

**Approved\ Minutes**  
**VERMONT STATE REHABILITATION COUNCIL (VTSRC)**

Thursday, February 2, 2023 1:00PM – 3:30PM  
Virtual Meeting

**Meeting called by:**

Chair Asher Edelson called the meeting to order at 1:00 p.m.

**Members Present:**

Emily Ahtúnan	Helena Kehne
Andrea Bacchi	Cari Kelley
Sherrie Brunelle	Ana Russo
Nick Caputo	Sarah Lauderville
Gina D'Ambrosio	Bill Meirs
Asher Edelson	Abby Rhim
Laura Flint	Nancy Richards
Rocko Gieselmann, Non-Voting	Sarah Sterling
Marlena Hughes	
Robin Ingenthron	

**Members Absent:**

Laura Siegel, Maternity Leave January/February  
Courtney Blasius, excused  
Calla Papademas  
Cara Sachs  
Diane Dalmasse, Non-Voting

**SRC Liaison:**

- Amanda Arnold
- James Smith

**SRC Coordinator:**

- Janice Leonard

**Interpreters:**

None

**Speakers or Presenters:**

- Bill Sugarman, RM HireAbility
- Katherine Knott
- Meghan Pratt
- Rich Tulikangas
- Emily Shiels
- Emily Wagner

- Michael Kingsbury

**Guests:**

**1) Introductions** (Asher Edelson, Chair)

**Discussion:**

Those in attendance introduced themselves.

**Conclusions:**

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

None

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

**Discussion:**

Asher asked for any proposed additions or changes to the agenda. Nick moved to accept the agenda and Cari seconded. No further discussion. All approved. Vote unanimous 16-0-0.

**Conclusions:**

Motion passes: today's agenda accepted

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

- Upload approved agenda to SRC website, **Janice Leonard, 2/25/2023.**

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

**Discussion:**

There was no public comment given.

**Conclusions:**

n/a

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

None

**4) Approval of Minutes for December 1, 2022** (Asher Edelson)

**Discussion:**

Asher asked for any proposed changes or amendments to the December 1, 2022, minutes. There were none. Sarah moved to approve the minutes and Cari seconded. No discussion. All approved. Vote unanimous 16-0-0.

**Conclusions:**

Minutes from December 1, 2023 were approved

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

- Upload approved minutes to SRC website, **Janice Leonard, 2/20/2023**

**5) Consent Agenda** (Asher Edelson)

**Discussion:**

Asher asked for any proposed changes or amendments to the following consent agenda items:

- AOE Committee January 2, 2023
- Performance Review Committee February 2, 2023
- Policy & Procedures Committee January 5, 2023
- Steering Committee January 5, 2023

**Conclusions:**

Consent agenda items approved

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

- Upload to SRC website, **Janice Leonard, 2/28/2023**

**6) Director's Report** (Diane Dalmasse/James Smith)

**Discussion:**

James Smith presented the Director's Report. He shared the following:

- Bill Sugarman Morrisville RM is retiring, great loss! We wish him the best.
- 1500 are losing housing in March, living in hotels and short-term situations and are at risk for homelessness. There is a task force working on this issue. So far not many have taken us up on using our services.
- Grant for pilot MAT program with focus on serving those with Opioid Disorder. Will be partnered with case manager and EAP. There are now several people starting services. Have hired some excellent staff.
- Work Vermont 2.0 program and funding is ending this year.
- The VT Building and General Services let us know there would be a new system for vendors and paying bills. We have existing systems that would be broke with their system. We have found some workarounds to get through at least initially.
- The PR Committee has started working on the SRC Needs Assessment that's completed every 3 years. This will mean a lot of work and data coming up.
- The single state audit was completed successfully, no issues!!! Congratulations.
- We have rec'd the report from RSA. Virtually no programmatic findings. There were a number of financial findings.

**Conclusions:**

Thank you for the update James!

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

n/a

## **7) Committee Chair Updates (Asher Edelson)**

### **Discussion:**

- A. Advocacy, Outreach, & Education Committee
- B. Policies & Procedures Committee
- C. Performance Review Committee
- D. Steering Committee

### **Conclusions:**

Thank you to the committee chairs for the updates!

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

- Find out hours for Card Room Event and let all know, **Janice Leonard, 2/28/23.**
- Career Training Offset (CTO) new acronym for list, **Janice Leonard, 2/28/23.**

## **8) HA Regional Manager Updates (Bill Sugarman)**

### **Discussion:**

- Education program is going strong.
- Housing, got permission to go into hotels to meet with the homeless/potential clients. A high percent has or is a participant of HireAbility. Outreach continues.
- Staff all in place and they are working hard.
- VCAP, Vermont Career, moving into making it long-term, doing their best to remove barriers.
- Kudos to Bill on his retirement and thanks so much for all the work you have accomplished and the people whose lives you've helped to turn around.

