

NORTH DAKOTA STATE REHABILITATION COUNCIL
QUARTERLY MEETING
PRAIRIE HILLS PLAZA
July 24-25, 2014

MEETING MINUTES

Members Present

Pat Anderson	Scott Burlingame (Day 2)	Christy Coughlin
Russ Cusack	Tim Davenport	Harley Engelman
Rod Gillund	Vickay Gross	Deborah Jendro
Kevin McDonough	Darren Moos	Darcy Severson
Sherry Shirek	Kelly Smeltzer	Sheri Wilson

Members Absent

Scott Burlingame (Day 1)	Marshall Longie
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State Office Staff

Patty Wanner

Thursday, July 24, 2014

Vice Chairman Harley Engelman called the meeting to order. Roll call was taken and a quorum was present.

Agenda

Vice Chairman Harley noted the following modifications to the agenda: add update on Workforce Innovation and Opportunity Act (WIOA) by Russ Cusack; swap times for standards and indicators by Warren and State Plan by Pat and Vickay around.

Action: A motion was made by Sherry Shirek and seconded by Kevin McDonough to accept the agenda as modified. Motion carried.

Approval of April Minutes

Action: A motion was made by Pat Anderson and seconded by Darren Moos to accept the SRC quarterly minutes from its last meeting on April 24-25, 2014. Motion carried.

Report of Recommendations to Bylaws (Subcommittee: Harley, Pat, Vickay)

Pat Anderson sent recommended changes to the Council members for review prior to the meeting. The changes are being made in order to maintain continuity of the leadership on the Council. The recommendations include a change in title of Vice Chair to Chairperson-elect and the addition of a third officer, Past Chairperson. All officers will serve a term of one year allowing a continuation of 3 years as an officer on the Council.

It was noted that item 4 would need to have language modified to reflect the change to Chairperson-elect to be consistent with the change in officer names.

Action: A motion was made by Pat Anderson and seconded by Rod Gillund to accept the recommendations of the committee to change the bylaws as amended. Motion carried.

Region 6 – Deb Carlson, Regional VR Administrator, Jamestown

- Region 6 serves 9 counties (Barnes, Dickey, Foster, Griggs, LaMoure, Logan, McIntosh, Stutsman, and Wells)
- 78% of caseload is outreach
- Employed goal is 59 and currently at 51. Application goal is 113 and at 97. New plans written goal is 67 and at 104. Percentage still employed after 6 months is 95%. 100% satisfaction survey.
- Motivational Interviewing has been working well.
- Jamestown is seeing more boardings with the addition of Skywest Airlines.
- More jobs than employees
- Jamestown is experiencing a housing shortage and increases in rent and housing prices. A 125 unit apartment building is opening in 2015 and most units are rented already.
- New businesses coming to town which includes Great River Energy Spiritwood Station
- VR has a good relationship with the schools and works closely with transition students.

Launch My Life ND Demo – Barb Burghart

Barb Burghart presented information on Launch My Life ND, a “one-stop” information and resource site on the transition process in North Dakota. A demonstration was also provided of the site which is located at www.LaunchMyLifeND.com. The site is an evolution and will continue to be modified to adjust content.

Discussed the decision to include hidden disabilities versus visible disabilities. Harley Engelman indicated it is difficult to find individuals with disabilities who are willing to be part of a production. Sherry Shirek has someone in mind and will provide a name to Harley.

It was noted that www.RUReady.ND.com is available in schools and is linked to the Launch My Life ND site.

Standards and Indicators – Warren Granfor

Warren Granfor presented information on the Vocational Rehabilitation Standards and Indicators. Standard 1: Employment Outcomes has six indicators. Standard 2: Equal Access to Services has one indicator. In order to pass Standard 1, a state VR agency must meet or exceed the performance level for four of the six indicators in Standard 1, including meeting or exceeding the performance level for two of the three primary indicators.

Updates from Tribal Vocational Rehabilitation Directors

The Tribal Vocational Rehabilitation Directors were invited to call in to provide program updates. The Council welcomes the opportunity to have all 4 Tribal Directors on the calls.

