

**CALIFORNIA STATE REHABILITATION COUNCIL (SRC)**

**EXECUTIVE PLANNING COMMITTEE (EPC)**

# MEETING NOTICE AND AGENDA

**Wednesday, July 13, 2022**

**1:00 – 2:30 p.m.**

**Department of Rehabilitation (DOR)**

**721 Capitol Mall, Room 301**

**Sacramento, CA 95814**

**Video Conference (Zoom) Link**:

<https://dor-ca-gov.zoom.us/j/86590864580?pwd=VnKYvVkpN2fg9UGkaxTgVPjoxj95Wt.1>

Meeting ID: 865 9086 4580 and Passcode: ^vrdqaN1

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

Meeting ID: 865 9086 4580 and passcode: 17473843

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.

## 1. Welcome and Introductions (1:00 – 1:05 p.m.)

Theresa Comstock, SRC Chair

## 2. Public Comment (1:05 – 1:10 p.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.

## 3. Approval of the May 23, 2022 EPC Meeting Minutes (1:10 – 1:15 p.m.)

Theresa Comstock, SRC Chair

## 4. Quarterly Meeting Planning (1:15 – 1:50 p.m.)

The SRC EPC members will review, discuss, and prioritize the list of possible agenda items for the August 31 – September 1, 2022 SRC quarterly meeting.

## 5. SRC Membership Updates (1:50 – 2:00 p.m.)

Kate Bjerke, SRC Executive Officer

**6. SRC Officers and Executive Officer Reports (2:00 – 2:25 p.m.)**

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

**8. Adjourn\* (2:30 p.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 platform.

\*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 LOCATIONS:**

* 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.

# Item 3 Detail Sheet: Approval of the Draft May 23, 2022 SRC EPC Meeting Minutes

**Item Type: Action**

The SRC members will review and vote to approve the minutes from the prior SRC Executive Planning Committee (EPC) meeting.

**Background:**

The SRC convened an EPC meeting on May 23, 2022, the purpose of which was to identify a slate of candidates to serve on the SRC’s Nominating Committee. The meeting minutes highlight the key issues discussed, motions proposed or voted on, and activities to be undertaken.

**Attachment:**

Draft May 23, 2022 SRC EPC Meeting Minutes

## Draft May 23, 2022 SRC EPC Meeting Minutes

**CALIFORNIA STATE REHABILITATION COUNCIL (SRC)**

**Executive Planning Committee (EPC) Meeting**

Monday, May 23, 2022, 11:00 – 11:45 a.m.

Department of Rehabilitation (DOR)

721 Capitol Mall, Room 252

Sacramento, CA 95814

### In Attendance:

**EPC Members**

Theresa Comstock, SRC Chair

Nick Wavrin, SRC Vice-Chair

Benjamin Aviles, SRC Treasurer

Ivan Guillen, Unified State Plan Committee Chair

**Absent**

Susan Henderson, Monitoring and Evaluation Committee Chair

**DOR Staff**

Kate Bjerke

**Member of the Public**

Aaron Espinoza

### Item 1: Welcome and Introductions

Chair Comstock called the meeting to order at 11:00 a.m. and welcomed meeting attendees. 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 4, 2022 EPC Meeting Minutes

Motion: It was moved/seconded (Aviles/Wavrin) to approve the May 4, 2022 EPC meeting minutes as presented.

Motion was approved 4-0-0. (Yes – Comstock, Wavrin, Aviles, Guillen), (No – 0), (Abstain – 0).

### Item 4: Recommendations for the SRC Nominating Committee

Executive Officer Bjerke provided information on the roles and responsibilities of the SRC Nominating Committee and the SRC Officer election process. The EPC members then discussed the creation of a slate of candidates to be recommended as members of the SRC Nominating Committee.

Motion: It was moved/seconded (Aviles/Wavrin) to recommend the following SRC members for the slate of candidates for the Nominating Committee: Theresa Comstock, Chanel Brisbane, Jonathan Hasak, Kecia Weller, and Ivan Guillen.

Motion was approved 3-0-1. (Yes –Wavrin, Aviles, Guillen), (No – 0), (Abstain – Comstock).

