

DRAFT
Division of Rehabilitative Services
Virginia Department for Aging and Rehabilitative Services
Employment Services Organization Steering Committee (ESOSC)
January 08, 2013 Meeting Minutes
DRS Central Office

Members Present: ESOSC Chair Gary Cotta, Linda LaMona via conference call, Thalia Simpson-Clement, Robin Metcalf, Alisha Meador, Dave Wilber, Chuck McElroy, Ericka Neville, Heather Norton, Michelle Howard-Herbein, Sharon Harrup, Nova Washington, Phil Nussbaum, Lisa Morgan, Sharon Bunger, Mark Keith, Lance Wright and Amy Thomas

Members Absent: Marshall Henson, Quintin Mitchell

Guests Attending: Kevin Laffin via Fairfax VTC, Margie Stuart and Joan Harmon via Abingdon VTC, Lance Elwood, Karen Tefelski, Joe Ray, Shirley Lyons, Diana Messer, Adam Sass, AJ Hostetler, Betsy McElfresh, Greg Ellison, Beth Tetrault, Ed Turner, Becky Bowers-Lanier, Veronica Rhame

DRS Staff Attending: Kathy Hayfield, Donna Bonessi, Carrie Worrell, Matthew Deans, Doug James Via Fairfax VTC.

Call to Order:

Gary Cotta, Chair, called the meeting to order at 9:30 AM and asked all present to introduce themselves starting with the Committee members.

Draft Minutes Review and Approval:

A motion was made by Chuck McElroy and seconded by Dave Wilber to approve the minutes as written. The minutes were approved and are available on the ESSP Website under Minutes at <http://www.vadrs.org/essp/minutes.htm>

Commissioner Rothrock Comments:

Commissioner Rothrock gave the committee an update regarding Order of Selection (OOS). As of July 2012, 19,000 individuals were receiving services from DARS. The projected budget shortfall for serving those individuals is projected to be \$4 million. Category One was closed to address the funding shortfall. As of 12/1/2012 there were 1700 individuals on the waiting list for services. Approximately 400-600 apply for services each month.

The Commissioner discussed that Secretary Hazel's office has added additional benchmarks that agencies are expected to report. Some examples of benchmarks for DARS include 4000 successful closures, \$9.75 average wage of cases closed. He noted that Northern Virginia tends to artificially push up the state wide average wage. The Commissioner state that RSA is concerned with average wages. Virginia has some organizations that pay very low sub-minimum wages. The Commissioner stated that he would like this concern to be addressed in the near future.

Last year the GA passes legislation that allowed ESOs to receive a designation under SWaM. However there have been problems with the implementation. The Commissioner stated that he expects there will likely be additional legislation being introduced this GA session to help resolve the issues.

Division of Rehabilitative Services Director's Report:

Kathy Hayfield, DRS Director, stated that as of the date of this meeting, there are 19,133 people in the VR system with close to 2200 on a waiting list to receive services to become employed. Fortunately, this is half as many people as were on the waiting list for VR a year ago this time. The waiting list is projected to grow by 400 - 600 clients per month. The number of people with disabilities waiting to receive services could reach as high as 6,000 by the end of the fiscal year.

At the beginning of the SFY, DARS had \$17.5 million available for case service funding although it was projected at that time that \$21 million in case service dollars would be needed to serve clients in state fiscal year 2013. Due to the anticipated shortfall in funding, DRS critically monitors both client numbers and program spending. On November 15, 2012, DRS closed all disability categories under Order of Selection (OOS) in order to effectively serve those individuals currently receiving services. The agency continues to accept referrals and eligible consumers are placed on a waiting list.

Kathy stated that the agency will closely monitor authorizations and expenditures to determine when they can begin to remove people from the waiting list to receive services. It is a goal to limit the amount of time people sit on a waiting list to 90 days or less. Ability to meet this goal will depend on services provided and dollars needed to meet the needs of those currently receiving services.

The Director of the Division of Rehabilitation Services spoke about goals for the VR program over the next 9-12 months, as follows:

- Evaluate the VR program's personnel costs to determine ability to streamline services and move more dollars to case services.
- Evaluate our use of Vocational Evaluations and Situational Assessments and the effectiveness of both in supporting employment outcomes.
- Assess our ability to provide Assistive Technology and Rehabilitation Engineering services statewide – with an eye toward maximizing this resource to improve employment outcomes for those consumers with the most significant disabilities.
- Analyze wages paid and hours worked for consumers funded in the LTESS and EES programs – especially in relation to the guidelines for each program. DARS would like to complete a thorough analysis of the program in respect to consumers who are earning very low sub-minimum hourly wages. Kathy asked the Public Policy committee of the ESOSC to work with DARS in this effort.

