

DEPARTMENT OF REHABILITATIVE SERVICES

MEMORANDUM

Employment Services Organizations Advisory Committee Meeting Minutes DRS Central Office

July 10, 2007 Employment Services Organizations Advisory Committee Meeting:

The Employment Services Organizations Advisory Committee held its regular quarterly meeting July 10, 2007 from 9:30 AM to 12:00 PM, at the DRS Central Office, Richmond, Virginia.

Members Present: Woody Van Valkenburgh, ESOAC Chair, Chuck McElroy, Sharon Harrup, Joann Packert, Wendy Gradison, Keith Clark, Shirley Lyons, Chris Lavach for Sherman Gifford, Sharon Barton, Diana Messer, Toni Smith for Lynn Kushner and Bill Smith for Gary Juskowiak.

Members Absent: Bruce Phipps, Gail Rheinheimer, DMHMRSAS, Leah Boyd

Guests Attending: Ruth Parsons, John Craig, Ron Burnop, Vanessa Evans, Beth Teltrault, Lance Elwood, Amy Thomas, Rex Parr, Cecil Kendrick, John Bauer, Glenda Anderson, Vera Pistel, Sharon Taylor, Lance Elwood, Joanne Ellis, Karen Tefelski and Thalia Simpson-Clement.

DRS Staff Attending: Commissioner Jim Rothrock, Jack Hayek, Judy Hill, Tim Olive, John Phelps, Doug James and John Phelps.

Call to Order:

Woody Van Valkenburgh woody.vanvalkenburgh@fredgoodwill.org called the meeting to order at approximately 9:30 AM and asked that all present introduce themselves starting with the Committee members. He then introduced Commissioner Rothrock for his welcome and comments.

Commissioner's Welcome & Comments

The Commissioner welcomed the Committee and shared with the group his thoughts on several issues that included:

- Budget – There was no news to report on at this stage of budget preparation, but the Commissioner did tell the Committee that he would keep them updated.
- Collocation - DRS continues to seek to co-locate offices, but the process is a difficult one that is easier in some localities than others. The next projected opening, although moving slower than anticipated, is in Charlottesville in the fall.
- Order of Selection – As a result of order of selection, it does not appear that there is a negative impact on ESOs statewide, in fact, spending by DRS counselors in ESOs increased to \$10.9 million in FY 2007. Of the \$24 million in case service and long term supports, the ESO community benefits from almost \$19 million;

- State Use and Employment Services Organizations - DRS continues efforts in the area to increase the contracts from state operations going to ESOs. He called for examples of the impact of people with significant disabilities getting the opportunity to work that can be shared in the report to the Disability Commission. Harry Weinstock will be reporting later on the progress of our efforts, but initial indications from our research indicate a better job of marketing is needed;
- He noted that this year there will be a Disability Champions Luncheon on October 23 in Richmond and commented on the success of the first event last year.

The Commissioner closed with responding to several questions and awarding Certificates of Appreciation to exiting committee members from both ESOAC and the LTESS Steering Committee.

Draft Minutes Review and Approval

Review and approval of the minutes of April 10, 2007 followed. A motion to approve the minutes as presented was made by Shirley Lyons and seconded by Chuck McElroy and unanimously approved. The approved minutes will be available on the ESSP Website under Minutes at (<http://www.vadrs.org/essp/>).

Public Comments

None

Reporting Out

Old Business

a. Wage and Statistical Research – Joe Ashley, Keith Clark Joe.Ashley@dvs.virginia.gov and ClarkK@chesterfeild.gov

Dr. Joe Ashley of Grants and Special Programs reported on progress to use wage data information as a part of an outcome or return on investment evaluation of supported employment services for the ESOAC. Dr. Ashley reported on two items that relate to this activity. First, DRS and University of Richmond, Bureau of Disability Economics Research applied for a NIDRR grant to investigate a Return on Investment model that would be appropriate to use for the ESO application. Woody Van Valkenburgh was included as an advisory board member for the grant. DRS just learned that this grant was not funded. Second, DRS is developing a new MOU with the VEC to access wage data for program evaluation purposes that would include the ESO request. The VEC and DRS should be finalizing this agreement in July.

b. Work Incentive Specialist Update – Joe Ashley Joe.Ashley@dvs.virginia.gov

Dr. Ashley discussed the Work Incentive Specialist Training Advocate project of the Medicaid Infrastructure Grant. Minutes of the previous ESOAC meeting indicated support for the WISA program and concept, but noted that DRS Rehabilitation Counselors were not well informed of the new service. Dr. Ashley noted that DRS had just conducted training for FRS staff on the new service at the time of the last meeting.

