

## Minutes

SRC POLICY AND PROCEDURES COMMITTEE

Thursday, March 3, 2022

10:00 AM – 12:00 PM

Waterbury State Office Building, Ash and Zoom

### Meeting called by:

Sherrie Brunelle, Chair, called the meeting to order at 10:02 a.m.

### Members Present:

- Andrea Bacchi
- Calla Papademas
- Cari Kelly
- Emily Ahtúnan
- Helena Kehne
- Kristen Carpentier, non-voting
- Laura Siegel
- Patricia Wehman
- Rocko Gieselman, non-voting
- Sherrie Brunelle

### Members Absent:

- Sarah Sterling

### SRC Liaison:

- James Smith

### SRC Coordinator:

- Kate Larose

### Guests:

- n/a

### Presenters:

- n/a

### Interpreters:

- n/a

### 1) Introductions (Sherrie Brunelle)

#### 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** (Sherrie Brunelle)

**Discussion:**

Sherrie asked for any proposed additions or changes to the agenda. **Cari** moved to approve the agenda and it was seconded. No discussion. Vote was unanimous **7-0-0**.

**Conclusions:**

Motion passes: today's agenda accepted.

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

None

**3) Open for Public Comment** (Sherrie Brunelle)

**Discussion:**

No one from the public was present.

**Conclusions:**

n/a

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

None

**4) Approval of Minutes January 6, 2022** (Sherrie Brunelle)

**Discussion:**

Sherrie asked for any proposed changes or amendments to the [Minutes from January 6, 2022](#). **Patti** moved to approve the agenda and it was seconded. No discussion. Vote unanimous 7-0-0

**Conclusions:**

January 6, 2022 minutes were approved.

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

- Approved minutes uploaded to SRC website, **Kate Larose**, 3/7/2022

**5) Update: Public Comment Chapters 201 & 202 (Group)**

**Discussion:**

X

**Conclusions:**

See above.

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

- n/a

**6) Review: [Chapter 101 Confidentiality](#) (Group)**

**Discussion:**

X

**Conclusions:**

See above.

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

- n/a

**7) [Review: Self-Employment](#) (Group)**

**Discussion:**

Revisions to Chapter 308 have been in progress for several years now and we are approaching the point of fine-tuning the details. James congratulated Sherrie for all the time and work she and the working group have put in to the updates and for making this chapter a priority. The big change is that VR previously had a policy that left it up to the counselor to figure out if a consumer's business plan is viable or not, which was not a good fit for the counselor.

The following overview and updates to the chapter edits were highlighted:

- Established clear differentiation between self-employment for purposes of creating supplemental income for the consumer and income leading to self-sufficiency
- Clarification of what activities do not meet the definition of self-employment
- Setting clear expectations of consumer throughout the process
- Clearly defining roles of DVR counselors, the consumer, other DVR related resources such as VABIR, job coaches, business consultants, and other professionals
- Establishing comprehensive and multifaceted assessments to determine a consumer's ability to engage in their desired self-employment
- More comprehensive analysis of the feasibility of the consumer's proposed business idea
- Establishing a team of experts to make the feasibility determinations and ultimate funding recommendation for DVR

- Increased funding for employment leading to self-sufficiency with a potential for \$10,000 in DVR funding and using a 1:1 match method of determining funding
- Making clear that DVR funding is available only as a secondary source of funding for a consumer's proposed business
- Establishing a process for granting exceptions to funding guidelines

James said it would make sense to have Betsy Choquette review that part of the section from a Social Security benefit impact perspective.

Sections of the chapter and assigned committee names are included below:

- Section I: Definitions
- Section II: General Policy
- Section III: Process (**Rocko**)
- Section IV: Assessment (**Emily**)
- Section V: Business Plan (**Cari**)
- Section VI: Self-Employment for Supplemental Income (**Kristen**)
- Section VII: Self-Employment for Self-Sustaining Income (**Patti**)
- Attachments (**Rocko**) (**Cari**)

Sherrie said she had hoped this chapter would be ready for a vote at the March meeting but she is not sure that will be possible. She will check with James and the workgroup to determine a timeline for a committee vote.

### **Conclusions:**

See above.

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

- Ask Betsy to review Chapter 308 edits from Social Security benefit impact perspective, **James Smith, 2/15/2022.**
- Committee members to review their sections and provide feedback, **All Committee Members, 2/1/2022**
- Check with work group to see if the chapter will be ready for a vote in March or in May, **Sherrie Brunelle and James Smith, 2/15/2022.**

## **8) Other Business (Group)**

### **A. Agenda Setting: May 5, 2022**

It was decided that the following items would be on the agenda for the March meeting:

- Review: Self-Employment
- Update: Public Comment on Chapters 201 and 202
- Review: Chapter 101 Confidentiality

Priorities for future meetings to include:

- Update: Rehab Tech Services
- Review: Chapter 312 Transportation

Sherrie said she would check with the newly elected AOE chair to see if it makes sense to have a collaborative meeting between the AOE and P&P committees about transportation, or to create an adhoc work group on transportation.

**Conclusions:**

See above

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

- Check with Phil about doing a review and making edits to Chapter 312 for presentation and possibly a vote in May, **James Smith**, 2/15/2022.

**9) Adjournment** (Sherrie Brunelle)

Sherrie called the meeting adjourned at **11:57 a.m.**

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

- Draft minutes uploaded to SRC website, **Kate Larose**, 3/7/2022
- Draft minutes emailed to Committee members, **Kate Larose**, 3/7/2022
- Minutes approved, **Committee**, 5/5/2022
- Approved minutes uploaded to website, **Amanda Arnold**, 5/10/2022