

**Draft Minutes**  
SRC STEERING COMMITTEE  
Thursday, May 12, 2022  
11:30 AM – 1:00 PM  
Waterbury State Office Building, Ash and Zoom

**Meeting called by:**

Asher Edelson called the meeting to order at 11:35 AM

**Members Present:**

- Asher Edelson, SRC Chair
- Gina D'Ambrosio, SRC Vice Chair
- Diane Dalmasse, Director, Division of Vocational Rehabilitation
- Sherrie Brunelle, P & P Committee Chair

**Members Absent:**

- Nick Caputo, PR Committee Chair
- Cari Kelley, AOE Chair

**SRC Liaison:**

- Amanda Arnold
- Diane Dalmasse

**SRC Coordinator:**

- Vacant

**Interpreters:**

None

**Speakers or Presenters:**

None

**Guests:**

- Catherine Knott; HireAbility Data Analyst

**1) Introductions** (Asher Edelson)

**Discussion:**

Those in attendance went around the table and introduced themselves.

**Conclusions:**

Thanks to everyone!

**Action Items, Person Responsible, Deadline:**

None

**2) Approval of Agenda** (Asher Edelson)

**Discussion:**

Asher asked for any proposed additions or changes to the agenda. Sherrie moved to approve the agenda as presented. No further discussion. Approved via vote of 3-0-0.

**Conclusions:**

Motion passes: today's agenda accepted.

**Action Items, Person Responsible, Deadline:**

None

**3) Open for Public Comment** (Asher Edelson)

**Discussion:**

None.

**Conclusions:**

n/a

**Action Items, Person Responsible, Deadline:**

None

**4) Approval of Past Minutes** (Asher Edelson)

**Discussion:**

Asher asked for any proposed changes or amendments to [Minutes from March 3, 2022](#).

Sherrie moved to approve the minutes and it was seconded. No discussion. Approved via vote of 3-0-0.

**Conclusions:**

March 3, 2022 minutes were approved.

**Action Items, Person Responsible, Deadline:**

- Approved minutes uploaded to SRC website, **Amanda Arnold**, 5/20/2022

**5) Review H.266** (Asher Edelson)

**Discussion:**

Governor Scott signed H.266 into law yesterday and Asher noted that this should be celebrated as the SRC had a significant role in its success. Asher stated that he would like to ask the group to decide on what they would like to focus on supporting moving forward.

Sherrie identified that it really is the role of the AOE committee and the full SRC to advocate for any bills moving forward. Asher agreed.

**Conclusions:**

See above.

**Action Items, Person Responsible, Deadline:**

**6) SRC Coordinator Update (Amanda Arnold)**

**Discussion:**

Amanda shared that all the HR paperwork has been completed and we are waiting for an official start date from HR. Janice is eager to get started and we are hoping she will be able to start on May 23<sup>rd</sup>.

Once she is started, she will focus on meeting with SRC Committee Chairs to get to know them, the focus of their committees and the needs of the Chairs. She will also use time this summer to connect with SRC members and introduce herself and ask about their meeting needs.

**Conclusions:**

See above

**Action Items, Person Responsible, Deadline:**

**7) RSA Audit Review (Diane Dalmasse)**

**Discussion:**

Diane shared updates on the status of the federal audit. The team will be in Vermont for their visit the week of June 6<sup>th</sup>. The HireAbility team has met with the team from RSA four times for prep calls which went as well as could be expected.

Gina and Sherrie shared their experiences in meeting with the RSA team in their respective roles for the SRC and CAP. Both Gina and Sherrie agreed that there seemed to be real interest in HireAbility's partnership with VABIR. The RSA team also asked if information about finances is shared with the SRC and CAP.

**Conclusions:**

HireAbility will keep the SRC up to date as the audit progresses. Thanks to everyone!

**Action Items, Person Responsible, Deadline:**

None

**8) Agenda Discussion for June 2, 2022 Full SRC Meeting (Group)**

**Discussion:**

- 1) Introductions
- 2) Approval of Agenda
- 3) Open for Public Comment
- 4) Approval of Minutes – April 7, 2022 Full SRC
- 5) Consent Agenda – Approved Committee Minutes & Coordinator’s Report
- 6) Committee Chair Updates (5 minutes each with no written reports)
- 7) Director’s Report
- 8) VR Regional Manager Updates (Maria Burt)
- 9) Break
- 10) Presentation: Consumer Satisfaction Survey
- 11) Adjournment

**Conclusions:**

See above

**Action Items, Person Responsible, Deadline:**

**10) Other Business (Asher Edelson)**

**Conclusions:**

See above

**Action Items, Person Responsible, Deadline:**

None.

**11) Adjournment (Asher Edelson) .**

Sherrie moved to adjourn and it was unanimously approved. Asher called the meeting adjourned at 12:38pm.

**Action Items, Person Responsible, Deadline:**

- Approved minutes uploaded to website, **Amanda Arnold**, 5/10/2022