



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 (also see VTC sites below)
Tuesday January 10, 2017 10:45 AM
Draft Meeting Minutes

Members Present: Robin Metcalf, Natalia Yu, Chuck McElroy, Dan Reichard, Phil Nussbaum, Mike King, Sharon Bunger, Chris Lavach, Rachel Rounds, Megan Bergen, Stephanie Lau, John Craig for Emily Gebhart

Members Absent: Gary Cotta, Emily Gebhart, Linda LaMonica, Greg Ellison, Michelle Flynn, David Gusler, Nova Washington, Lance Wright, Marshall Henson, April Pinch Keeler

Guests Attending: Thalia Sampson-Clement, Kwaku Agyeman, George Homan, Shirley Lyons, Shawn Smith, Michelle Browlee, Michael Palmer, Zanelle Nichols, Anita Mundy, K.K. Stroop, Joanne Ellis, Lance Elwood, Cara Wehman, Karen Tefelski, Marcus Morales

VTC Sites: Margie Stuart, Joanie Harmon, Ashley Thompson, Frank Dowell, Cindy Matney, Jessica Stehle

DRS Staff Attending: Kathy Hayfield, Sherrina Sewell, Mark Peterson, Cathy Staggs, Donna Bonessi, Jim Rothrock, Dale Batten

10:45 am – Full Committee Call to Order

Robin Metcalf

- Introductions
- Review and approval of draft minutes from October 18, 2016 meeting

Commissioners Remarks

Commissioner Rothrock

Commissioner Rothrock discussed the 5 million dollar budget reduction. Most state agency's had to reduce budgets by 5%. He stated DARS has made proposals to reach those reductions. FY 17 budget cuts proposed to funds affecting the ESO's will not occur in FY 18. The short session of the General Assembly begins tomorrow, January 11, 2017.

The Commissioner stated DARS is working with the Disability Commission which resulted from advocacy by APSE. The commission directed DARS to look at how to shift Long Term Employment Support Services dollars away from sheltered environments to non-sheltered environments and competitive wages.

This year's annual report was submitted to the Governor's Office for editing and finalization under Executive Order 46, which discusses some of the things we have done as it relates to employment, our field, and some of our WIOA partners.

Donna Bonessi, Jessica Stehle, and Mark Peterson continue to work with our AbilityOne partners to identify employment options that meet the definition of Competitive Integrated Employment. John Craig said the partnership and collaboration has been working well and they feel that DARS staff have been very open and using the best approach possible.

DRS Directors Update

Kathy Hayfield

Kathy Hayfield stated we are moving forward with Pre-ETS. Under federal law we are required to spend 15% of our VR funds on Pre-ETS for students with disabilities. These funds are for students ages 14-21 with an IEP, 504 plan, or 504 eligible. Department of Education says there are approximately 50,000 students who currently meet this category.

Kathy stated DARS will be hiring 9 Pre-ETS counselors (2 in Southwest, 2 in NOVA, and 1 in each additional district). Our approach is to start small and expand down the road as we have positions available to convert. Funding for this will come from the VR program. The new counselors will report to the district managers. The counselors will work closely with transition counselors so services are consistent across the state. We will work with these counselors to develop any specialized programs with ESOs.

Kathy spoke about Section 511 and how it requires all individuals earning subminimum wages to receive career counseling in order to continue to be compensated at sub minimum wages by their employer. We have



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been meeting with the Partnership for People with Disabilities at VCU. We are trying to find someone with no conflict of interest to provide this career counseling service. We have received a proposal from the Partnership to see how these services will be provided. They will use mix media to provide this counseling. Each individual will be required to sign a document. Individual and group counseling will be provided.

Under WIOA there is an allowance for extended services to be funded with VR dollars for youth. This funding is allowed for a maximum of 4 years. VR funds will only be authorized where no other funds are available such as LTESS or Medicaid waiver funds. This will require the DRS Director's approval.

Kathy spoke about the changes to the 4 priority categories and how we will be transitioning to 3. Emergency regulations have gone into place to make this change. The new categories will be, Priority category 1 - Most Significantly Disabled (MSD), Priority category 2 - Significantly Disabled (SD), and Priority Category 3 - Not Significantly Disabled (NSD). SD will be a merging of the current priority categories 2 and 3. We currently have about 1200 people on the waiting list with 80% MSD. Likely, it will be spring before we use the faucet approach to bring people off the waiting list.

WIOA Updates

Donna Bonessi

Donna spoke about the 90 day stability policy change. The change is only related to supported employment services. The 90 days begin once the individual is stable in a job not when the individual starts the employment. They must maintain stability for 90 consecutive days. ESOs will need to send Monthly reports to the counselor for the 90 day period or.

The work group will continue to look at group employment under WIOA.

DBHDS Data Report

Heather Norton

No data report available

LTESS Policy Review

Cathy Staggs

Long Term Follow Along Services Policy

For Supported Employment clients who are Most Significantly Disabled (MSD)

- Two programs, EES and LTESS
- EES was originally developed to provide support services to individuals in sheltered workshops but now allows services for individual integrated employment. Funds are divided amongst the original vendors from inception.
- LTESS – Fund provides support services to employed persons in a variety of settings including the individual supported employment model, facility employment, and enclave settings.
- Counselor approval is needed
- Long term follow along services cannot be used to supplant funding already in place
- Non DARS clients receiving services through LTESS must be approved by a DARS counselor prior to receiving services
- There is a 70 hr/month minimum requirement for individuals working onsite and within enclaves. A waiver must be requested if an individual cannot meet this requirement.
- Fiscal year is June 1st – 31st
- LTESS allocation/reallocation is calculated using a 3 year rolling average of actual expenditures
- All ESO's must be CARF accredited
- If a provider chooses to maintain more individuals than their allocation can support, the provider must be willing to assume the responsibility for these individuals even if no funds are available for reallocation during any given fiscal year.

Random Case note checks

- Began with the September requisitions
- 7 Vendors are selected randomly each month
- 3-5 Individual cases are selected randomly once monthly requisitions are received
- The description and number of hours are reviewed for accuracy and adherence to policies and procedures.
- Monthly Case notes must be legible and include:



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- Dates of service provided
- The length of time services provided
- Description of services provided
- Findings:
 - -Billing for correspondence with DARS counselors
 - -Social Security related assistance

Legislative Updates

Friday is the deadline for budget amendments. Prefilling ends at 10:00 tomorrow. The priorities are employment with LTESS\ESS, group supported employment under the waiver, and under budget amendments we have a technical correction bill. A total of 26 budget amendments, most are language related.

Kathy Hayfield stated the VRA is doing a VR amendment for 1 million.

Sub-Committees did not meet due to weather related office closing

Public Comment: None provided.

Meeting Dates 2017 – April 11th, July 11th, October 17th

Meeting Adjourned: 12:28 p.m.