**California State Rehabilitation Council (SRC)**

Executive Planning Committee (EPC) Meeting

Wednesday, July 13, 2022

1:00 – 2:30 p.m.

Department of Rehabilitation (DOR)

721 Capitol Mall, Room 301

Sacramento, CA 95814

**July 13, 2022 EPC Meeting Minutes**

***Approved on October 5, 2022***

**In Attendance:**

**SRC EPC Members**

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| Name | Attendance |
| Theresa Comstock, Chair | Virtually by Zoom |
| Nick Wavrin, Vice-Chair | Virtually by Zoom from the DOR Northeast Sacramento Branch Office |
| Benjamin Aviles, Treasurer | Virtually by Zoom |
| Ivan Guillen, Chair, Unified State Plan Committee | Virtually by Zoom from the DOR San Diego District Office |
| Susan Henderson, Chair, Monitoring and Evaluation Committee | Virtually by Zoom |

**DOR Staff**

|  |  |
| --- | --- |
| Name | Attendance |
| Ana Acton | Virtually by Zoom |
| Kate Bjerke | Virtually by Zoom from DOR Central Office, Sacramento |
| Megan Sampson | Virtually by Zoom |

**Member of the Public**

|  |  |
| --- | --- |
| Name | Attendance |
| La Trena Robinson | Virtually by Zoom |

## Item 1: Welcome and Introductions

Theresa Comstock, SRC Chair, called the meeting to order at 1:00 pm and welcomed meeting attendees. The EPC members introduced themselves and a quorum was established.

## Item 2: Public Comment

There were no public comments on issues and concerns not included elsewhere on the agenda.

## Item 3: Approval of the May 23, 2022 EPC Meeting Minutes

Motion: It was moved/seconded (Guillen/Wavrin) to approve the May 23, 2022 EPC meeting minutes as presented. Motion was approved 4-0-1. (Yes – Comstock, Wavrin, Aviles, Guillen), (No – 0), (Abstain – Henderson).

## Item 4: Quarterly Meeting Planning

Kate Bjerke, SRC Executive Officer, reviewed the list of potential agenda items (pages 8 – 13 of the meeting packet) for the August 31 – September 1, 2022 SRC quarterly meeting. The SRC EPC members provided feedback on prioritization of the potential agenda items:

Benjamin Aviles, SRC Treasurer, noted that the agenda item requested by the public (update on expedited enrollment) should get top priority, and that all potential agenda items were of interest.

Ivan Guillen, Unified State Plan Committee Chair, asked for clarification on the running list of potential agenda items. Bjerke confirmed that the list consists only of active items that have not yet been addressed/heard by the SRC. Guillen noted that agenda items of interest include:

* Diversity, equity, and inclusion (DEI): Disability Rights California is increasing their work and outreach related to DEI, and it will be important to learn about DOR’s DEI efforts. Guillen is interested in learning what DOR DEI efforts are taking place as it relates to the re-entry population.
* Update on the DOR Consumer payment card.
* Guillen requested an update on DOR’sregulation package that will update the State regulations to align with the WIOA amendments to the Rehabilitation Act. Guillen noted there is language regarding self-employment that needs clarification.

Nick Wavrin, SRC Vice Chair, highlighted potential agenda items of interest, including the presentation from the Department of Health Care Service, prioritizing the request for an update on expedited enrollment, continued discussions on DOR Student Services, and a presentation to learn about how DOR engages with consumers on social media.

Susan Henderson, Monitoring and Evaluation Committee Chair, noted that all the potential agenda items were of interest, and agreed that the request for an update on expedited enrollment should be prioritized. She mentioned that the gun violence agenda item would need more exploration and development by staff before this item is addressed by the SRC. Henderson expressed interest in receiving more information on DOR student services.

Theresa Comstock, SRC Chair, identified the following agenda items to be of interest: Job retention and order of selection; DOR Student Services; diversity equity and inclusion (high priority); prioritize expedited enrollment and include an update on the expedited individualized plan for employment. Comstock asked for the financial participation update to be removed from the list, noted that the SRC annual report needs to be scheduled as an agenda item so it’s submitted on time, and suggested that the SRC receive an update on the labor market sector specialty teams during the November 30 – December 1, 2022 SRC meeting. Comstock noted that the SRC has never had a robust discussion or provided input on the budget, and that some programs would benefit if there was increased collaboration between departments. A potential discussion is – how can DOR leverage relationships with other departments to bring in needed funding, both at the state and local community level, how to increase funding for community-based organization as well as state level staff in order to increase the integration of services.

## Item 5: SRC Membership Updates

Bjerke provided an update on the interpretation of term limits, reappointments, and recruitment efforts.

**Item 6: SRC Officers and Executive Officer Reports**

Nick Wavrin provided updates from the California Department of Education (CDE). The CDE has greatly expanded the number of Family Empowerment Centers in California. Previously there had only been 13 or 14 centers. CDE has added 28 centers for a total of 41 Family Empowerment Centers in California. CDE is now closer to their goal that every region will have access to a Family Empowerment Center. Center onboarding started in June and will occur throughout the summer. CDE initiatives within the State budget relevant to the work of the SRC and DOR include the following:

* Alternative pathways to a high school diploma – started in the Budget Act of 2020 so that all students with disabilities can earn a high school diploma. This work will continue through 2024.
* Continuation of the workgroup authorized to develop a statewide, standardized Individualized Education Program (IEP) template for use by all the LEAs.
* CDE has launched a statewide elementary school connection grant. Two pilot LEAs will develop resources and tools to connect elementary schools earlier with transition planning resources. Planning for post-secondary life starts in elementary school.

Susan Henderson provided updates regarding the Parent Training and Information Centers (PTIC). Many of the PTICs in California received the Family Empowerment Center grants, so these centers are ramping up to serve the counties for which they received funding. The PTICs have and continue to work together to identify and address systemic issues. The PTICs have a monthly meeting. During the July monthly meeting, one of the topics discussed was the need to have a representative from both DOR and CDE meet with the PTICs regularly, perhaps twice a year, to provide status updates on things like the model IEP form, and the workability programs

Ivan Guillen provided the following updates on the DOR Unified State Plan:

* Two-year modification of the DOR State Plan was approved by the Department of Labor and RSA, covering July 2022 through July 2024.
* The Consumer Satisfaction Survey closed on May 27, 2022 and the SRC will receive an update on the survey results in the near future.
* Next state plan update will take place at the August 31 – September 1, 2022 SRC quarterly meeting.

Guillen noted that Disability Rights California (DRC) is in the process of hiring additional Client Assistance Program (CAP) advocates and that DRC is developing self-advocacy training.

Kate Bjerke provided the following updates:

* A new SRC Office Assistant has been hired and will start on August 9, 2022.
* The SRC recommendations 2022.2 and 2022.3 have been submitted to the Directorate. The goal is to receive the Department’s response in time for it to be included in the SRC’s annual report.
* The SRC Nominating Committee will convene the week of August 8th.
* SB 189 has reinstated Bagley Keene Open Meeting Act flexibilities.

**Item 7: Discussion Regarding Future EPC Agenda Items (2:25 – 2:30 p.m.)**

October 5, 2022 from 1:00 – 2:30 p.m. was selected as the next EPC meeting date.

**Item 8: Adjourn**

The meeting adjourned at 2:05 p.m.