

**DEPARTMENT OF REHABILITATIVE SERVICES**

**MEMORANDUM**

**Employment Services Organizations Advisory Committee  
Meeting Minutes  
DRS Central Office, Richmond, Virginia**

**October 10, 2006 Employment Services Organizations Advisory Committee**

**Meeting:**

The Employment Services Organizations Advisory Committee held its regular quarterly meeting October 10, 2006 from 9:30 AM to 11:30 AM, at the DRS Central Office, Richmond Virginia.

**Members Present:** Woody Van Valkenburgh, ESOAC Chair, Wendy Gradison, Sharon Harrup, Keith Clark, Shirley Lyons, Leah Boyd, Sherman Gifford, Sharon Barton, Bruce Phipps, Chuck McElroy, Lynn Kushner, Gary Juskowiak and Diana Messer.

**Members Absent:** Susan Neal and Florence Watt

**Guests Attending:** Karen Tefelski, Thalia Simpson Clements, Ron Burnop, Jan Williams, Ken Crew, Joann Packert, Shelley Reichard, Sue Stock, Dorothy Crusoe, Paul Babcock, Tawnya Foulks, Tonya Griffin, V.J. Petillo, John Brauer, Kimberly Reichard-Emerson, Charlie Anderson, Lance Elwood, Robin Fitzgerald, Pat Vinson, Sharon Taylor and Ruth Parsons.

**DRS Staff Attending:** Commissioner Jim Rothrock, Jack Hayek, Tim Olive, Scott Fraley and Harry Weinstock

**Call to Order:**

Woody Van Valkenburgh called the meeting to order at approximately 9:30 AM and asked that all present introduce themselves starting with the Committee members. Review and approval of the minutes of July 11, 2006 followed. A motion to approve the minutes as presented was made by Chuck McElroy and seconded by Lynn Kushner. The approved minutes will be available on the ESSP Website under Minutes at (<http://www.vadrs.org/essp/>).

**Commissioner's Comments**

The Commissioner Rothrock welcomed the group. The Commissioner informed the group that DRS organized an awards event celebrating Disability Awareness Month in partnership with Dominion Resources where we can recognize employers and other persons and organizations that contribute to the hiring of persons with significant disabilities. Awardees include Governor Tim Kaine and the Richmond Area ARC. The DRS Business Managers have arranged regional Employment Awareness activities during October. He announced that there will be a Disability Commission Meeting on

October 12 with DRS presenting. The discussion at the meeting will focus entirely on the employment needs of persons with significant disabilities. There is discussion underway to consider the formation of a central non profit agency to collaborate with ESOs regarding use of their goods and services by state agencies.

### **Public Comments**

None

### **Reporting Out**

a. Corrective Action Plan – Jack Hayek stated that one organization had to submit a corrective action plan as a result of low hours and productivity of consumers in EES. As a result of following the plan to include securing new contracts, the ESO has increased consumers’ work hours and productivity. In addition, Hayek stated that many LTESS requisitions had been returned due to billing errors. He emphasized that the responsible parties at the ESOs need to review the entire invoice for errors if the form is returned. Jack also stated that a LTESS reallocation will be completed in October.

b. ESO Survey Update - Tim Olive briefed the committee on the survey and stated that it will be disseminated electronically the end of October.

c. Wage Statistical Research- Woody Van Valkenburgh stated there is a growing interest by management of ESOs to use wage information for planning purposes. He asked what wage data there is in the VRIS system and other systems and how it could be obtained. A workgroup was formed consisting of Keith Clark, Sherman Gifford and Bruce Phipps to work with Dr. Joe Ashley to determine what information can be gathered.

d. State Use Update-Harry Weinstock stated a survey was sent to procurement officers of state agencies to determine their knowledge of ESO products and services, their perception of using ESOs and their experience in dealing with ESOs. The survey results should be available around December first. There may be possible training offered to state procurement officers regarding the use of goods and services by ESOs. Harry is also exploring possibilities of the ESOs offering services to local governments. He will be available to answer any questions regarding state procurement practices. He may be contacted at (804) 726 1902 or email at [harry.weinstock@drs.virginia.gov](mailto:harry.weinstock@drs.virginia.gov).

### **New Business**

a. Legislative issues- Woody Van Valkenburgh stated that Goodwill Industries had no specific legislative agenda for this year. GWI plans on working collaboratively with VaACCSES and Virginia APSE to promote their legislative agendas. Chuck McElroy presented the VaACCSES draft legislative agenda for the upcoming General Assembly. The VaACCSES legislative agenda can be found at [www.vaaccses.org](http://www.vaaccses.org). Joanne Packert of Virginia APSE stated that APSE will support the VaACCSES legislative agenda.

b. Medicaid buy-in- Dr. Kirsten Rowe and Jack Quigley could not attend this meeting; the discussion will be postponed until the next meeting.

c. ESOAC 2007 work plan-Woody Van Valkenburgh opened the floor for discussion of topics for future ESOAC Meeting. Topics suggested included: changes in Medicaid Waiver system, underserved transitioning youth, workforce development initiatives, transportation, outreach to potential consumers, Economic Development Funds and advocacy for housing services.

### **Public Comments**

Mr. Rex Parr stated that a statement of support for JWOD should come from Governor Tim Kaine. Mr. Parr also stated that support from the Governor for state use of ESOs would also be helpful.

**Adjournment** - Being no further business Woody Van Valkenburgh adjourned the meeting at approximately 11:10 AM.

ESOAC 2007 meeting schedule is:

January 9<sup>th</sup>, 2007  
April 10<sup>th</sup>, 2007  
July 10<sup>th</sup>, 2007 and  
October 9<sup>th</sup>, 2007