

**Long Term Employment Support Services Steering Committee
Meeting Minutes
DRS Central Office, Richmond, Virginia**

July 8, 2008

July 8, 2008 LTESS Steering Committee Meeting:

The LTESS Steering Committee met on July 8, 2008 from 11:00 to 11:45 AM at the DRS Central Office in Richmond, Virginia.

Members Present: Sharon Taylor, Amy Thomas, Debbie Williams, Ruth Parsons, and John Craig

Members Absent: Shelley Reichard, Thalia Simpson-Clements, and Sharon Barton.

DRS Staff Attending: Jack Hayek, Judy Hill, Margaret Gillispie, and Tim Olive

Call to Order

Sharon Taylor (Sbtaylor@goodwillcva.org) called the meeting to order and asked that the committee introduce themselves to the audience. After introductions, the January Draft minutes were reviewed and approved.

Public Comment None

Old Business

LTESS: standing agenda items - None submitted

b. Nominations for Steering Committee 2009

Jack Hayek presented Certificates of Appreciation to Thalia Simpson-Clements, Joann Packert and Ruth Parsons in appreciation for three years of service on the ESOAC.

Successful nominees to replace these individuals are:

- Soneli Bhadra, ICON Services, Inc., Arlington, Soneli@iconservices.org
- Sandy O'Dell, Independence Unlimited, Duffield, sodell@frontierhealth.org
- DeVonne Williams, Chesapeake Service Systems Inc., dwilliams@css-online.org

New Business

1) EES and LTESS 2008 Report

FY 2009 Initial Full LTESS Allocation

Judy Hill presented the 2008 EES/LTESS Statistics and the FY 2009 EES/LTESS Allocations to the committee. These reports can be found as an attachment at the end of the LTESS Committee Minutes.

2) Supported Employment Physically Disabled (SEPD)

Jack explained that the Commissioner had to make an additional cut in General Funds after the initial 3% that impacted EES and LTESS. Instead of going back to EES and LTESS for this additional cut, he decided to use the SEPD program in order to have the minimal impact on consumer services. Jack also explained that additional funds had to be identified to cover the cost of the follow along for the SEPD consumers moving to ESOs from the DRS SEPD program. The funds identified were from two ESOs that gave up their LTESS allocations (and vendorship) and funds from DRS administration.

3) Fund Use within a Geographic Area

At the request of the Committee, Jack explained the reallocation procedures for EES and LTESS. EES allocations are stable each year and LTESS allocations are based on a three year rolling average and can fluctuate depending on utility, new funding or a cut in funding. In regard to geographic areas, he explained that DRS seeks to keep EES funds within the geographic area they were originally intended, whereas with LTESS, the ESO has greater flexibility to utilize their allocations. John Craig gave an example of Didlake's inability to use EES funds outside of the original area identified through EES. The discussion ended with the agreement that the EES funding issue was more appropriate for the ESOAC and should be referred for discussion in that committee.

Public Comments

Two public comments concerning the EES usage outside of its original geographic area focused on 1) the more appropriate location for the discussion is the ESOAC since the issue concerned EES funds and 2) that raising issues about EES and changes to its procedures would generate interest by non EES vendors to have that fund opened to all ESOs as with LTESS.

Adjournment 11:45 AM Sharon Taylor

Steering Committee Meetings: NEXT October 20, 2008

PLEASE NOTE: This is a Monday because of the availability of the conference room and remote sites.

2008 EES/LTESS STATISTICS
Total \$ Expended: \$8,542,311

EES 41 ESOs

Total on Rolls:	632
Total Served:	577
New Additions:	93
 Total Closures (YTD):	 116

Disabilities of Consumers on Rolls:

MR:	69%
SMI:	14%
Sens/Ph	9%
ys.:	
Other:	8%

EES Expenditures:

Total Allocation:	\$3,293,078
3% Reduction (October)	\$ (98,793)
Total Funds Available to ESOs:	\$3,194,285
Total Funds Spent Within ESOs:	\$3,194,279

Rate Per Person Per Year:

\$2,936,359/577 = \$5,089

Balance Remaining: \$5.45

Production Statistics:

Avg. Monthly Productivity:	47%
Avg. Monthly Wages:	\$389.18
Avg. Monthly Hours Worked:	97.73
Avg. Hourly Wage:	\$3.98
Avg. Monthly Attendance:	81%

<u>Services Provided</u>	<u>Consumers served</u>	<u>\$ Expended</u>
Enclave:	13%	\$496,342
Mobile Crew:	<1%	\$5,347
Offsite:	18%	\$341,683
Onsite:	68%	\$2,092,987
Transportation:	27%	\$257,919

LTESS 77 ESOs

Total on Rolls:	2,903
Total Served:	2,632
New Additions:	887
 Total Closures (YTD):	 767

Disabilities of Consumers on Rolls:

MR:	44%
SMI:	25%
Sens/Ph	10%
ys.:	
Other:	21%

LTESS Expenditures:

Total Allocation:	\$5,344,376
3% Reduction (October)	\$ (160,331)
Total Funds after Reduction	\$5,184,045
SEPD End of Year Transfer:	\$4,894
Total Funds Available to ESOs:	\$5,188,939
Total Funds Spent Within ESOs:	\$5,188,929

Rates Per Person Per Year:

SE Hourly: \$2,237,433/2,063 = \$1,085

Daily: \$2,725,086/547 = \$4,982

Balance Remaining: \$9.93

Production Statistics:

Avg. Monthly Productivity:	77%
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<u>Services Provided</u>	<u>Consumers served</u>	<u>\$ Expended</u>
SE (Hourly):	2,063 79%	\$2,237,433
Enclave:	4%	\$543,480
Mobile Crew:	<1%	\$88,909
Offsite:	2%	\$182,101

