**  
QUARTERLY MEETING  
PRAIRIE HILLS PLAZA  
October 24, 2017

MEETING MINUTES

**Members Present:** Darcy Severson, Matthew McCleary, Timothy Starks, Bruce Klootwyk, Trevor Vannett, Kevin McDonough, Teresa Larsen, Becki Hoff, Deb Jendro, Jason Sutheimer, Marshall Longie

**Members Absent:** Eugenie Lang, Tina Bay, Kirsten Dvorak, Joseph Hall, Marshall Longie, Bruce Murry, Gillian Plenty Chief, Jason Sutheimer

**Others Present:** Aimee Volk, Robyn Throlson, Patty Wanner, Cynthia Goulet, Lou Ann Nider

Darcy Severson called the meeting to order 1:06 p.m. A quorum was present.

**Action: A motion was made to add Chair-Elect to the agenda.  
A motion was made by Kevin McDonough and seconded by Jason Sutheimer for approval of agenda with amendments to the agenda.  
Motion carried.**

**Approval of July 27 & 28, 2017 Minutes.**

**Action: A motion was made by Trevor Vannett and seconded by Timothy Starks to accept the SRC quarterly minutes from its last meeting on July 27-28, 2017. Motion carried.**

**Transition Overview – Patty Wanner**

In July 2014, Workforce Innovation and Opportunity Act was signed which requires DVR to spend 15% of their federal grant on Pre-Employment Transition Services (Pre-ETS). This equates to approximately 1.5 million dollars per year. To meet this requirement, DVR has entered into purchase of service agreements with school districts to provide the five required Pre-ETS which includes: Counseling on Post-Secondary Opportunities, Job Exploration Counseling, Self-Advocacy Training, Work Place Readiness Training, and Work Experience. These agreements make up for about half of the 15% requirement. DVR has been successful at reaching their 15% for Pre-ETS and this is attributed to their positive working relationships with education staff.

In addition to the agreements with the schools, DVR staff track their staff time when providing allowable activities and the cost of the salary and benefits is captured and used to meet the 15% requirement. The staff time makes up for the other half of the 15% requirement.

Examples of the different activities from the agreements with the schools were shared.

### **DVR Regional Updates - Jamestown – Lou Ann Nider**

Challenges continue to be staff turnover. They just had someone start and have a background in VR. They are fully staffed at this time - 4 counselors. They met and surpassed most of their goals for the year. Vision Rehab Services did not meet their goal.

- Employed- 62
- Applicants – 155
- Plans – 115
- Employer contacts - 110
- 98% still employed after 6 months

### **DVR Regional Updates – Minot – Peter Yung**

Minot region covers 9 counties.

- Pre-ETS services with 4 school districts covering over 30 schools
  - o Northern Plains, Peace Garden, Souris Basin Special Services, Minot Public Schools
  - o Staff time in Pre-ETS services over 2400 hours
- Program year ended September 2017
  - o Served 610 individuals
  - o Closed 289 cases
  - o Successfully employed 127
  - o Rehab Rate 74%
  - o Average daily caseload over 300
  - o Employer contacts – 746
  - o Presentations – 42
  - o Reaching 1,377 audiences
- Vision Rehabilitation Program Vision Rehabilitation Special serves Region 1 and 2
  - o Region 1 – 40 served and Region 2 – 110 served
- Challenges
  - o Job market slowing down
  - o High cost of living & stagnant wages
  - o Limited travel budget
  - o High turnover/short staff

### **Business Services – Brenda Vennes**

North Dakota Division of Vocational Rehabilitation (ND DVR) serves individuals who have a permanent injury, illness or impairment. Recruiting the right employee and retaining existing, well-trained and productive workers have never been more important to North Dakota business owners and employers than in today's economy. Vocational Rehabilitation (VR) meets the needs of the employer and the consumer. ND DVR offers a full service business assistance program for business owners and employers including: recruitment, retention, financial, incentives, accessibility, and education. Brenda also talked about accommodations and common misconceptions in the workplace.

