

**State Rehabilitation Council (SRC) Meeting Minutes**  
**Holiday Inn, Cheyenne, Wyoming**  
**February 12 & 13, 2009**

**State Rehabilitation Council Members present:**

Lee Beidleman – between SRC & SILC Mtgs.	Jim McIntosh, Ex-Officio
Shannon Bodin	Laura McKinney
Marion Cotterman	Lisa Osvold
Dorothy Worrell (Cronin) between SRC & SILC Mtgs.	Mark Pixley
Marsha Krotz	Bob Rowan

**Council Members Absent:**

Terri Dawson – sent proxy	Becky Taggart
Ray Metcalf	Debbie Terech – left due to weather
Kristi Mogen	Joe Thomas – left due to weather
Jane Nichols	
Deb Simon, WDE - IDEA	

**Others Present:**

Shannon Buller, GPCDD	Inge Huband, DVR
Allie Curtis, DVR	Jan Jones, PIC
Susan Hagan, DVR	Kirk McKinney, DVR
Brian Hickman, DVR	Steve Miedziak, DVR

**Thursday, February 12, 2009:**

***Welcome and Introductions***

Chair Elect Mark Pixley called the meeting to order at 1:00 p.m. at the Holiday Inn, Cheyenne, Wyoming. Introductions were made and roll call was taken.

***Communications Committee - Employer Award & Information Session***

The Information Session will be held in combination with the Employer Award ceremony in the Sage Room at the Laramie County Library at 5:00 p.m. this evening. Legislators have been invited to attend the Information Session as well as the general public and media coverage has been scheduled for the Employer Award. Lisa Osvold has another commitment and will be able to attend very briefly and only one Communications Committee member is present so she is asking for help with this function.

***Approval of November 2008 Meeting Minutes***

Minutes from the November meeting were reviewed. **A Motion was made to accept the minutes from the November 6 & 7, 2008 SRC meeting. The Motion was seconded and passed unanimously.**

## ***Administrator's Update – Jim McIntosh***

**Federal:** Reauthorization got a good start with a lot of organized help, but the Stimulus Plan took attention away from it. Reauthorization of the Workforce Investment Act should take place after the Stimulus Plan passes. Jim has not been able to get firm information regarding how the Stimulus Plan will affect VR. CSAVR indicated that any money coming into Wyoming for VR would be dedicated funds (only be used for VR), but amounts are not confirmed.

The Spring 2009 CSAVR Conference will be important for VR. It will be the first time that VR will have an opportunity to meet with Senator Barrasso, and Representative Lummis.

**Departmental:** Legislative Session has been very demanding on Director Evans and Deputy Director Osvold. They are monitoring bills, especially those that impact the Department. One Bill that may impact the Department is the change in the Workers Comp/VR Law. Initially they wanted to double the amount of money that VR would have available for a Workers Comp recipient from \$30,000 to \$60,000. This is counter productive; recipients expect to have the full amount given to them. An amendment stretched the 4 year limit to 5 years so the file can stay open under the 613 Workers Comp Law for an additional year to complete training for clients.

Relationship is developing between ES and VR, which is very positive; Jim is encouraged with this development. As this relationship develops it will continue to have a positive effect for clients as ES and VR both have services that could be provided under mutual IPE's.

**Division:** The fiscal situation for VR is not dire but it is very close. On October 1, 2008 VR had \$3,200,000 in case service to expend on clients. Currently, VR has under \$600,000 and there are 5 months left in the State Fiscal Year. Case loads that exploded causing this situation. Case loads which were traditionally 75 – 80 are now 125 and up. Since October 2008 Transition cases have had 757 referrals and overall 1,100 on caseloads statewide. VR is getting a huge influx of people to serve. The Counselors have been asked to get with their Area Manager to discuss any single service over \$500, or if the entire program is over \$2,500 for approval. This helps monitor the fiscal situation better and it helps both Counselors and Area Managers think about comparable benefits. All unnecessary in-state and out-of-state travel has been curtailed. VR will look at how and where funding can be cut to get through the remainder of the State Fiscal Year. Ideas are being looked at to save VR money. In May, VR will look at the second year of this biennium to determine how to proceed. Two goals are to keep staff in offices providing services – they may not have a dime in their pocket, but they can provide services, and to keep case service budgets funded.

### ***Change of Bylaws - Elimination of Vice-Chairperson Position – Mark Pixley***

Changing the Bylaws to eliminate the Vice-Chairperson position was discussed. Does there need to be three readings to make a change to the Bylaws? Meeting minutes from the November Meeting were reviewed.

**Article IX, Amendment, 9.01 Changes to/Amendment of Bylaws:** “Bylaws may be changed/amended by a two-thirds vote of the SRC members present at any regular SRC meeting, provided

notice of the proposed changes was given with the meeting notification. Changes/amendments shall become effective immediately upon approval.”