Avg. Monthly Wages:	\$588.66	Onsite:	14%	\$1,910,596
Avg. Monthly Hours Worked:	91.55	Transportation:	6%	\$226,409
Avg. Hourly Wage:	\$6.43			
Avg. Monthly Attendance:	78%			
Avg. Monthly Hours Billed DRS:	3.25			
# of ESOs Providing SE Individual:	54			

EES/LTESS ADMINISTRATIVE 1.87%

Allocated	\$ 159,771
Total Expenditure	\$ 159,103
Balance Remaining:	\$ 668.00

7-Jul-08		
FY 09 FINAL EES/LTESS ALLOCATIONS		
ESO	FY 09 EES ALLOCATION	FY 09 FINAL ALLOCATION
ALEX WORKSHOP/CSB	\$ 65,797	\$32,711
ARC PENINSULA-PULLER	\$ 90,065	\$41,435
ARC PENINSULA-HUDGINS	\$ 68,427	\$76,269
ARC/PETERSBURG		\$15,350
BLUE RIDGE OPPORTUNITIES	\$ 21,161	\$38,461
CAREER SUPPORT-SOUTHWEST	\$ 66,822	\$154,661
CAREER SUPPORT-CENTRAL		\$91,734
CHESAPEAKE SVCS SYSTEM		\$55,093
CHESTERFIELD VOC SVCS	\$ 35,434	\$79,303
CIVITAN	\$ 114,936	\$63,165
COLONIAL CSB-COL.MR/COL.MH	\$ 33,109	\$69,318
COMMONWEALTH SUPPORTIVE SER.		\$10,478
COMMUNITY ALTERNATIVES	\$ 62,422	\$11,650
CROSSROADS SVCS		\$88,611
DANVILLE ARC-HATCHER	\$ 59,286	\$99,192
DEVELOPMENTAL SVCS	\$ 34,502	\$61,371
DIDLAKE INC	\$ 161,537	\$102,481
DIDLAKE - ES		\$26,634
DIDLAKE-REMINGTON	\$ 69,799	\$98,345
DIDLAKE - TIDEWATER		\$96,483
EGGLESTON SERVICES	\$ 132,474	\$150,965
EMMETT JONES & ASSOC.		\$10,000
ECHO	\$ 29,981	\$89,707
FRIENDSHIP INDUSTRIES	\$ 44,583	\$133,127
FRONTIER INDUSTRIES-BRISTOL	\$ 108,833	\$19,764
FRONTIER INDUSTRIES-KINGSPORT	\$ 4,838	\$6,666
GOOCHLAND-POWHATAN CSB		\$3,000
GOODWILL OF DANVILLE	\$ 52,760	\$100,025
GOODWILL OF HAMPTON RDS.		\$82,411
GOODWILL OF TENNEVA	\$ 32,415	\$24,771
GOODILL OF CENTRAL VIRGINIA	\$ 105,650	\$87,473
HAMPTON/NEWPORT NEWS CSB		\$39,741

HANOVER SVCS		\$74,221
HENRICO MR SVCS		\$43,706
HIRED HANDS		\$72,609
ICON		\$54,051
INDEPENDENCE UNLIMITED		\$59,391
JACKSON RIVER	\$ 46,172	\$91,284
JOB DISCOVERY		\$36,873
LONGWOOD INDUSTRIES	\$ 125,780	\$17,228
LOUDOUN CO		\$961
LYNCHBURG INDUSTRIES	\$ 91,477	\$86,917
MARC WORKSHOP	\$ 34,229	\$47,171
MT ROGERS IDC	\$ 152,685	\$137,002
MT VERNON LEE ENTERPRISES		\$52,633
NW WORKS	\$ 54,404	\$124,443
PLEASANT VIEW HOME		\$14,021
PORTCO		\$10,000
PRINCE WILLIAM M H SVCS		\$27,172
PRS		\$104,976
RADFORD GOODWILL CENTER	\$ 182,432	\$158,664
RAPPAHANNOCK GOODWILL	\$ 108,921	\$85,402
REGION X/BLUE RIDGE HOUSE		\$18,288
ROANOKE GOODWILL CENTER	\$ 317,988	\$180,659
ROCKBRIDGE AREA CSB		\$22,438
ROCKBRIDGE AREA OCC CTR	\$ 34,267	\$85,451
ROCKY MOUNT GOODWILL CENTER	\$ 64,501	\$118,488
REHAB SERVICES (RSVP)		\$98,077
SERVICESTOURCE	\$ 140,331	\$97,326
SHEL OCC CTR OF NO VA	\$ 61,444	\$71,282
SHELT. WKSP. OF ALTAVISTA	\$ 39,299	\$47,277
SHEN-PACO	\$ 42,504	\$94,387
ST. JOHNS		\$35,374
STEPS	\$ 68,317	\$125,537
SUGAR PLUM		\$9,604
SUPPORTED EMP OF VA		\$72,661
SUSSEX-GREENSVILLE EMP.		\$22,083
THE CHOICE GROUP		\$82,448
VALLEY COMMUNITY SERVICES		\$15,448
VCU HEALTH SYSTEMS		\$29,997
VECTOR INDUSTRIES	\$ 76,170	\$84,386
VA. BEACH DEPT. OF MH		\$112,694
W.C. HAM CENTER	\$ 19,848	\$68,219
WORKSOURCE ENTERPRISES	\$ 138,684	\$133,886
WRIGHT CHOICES		\$162,682
FY 09 TOTAL EES/PARTIAL LTESSALLOCATIONS	\$ 3,194,284	\$ 5,147,812
Reserve	\$ 5,820	\$ 36,232
TOTAL ESO ALLOCATIONS	\$ 3,200,104	\$ 5,184,044