This slate of candidates recommended by the EPC will be presented during the June 8 – 9, 2022 SRC quarterly meeting, during which the SRC will vote to elect the Nominating Committee. During this meeting, the floor will be open to nominations in addition to the recommended slate of candidates.

Member of the public, Aaron Espinoza, introduced themself.

### Item 8: Adjourn

The meeting adjourned at 11:15 a.m.

# Item 4 Detail Sheet: Planning for the August 31 – September 1, 2022 SRC Quarterly Meeting

**Agenda Item Type:** Discussion. The EPC members will provide input on possible agenda items for the next SRC quarterly meeting.

**Background:**

To help plan for the upcoming SRC quarterly meeting, a list is compiled of standing/business items, information updates, interactive discussions, and presentations requested by the SRC, members of the public, and DOR staff.

**Attachment:**

SRC Quarterly Meeting Potential Agenda Items

## SRC Quarterly Meeting Potential Agenda Items

**Meeting Dates and Time:** August 31 – September 1, 2022, 9:00 a.m. – 4:00 p.m.

**Meeting Format:** In-person (DOR Central Office Sacramento, Room 301), conference call, and virtually through Zoom.

\*\*\*All information listed below is for discussion and planning purposes only and should not be considered an invitation, commitment, or notice\*\*\*

**Proposed Meeting Structure**: Day 1 – August 31, 2022

* Welcome and Introduction (9:00 a.m.)
* Public Comment: 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.
* SRC Membership Updates and Recognitions
* Approval of the June 8 – 9, 2022 SRC Quarterly Meeting Minutes
* Directorate Report: Joe Xavier, DOR Director, will report on leadership and policy topics of interest. National, State, and departmental updates will be provided. SRC members will have the opportunity to ask questions and have an interactive discussion.
* Break (10:30 – 10:45 a.m.)
* Agenda item TBD
* Agenda item TBD
* Lunch 12:00 – 1:00 p.m.
* Agenda item TBD
* Agenda item TBD
* Break (2:15 – 2:30 p.m.)
* Agenda item TBD
* Adopt-a-Region Report Outs
* Recess (4:00 p.m.)

**Proposed Meeting Structure:** Day 2 – September 1, 2022

* Reconvene, Welcome, and Introductions (9:00 a.m.)
* Public Comment: 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.
* Agenda item TBD
* Agenda item TBD
* Break (10:30 – 10:45 a.m.)
* Agenda item TBD
* Agenda item TBD
* Lunch (12:00 – 1:00 p.m.)
* Agenda item TBD
* Agenda item TBD
* Break (2:15 – 2:30 p.m.)
* Debrief and Recommendations Working Session: SRC members will debrief from this meeting’s discussions and potentially adopt recommendations. A status update on (or review of) the DOR’s response to prior SRC recommendations will be provided.
* SRC Officers, Member and Executive Officer Reports
* Annual Election of the SRC Officers
* Identification of Future Agenda Items
* Adjourn (4:00 p.m.)

**Agenda Items Requested / Recommended by DOR Staff**

* Unified State Plan Committee: The DOR Planning Unit will provide the SRC Unified State Plan Committee with quarterly updates on the progress of the State Plan goals and objectives, along with an update on the Comprehensive Statewide Assessment.
  + Presentation from the Department of Health Care Services: The Department of Health Care Services (DHCS) will provide the SRC with information on the “Money Follows the Person, California Community Transition” program that assists individuals on Medi-Cal to transition from institutional settings to community living. The SRC members and DHCS representatives will have an interactive discussion to potentially identify opportunities for collaboration.
  + New Standing Agenda Item: Request from DOR’s Independent Living and Community Access Division (ILCAD) to have a standing item on the SRC agenda for program overviews, updates, and opportunities for collaboration. This aligns with the SRC’s requirement to coordinate efforts with the State Independent Living Council (SILC). Updates and discussion questions can include:
    - Updates from the June 29th stakeholder listening session on the DOR Community Living Fund that will allocate $10 million in the State General Fund to expand institutional transition and diversion service for people with disabilities, including older adults.
    - How can coordinated “no wrong door” services be provided to address the whole person whether they enter the systems through the vocational rehabilitation program or independent living provider?
    - How can employment services and outcomes for individuals with Traumatic Brain Injuries be improved?