### **Appoint Chair-elect**

**Motion: A motion was made by Kevin McDonough and seconded by Teresa Larsen to nominate Trevor Vannett for the position of chair-elect and Trevor Vannett accepted the nomination:**

Yes: Darcy Severson, Marshall Longie, Deborah Jendro, Matthew McCleary, Bruce Klootwyk, Teresa Larsen, Timothy Starks, Kevin McDonough, Trevor Vannett, Jason Sutheimer

No:

**Motion passed 10-0**

**July 28<sup>th</sup>, 2017**

**Members Present:** Jason Sutheimer, Darcy Severson, Timothy Starks, Bruce Klootwyk, Bruce Murry, Kevin McDonough, Teresa Larsen, Kirsten Dvorak, Matthew McCleary, Deborah Jendro, Marshall Longie

**Members Absent:** Trevor Vannett, Becki Hoff, Joseph Hall, Tina Bay, Eugenie Lang, Gillian Plenty Chief

**Additional Members Present:** Aimee Volk, Robyn Throlson, Cynthia Goulet

Darcy Severson called the meeting to order 9:05 a.m. A quorum was present.

**DVR Budget – Lynn Derman**

Lynn gave an overview of the biennial budget for vocational rehabilitation (VR). As a whole the VR the budget was reduced by just over \$375,000 of that \$144,000 was just in travel. In response to Teresa's question Robyn reviewed the hiring process.

Discussion was held on the appropriateness of sending a letter for positions. The planning and evaluation committee will be exploring this further.

**2018 Meeting Dates – Darcy Severson**

January 18, 2018

April 18-19, 2018

July 18-19, 2018

October 9-10, 2018

**Action: A motion was made by Jason Sutheimer and seconded by Bruce Murry to accept all of the meeting dates as presented. Motion carried by unanimous decision.**

**Common Performance Measures – Warren Granfor**

Warren discussed standards and indicators have changed due to Workforce Innovation and Opportunity Act. There are 6 indicators of performance:

- 1) Employment Rate – 2<sup>nd</sup> Quarter after Exit
- 2) Employment Rate – 4<sup>th</sup> Quarter after Exit
- 3) Median Earnings – 2<sup>nd</sup> Quarter after Exit

- 4) Credential Attainment
- 5) Measurable Skill Gains (MSG)
- 6) Effectiveness in Serving Employers

The core partners are Adult Education, Vocational Rehabilitation, and Job Service.

### **Tribal Updates**

*Marshall Longie, Spirit Lake Vocational Rehabilitation Project*

Fiscal year ended in September. Target goals were all met.

- Reach 100 Clients - met with 156
- 32 clients were youth
- 43 closed successfully

They have had trouble retaining staff as they had two staff positions open all year out of five total positions. They got a new van for their clients.

### **Committee Chair Reports**

*Membership/Public Relations Committee – Deborah Jendro*

There are 2 openings currently for Business/Industry Reps that we are actively seeking. Discussion was held about trying to get the employer winners to join SRC. This is something that we will continue to pursue.

*Planning/Evaluation Committee – Teresa Larsen*

Discussed the cost benefit that for every dollar earned the client pays back \$1.83 in taxes and for every dollar spent by VR clients earned \$9.17.

All goals were met throughout the state.

*Resource Committee – Jason Sutherland, Chair*

Employee recognition found a free program called Baudville that has been used in the past. A discussion was held on possible options for employee recognition.

*Employment Committee – Matthew McCleary*

People with disabilities may not have enough experience after their education and getting VR on board to help with job experience (targeted job experience, internships, social networking, etc.) is needed. The student should have some choice with their future and be actively engaged throughout the process. Would like to find out which schools are doing things with self-advocacy to promote it to other districts.

Next meeting January 18, 2018.

A motion was made by Kirsten Dvorak to adjourn the meeting. Meeting adjourned at 11:50 a.m.