

**Approved Minutes**  
**Vermont State Rehabilitation Council**  
**SRC STEERING COMMITTEE**

Thursday, March 9, 2023  
11:00 PM – 12:30 PM  
Virtual Meeting

**Meeting called by:**

Cari Kelly called the meeting to order at 11:04 AM

**Members Present:**

- Courtney Blasius, AOE Chair
- Sherrie Brunelle, P & P Committee Chair
- Nick Caputo, PR Committee Chair
- Diane Dalmasse, Director, Division of Vocational Rehabilitation
- Cari Kelly, SRC Chair

**Members Absent:**

- Asher Edelson, Asst SRC Chair, excused.

**SRC Liaison:**

- Diane Dalmasse
- Amanda Arnold

**SRC Coordinator:**

- Janice Leonard

**Speakers or Presenters:**

None

**Guests:**

**Interpreters:**

None

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**1) Introductions** (Cari Kelley)

**Discussion:**

We welcomed Courtney to her first Steering Committee..

**Conclusions:**

We are so pleased to have Courtney a part of this committee.

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

None

## **2) Approval of Agenda** (Cari Kelley)

### **Discussion:**

Cari asked for any proposed additions or changes to the agenda. Sherrie moved to approve the agenda as presented Nick seconded. No further discussion. Approved via vote of 5-0-0

### **Conclusions:**

Motion passes: today's agenda accepted.

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

Finalize agenda and upload to SRC Website, **Janice Leonard, 3/30/23**

## **3) Open for Public Comment** (Cari Kelley)

### **Discussion:**

No members of the public were present.

### **Conclusions:**

n/a

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

None

## **4) Approval of Meeting Minutes for January 12, 2023** (Cari Kelley)

### **Discussion:**

- One change to minutes, Page 3, item 8, second bullet point under Action Items. Change to: Steering Committee reviews bylaws and makes recommendations. This then goes to Full SRC for approval.

Courtney moved to approve the minutes with noted change, and it was seconded by Nick. No discussion. Approved via vote of 5-0-0.

### **Conclusions:**

January 12, 2022, minutes were approved

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

Upload approved minutes to SRC website, **Janice Leonard, 3/30/2023.**

## **7) By Laws Revision** (Cari Kelley)

### **Discussion:**

By laws need to be updated. Concerns include:

- Replacement of chair, not nominated by previous chair.

- Add Vice Chairs or pathways for members to move into leadership positions.
- Timeline for election should be consistent.
- Bring idea to Full SRC for sub-committee.

**Conclusions:**

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

- At next Full SRC, ask for those interested in being on a By Law sub-Committee.

**8) Needs Assessment (Amanda Arnold)**

**Discussion:**

- Amanda reviewed schedule for Needs Assessment. This is completed every 3 years. It next needs to be revised at the end of 2023.
- SRC feedback is necessary.
- Amanda will update the Needs Assessment
  - Amanda will send to members a week ahead of time. So that there's time for all to review.
  - As of now, this will be implemented in bite size pieces:
  - Review with PR:
    - Part 3: DVR Services to Individuals with Disabilities
    - Part 4: Youth and Students with Disabilities
    - Part 6: Unmet Needs to Populations and Programs
  - Full SRC:
    - Part 7: Major Findings
    - Can we compare years with this – graphically?
    - Can this information go to the Steering Committee or even all the Council? If someone is very interested in a section, they can attend the PR Committee meeting.
  - When completed, share with our advocate partners.

**Conclusions:**

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

**9) Card Room Event (Cari Kelley)**

**Discussion:**

3/31/23 is the Card Room Event. Cari will be there until about 1:00

- Cari will be there from 8 until about 1. 8:30 and lunchtime are busy times.
- Amanda and Nick will be there to set up.

- HireAbility marketing materials, Nat will confer with Amanda what materials are best.
- Amanda & Nat will share with Steering Committee beforehand.
- Janice will send out emails asking who from SRC is going.
- Should we have a rep from OPIOID program there? Currently only a pilot but would like to have it continue.
- Is there anything we can testify on while there? Use this year as the year to see, post pandemic, when it's busy, how many are still virtual? Find out what SRC "needs" are.
  - Post Secondary education more accessible to those with disabilities. Education & training (Free access to state college system)?
  - Consistent access for Dual Enrollment programs.
- SRC is asking HireAbility for:
  - "How can the legislature help" Points so we can know more clearly what the needs are. ie:
    - Our people need credentials for higher paying jobs.
    - Free tuition to state college system?
  - List of Legislators we need to thank and show appreciation. Diane will send names.
  - Video telling a post-secondary education story.

