

**CALIFORNIA STATE REHABILITATION COUNCIL (SRC)**

**EXECUTIVE PLANNING COMMITTEE (EPC)**

# MEETING NOTICE AND AGENDA

**Monday, May 23, 2022**

**11:00 – 11:45 a.m.**

**Department of Rehabilitation (DOR)**

**721 Capitol Mall, Room 252**

**Sacramento, CA 95814**

**Video Conference (Zoom) Link**: <https://tinyurl.com/248yhdcv>

Meeting ID: 847 5132 2717 and Passcode: 0HSx83f@

**Teleconference Number**: 1-669-900-6833 or 1-408-638-0968

Meeting ID: 847 5132 2717 and Passcode: 45906377

Phone controls for participants: Mute/unmute: press \*6; raise hand: press \*9.

**Email Your Comments**: [SRC@dor.ca.gov](mailto:SRC@dor.ca.gov)

**Meeting Agenda**

Please note: All times indicated and the order of business are approximate and subject to change. The SRC may act on any item listed in the agenda.

# Welcome and Introductions (11:00 – 11:05 a.m.)

Theresa Comstock, SRC Chair

# Public Comment (11:05 – 11:10 a.m.)

Members of the public will have the opportunity to comment on issues and concerns *not* included elsewhere on the agenda. Public comment relating to a specific agenda item will be taken at the end of the applicable agenda item or prior to a vote.

# Approval of the May 4, 2022 EPC Meeting Minutes (11:10 – 11:15 a.m.)

Theresa Comstock, SRC Chair

# 4. Recommendations for the SRC Nominating Committee

**(11:15 – 11:40 a.m.)**

The EPC will create the slate of candidates to be recommended as members of the SRC Nominating Committee.

# 5. Adjourn\* (11:45 a.m.)

**PUBLIC COMMENTS**

Public comments on matters not on the agenda are taken at the beginning of the meeting. A speaker will have up to three minutes to make public comments and may not relinquish his or her time allotment to another speaker. Non-English speakers who utilize translators to make public comment will be allotted no more than six minutes unless they utilize simultaneous translation equipment. The SRC is precluded from discussing matters not on the agenda; however, SRC members may ask questions for clarification purposes.

**MEETING NOTICE AND AGENDA**

This meeting notice and agenda and supplemental meeting materials are posted on the [SRC webpage](https://dor.ca.gov/Home/SRC). Interested members of the public may use the teleconference number or join virtually to listen to the meeting and/or provide public comment. The SRC is not responsible for unforeseen technical difficulties that may occur and is not obligated to postpone or delay its meeting in the event of unforeseen technical difficulties with the teleconference line or virtual meeting room.

\*The meeting will adjourn upon completion of the agenda.

**REASONABLE ACCOMMODATIONS**

If you require a disability-related accommodation, materials in alternate format or auxiliary aids/services, please call (916) 558-5897 or email [SRC@dor.ca.gov](mailto:SRC@dor.ca.gov) five days prior to the meeting.Any requests received after this date will be given consideration, but logistical constraints may not allow for their fulfillment.

**REMOTE IN-PERSON LOCATION OPTIONS:**

* 3075 Adeline Street, Berkeley, CA 94703
* DOR, San Diego District Office, 7575 Metropolitan Drive, Ste. 107, San Diego, CA 92108
* DOR, Northeast Sacramento Branch Office, 7840 Madison Avenue, Suite 160, Fair Oaks, CA 95628

**CONTACT PERSON**

Kate Bjerke, SRC Executive Officer, [SRC@dor.ca.gov](mailto:SRC@dor.ca.gov), (916) 558-5897.



**May 23, 2022**

**Agenda Item 3**

# Item Name: Approval of the May 4, 2022 SRC Meeting Minutes

**Item Type:** Action. EPC members will vote to approve the meeting minutes.

**Background:**

The SRC Executive Planning Committee (EPC) last met on May 4, 2022. The minutes from this meeting include notes taken of the discussions and decisions made.

**Attachment(s):**

Attachment 1: Draft Minutes for Approval

**Agenda Item 3, Attachment 1**

Draft Minutes for Approval



**CALIFORNIA STATE REHABILITATION COUNCIL (SRC)**

**Executive Planning Committee (EPC) Meeting**

Wednesday, May 4, 2022

1:00 p.m. – 2:30 p.m.