Notification will be made for the next meeting and it will be voted on at the next meeting.

The Vice-Chairperson office should also be removed from the Executive Committee.

A draft of the proposed changes, which removed the position of Vice-Chairperson from the Bylaws, was provided in packet. The draft was reviewed.

**The Council voted to change the Bylaws to eliminate the position of Vice-Chairperson and it passed unanimously.**

### **Committee Breakouts**

#### **Committee Reports**

**Executive** – Immediate Past-Chair person Shannon Bodin’s term will expire in March 2009, and Jim has invited her to attend the meeting in Dubois as a going away if her schedule will permit. Terri Dawson’s, PIC Rep, term expired in March 2009, She will be contacted to see if she would like to serve another 3 year term or if she would like to appoint a representative of PIC to serve the council. Also, Laura McKinney’s term expires in March 2009 as well and she has agreed to serve another 3 year term on the council, a letter to reappoint her will be sent to the Governor’s office. Kristi Mogen has resigned the council.

**Communications** – Reviewed Information Session/Employer Award for this evening. Have several ideas – like contacting the local Chamber of Commerce to get publicity for SRC activities. Brian Hickman is working on information for SRC Members and Lisa Osvold is working on the Team Charter. A checklist for functions will be formulated so things aren’t overlooked. A conference call for the Communications Committee will be conducted to finalize the checklist.

**Review** – State Plan is being updated for Federal Fiscal Year 2010. The process of revision has started in Central Office; drafts will be distributed to Review Committee members around March 1<sup>st</sup>. The Review Committee members will have about a month to look the draft over, and provide comments back to Steve, and a draft will be presented to Jim for his review. A public hearing is scheduled for May 26, 2009, to be done via compressed video in 5 sites statewide, same cities as last year. No major changes have been made to the State Plan.

#### ***SILC – Dorothy Cronin***

No report at this time.

#### ***Project BRAIN – Dorothy Cronin***

No report at this time.

### ***Client Transition Report – Deb Simon***

No report at this time.

### ***Treasurer Report – Marion Cotterman***

The SRC budget was reviewed and projected expenses for the remainder of the year were reviewed, which are based on numbers if all members attend - so estimates are high. Usually not all council members attend each meeting so these numbers are approximate.

It was discussed that a member of the council should attend the CSAVR 2009 Spring Conference and the discussion determined that the council should have enough money in the budget for a member to attend. Joe Thomas, chairperson, was suggested as the councilmember that should attend, since Joe was not able to attend this meeting, he will be contacted to see if he can go to CSAVR. If he is not able to go, perhaps another member would be able to go.

Marion will set a meeting to go into Central Office and discuss budget information with Kym Freeman and Jenny Grzegorzcyk to see if reporting of the budget information could be done in a different format to help avoid confusion.

**A Motion was made that the SRC support the attendance of one council member at the 2009 Spring CSAVR Conference in April. The Motion was seconded, voted on and passed unanimously.**

**A Motion was passed to accept the Treasurer's Report as read. The Motion was seconded.**

### ***Client Satisfaction Surveys***

Surveys were distributed to members in attendance and some will be mailed to members not present.

### ***CAP Report – Lee Beidleman***

Council member Lee Beidleman reported that he has four open cases and has closed one case just today; two cases are with VR. Lee shared some publications from Protection and Advocacy with the council – IEP Checklist, and Beyond High School – A Practical Guide to Higher Education and Training for Persons with Disabilities. Winter is a slow travel time but with the arrival of better weather he starts traveling more. Lee gets involved with TBI - Brain Injury Support Groups, to discuss CAP and VR, and some Independent Living and Transition.

### ***Old Business***

The quick reference guide was reviewed and changes were noted in the guide. **A Motion was made to accept the quick reference guide with noted changes. The Motion was seconded and passed unanimously.**

### ***New Business***

Brian Hickman invited the council to VR's two In-Service Trainings in Laramie – The Support Staff Training is the last week of April and the Counselor Training is the second week in May. Agendas were e-mailed to all council members. Council members attending the In-Service training can be reimbursed for their lodging and travel to attend.

### ***Adjourn***

## **Friday, February 13, 2009:**

The joint SRC / SILC meeting was called to order at 9:00 a.m. by Mark Pixley, SRC Chair Elect and Bill Marsh, SILC Chair, and introductions were made.

### ***SRC Focus and Responsibilities – Mark Pixley & Jim McIntosh***

A brief review of the State Rehabilitation Council and its responsibilities was presented by Chair Elect Mark Pixley and Jim McIntosh. The duties of each of the three SRC committees were reviewed. Executive – dealing with policy and changes; Communications – Information Sessions and Employer Awards; Review – State Plan, Annual Report.

