



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 January 15, 2019 10:45 AM
Meeting Minutes

Members Present: Carey Yates, Stephanie Hoer, Greg Ellison, Jason Harper, David Gusler, Dan Reichard, Shawn Smith, Alan Hargraves, Chris Hicks (for Chris Lavach), Phil Smith, Rachel Rounds, Jan Williams, Krista Shanafelt, Robin Metcalf, Chuck McElroy (via zoom), Michelle Brownlee (via zoom), Chrissy Johnson for Cheryl Moran (via zoom),

Members Absent: Megan Bergan, Stephanie Lau

DARS Staff Present: Dale Batten, Kathy Hayfield, Donna Bonessi, Jessica Stehle

Members of the public: Karen Tefelski (via zoom), Joanne Ellis, Phil Nussbaum, Adair Jenson-Smith, Kwaku Agyeman, Michael King, Anita Mundy, Christy Stegman. Other members of the public attended via zoom but did not identify.

10:45 am – Full Committee Call to Order

Shawn Smith

- Introductions
- Review and approval of draft minutes from October 16, 2018 meeting.

Full Committee meeting

Review/approval of draft minutes from 7/10/18 - approved

Directors Update

Dale Batten

Dale Batten gave updates regarding the VR program. DARS was able to take 800 clients off the waiting list, of that about 422 moved into service status. Total now in delayed is about 3700, of which 2300 meet the criteria for MSD. The goal is to have a client in delayed status for no more than 90 days. DRS will be taking additional people off the waiting list again late February/early March. Would like to do this monthly to help reach the 90 day goal. This is dependent on funding. WIOA performance indicators now focused on wages and skills attainment vs number of closures. The goal is to focus on career planning in IPE, more skills attainment, and referrals to ESO being more work ready at time of referral. The agency goal for plans developed is 5250 for current year. Ms. Batten reported that there may be a delay in filling vacancies for VR staff to realize cost savings.

Donna Bonessi announced that Anita Mundy will replace Cathy Staggs and will start in the new ESO Specialist position for DRS on February 10th. Her responsibilities will include training on LTESS/ESS system, working with orgs on spending LTESS/EES dollars, providing training to ESOs on DARS processes and procedures as well as work with potential new vendors.

Commissioner Update

Kathy Hayfield

Commissioner Hayfield reported that the General Assembly is very active and there are numerous relevant bills being reviewed including bills for Aging, Ombudsman, ADA, VR, LTESS, ESOSC, and APS.

Commissioner Hayfield clarified the Governor's budget lays out budget alignment/staffing reductions. These are not new reductions. Changes have already been made the Agency now needs GA approval.

Commissioner discussed goals for 2019. Adjusting to a new way of working with less resources (fewer staff, changes at WWRC and Central Office).



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Jason Harper asked the group to discuss the two bills introduced to codify the ESO Steering Committee. There was a question about where this bill originated and reasons behind it. The ESOSC has been around for 20+ years. Jason Harper shared a copy of the Senate Bill 1485 with group. The committee expressed concerns that a smaller politicized group will not represent interests of the ESO's and clients. Political appointees will not have the needed context to be effective in this role. It is uncertain whether ESO's will be members on the new committee. House Bill 2306 mirrors Senate Bill 1485. There is concern that the bills make the committee narrower in focus.

Those present at ESOSC agreed to draft a letter of opposition to the ESOSC bill as written. Jason Harper has offered to write the letter with input from others on the committee listing approving members/orgs as signature on the letter. Jason will send out draft letter to the committee by the end of the day today and requests feedback by tomorrow. Goal to send letter out by Thursday morning to Legislators.

Approved and present: Robin Metcalf, Alan Hargraves, Krista Shanafelt, Phil Smith, Greg Ellison, Jan Williams, Racheal Rounds, David Gusler, Jason Harper, Dan Reichard, Carey Yates, Chris Hicks for Chris Lavach

Approved via Zoom attendance Chrissy Johnson for Cheryl Moran, Chuck McElroy, Michelle Brownlee (email)

Abstained: Shawn Smith, Stephanie Hoer

Pre-ETS Update

Jessica Stehle

Jessica Stehle reported 16 Pre-ETS proposals were received and reviewed by the review committee. Accepted proposals will begin on 2/1/19. No additional proposal will be accepted/reviewed until gaps are identified. Jessica is currently working on updating service map/service spreadsheet and will share when completed.

Jason Harper asked if there was an update on Customized Employment. Richard Kriner reported it's still a work in progress. However, a basic plan/rate structure is in place. We are reviewing policy and language/guidance should be available in next month. An advisory group is being put together. Richard Kriner and Martin Kurylowski are the main points of contact

LTESS/EES 2nd Quarter Review

Donna Bonessi

Donna Bonessi reported on 2nd quarter spending/projections for both LTESS and EES. Overall spending is trending down since the 1st quarter. At the end of 2nd quarter LTESS is projected to have a balance of \$252,000 and EES is projected to have a balance of \$158,000. Both of these balances are up from the end of the 1st quarter. These amounts could be higher depending on if new ESOs who were allocated funds at the beginning of the new fiscal year will spend all of their money. Overall enrolments in both funds have increased as compared to this time last year. Some possible reasons spending is down include new providers may not be spending their money due to just starting to accept SE referrals. Categories being closed delaying services, ESO closures, spending less per person with people moving to Competitive Integrated Employment and more Medicaid Waiver clients. Donna Bonessi can provide specific organizational data as requested.

LTESS/EES Reserve Analysis

Donna Bonessi

Donna Bonessi reported that majority of the reserve can be reallocated this FY and will be permanently allocated at the new fiscal year. Most of the clients have been out of services for close to a year. Current reserves are \$214,912 in LTESS and \$229,446 in EES. Donna Bonessi has list of clients associated with reserves and allocations made and can share information as appropriate.

Sub-Committee Updates

Funding Sub Committee Shawn Smith reported that the committee reviewed the current purpose of the committee and made recommendation for revisions. Donna Bonessi will update with current language and



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will seek Funding Committee input on revisions. Shawn Smith will provide Donna will copy of their notes from review.

Public Policy Sub Committee Greg Ellison reported that the committee discussed their purpose as well as discussed bills up for review in GA. There were no recommendations to revision their purpose.

Nominations Sub Committee Stephanie Hoer reported the committee reviewed their purpose and the developed the 2019 call for nominations. They made several recommended changes. First to add info about attendance requirements and member status. In developing the 2019 call for nominations they recommend the addition of organizational leadership role as pertains to DRS services to demographics requested when nominations are received. They also recommended that a recently vacated seat on committee should remain with the organization and not the individual. Committee will share notes with Donna.

2019 Meeting dates - 1/15, 4/9, 7/9 10/8

Public Comments None

Meeting adjourned at 12:11 pm