Donna Thomas, Director at Turtle Mountain, provided an update. Donna indicated they are working on a new application to be funded for the next five years. If they don't get funded, there is no plan B to go to. They have been funded for the past 20 years and Donna has been the director since day one. She is the longest standing American Indian VR Director in the country.

Donna recommends updating the common ground brochure with input from the other three tribal programs.

Harley Engelman asked how many dual cases are shared with Devils Lake. Donna said they share with all 8 regions. If the person is going to school in another region, they will go to the local VR office. Donna will visit with the regional administrator about the individual and they will do a case together. There has been a case in every region except Jamestown. Average 1-2 cases a quarter and stated it works very well. They are able to continue dual cases rather than closing after they move.

The council broke into committee group meetings and recessed for the day.

Friday, July 25, 2014

Budget Update – Lynn Derman

Lynn Derman provided an overview of the Vocational Rehabilitation funding sources including a breakdown of the federal and non-federal portions, match requirements, and maintenance of effort. Lynn also provided a handout of program expenditures as of 6/30/2014. ND is a minimum allotment state and funding is based on a formula. In the last 4-5 years, the VR Federal grant has had insignificant increases and has not kept pace with rising costs.

Region 7 – Tom Schiwal, Regional VR Administrator, Bismarck

- Region 7 serves 10 counties (Burleigh, Emmons, Grant, Kidder, McLean, Mercer, Morton, Oliver, Sheridan and Sioux)
- Average caseload is 43-45 cases per counselor
- Promoting the concept of rapid retention. Need to introduce VR to employers and get to the employees prior to them losing their job.
- Working to partner with YCC and other entities in order to enhance transition services to incarcerated youth.
- Have more schedule A hires in this area due to efforts on the part of federal agencies; looking for professional positions. This has been a nice partnership.

- Challenges include significant changes within the agency over the past few years including a new electronic case management system and the introduction of motivational interviewing. Staff are adjusting and embracing the change.
- Staff have more time now for quality counseling; they are doing more rehab and counseling, not writing as many checks. In the past individuals came for “things” not for counseling.

Workforce Innovation and Opportunity Act (WIOA) – Russ Cusack

The Workforce Innovation and Opportunity Act (WIOA) has been passed as an Amendment to the Workforce Investment Act of 1989. WIOA was signed by the President on July 22, 2014. With the President’s signature the law becomes effective as the legislation was passed as an amendment to an existing law. Changes that will impact service delivery include:

- A provision that the consumer’s IPE be developed within 90 days from the date of their eligibility determination. An extension of the 90 day period can be granted by the consumer. The extension must include a date by which the IPE will be developed.
- Supported Employment service can be provided for a period of 24 months as opposed to the current 18 month time period.
- Employment for less than minimum wage
- Employer service
- Transition service

Performance – WIOA will require VR agencies to improve performance in the number of successful outcomes. The Office of Management and Budget and Congress have communicated to the Department of Education an expectation of increased performance.

- The performance indicators for VR will change. We are completing an analysis of those changes.
- We think RSA will negotiate outcome measures with VR agencies.
- WIOA includes significant language for VR to partner with businesses.

Training

- RSA will no longer fund the Regional TACE programs.
- Two national Technical Assistance Centers are being created; one a Job Driven Technical Assistance Center to assist states in meeting performance and a national TA Center for Transition Service.
- State VR agencies will no longer receive a separate in-service training grant. The funds previously used for this purpose will be included in the VR Basic Service Grant. North Dakota has received, in the past an in-service training grant of around \$17,000. In the future that same \$17,000 will be included in the Basic VR federal grant.
- RSA expects to issue grant awards to University Training Programs by the middle of August.

State Plan

- WIOS includes language that the State VR and partner agencies work together to develop a unified State Plan.

Minimum Standards for Rehabilitation Counselors

The current state plan includes a section on staff qualifications. Part of the SRC role in conjunction with the Designated State Unit is to approve the plan for provision of resources including staff and other personnel. VR wants the SRC to be engaged and part of the planning process.