Department of Rehabilitation (DOR)

721 Capitol Mall, Room 301

Sacramento, CA 95814

# Draft May 4, 2022, EPC Meeting Minutes

**In Attendance:**

**EPC Members**

Theresa Comstock, SRC Chair

Nick Wavrin, SRC Vice-Chair

Benjamin Aviles, SRC Treasurer

Ivan Guillen, Unified State Plan Committee Chair

Susan Henderson, Monitoring and Evaluation Committee Chair

**DOR Staff**

Regina Cademarti

Kate Bjerke

Elizabeth Colegrove

**Member of the Public**

Aaron Espinoza

## Item 1: Welcome and Introductions

Chair Comstock 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 February 16, 2022 EPC Meeting Minutes

Motion: It was moved/seconded (Guillen/Henderson) to approve the February 16, 2022 EPC meeting minutes as presented. Motion was approved 5-0-0. (Yes – Comstock, Wavrin, Aviles, Guillen, Henderson), (No – 0), (Abstain – 0).

## Item 4: Recommendation Discussion

EPC members continued the discussion from the May 23 – 24, 2022 SRC meeting regarding SRC recommendations. Executive Officer Cademarti reviewed the three draft recommendations under development, which address the following topics: 1) contact information listed on DOR’s goods and services authorization form; 2) working with local education agencies to train teachers on DOR services; and 3) expanding partnerships between vocational rehabilitation and behavioral health agencies.

EPC members asked clarifying questions, provided terminology corrections, and discussed the recommendations. It was suggested that a workplan be developed to track the communication and implementation of the SRC’s recommendations.

Incoming Executive Officer Bjerke spoke about the SRC’s role to coordinate with other boards and councils in California, like the State Independent Living Council and the California Behavioral Health Planning Council.

To further develop and inform the current draft recommendations, the SRC will invite DOR representatives to join the June 8 – 9, 2022 SRC meeting to provide additional information on training teachers on DOR student services, expanding partnerships between vocational rehabilitation and behavioral health agencies, and information on traumatic brain injury programs.

## Item 5: June 2022 SRC Quarterly Meeting

Executive Officer Cademarti spoke about the logistics for the June 8 – 9, 2022 quarterly meeting, including attendance, location/venue, subcommittee meetings, and increasing the length of the meeting. Executive Officer Cademarti then reviewed the proposed agenda items and standing business items listed in the “SRC Quarterly Meeting Potential Agenda Items” handout. EPC members provided feedback on, and expressed interest in, the proposed agenda items, along with the additional topics to inform the draft recommendations. Incoming Executive Officer Bjerke will move forward with scheduling and preparing the June 8 – 9, 2022 SRC quarterly meeting accordingly.

Public comment: Aaron Espinoza asked a clarifying question regarding the Career Pathways Grant.

## Item 6: Bagley-Keene Open Meeting Act

Executive Officer Cademarti reviewed the current requirements of the Bagley-Keene Open Meeting Act as of May 4, 2022. DOR Attorney Elizabeth Colegrove answered questions and provided information on the status of legislation to amend the Bagley-Keene Open Meeting Act, reasonable accommodations, and public location requirements.

## Item 7: SRC Officers and Executive Officer Reports

Each EPC member expressed appreciation for SRC Executive Officer Cademarti’s work. Committee Chair Henderson stated there are no updates from the SRC Monitoring and Evaluation Committee. Committee Chair Guillen reported that the Unified State Plan (USP) Committee will be joined by new SRC member, Elizabeth Lewis. Guillen explained that the State Plan Modification was recently submitted and is awaiting review from the US Department of Labor. The modification will be valid from July 1, 2022 – June 30, 2024. During the next USP meeting, the committee will meet with the DOR Planning Unit and discuss the public comment process, receive an update on the new goals and objectives, and brainstorm on how to continue gathering good data.