**Agenda Items Requested by the Public**

* Expedited Enrollment: Members will receive an update on DOR’s implementation of the expedited enrollment process for consumers.

**Agenda Items Requested by SRC Members**

* + State Hearing Division: Members will receive an update on DOR’s transition to utilizing the California Department of Social Services, State Hearings Division to conduct fair hearings for DOR consumers. SRC members are interested in learning if this transition has resulted in positive changes, increased engagement and neutrality, and if it is more user friendly for DOR consumers.
  + DOR Student Services: Members will engage in an interactive discussion with DOR representatives regarding Student Services. Topics will include strategies for seamlessly transitioning potentially eligible case type students to a vocational rehabilitation case type, and how to increase understanding at schools about the various DOR programs (examples: Transition Partnership Programs, Student Services, and the We Can Work program).
  + Job Retention and Order of Selection: Members will receive an overview of DOR’s policies and learn about the differences between DOR post-employment services and job retention services for consumers. Information on the Order of Selection and wait list process will be provided. Members will engage in an interactive discussion about the prioritization of job retention services versus new vocational rehabilitation services for consumers. Discussion questions may include: what stakeholders and perspectives need to be considered, what are the possible ramifications, and what policy decisions will need to be made?
* Diversity, Equity, and Inclusion: SRC members will learn about Equity Action Plans and will discuss questions that focus on increasing diversity, equity and inclusion of DOR’s programs and services, such as:
  + How can DOR identify inequities in the Department’s programs and services, and what methodologies can be used to address these equity gaps?
  + What communities are unserved and underserved, and how can DOR effectively reach them?
  + What methods and models can be utilized to address these inequities?
* Gun Violence: Gun violence is both a public health and a public safety crisis in California. The SRC will discuss options for how DOR can contribute to the strategies and actions that address this crisis and identify examples of those strategies.
* 2023/24 State Fiscal Year Budget: SRC members will have an interactive discussion to identify possible budget asks for DOR’s 2023/24 State Fiscal Year Budget.
* Individual Service Providers (ISP): Members will receive an update on DOR’s use of ISPs. ISPs are independent contractors who assist individuals with disabilities to participate in vocational rehabilitation services and to achieve and maintain an employment outcome. DOR did not discontinue authorizations for ISPs and their services by September 1, 2021, as previously communicated.
* Expedited Individualized Plan for Employment (IPE): Members will learn about the expedited IPE process purpose and goal.
* Consumer Reimbursement of Goods and Services: The SRC will learn about the process of consumer reimbursement of goods and services. The DOR fair hearing complaints were separated into categories, one category included the request for reimbursement for goods and services which were not previously authorized by the DOR. The SRC can learn of the possible factors that may lead up to those complaints.
* Adult Work Experience: Members will receive an update on the availability of Adult Work Experiences for DOR consumers. Work experiences are intended to be temporary placements to gain experience in the workplace.
* Financial Participation Implementation Documents: The SRC will learn about the DOR materials (informational handouts to consumers, website content, staff resources and training) related to the financial participation and loaned property regulations. This is in support of the 2021 SRC recommendation that the materials are developed with clear language and with examples to ensure understanding by staff, consumers, and the public, reassuring that access to needed services will continue in an equitable and fair manner.
* Consumer Payment Card Update: The SRC will learn more about consumer payment card updates after a request to bid is awarded including the provider and objectives.
* Social Media: The SRC will learn about how DOR engages with consumers and stakeholders through social media. How does the DOR respond to comments and questions from followers and keep followers/community informed, educated, and up to date? How do they choose what content to publish to attract attention from followers and encourage engagement?

**Future Agenda Items**

* Ongoing Updates on DOR Initiatives
  + Integrating Employment in Recovery (IER) initiative supported by opioid funding.
  + Demand Side Employment Initiative
  + VR Connections
  + Labor-Market Sector Specialty Teams
* Regulations: Update on efforts to update DOR regulations so they better align with the Workforce Innovation and Opportunity Act.
* Annual Report: Review and approval of the 2021/22 federal fiscal year SRC Annual Report.
* Fair Hearing and Mediation Statistics and Overview of Hearing Summaries: SRC members will learn about the fair hearing and mediation statistics and receive an overview of hearing summaries (Update last received in January 2022).

# Information: 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 |