



Department for Aging And Rehabilitative Services (DARS)
Division of Rehabilitative Services (DRS)
Employment Service Organization Steering Committee (ESOSC)

DARS Central Office, Richmond, Virginia
1st Floor Conference Rooms
Tuesday May 1, 2018 10:45 AM
Meeting Minutes

Members Present: Megan Bergen, Fenton Priest for Michelle Flynn, Chris Wright for Gary Cotta, Chris Lavach, Jason Harper, Michelle Brownlee, Christy Stegman for Emily Gebhart, Cheryl Moran, Shawn Smith, Phil Nussbaum, Mike King, Robin Metcalf, Stephanie Lau, Rachel Rounds, Dan Reichard, David Gusler, Carey Yates, Marshall Henson, Sharon Bunger, Jan Williams, Greg Ellison

Members Absent: Michelle Flynn and Gary Cotta

Guests Attending: Karen Tefelski, Anita Mundy, George Homan, Marcus Marks, Lance, Elwood, Joanne Ellis, Kwaku Agyeman, Patricia Vinson,

DRS Staff Attending: Kathy Hayfield, Cathy Staggs, Donna Bonessi, Mark Peterson, Dionca Coleman, Dale Batten, Catherine Harrison, Carrie Worrell

10:45 am – Full Committee Call to Order

Robin Metcalf

- Introductions
- Review and approval of draft minutes from January 9, 2018 meeting.

Commissioners Remarks

Commissioner Hayfield

Commissioner Hayfield introduced herself as the new Commissioner for DARS. She wished the outgoing board members farewell and thanked them for their work.

She stated we are still awaiting the state budget to be approved by the General Assembly. They GA will reconvene on May 14. She is hoping that Medicaid Expansion will be included in the upcoming budget approval. The Federal VR budget has a 6 million dollar shortfall. There are 36 states operating under the order of selection. We are re-aligning funding with the expectation of not receiving re-allocation dollars. Our goal is to maintain case service dollars where they are now. She also informed the ESO's that DARS will not accept any rate increases for FY 19.

Once the budget is approved it will be available to view.

LTESS/EES Legislation

Catherine Harrison

Catherine reviewed the LTESS/EES legislation that was passed this General Assembly session:

1) Definition of Employment Services Organization – an organization that provides employment services to individuals with disabilities that is an approved CARF accredited vendor of DARS

2) LTESS

- Services can be provided to individuals with a most significant disability
- Includes group supported employment, individual center based, facility based or community based employment through an ESO

- All ESOs that provide group supported, center based, facility based, or community based services to individuals with MSD shall be eligible to receive funding for LTESS

3) EES - provided to individuals with most significant disabilities or significant disabilities

- for group supported employment or individual center based or facility based employment through an ESO or individuals that transition from group, center based or facility based employment into community based employment

- all ESOs that provide group supported, center based or facility based employment services or community based employment services to individuals with significant or most significant disabilities transitioning from group supported, center based or facility based employment are eligible to receive EES funds

- EES to be provided upon the informed choice of the individual in accordance with Employment first, federal law and regulations and the DOJ Settlement agreement

- State Code states that DARS is to make referrals to any such ESO that provides competitive or commensurate wages



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- 34 CFR 361.37 outlines the agency's responsibilities and the parameters for making referrals to other community resources for individuals who do not wish to pursue an "employment outcome" (competitive integrated employment) as defined in federal regulations
- 4) ESOSC to make recommendations regarding the allocation of funds for LTESS and EES

Pre-ETS update

Donna Bonessi

- Goals of the services:
 - To provide students with disabilities an early start at job exploration and the access to information and experiences they need to start making informed decisions about their futures
 - To promote more successful transitions from school to adult life, which includes postsecondary education and training and CIE
- 48 counselors (23 Pre-ETS only, 25 dual- provide Pre-ETS and VR services)
- Serving 6008 SWDs (2421 are PE and 3587 are VR)
- RFP put out, proposals due Thursday, 5/3
- Initial statewide training provided to DARS counselors and managers in all districts (some placement, ESS, evaluators, etc. also attended). Additional training will take place this summer
- The role of the District Pre-Employment Counselor
 - Serves as the lead on Pre-ETS in their district
 - Has a PE case load and also coordinates and provides training and TA to the other counselors in the district
 - In addition to me, is a good resource for ESOs to reach out to if they have questions about Pre-ETS
- New WISA service created- MAXimizing Earning Potential through Career Pathways (MAX)
 - Group service (although we're open to exploring it being 1:1 as long as it stays general in nature- so no BPQYs or WorkWorlds). The WISA works with the group participants to help them understand career pathways, transferable skills, and labor market information and educates participants in understanding the advantages of earned income and safety nets available to MAXimize their monthly earning potential.
 - Counselors coordinate referrals for this service
 - Only vendors who have completed required Community Financial Empowerment and financial literacy training from the Consumer Financial Protection Bureau (CFPB) and Your Money, your goals will be eligible to receive payment for providing MAX. Individuals who have completed this training are indicated on the WISA roster, which Michael Klinger has
- DARS Pre-ETS manual being submitted to RSA on June 1

Customized Employment Training update

Mark Peterson

Mark Peterson stated that the Customized Employment Training is a statewide effort sponsored by DARS, DBHDS, DOE and DBVI. There is a training cohort in each of DARS 7 Districts and training is about halfway completed for all areas. CE is for individuals having the most significant disabilities as well as lack of work experience and often communication or behavioral issues in addition to many functional limitations. CE helps individuals "Discover" their strengths, interests and best working environment.

40 hours of training has been completed by the Hampton, Richmond and Richlands training groups. Rocky Mount is in the process and Lynchburg begins 5/3, with NOVA and Fredericksburg following. There are three Griffin Hammis trainers providing the training Statewide.

Mark asked the ESO's to look at the Discovery Staging Record with their trainees because it provides useful information and steps to successfully complete CE.

Section 511/Career Counseling update

Donna Bonessi

Donna stated that the Partnership for Disabilities will be conducting the Section 511 training again. ESO's should've received an email about this. Some changes have been made to the form and it complies with DOL standards. DARS is trying to have a representative at each training.



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LTESS/EES End of year review

Cathy Staggs

Year-end closing schedule:

May 25 May requisitions created

May 25 -31 Review requisitions for accuracy – **All Vendors**

June 1 - 7 Complete and submit May requisitions – All Vendors

June 1 - 11 Requisitions processed - **Vendors with sufficient allocation balances**

June 12 Fiscal Year 2018 reallocations calculated -**Vendors with outstanding balances**
Reallocations amounts posted to LTESS-EES System

June 13 Vendors reallocation amounts available for reviewing in system.

June 13- 15 Outstanding requisitions processed - **Vendors with outstanding amounts**

Funding Sub Committee Report:

Public Policy Sub-Committee:

Nothing to report

Nominations Sub-Committee:

The nominations committee received 9 applications and 5 were selected and sent to Donna for approval. Orientation for the new board members will begin before the July meeting.

The funding and public policy committees will have a joint meeting to determine what to do with the remaining funds in the budget on May 10 at 10:30. The meeting will be open to all, but only board members will have input.

Public Comment:

Meeting Dates: July 10th, October 16th

Meeting Adjourned: 12:45 p.m.