**Conclusions:**

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

- Janice will send out emails asking who from SRC is going.
- SRC is asking HireAbility/ Diane for:
  - "How can the legislature help" Points so we can know more clearly what the needs are. ie:
    - Our people need credentials for higher paying jobs.
    - Free tuition to state college system?
  - List of Legislators we need to thank and show appreciation. Diane will send names.
  - Video telling a post-secondary education story.

**8) Coordinator Report (Janice Leonard)**

**Discussion:**

- Janice reviewed the Coordinator Report, see attached.
- Further action needed with:
  - Janice is interested in having some type of ongoing education/ training for Board members. It was agreed that she would start with a survey with specific items listed. Currently there is a state training that Board Chairs may be interested in. Let Janice know if you are interested:

- [Facilitating Successful Meetings](#), March 23<sup>rd</sup>, 9:00 – 4:00, Meetings are successful when they balance both the work and the way the work is done. In this workshop you'll learn how to successfully lead six different types of meetings and identify four factors to consider when planning them. You'll also discover how to deal with conflict and resistance through role clarity, leadership skills, and engagement techniques.
- The percent of Board members with a disability indicated on there application is now at 50%. Emily resigned from Board and that leaves us needing another Board Member with a disability. After discussion, we decided to try to get another youth on the board.

**Conclusions:**

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

- Recruit to replace Emily, maybe someone on the Youth Advisory Council?
- Go ahead with training, start with survey with specific suggestions.

**9) Agenda Setting for Next Full SRC, April 6, 2023 (Group)**

**Discussion:**

- Disability Presentations for Full SRC: Hyperacusis Presentation. What is life like for those with this disability? How they are impacted. Andrea Bacchi will present for about 15 minutes.
  - Shall we continue to have a section with this type of presentation?
- Presentation on Judy Heumann who just passed away. Ask Sarah to introduce her and then show the video that Rachel Maddow did. "Because she made a fuss Judy Heumann made everyone's life better". 7 minutes 12 seconds. <https://www.msnbc.com/rachel-maddow/watch/because-she-made-a-fuss-judy-heumann-made-everyone-s-life-better-164606021818>.
- Update on DEIA. Invite Liz Harrington and Will Pendlebury.
- Card Room Debrief

**Conclusions:**

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

- Upload draft agenda to the SRC website, **Janice Leonard, 3/30/2023.**
- Invite Andrea to present at next full SRC Meeting.

- Ask Sarah to present information on Judy and get video on her.
- Update on DEIA. Invite Liz Harrington, Will Pendlebury.

**10) Agenda Setting for Next Steering Committee, May 11, 2023 (Group)**

**Discussion:**

- By Laws, leadership, etc.

**Conclusions:**

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

Upload draft agenda to the SRC website, **Janice Leonard, 3/30/2023.**

**10) Other Business (Cari Kelley)**

- By-Law Sub Committee  
We will ask the full SRC for anyone interested in being part of this task force.

**Conclusions:**

See above

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

**11) Adjournment (Cari Kelley)**

Sherrie moved to adjourn, it was seconded by Nick, approved. Cari called the meeting adjourned at 12:57pm.

**Meeting Action Items, Person Responsible and Deadlines:**

- Finalize agenda and upload to SRC Website, **Janice Leonard, 3/30/23.**
- Draft minutes for this meeting, send to Committee Chair for comment then upload to SRC website, **Janice Leonard, 3/30/23**
- Finalize approved minutes for last meeting and upload to SRC website **Janice Leonard, 3/30/23**
- Ask HA for help with the following for the Card Room Event:
  - “How can the legislature help” Points so we can know more clearly what the needs are. ie:
    - Our people need credentials for higher paying jobs.
    - Free tuition to state college system?

- List of Legislators we need to thank and show appreciation. Diane will send names.
- Video telling a post-secondary education story.
- Invite Andrea to present at next full SRC Meeting.
- Ask Sarah to present information on Judy and get video on her.
- Update on DEIA. Invite Liz Harrington, Will Pendlebury.
- Ask Sarah to introduce Judy Heumann and get video.
- Recruit for another person with a disability. Replacement for Emily. Youth Advisory Council?
- Go ahead with training ideas, start with survey with specific suggestions.