

**Draft Minutes**  
**VERMONT STATE REHABILITATION COUNCIL (VTSRC)**

Thursday December 7, 2024, 1:00PM – 3:30PM  
Virtual Meeting

**Meeting called by:**

Chair, Cari Kelley, called the meeting to order at 1:00 p.m.

**Members Present:**

Angela Allard	Jacqueling Kelley
Andrea Bacchi	Abby Levinsohn
Courtney Blasius	Brandy Reynolds, Non-Voting
Sherrie Brunelle	Nancy Richards
Nick Caputo	Ana Russo
Diane Dalmasse, Non-Voting	Tara Shatney, Non-Voting
Laura Flint	Laura Siegel
Helena Kehne	Emily Wagner
Cari Kelley	Amanda Wheeler

**Members Absent:**

- Bill Meirs, excused
- Gina D'Ambrosio, excused

**SRC Liaison:**

- Amanda Arnold
- James Smith

**SRC Coordinator:**

- Janice Leonard

**Interpreters:**

- 

**Speakers or Presenters:**

**Guests:**

**1) Introductions** (Cari Kelley, Chair)

**Discussion:**

Those in attendance introduced themselves.

There weren't any new members or visitors, introductions not needed.

**Conclusions:**

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

None

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

**Discussion:**

Cari asked for any proposed additions or changes to the agenda. X moved to accept the agenda and X 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, 2/30/2024.**

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

**Discussion:**

There was no public comment given.

**Conclusions:**

n/a

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

None

**4) Approval of Minutes for December 1, 2024** (Cari Kelley)

**Discussion:**

Cari asked for any proposed changes or amendments to the December 1, 2024, minutes. There were none. X moved to approve the minutes and X seconded. No discussion. All approved. Vote unanimous 16-0-0.

**Conclusions:**

Minutes from December 1, 2024, were approved

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

- Upload approved minutes to SRC website, **Janice Leonard, 2/30/2024.**

**5) Consent Agenda** (Cari Kelley)

**Discussion:**

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

- AOE Committee
- Performance Review Committee
- Policy & Procedures Committee
- Steering Committee

X moved to approve, and it was seconded by X. No further discussion. Vote unanimous 16-0-0.

**Conclusions:**

Consent agenda items approved

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

- Upload to SRC website, **Janice Leonard, 2/30/2024.**

**6) Director's Report** (Diane Dalmasse)

**Discussion:**

Diane shared the following:

**Conclusions:**

Thank you, Diane, for the update!

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

n/a

**7) Committee Chair Updates** (Cari Kelley)

**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:**

n/a

**8) HA Regional Manager Updates** (Melissa Conley)

**Discussion:**

**Conclusions:**

Thank you for the updates **Bill!**

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

None

**9) Election of SRC Chair & SRC Vice Chair (Cari Kelley)**

**Discussion:**

**Conclusions:**

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

None

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

**Discussion:**

**Conclusions:**

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

**11) VCAP Presentation (Rich Tulikangas)**

**Discussion:**

**Conclusions:**

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

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

**Discussion:**

**Conclusions:**

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

**13) Card Room Event, 3/31/24 (Cari Kelley)**

**Discussion:**

**Conclusions:**

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

**14) Round Table (Group)**

**Discussion:**

**Conclusions:**

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

**15) Other Business** (Cari Kelley)

**A. Agenda Setting for April 6, 2024, meeting**

**Conclusions:**

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

Upload draft Agenda to the SRC website, **Janice Leonard, 2/30/24.**

**16) Adjournment** (Cari Kelley)

X moved to adjourn, and it was seconded by X. Vote was unanimous. Cari called the meeting adjourned at 3:24 p.m.

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

- Finalize agenda and upload to SRC Website, **Janice Leonard, 2/30/24.**
- Draft minutes for this meeting, send to Committee Chair for comment then upload to SRC website, **Janice Leonard, 2/30/24.**
- Finalize approved minutes for last meeting and upload to SRC website **Janice Leonard, 2/30/24.**