State of California

Health and Human Services

Department of Rehabilitation

Training Subcommittee Meeting  
Wednesday, 03/29/23

**Meeting Notes**

In attendance:

Training subcommittee members (by Zoom): Sandy Balani, Jerry Gann, Michael Hatch, Naresh Balani

DOR staff (by Zoom): Sue Pelbath, Michael Thomas, Kelly Snow, Marc Leyva, Jennifer Wilbon

Members of the public (by Zoom): Max Duarte, Andy Ngo

Agenda

1. Welcome and roll call

Sandy Balani, Chair, welcomed attendees, conducted a roll call, and reviewed the rules. Sandy suggested creating a Taskforce meeting to begin planning the annual vendor training meeting. The next Training Subcommittee Meeting is scheduled for Thursday, April 20, 2023, 1PM – 2:30PM.

Sue Pelbath: Taskforce meeting is scheduled for Friday, April 14, 2023, 1PM – 3PM.

1. Discussion of BEP Training Curriculum

Sandy led a discussion on the development of the BEP curriculum for BEP applicants to enter the BEP program.

Michael Thomas: Michael discussed the requirements for BEP applicants and stated that because BEP is a federal vocational rehabilitation (VR) program, the department cannot request specific qualifications/criteria for individuals to be eligible for VR services. Once an individual is found eligible for VR services and selects BEP as an employment outcome, the department can recommend requirements that will help the individual be successful in the BEP program. Classes will start the beginning of next year. The department is making sure that policies and procedures are up to date and will not finalize the curriculum without reviewing it with the committee first.

Marc Leyva: Marc mentioned there are curriculums/information from previous trainings. Marc is in the process of updating the policies to add to the curriculum.

Sandy Balani: Sandy would like to know more about the status of the training classes for applicants who want to get into the BEP program. Sandy asked if the curriculum would include which courses need to be completed. Sandy asked if individuals coming into the BEP program will have to follow the new curriculum.

Michael Hatch: Requested clarification about the BEP application process.

Public comment

Max Duarte: Max asked if the department had an old curriculum from

previous classes and if the department had begun developing a curriculum or

if the curriculum would be from “scratch”. Max suggested the curriculum be

presented to the training committee for feedback and for the committee to

receive the updated curriculum for review before it is finalized.

1. **Yearly BEP Vendor Training**

Sandy Balani: Would like to review the budget so that vendors will know what

the budget looks like when planning the annual training. Sandy would like to

know where the training will take place, and how many DOR staff members

will be participating in the taskforce meeting. Sandy said she will check the

calendar to see what other events are going on nationally.

Michael Thomas: Michael shared which staff members will be part of

the taskforce meeting. The department would like the training to be an in-

person training, to occur this year, and the training will occur in Sacramento,

late October or within the first two weeks of November. The payment to

NFBEI has been sent and the department needs to coordinate with them

regarding the training dates.

Public Comment:

Max Duarte: Max had questions regarding the annual training, including

asking if training will be occurring this year, when it will occur, and asked if it

will it be virtual or in-person?

1. **Open Forum**

No topics were brought forward.

1. **Adjourn**

Meeting adjourned at 2:19 PM.