Funding Sub-Committee:

Chuck McElroy, subcommittee chair, reported that the funding subcommittee met mid November in Roanoke. All members attended. They reviewed the FY 12 and FY11 allocation and discussed the effectiveness of the three year rolling average. They felt the three year average as the most effective way to determine allocations and recommended this system be continued.

The subcommittee also reported they discussed the DARS report to the Senate Finance Committee. The committee expressed they did not feel that input was gathered from the committee. However, they realized the time constraints on DARS to submit the report.

Public Policy subcommittee:

Dave Wilber reported that this subcommittee has not met. However, a meeting will take place soon.

Nominations Sub Committee:

Amy Thomas reported that they will seek nominations soon. However, not enough people are rotating off the committee in 2013 and we will need 3 volunteers who are scheduled to rotate off in 2014 to come off in 2013. The committee is asking for volunteers. If no one volunteers the committee will need to recommend committee members to rotate off. Committee members are able to re nominate themselves for an additional term.

New Business

Virginia Board for People with Disabilities – 2013 RFP

Lynn Talley, Grants Manager at the VBPWD reviewed the current RFP. The board has five priorities. One related to employment which is converting a day support, sheltered workshop or other type of sheltered setting to a community based program.

There is \$800,000 available. Awards are expected to be between \$40,000 and \$250,000 over 24 months. Letters of Intent are due by 1/31/13.

EDI

Adam Sass, DBHDS, provided an update on the Employment Development Initiative Grant, 30 employment staff across the state has received training through VCU. 10 CSBs have received training and 5 have received enhanced IPS training. Reimbursements of \$1000 per staff who completed the training are available to CSBs to offset the lost revenue to the CSB by allowing the staff to attend the training.

Four organizations (PRS, Arlington CSB, Career Support Systems and D-19) are collaboratively working to update the Evidence Based Best Practices in Supported Employment for persons with Serious Mental Illness Manual.

The grant included funds to help pay for services in the event DRS cannot support the consumers being served due to categories being closed.

Legislative Updates

vaACCSES – Dave Wilber reported that vaACCSES is working on eliminating waiting lists, public procurement issues, supporting resources to implement Employment First, and adding dollars to LTESS.

VA APSE – Robin Metcalf reported that VaAPSE is meeting today to finalize their agenda. It will include increasing LTESS funding and increasing dollars for VR client case services.

VGN – Gary Cotta provided the following for the minutes:

VRA - continues to work on their Legislative agenda

Old Business

“ESO Report card”

Donna Bonessi reported on revisions made to the *ESO report card* based on input received from the Committee at the October 2012.

Several items were removed from the report:

- Removal from benefits (SSI & SSDI)

- Receiving employer benefits at closure

Both of these measures are difficult to accurately report since oftentimes they occur after DRS case closure.

Items that were revised include:

- Number receiving service: This will now reflect the number of all cases that received SE or JCTS services during the fiscal year.

Time to Placement: This will measure the time from the first job development authorization to the first job placement authorization.

Discussion occurred regarding what this annual report of ESO outcomes should be called. The group agreed that they did not like the name Report Card. This report only reflects supported employment services purchased by DRS. After discussion, there appeared to be general consensus that the report could be called ESO Supported Employment Outcomes.

Attached are the handouts related to the ESO report card.

Public Comments:

None

Adjourn: The Chairperson adjourned the meeting at 11:30 AM

2013 Meeting Schedule

~~January 8, 2013~~

April 9, 2013

July 9, 2013

October 2013 (To be determined)

Note: VTC sites at Abingdon, Roanoke, Portsmouth, Danville and Fairfax will be confirmed for these dates.