There seems to be progress on the use of the WISA service. AS of June 30, a total of 16 individuals had been authorized to receive WIS services totaling \$5,800 (some have been authorized for more than one service). Authorizations have been issued for the development of two PASS plans, seven IRWEs, and 13 - 1619(b)s. Of these, four have been completed to date, with payments totaling \$1,000 - one PASS part 1 (plan developed and submitted), one IRWE, two 1619(b)s. There is a second WISA training starting in August. DRS will provide follow up training to FRS staff in the near future as well.

c. VCU Training – Jack Hayek

Jack.Hayek@drs.virginia.gov

Jack Hayek clarified that VCU offers online course work that does have a fee; however the tutorials that Jennifer T McDonough jltodd@vcu.edu, from VCU RRTC reported on in the April ESOAC are free of charge. The Staff Tutorial areas are:

- Customer Exploration,
- Job Development and Marketing,
- Job Site Issues and
- Other issues such as Social Security Disability benefits

These tutorials are now available and Jennifer will be sending information to all ESOs on these tutorials by email.

The Committee is also interested in knowing if the VCU RCEP for CRPs has an advisory group and, if so, is there an ESO representative. Jack will ask Jennifer and report back to the Committee in October.

New Business

a. Order of Selection

This discussion was part of the Commissioner's comments.

b. EES Report – Judy Hill

Judy.Hill@drs.vitginia.gov

- Updated ESO Contact Information

There will be an email sent to all vendors of EES and LTESS requesting updated information on addresses, telephone numbers, email addresses, and specific contact people, as well as their backup. Many times we cannot get in touch with the person faxing requisitions or applications so we need alternate contacts. It is important, for obvious reasons, as your invoices may not be paid or consumers not enrolled in time. If you have more than one site, please provide contact information for that site as well.

- New EES/LTESS Authorization/Invoicing Computer System

DRS has an actual timeline for the beginning of the new computer program. Judy Hill will have the system turned over to her at the end of July for testing. Sometime in the beginning of August she would like a couple of vendors to volunteer to join her in testing the system for any bugs, suggestions, etc. At the same time, the tutorial and manual will be written with suggestions from the vendors assisting Judy. At the end of August all enhancements or changes will end so Information Systems can proceed with putting it

into production. The fiscal interface will be written in August and in September July will run a parallel process with both systems.

➤ ESO Training

Training around the state will occur in the month of October and information on those sessions will be forthcoming. Plan on two people from each organization attending, and it will be a full day of training. We will try and accommodate everyone in your own area or close enough so there won't be long driving times.

We go live in November with applications and closures coming in over the internet. The requisitions for December will be available by December 1st for your viewing. If there are any errors at that point, it is imperative you contact DRS immediately. The first completed requisition should be submitted over the internet by the 10th of January.

➤ EES Statistical Report 2007

Judy Hill provided the LTESS Statistical report on the accomplishments of the FY 2007 LTESS effort. Judy's PowerPoint presentation is available at the ESSP website under "What's New" see <http://www.vadrs.org/essp/whatsnew.htm>. Of particular interest was the number of ESOs that consistently do not use very large amounts of their full allocation. The question is there a better way to allocate the EES dollars than the current system. The Committee, under its new chair and given the current environment, may wish to consider a new EES subcommittee to look into how allocations are made in EES.

➤ Allocation Plan 2008

Judy advised the Committee that the revised LTESS allocation letters with the full LTESS allocation for 2008 will be distributed the week of July 16.

c. ESO Survey Report – Tim Olive

Tim.Olive@drs.virginia.gov

Tim informed the committee that the survey report is being finalized and will be shared with all ESOs in September for discussion in the October ESOAC. He highlighted that this year's report will compare 2003 with 2006 and includes regional statistics with additional job coach information across the state.

d. State Use – Harry Weinstock

Harry.Weinstock@drs.virginia.gov

Harry shared with the committee the progress being made on the report to the Disability Commission concerning State Use in Virginia. As part of that presentation he provided an overview of sales activity by ESOs for the past three years and a review of the current legislative language related to State Use. The report will go to Commissioner Rothrock later this week and then to the special committee on State Use for further discussion.

e. Waiver Study Update – Karen Tefelski

ktefelski@ourpeoplework.org

Karen briefed the Committee on the activities of the Employment Focus Team of the Wavier Study currently being conducted by MHMRSAS. She shared with the committee that several of the recommendations will focus on Medicaid rates for Supported Employment, Medicaid flexibility in billing and the pre vocational services.

f. New Member Announcements – Jack Hayek

Jack.Hayek@drs.virginia.gov

Jack announced the new members for both the ESOAC and the LTESS Steering Committee for the next three years. They are:

ESOAC

- Joann Packert takes the VaAPSE seat
- Gail Rheinheimer takes the DMHMRSAS seat
- Mark Peterson takes the DRS seat
- Chris Lavach, The Choice Group
- Bruce Phipps, Goodwill of the Valleys is reappointed for his own term
- Christine Heiby, ICON, Inc.

LTESS

- Amy Thomas, Hanover CSB
- John Craig, Didlake, Inc.
- Sharon Barton, RSVP, Inc.

Public Comments: None

Adjournment - Being no further business the meeting was adjourned at 12:00 PM.

ESOAC 2007 meeting schedule:

NEXT - October 9th, 2007