ACTION: A motion was made by Rodney Gillund and seconded by Sherry Shirek to approve and maintain the current standards included in the state plan requiring a CRC. Motion Carried.

Vocational Rehabilitation hires individuals with different disciplines and trains them on the job. VR recognizes the importance of academic training to enhance skills and abilities so they fund additional training for staff to acquire their masters in five years. RSA requires a payback agreement and LouAnn Nider recommends North Dakota mirror RSAs agreement. Currently it is a two for one agreement.

Business Awards – Patty Wanner

Darcy Severson was assigned to replace Teri Wilder on the subcommittee to work on Business Awards.

Patty reviewed the timeline for the business award nominations and selection process. The deadline for regions to submit nominations to Patty is August 8, 2014. Patty will forward the nominations to the SRC subcommittee for review and selection by August 15, 2014. The SRC subcommittee will review, complete rating forms, and return to Patty by August 29, 2014.

The following individuals were identified to assist with award presentations in the regions:

- Region 1 Rod Gillund
- Region 2 Scott Burlingame and Christy Coughlin
- Region 3 Kelly Smeltzer and Scott Burlingame (backup)
- Region 4 Recommended Jerry Severson from Grand Forks
- Region 5 Deb Jendro and Sherry Shirek
- Region 6 Tim Davenport
- Region 7 Darcy Severson and Sheri Wilson
- Region 8 Vickay Gross

The statewide presentation will be by Harley Engelman with Pat Anderson as backup.

October Meeting and VR Training Conference – Patty Wanner

ACTION: A motion was made by Rodney Gillund and seconded by Tim Davenport to pay for registration, transportation, and accommodations for members of SRC to attend annual training conference in October 2014. Motion Carried.

Annual Report – Patty Wanner

Patty indicated work efforts on the annual report will begin prior to the next SRC meeting. The Planning/Evaluation Committee has assisted in the past with pulling client quotes from the satisfaction surveys to be used in the report. The client quotes will be used in future reports so the committee will be involved in the selection of the quotes and will submit a list to Patty.

Planning/Evaluation Committee – Pat Anderson, Chair

State Plan and Role of the SRC

The committee has been looking at making modifications to the satisfaction survey in order to increase the response rate. Since March 2014 there is a 5% response rate for cases that are closed status 08 or 30. There is a 20% response rate for cases that are closed status 25 or 28. Perhaps VR should be doing something different – telephone survey, online survey, ways this can be done better. Need to consider the cost of conducting a survey.

State Plan and Role of the SRC

The committee looks at goals and objectives and discusses with Russ and Robyn. The scope of what they look at is limited.

Russ Cusack indicated the triennial needs assessment is a source of information used to develop goals and priorities. A foundation is also the public forums where input from stakeholders is gathered. Russ recommends SRC members play a larger role in public forums by assisting with arriving at questions and coordinating the forums. Russ would welcome this involvement. Arriving at goals and priorities is something the SRC can and should assist in advising.

Membership/Public Relations Committee – Vickay Gross, Chair

The Committee drafted a one page overview of the SRC and presented it to the Council for their approval to utilize as a way of introducing and educating others on the SRC. It can also be used when recruiting new members.

Action: A motion was made by Vickay Gross and seconded by Darren Moos to approve the SRC Overview document. Motion carried.

Discussed doing town hall meetings. One priority discussed is transition. Vickay is looking for a partnership with VR and other agencies and asked the members of the Council if they are interested in pursuing this type of effort. A suggestion was made to involve the Community of Practice on Transition.

Chairman Scott reinforced this as a way to further educate the public and increase access. He is in favor and feels this action is within the role of the SRC and this committee.

Resource Committee – Harley Engelman, Chair

Harley indicated the committee has met and will continue to meet outside of council meetings. They are developing a mechanism to survey VR staff in order to determine what is affecting the turnover rate. The plan is to go at it slow to ensure it is done right, including presenting to IRB, Russ, and VR staff to be sure they are comfortable with the language before moving forward. Questions will come before the Council for approval.

The next meeting is scheduled for October 21-22, 2014, at the Holiday Inn in Fargo, ND.

Meeting adjourned at noon.