DARS ESO Performance Report Definitions

Measurement/Category	Description
Cases Receiving Services at ESO (Any Status)	includes all cases which received JCTS or SE service during SFY 2012. (not Situational Assessment or Project Search.)
Total Served	is number of unique DARS Cases which received SE or JCTS services at ESO in SFY 2012. (Situational Assessment or Project Search not included.)
Receiving Individual Services	is number of unique DARS cases where the consumer received SE or JCTS individual service. Some of these cases may have also received Group services.
Receiving Group Services	is number of unique DARS cases where the consumer received a SE group service from ESO. Some of these cases may have also received individual services.
Case Outcome Information - Closed Cases	includes all cases closed in SFY 2012 which received SE or JCTS services in SFY 2012. (Situational Assessment or Project Search not included.)
Number Successfully Closed and Rehabilitation Rate	is number of cases that were closed in SFY 2012 that also received services in SFY 2012. Rehabilitation rate is number of Successfully (S) Closed Cases closed in SFY 2012 that received SE or JCTS services from the ESO in SFY 2012 divided by total Successfully (S) and Unsuccessfully (U) Closed Cases closed in SFY 2012 that received a service from the ESO in SFY 2012. $[S/(S+U)]$.
Average Hourly Earnings - Successfully Closed	is calculated for consumers closed successfully in SFY 2012 who received SE or JCTS services from ESO in SFY 2012. This number is based on wage recorded by DARS at DARS case closure.
Average Hours Worked - Successfully Closed	is the average number of hours worked per week for consumers closed successfully in SFY 2012 who received SE or JCTS services from ESO in SFY 2012. This number is based on hours worked recorded by DARS at DARS case closure.
Demographics - All Cases	are for all cases which received a SE or JCTS service at ESO in SFY 2012. Does not include Situational Assessments or ProjectSEARCH.
Not Transition	cases that were age 25+ at DARS Application. Includes cases that received a SE or JCTS service in SFY 2012.
Transition	cases that received SE or JCTS cases from ESO in SFY 2012 who were age 14 to 24 at DARS Application.
Primary Impairment - All Cases Served	as recorded by the counselor during the DARS eligibility process.
Job Type at Closure	is the OES code at DARS case closure as recorded by the DARS counselor. Includes all cases closed successfully in SFY 2012 that received SE or JCTS services at ESO in SFY 2012.
Amount Spent Life of Case at ESO - Closed Cases	is the average amount spent in total over the entire DARS case, for cases closed successfully or unsuccessfully in SFY 2012 who received services in SFY 2012. While cases are only included if they received services in SFY 2012, the amount spent includes services from any SFY.
Average cost of Successful Closure	Includes all services (not Situational Assessment or Project Search) regardless of SFY for cases closed Successfully in SFY 2012.
Average cost of Unsuccessful Closure	Includes all services (not Situational Assessment or Project Search) regardless of SFY for cases closed Unsuccessfully in SFY 2012.
Average cost of Successful and Unsuccessful Closures	Average cost of SE and JCTS Services at ESO. Includes all services (not Situational Assessment or Project Search) regardless of SFY for cases closed Successfully or Unsuccessfully in SFY 2012.
Time Between Job Development and Placement - Successful Closures	from the start date of the earliest SE Job Development service to the start date of the earliest SE Placement service on the same DARS case. Because some cases that were closed successfully did not have both SE Job Development and SE Placement services the total number of cases may not match the number of Successful closures for SFY 2012. Includes all cases which received an SE or JCTS service in SFY 2012 and were closed successfully in SFY 2012.

DARS ESO Outcome Report

ESO Outcome Report State Fiscal Year 2012		Number	Percentage
Cases Receiving Services at ESO (Any Status)			
Total Served in SFY			
Receiving Individual Services			
Receiving Group Services			
Case Outcome Information - Closed Cases			
Number Successfully Closed and Rehabilitation Rate			
Average Hourly Earnings - Successfully Closed Clients			
Average Hours Worked - Successfully Closed Client			
Demographics - All Cases Served			
Male			
Female			
Not Transition			
Transition (Age 14-24 at DARS Application)			
Primary Impairment - All Cases Served			
Blind/Vision Impairment			
Deaf/Hearing Impairment (Including Deaf-Blind)			
Communicative Impairment - Expressive/Receptive			
Orthopedic, Neurological, Mobility/Dexterity			
Physical, Respiratory, Fatigue			
Cognitive/Other Mental Impairment			
Psychosocial Impairment			
Job Type at Closure			
Janitors and Cleaners, Except Maids and Housekeeping Cleaners			
Stock Clerks, Sales Floor			
Customer Service Representatives			
Retail Salespersons			
Cashiers			
Amount Spent Life of Case at ESO - Closed Cases			
Average cost of Successful Closure			
Average cost of Unsuccessful Closure			
Average cost of Successful and Unsuccessful Closures			
Time Between Job Development and Placement - Successful Closures			
Time from first SE Job Development service to first Job Placement - Successfully Closed Cases	A Month or Less		
	1-3 Months		
	4-6 Months		
	7-12 Months		
	Over a Year		

*Statistics for 26/28 are based on consumers closed in SFY 2012 and served in SFY 2012

*% Receiving Individual/Group Services may not equal 100% due to consumers receiving both Individual and Group Services

*Primary Impairment is based on Impairment from DARS Case

*Job Type at Closure is OES Code recorded for Employment at Closure of DARS case

*Average Life of Case is all costs incurred at ESO during the DARS case

*Time from Job Development to Placement is from start date of first SE Job Development service to start date of first placement service. The length of time includes only cases where both Job Development and Placement services were both received. This may result in the total number of cases in the length of time chart being less than the number of successfully closed cases.