

Approved Minutes
PERFORMANCE REVIEW COMMITTEE
Thursday, June 4, 2020
10:00 AM – 11:30 AM
Zoom

Meeting called by:

Nick Caputo, Chair, called the meeting to order at 10:01 a.m.

Members Present:

- Danielle Dubois
- Gina D'Ambrosio
- Marlena Hughes
- Nick Caputo
- Rose Lucenti
- Robin Ingenthron

Members Absent:

- Sherrie Brunelle
- Deb Tucker Boyce
- Bill Meirs
- Brian Smith

SRC Liaison:

- James Smith

SRC Coordinator:

- Kate Larose

Interpreters:

None

Speakers or Presenters:

None

Guests:

Cara Sachs

1) Introductions (Nick Caputo)

Discussion:

Those in attendance introduced themselves.

Conclusions:

Thanks to everyone!

Action Items, Person Responsible, Deadline:

None.

2) Approval of Agenda (Nick Caputo)

Discussion:

Nick asked for any proposed additions or changes to the agenda. There were none. Marlena moved to accept the agenda and it was seconded. No further discussion. All approved. Vote unanimous 6-0-0

Conclusions:

Motion passes: today's agenda accepted

Action Items, Person Responsible, Deadline:

None

3) Open for Public Comment (Nick Caputo)

Discussion:

No one from the public was present

Conclusions:

n/a

Action Items, Person Responsible, Deadline:

None

4) Approval of Minutes for April 9, 2020 (Nick Caputo)

Discussion:

Nick asked for any proposed changes or amendments to the April 9, 2020 minutes. There were none. Marlena moved to approve the minutes and it was seconded. No discussion. All approved. Vote unanimous 6-0-0

Conclusions:

April 9, 2020 minutes were approved

Action Items, Person Responsible, Deadline:

Upload approved minutes to the SRC website, **Kate Larose**, 6/9/2020

5) Presentation: Follow-Up Data Points from April Meeting (James Smith)

Discussion:

The full presentation can [be viewed here](#).

- Native American demographic data
 - Danielle asked about prevalence of disability category in this demographic. James said he did not know but would check.

- Supports provided for people with disabilities in terms of language barriers and communication challenges to participate in the census.
 - Marlena shared that these echo concerns and findings shared at a recent VCDR meeting.
 - Danielle asked if moving to an online option created a more accessible and inclusive option for people with disabilities, or if it presented an additional barrier.
 - Marlena wondered how low response rates might be addressed.
- Number of people with psychiatric disabilities who are in the corrections systems and any services they might be getting.
 - Cara said it is important to recognize the psychological and situational barriers that arise from living with a disability and on disability.
 - Marlena echoed Cara's thoughts and said that information sharing is essential.
 - Marlena shared that VCDR discussed providing incentives for people with disabilities to complete the census.
 - Cara asked how people who are deaf are captured by the census when it comes to phone calls. James said he will check.

Conclusions:

See above

Action Items, Person Responsible, Deadline:

- Pull disability category data from ACS and VR and share with the committee, **James Smith**, 10/8/2020
- Reach out to partners to find answers to the census questions above, **James Smith**, 10/8/2020

6) Presentation: State & National Data Before & After WIOA (James Smith)

Discussion:

The full presentation can [be viewed here](#).

- Gina shared her perspective coming from a program that generally serves 16-21 year olds. She said that when they dropped down to serving youth before the age of 16 they found that it helped youth to build skills and they were more prepared for success once they started working.

Conclusions:

See above

Action Items, Person Responsible, Deadline:

None

7) Presentation: Need for VR services for students & youth (James Smith)

Discussion:

The full presentation can [be viewed here](#).

- Marlena noted that students can often get credit for job training. She asked how many of these programs led to full-time jobs. James said it

varies based on the intent of the program as some work experiences are intended to just be short term in nature, such as a summer program.

- Robin shared an example of a work experience student through Good Point Recycling who recently moved into a full-time role.
- James shared that in VR's experience, they find that most employers are open, supportive, and willing to help make things work for people.
- Marlena congratulated James on the survey data. James said that they are adapting as quickly as possible to best fit a youth population.
- Nick shared examples of communicating with his team and noted that texting has far higher response rates than email, especially for youth. James said that all VR staff recently made the change from landlines to cell phones and are finding that texting is the preferred method of communication for consumers.
- Marlena asked how the survey data will be utilized. James said that there is a charter group working on redesigning services for youth and they will use this data to inform service redesign.

Conclusions:

The committee would like to see part of the retreat agenda be dedicated getting input on the needs assessment in a meaningful way.

Action Items, Person Responsible, Deadline:

- Bring Youth Survey Data forward as a full SRC agenda item to next Steering Committee meeting, **James Smith**, summer steering committee meeting
- Request time on the retreat agenda for needs assessment input, **Nick Caputo**, summer steering committee meeting

8) Other Business (Nick Caputo)

Discussion:

A. Agenda Setting for October 8, 2020

The items below were discussed:

- Save space on the next committee agenda for any relevant items that are raised during the retreat.
- Invite VR counselors to come in and share successes and challenges and the stories behind them, and experience and challenges in supporting the consumers they serve to inform us as a committee as to best practice and changes in practice given COVID
- Invite VR consumers to share their experiences of what's working well and the challenges of working with VR
- Have a VR counselor who works in corrections do a presentation to the committee.
- Follow up on the Youth Survey once results are available
- James wondered if it would be possible to have a COVID assessment as he suspects pandemic related job loss might be disproportionate for

folks with disabilities and a presentation consisting of additional data and/or observations would be useful

Conclusions:

The list above will be shared with the next Steering Committee meeting to determine which agenda items fit best to be retreat, committee, or full SRC agenda items.

Action Items, Person Responsible, Deadline:

Share the list of potential agenda items with the Steering Committee, **Nick Caputo, James Smith, Kate Larose**, summer meeting

8) Adjournment (Nick Caputo)

Discussion:

Nick called the meeting adjourned at 11:26 am.

Action Items, Person Responsible, Deadline:

- Draft minutes uploaded to SRC website, **Kate Larose**, 6/9/2020
- Draft minutes emailed to Committee members, **Kate Larose**, 6/9/2020
- Minutes approved, **Committee**, 10/8/2020
- Approved minutes uploaded to website, **Kate Larose**, 10/13/2020