### ***SILC Focus and Responsibilities – Dorothy Worrell***

A brief review of the State Independent Living Council was given by councilmember Dorothy Worrell. SILC is an advisory committee which provides monitoring, and to advise the Centers for Independent Living (CILs). The council helps develop the IL State Plan. The SILC has several committees – Legislative, Marketing, Nominations and Membership. These committees provide training and reports to the Council each quarter.

### ***SRC Committee Updates***

Jim McIntosh reported that the SRC Executive Committee reviewed membership term expirations and reappointments.

Shannon Bodin reported that the Communications Committee held an Information Session in conjunction with the Employer Award last night at the Library. About 15 people attended the Information Session and the council was able to provide information/resolutions to issues that several people brought to the session. The Employer Award was presented to the Cloud 9 Restaurant & Bar, which is a business that works with DVR to employ persons with disabilities.

Kirk McKinney reported that the Review Committee is working on the State Plan, providing comments back to DVR. A ‘talking points’ quick reference guide, for council members to use when speaking others regarding VR, was approved and will be printed and distributed to council members.

### ***WSIL Updates – Bill Marsh***

Wyoming Services for Independent Living, which serves the western portion of the state, currently has two acting co-directors - Kim Gibson and Mary Palmer. They needed to get on the road due to the bad weather but did provide information to the SILC at yesterday afternoon’s meeting. WSIL’s Board of Directors is in the process of selecting a director and SILC is looking forward to positive things for this center.

### ***SILC Committee Updates – Dorothy Worrell***

The IL State Plan is good for another year so they are not currently working on this. The Executive Committee is working on travel to trainings and conferences for several members, and works to keep the council and the CILs moving forward.

The Training Committee works with the CILs by reviewing case files and providing feedback with regard to the services provided and giving suggestions that may improve services.

Ken Hoff provided information that the Legislative & Marketing Committee has been working on. Wyoming Independent Living (WILR), which serves the eastern portion of the state, has put together an Annual Report and copies have been distributed statewide in an effort to get

information about IL out to people. Although WILR has been around since 1985, not many people know about them. WSIL (Kim and Mary) brought a similar report to the meeting yesterday and provided it to the SILC.

The SILC website is being updated with a new look and pictures of each member.

Legislatively, Ken Hoff is trying to get funding for the WILR's Aging and Disability Resource Center as their current funding source expires. The SILC is going to the Capitol this afternoon to testify before the Labor Committee.

Nora Sullivan reported that Nomination & Membership Committee gave applications to Kim Gibson and Mary Palmer, from WSIL, and they have received an application from Veronica Gambler, Director of the Northern Arapahoe VR Program.

### ***VR Program Goals – Jim McIntosh***

VR is waiting to see what might come from the Stimulus Plan and advised that any money from the Plan would go toward case services. VR's case loads have expanded remarkably therefore VR is in tight financial times for the remainder of the State Fiscal Year. VR is taking serious steps to conserve money, but will still provide services to clients.

### ***SILC/IL Program Goals – Ken Hoff and Dorothy Worrell***

**WILR** – the Board is planning retreat, the end of April into the first of May. They will look at the goals set in previous planning sessions and look at where they want to go in the next 3 to 5 years.

Ken reported that WILR's budget is tight, just as VR reported, so they are also looking as ways to still provide services to clients, remain within their budget, and looking for new/different sources of funding. Dorothy Worrell also reports that getting some positive leadership for WSIL was a goal for SILC and to have Centers for Independent Living provide similar services to both sides of the state.

**BIAW** – Dorothy Worrell reports that they have received a grant from VR for Project Brain. Dorothy provided a quarterly report regarding the activities and progress of the Community Resource Teams (CRT). The CRT in Cheyenne has a Memorandum of Understanding with the hospital in that community. BIAW have peer mentoring tip cards that have been distributed to various hospitals around the state and they are getting referrals although it seems to take several months after the people are leaving the hospital before BIAW is being contacted.

BIAW is having their conference in March and have distributed fliers with information on the conference. They have also made some formatting changes to their newsletter so it will look more like a newspaper. They are having the Casper Journal print them and it will save them in costs to have the newsletter done this way.

The BIAW webpage will be reorganized for easier navigation; they had a specialist look at it to help with these changes. The Brain Injury Association of American is trying to get all Brain Injury Association web pages to look similar for ease of use.

The statewide educator has been very busy providing free training around the state and will be able to continue to provide the trainings free for at least another year.

**Next Meeting:**

May 19 & 20, 2009

**Headwaters Arts & Convention Center**

Dubois, Wyoming