

Approved Minutes
Vermont State Rehabilitation Council
PERFORMANCE REVIEW COMMITTEE

Thursday, December 1, 2022
10:00 AM – 11:30 AM
Virtual Meeting

Meeting called by:

Nick Caputo, Committee Chair, called the meeting to order at 10:04 a.m.

Members Present:

- Nick Caputo
- Gina D'Ambrosio
- Laura Flint
- Marlena Hughes

Members Absent:

- Robin Ingenthron
- Bill Meirs

SRC Liaison:

- Amanda Arnold

SRC Coordinator:

- Janice Leonard

Speakers or Presenters:

- n/a

Guests:

None

Interpreters:

None

1) Introductions (Nick Caputo)

Discussion:

Introductions were passed, there were not any new attendees, and everyone knows each other.

Conclusions:

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 by Gina. No further discussion. All approved. Vote unanimous 3-0-0

Conclusions:

Motion passes: today's agenda accepted Approved

Action Items, Person Responsible, Deadline:

Finalize agenda and upload to SRC website, Janice Leonard, **12/25/22**

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 Prior Meeting Minutes (Nick Caputo)

Discussion:

Nick asked for any proposed changes or amendments to the October 6, 2022. minutes. Gina moved to approve the minutes and it was seconded by Marlena. No discussion. All approved. Vote unanimous 3-0-0

Conclusions:

October 6, 2022, minutes were approved

Action Items, Person Responsible, Deadline:

Upload approved minutes to SRC website, Janice Leonard, **12/25/22**

6) Career Training Offset (CTO) (Amanda Arnold)

Discussion:

HireAbility has long recognized that many of our consumers cannot participate in industry recognized credential training programs because they cannot afford to stop working. As a result, they remain in entry level employment without the training and skills to move up the career ladder. To address this issue, HireAbility implemented the Career Training Offset (CTO). Participants enrolled in trainings that leads to an industry recognized credential, are paid minimum wage for classroom and unpaid instruction time. For example, an HVAC (Heating, Ventilation, and Air

Conditioning) program has approximately 144 hours of unpaid training time. HireAbility will pay the consumer minimum wage for these hours to ensure they have a steady source of income while they get trained.

Between October 2021 and June 2022, 48 participants started training programs with support from the CTO. The average number of anticipated paid training hours for these participants was 147 hours. Participants were engaged in a wide range of training programs, with the most frequent programs being bookkeeping, CDL training, cosmetology, and weatherization. We expect participation in the CTO to greatly increase in SFY 23 and beyond, leading to a higher proportion of HireAbility participants achieving an industry recognized credential.

There's not a clear definition of an industry recognized credential and encourage flexibility if it brings to a marketable skill.

Conclusions: It's been up and running for only a year now. It's got great potential and can really make a difference with the income for participants. It's very exciting. This program offers minimum wage. Great time with employers looking for staff. Right now, it looks like we're the only state doing this program.

Action Items, Person Responsible, Deadline:

Get Janice the data on Age & Disability status and she will send out to the committee. **Amanda Arnold, 12/30/22**

7) Other Business (Nick Caputo)

Agenda Setting for February 2, 2023 meeting

Discussion:

The group reviewed the list of priorities identified at the October Retreat. See the list below (in bold) with the corresponding comments. We will use this as a basis for future agenda topics.

- **How well we are serving the population of people with social emotional disorders, including data about how many leave employment compared to other demographics, and feedback directly from these consumers.**
 - Haven't done much on this, keep.
- **Continue work on the consumer satisfaction survey as well as other surveys (including employer satisfaction and partner satisfaction)**
 - It's mandated and we will continue. Consumer Satisfaction was presented last summer. Last PR was Employer satisfaction

- **How well are we serving the Deaf and Hard-of-Hearing populations?**
 - Will Pendlebury presented on this. A lot of work has been done on this and information is out there. Can take off the “short list”
- **How are we connecting/sharing info with others beyond core partners (other stakeholders and advocacy groups), and do we know who all these stakeholders are?**
 - We have not talked about this issue.
 - Are there goals like: Reach out to 5% of stakeholders, etc.?
 - Nat Piper could come back and talk about the targets and outreach and how driven by the participants.
 - What % of outreach is for new, foster existing, outreach relevant to needs of people we are serving.
 - Bill says he hasn’t been reached out to. Maybe he could talk.
 - NAMI does outreach, how are we reaching out to parents, etc.
 - Presentation on the specialty areas we work with and do outreach.
 - How about folks not already connected to organizations we don’t already work with.
 - Training programs throughout state know about HireAbility – but how much of this is PR and not advocacy, but how can we measure those accessing our program.
 - Do we want to look at data on the rebranding and have we reached different people.
 - This committee looks at how well we are doing it
 - Do colleges know that students can access help with us.
- **Continue to review progress towards goals on WIOA performance measures**
 - We’ve had a presentation lately but should be looked at regularly (Quarterly?).
 - Keep.
 - What does it mean to really be integrated and how do we ensure this is happening.
- **Look at services provided to different age groups (not to compare them but to make sure we are offering adequate number of services across the age spectrum)**
 - We looked at that already and found that they were not being left out. It will come up with the next needs assessment. Take off the “short” list but keep an eye on it.
- **How do we engage with people who aren’t coming to us?**
 - We would be reviewing age, how they get the information.
 - The rebranding reached different people; how can we collect the data on this. Amanda will ask.
 - May need a grant to do focus groups?

- Can we reach those who know about us, qualify, but choose not to engage.
- In AWARE, Amanda will see if “where you heard from us” can change to include media, etc.
- **How are connecting with specific populations such as those with TBI or memory problems?**
 - Ongoing issue with TBI. They are connected to us but varies by county.
 - The issue to getting more connection with them but more for AOE.
 - Needs assessment will include groups served by disability. We can follow up after that.
 - Amanda will follow up with this question for the Needs Assessment.
 - Are we getting the co-occurring illnesses?
- **Data on how well we serve our business partners**
 - This was just done Oct 6, 2022. Will watch but take off “short” list
- **How to translate our message to a busy business community- what do they need to hear and make it digestible for the business community?**
 - This would be AOE as written
- Long COVID will be a category of future / current clients. This is included with the current project for Chronic Illness outreach. We will want to keep this in mind.

Conclusions: Group agreed this is a good start.

Action Items, Person Responsible, Deadline:

Upload draft agenda to the SRC website, **Janice Leonard, 12/25/2022**

8) Adjournment (Nick Caputo)

Laura moved to adjourn, it was seconded by Gina. The meeting adjourned at 11:30 a.m.

Meeting Action Items, Person Responsible and Deadlines:

- Finalize agenda and upload to SRC Website, **Janice Leonard, 12/25/22**
- Draft minutes for this meeting, upload to SRC website, and email link to Committee members, **Janice Leonard, 12/25/22**
- Finalize approved minutes for last meeting and upload to SRC website **Janice Leonard, 12/25/22**
- Get Janice the data on Age & Disability status and she will send out to the committee. **Amanda Arnold, 12/30/22**

- Get the PowerPoint that was presented to Janice and she will send out to the committee. **Amanda Arnold, 12/30/22**