



Department for Aging And Rehabilitative Services (DARS)
Division of Rehabilitative Services (DRS)
Employment Service Organization Steering Committee (ESOSC)

DARS Central Office, Richmond, Virginia
Conference Rooms 101-103-105
Tuesday April 23, 2019 9:30
Minutes

Members Present: David Gusler, Greg Ellison, Megan Bergen, Chuck McElroy, Rachel Rounds, Robin Metcalf, Stephanie Hoer, Carey Yates, Phil Smith, Shawn Smith, Jason Harper, Chris Lavach, Cheryl Moran, Jan Williams, Krista Shanafelt, Alan Hargraves, Erick Smith,

Guests Attending: Christy Stegman, Sharon Harrup, Christin Jackson, Matt O'Connell, Zanelle Nichols, Christopher Hicks, Joanne Ellis, Lance Elwood, Matthew Shapiro, Pamm Goode, Adair Jensen-Smith

DRS Staff Attending: Kathy Hayfield, Dale Batten, Donna Bonessi, Dionca Coleman, Carrie Worrell, Anita Mundy, Catherine Harrison, Leah Mills, David Leon, Martin Kurylowski

9:30 -Full Committee Call to Order

Introductions

Review and approval of Draft minutes from January 15, 2019 meeting

Megan Bergen

Members

Commissioners Update

Commissioner Hayfield

Commissioner Hayfield provided an overview of the history of the ESOSC. She noted it started in 1991 and that she had actually staffed the Committee at that time. Commissioner Hayfield stated the ESOSC was first an Advisory Group and then became the Steering Committee. Now, per the legislation that passed during the 2019 General Assembly Session, the ESOSC would have a different focus. There will be 11 members appointed to the ESOSC and the ESOSC would advise the Commissioner regarding LTESS/EES funds. This was different in that previously, the ESOSC advised the Commissioner regarding services provided by ESOs as well as LTESS/EES. Commissioner Hayfield thanked the members for their work and stated there was cake to celebrate the accomplishments of the ESOSC to date. The current ESOSC ends with the adjournment of this meeting.

Directors Update

Dale Batten

Ms. Batten welcomed everyone and provided an overview on the number of individuals being served. There are 20,000 open cases with 8,200 being students with disabilities (SWD) and youth with disabilities (YWD) being provided vocational rehabilitation services. She noted that Jessica Stehle would be conducting orientations with ESOs in upcoming weeks regarding the provision of Pre-Employment Transition Services. Ms. Batten stated if ESOs currently were approved to provide these services, that they were not required to attend these orientations. The orientations were to help increase the numbers of PreETS providers for work experiences during the summer months.

Ms. Batten stated that on April 1, 2019, 635 cases that are most significantly disabled (MSD) were pulled from the waiting list. These individuals applied for services prior to February 15. She stated it is anticipated that 435 individuals who are MSD will be pulled from the waiting list on May 15. These individuals have been on the waiting list since March. Ms. Batten stated the goal was to take individuals off the wait list within 90 days. Individuals who are MSD need to be pulled first and then those individuals who were SD would may be able to be taken off the wait list.



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Ms. Batten then reviewed the numbers of case closures and individualized employment plans (IPEs). There have been 1,200 closures with the goal being set for 3,200. Ms. Batten stated that this was only 40 percent. She stated that currently 2,100 IPEs have been developed and the goal is 5,250. Ms. Batten stated that nationally there is a decrease in VR applicants for services. Staff recently attended the Council of State Administrators of Vocational Rehabilitation (CSAVR) national conference. She stated that more states were in Order of Selection this year with all categories closed, different than last year this time; previously there were states that did not have a wait list for services. All states reported low numbers of case closures, plans and referrals. On a positive note, Virginia had increased the number of cases receiving Pre-Employment Transition Services with 4,700 students receiving these services. She encouraged the membership to work with DARS in serving students between the ages of 16-22 who would be eligible to receive Pre-Employment Transition Services. A question was raised about the total expenditures for Pre-Employment Transition Services and whether they were on target to reach 15 percent established by WIOA. Ms. Batten stated that DARS is more on target this year for spending the 15% established by WIOA. Ms. Batten stated Jessica would be holding the orientation on Pre-ETS on May 14.