SRC Executive Officer Cademarti provided updates on the following:

* Three new members have been appointed to the SRC: Lisa Hayes (State Independent Living Council), Elizabeth Lewis (Business, Industry and Labor), and Sara Abdrabou (VR Counselor).
* The DOR’s responses to SRC recommendation 2021.4 (Work Incentive Planning Information) and recommendation 2022.1 (Transportation Regulations) are due back on May 6, 2022.
* Andi Mudryk, DOR’s Chief Deputy Director, has been appointed by Governor Newsom to serve as a Sacramento County Superior Court Judge.
* Staffing changes in the DOR Planning Unit.
* Cademarti expressed appreciation for the opportunity to serve as the SRC Executive Officer.

Incoming SRC Executive Officer Bjerke expressed appreciation for Cademarti’s work and spoke about next steps and transition for the role.

## Item 8: Adjourn

The meeting adjourned at 2:23 pm.



**May 23, 2022**

**Agenda Item 4**

# Item Name: Recommendations for Nominating Committee

**Item Type:** Action

**Background:**

Today, the EPC members will recommend at least three (3) and not more than five (5) SRC members for the Nominating Committee.

This is in preparation for the SRC officer election at the August 31- September 1, 2022 quarterly meeting,

**Attachment(s):**

Attachment 1 – Excerpt from SRC Bylaws

Attachment 2 – SRC Membership Roster and Appointment Chart

**Agenda Item 4, Attachment 1**

# Excerpt from SRC Bylaws

The following excerpt from State Rehabilitation Council (SRC) Bylaws provides the guidelines for the Nominating Committee.

**CALIFORNIA STATE REHABILITATION COUNCIL**

**BYLAWS**

(Last revised March 24, 2022)

**Article V Officers, Section A, Item (1) b.**

1. The SRC Officers shall be Chair, Vice-Chair and Treasurer, with duties and responsibilities as follows:

(1) The Chair shall:  
b. Select and appoint, from among the SRC membership, Chairs and members of all SRC Committees and taskforces, with the exception of the Nominating Committee;

**Article 7 Committees, Section A, Item 5**

5. Nominating Committee

The Nominating Committee shall make recommendations to the SRC relative to the annual election of SRC officers. The Nominating Committee shall:

* 1. Be composed of at least three (3) and not more than five (5) SRC members.
  2. Be elected by the SRC at the meeting preceding the meeting in which Officer elections are held, from a slate of candidates recommended by the EPC. The floor shall also be opened to additional nominations.
  3. Serve for one year. Should a mid-year vacancy occur in the office of vice-chair or treasurer, the Nominating Committee shall reconvene and recommend a candidate for vote at the next SRC meeting.

**Agenda Item 4, Attachment 2**

# SRC Membership Roster and Appointment Chart

| **Member Name** | **Term** | **Appointment Date** | **End**  **Date** | **Member Type** |
| --- | --- | --- | --- | --- |
| Theresa Comstock | Second | Sep 8 2019 | Sep 7 2022 | Disability Advocacy Group |
| Joe  Xavier | Third | Sep 8 2019 | Sep 7 2022 | State VR Director  (non-voting) |
| Chanel Brisbane | First  (Partial Term) | Sep 25 2020 | Sep 7 2022 | Community Rehab Program |
| Jonathan Hasak | First  (Partial Term) | Sep 25 2020 | Sep 7 2022 | Business, Industry, and Labor |
| Susan Henderson | First  (Partial Term) | Sep 25 2020 | Sep 7 2022 | Parent Training and Information |
| Lisa  Hayes | First  (Partial Term) | Mar 30, 2022 | Sep 7, 2022 | State Independent Living Council |
| Benjamin Aviles | Second | Sep 8 2020 | Sep 7 2023 | Applicant of or Recipient of VR Services |
| Nicholas Wavrin | Second | Sep 8 2020 | Sep 7 2023 | State Education Agency |
| Kecia  Weller | Second | Sep 8 2020 | Sep 7 2023 | Disability Advocacy Group |
| Ivan  Guillen | Second | Oct 11 2021 | Sep 7 2024 | Client Assistant Program |
| Sara Abdrabou | First | Mar 30, 2022 | Sep 7. 2024 | Voc. Rehab Counselor  (non-voting) |
| Elizabeth Lewis | First | Mar 30, 2022 | Sep. 7, 2024 | Business, Industry, and Labor |