### **Conclusions:**

Thank you for the updates Bill and Happy Retirement!

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

None

## **9) Election of SRC Chair & SRC Vice Chair (Asher Edelson)**

### **Discussion:**

- Openings are available for both Chair & Vice Chair:
  - Chair
    - Cari Kelley was nominated (Sherrie nominated Cari and Nick seconded)
    - No other nominations were made.
    - Cari was voted unanimously for the position of chair of SRC.
  - Vice Chair

- Emily Ahtunan was nominated (she declined)
- Helena Kehn was nominated (Nick nominated, Cari seconded. She declined)
- Asher Edelson self-nominated (Cari & Sherrie seconded)
- No other nominations
- Asher was voted unanimously for the position of Vice Chair of SRC.

**Conclusions:**

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

None

**10) Online Self-Referral Portal** – looking for feedback (Amanda Arnold, Alice Porter & Katherine Knott)

**Discussion:**

HireAbility is developing a site so that potential clients can refer themselves.

- Get Started, “Tell Us About You” form, consumer portal.
- This will not replace in person.
- Need to enter basic information including a geography-based question for the region to serve them
- Feedback was given including accessibility concerns.

**Conclusions:**

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

**11) VCAP Presentation** (Rich Tulikangas, Career Navigators: Emily Shiels, Meghan Pratt, Michael Kingsbury & Emily Wagner who works out of CCV.)

**Discussion:**

Rich gave the group an Overview of VCAP. See handout for more information.

- Difference CPN’s see between you as navigators and others around the state.
  - Having a position at CCV in this role gives so much more accessibility and connecting people.
  - Having a smaller caseload, therefore better support, assessments
  - Good communication
  - Having someone looking at the educational side (E Wagner) and big picture issues – the rest. The combination makes great partners.

- Describe the clients, how are they different than other clients in the past.
  - Similar clients
  - 121 clients currently enrolled, to go up to 500. Age range includes: 29% under the age of 25 then spreads over the range including several over age of 60.
  - Time to invest in long term goals.
- How is this position different for you.
  - Focusing more on career paths and do the research- more capacity to do progressive education and employment practices.
  - Apprenticeship Opportunities outside of traditional trades.
  - They have become the local experts.
- Other information
  - DOL has an apprenticeship specialist and that's helped a great deal. The person's position is changing, hoping the capacity is still there.
  - [Richard.Tulikangas@vermont.gov](mailto:Richard.Tulikangas@vermont.gov)
  - [Michael.kingsbury@vermont.gov](mailto:Michael.kingsbury@vermont.gov)

**Conclusions:**

Thank you!

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

**12) VDR Legislative Agenda** (Sarah Launderville)

**Discussion:**

- Agenda is not yet complete! Board meetings coming up, will have agenda complete then around mid-February.
- March 1 Card Room
- Met with new legislators.

**Conclusions:**

More to come!

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

**13) Card Room Event, 3/31/23** (Cari Kelley)

**Discussion:**

- Mark your calendars, let Cari or Janice know if you will be there.
- All day event, 7:30 to about 2-3:00. Best time to be there is early morning through lunch.
- Plan to be there by 7:30 – 8 am.
- HA staff will bring materials and hopefully homemade cookies.
- Room is at Statehouse, space between house chambers and cafeteria on the second floor.

- Tell your story
  - Why you are involved, etc.
  -

**Conclusions:**

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

**14) Round Table** (Group)

**Discussion:**

**Conclusions:**

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

**15) Other Business** (Asher Edelson)

**A. By-Laws will be reviewed**, if interested contact Janice

**B. Hearing disability summary** from Andrea – present to full SRC instead of P&P. Great to have stories like this at the SRC. Maybe keep as stories for outreach, etc.

- a. Nancy Smith’s Director does presentations on Autism. Jacqui Kelleher <https://www.vermontfamilynetwork.org/events-news/annual-conference/>
- b. Asher would speak on Turrets.

**C. Agenda Setting for April 6, 2023, meeting.**

- Andrea’s disability summary

**Conclusions:**

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

Upload draft Agenda to the SRC website, **Janice Leonard, 2/28/23**

**16) Adjournment** (Asher Edelson)

Cari moved to adjourn, and it was seconded by Nick. Vote was unanimous. Asher called the meeting adjourned at 3:18 p.m.

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

- Finalize agenda and upload to SRC Website, **Janice Leonard, 2/28/23.**

- Draft minutes for this meeting, send to Committee members for comment then upload to SRC website, **Janice Leonard, 2/28/23.**
- Finalize approved minutes for last meeting and upload to SRC website **Janice Leonard, 2/28/23.**
- Find out hours for Card Room Event and let all know, **Janice Leonard, 2/28/23.**
- Career Training Offset (CTO) new acronym for list, **Janice Leonard, 2/28/23.**