LTESS/EES 3rd Quarter Spending review

Donna Bonessi

Donna Bonessi information on the YTD projections for both LTESS and EES. We are trending to have a balance of \$387,000 in LTESS as of March 2019 spending. \$190,000 of that is in the reserve funding. The EES projected balance is \$454,545.87, of which \$229,000 is in the reserve funding. At the last General Assembly session a budget bill was passed that took \$376,000 from state employment services funds. ESO's may contact Donna for individual balances or shortfalls.

LTESS/EES Allocation Plan FY 2020

Donna Bonessi

Donna stated that the group needed to recommend a plan on how to allocate future funds. The current plan was a percentage based on utilization for last 3 years. New vendors will not be in the 3 year rolling average and will receive the same amount as FY 19 year for FY 20.

All ESO's will receive their full outstanding balances this year when reallocations are done. There are currently 12 organizations out of 78 that have over spent their funding for this current year. Motion was made by Jan Williams and seconded by Chuck McElroy to keep allocation plan for 2020 the same as previous year. All were in favor.

Anita will be contacting organizations that have not used their LTESS/EES fund this past FY.

LTESS/EES System Redesign update

Anita Mundy

Redesign of the new LTESS/EES website is almost complete. Changes are being made to comply with the Commonwealth IT security guidelines. New for this system is ESO's will be required to have a vendor admin. The vendor administrators will be required to approve access and also check status of current users on a quarterly basis. All new users will have to complete a security training before accessing the system. Additionally all users will need to take Cyber Security training on an annual basis. A deactivation policy will take effect when someone no longer needs access or leaves the organization. The new system will be more user friendly and users will see changes to the landing page. Contact info will be on there to



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help users when they have questions about certain things. ESO system admins will receive pop up emails when it's time to review and approve new users. The new system will go live 7/1. Training sites have been confirmed and an email will go out informing you of locations, dates, and time. There will be 6 trainings held across the state. Training is not required, but recommended to learn new system. 5/20 – 5/31 are the dates that training will be held.

Donna stressed that on June 7th after 3pm ESO's will no longer have access to current LTESS/EES system. The system will shut down for good. Requisitions must be submitted by 3pm 6/7. The new system will be up and running on 6/10 and ESO's will have access this day. ESO's will need to review their client info to make sure information is correct before billing in the new system. All historical data will not transfer into new system. Everyone will get a new user ID that will be changed when they log into the new system for the first time. There will be short training videos available. Testing starts next week on the new system. A few ESO's have been contacted to help with testing.

Future ESO Steering Committee

Catherine Harrison

Catherine provide an update on SB1485 and HB2306. The governor submitted amendments to the legislation that was rejected by both the house and the senate. The Governor's action is due by midnight on 5/3. If there is no action by the governor or if he signs the legislation the bill will become effective July 1st. The new ESOSC is established as an advisory board in the executive branch of state government. The purpose of the committee is to report and advise the Commissioner on policy, funding, and the allocation of funds to ESO's for LTESS and EES. The new committee will be composed of 11 non-legislative citizen members. The breakdown of appointments to the committee is 4 from Senate Rules (2 VaAccess, 1 Goodwill Network, and 1 APSE) 5 Speaker Appoint (2 VaAccess, 1 Goodwill, 1 APSE, 1 family member receiving services in LTESS or EES) 2 Governor (2 at large members). Each member will serve 3 year terms, no more than 2 consecutive 3 year terms. The officers will be elected annually for chair and vice chair.

Ongoing Collaboration between DARS and ESOs

Donna Bonessi

Donna wanted recommendations/suggestions on how to move forward after 7/1. Dale suggested a statewide forum. Donna and Anita are discussing redoing the forums in each individual region. The idea of hosting the meetings regional may be beneficial to have more participation. Group wants to keep some type of meeting to continue to communicate and discuss ideas. The group will meet quarterly with the first meeting to begin sometime around August early September. Group suggested a standing invitation to the chairman of the new ESO Steering Committee to attend the group forums to provide presentations and to hear comments from the group. New meetings will be open to all ESO's moving forward. If anyone can think of a new name for the group you may send suggestions to Donna. State reps will be present at regional meetings.

Public Comments

11:36 -- Adjourn
