

**CALIFORNIA STATE REHABILITATION COUNCIL (SRC)**

**MEETING PACKET**

Wednesday, March 23, 2022 10:00 a.m. – 12:30 p.m.

Thursday, March 24, 2022 10:00 a.m. – 12:30 p.m.

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**CALIFORNIA STATE REHABILITATION COUNCIL (SRC)**

# Meeting Notice and Agenda

Wednesday, March 23, 2022 10:00 a.m. – 12:30 p.m.

Thursday, March 24, 2022 10:00 a.m. – 12:30 p.m.

**Public Participation Options**

* **Virtual Meeting Link**: Zoom: <https://tinyurl.com/SRC-QM-MAR2022>
* Meeting ID: 892 6684 8471 and Passcode: J8!.fi#P
* **Join by Phone**: +1 408 638 0968 or +1 669 900 6833
  + Meeting ID: 892 6684 8471 and Passcode: 12455094
  + Phone controls for participants:
    - Mute and unmute press \*6
    - Raise hand press \*9
* **Email Your Comments**: [SRC@dor.ca.gov](mailto:SRC@dor.ca.gov)

**Meeting Agenda**

Please note: Times are listed with the agenda items to assist attendees joining the meeting virtually and by phone. These times are estimates and subject to change. The SRC may act on any item listed in the agenda.

**1. Welcome and Introductions (10:00 – 10:05 a.m.)**

Theresa Comstock, SRC Chair

**2. Public Comment (10:05 – 10:10 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.

**3. Approval of the January 12-13, 2022 SRC Quarterly Meeting Minutes**

**(10:10 – 10:15 a.m.)**

**4. Directorate Report (10:15 – 11:00 a.m.)**

Joe Xavier, DOR Director and Andi Mudryk, DOR Chief Deputy 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 (11:00 – 11:05 a.m.)**

**5. Mental Health Cooperative Programs Evidence-Based Practices**

**(11:05 – 11:25 a.m.)**

Diane Shinstock, Manager, DOR Cooperative Programs

Theresa Woo, Regional Director, DOR San Francisco District

Presentation regarding evidence-based practices with mental health cooperative programs.

**6. Timely Communication with DOR Consumers (11:25 – 11:45 a.m.)**

Carol Asch and Trung Le, Assistant Deputy Directors, DOR Vocational Rehabilitation Employment Division

Presentation regarding timely communication with DOR consumers.

**7. Adopt-a-Region Reports (11:45 a.m. – 12:00 p.m.)**

SRC members will report out from their recent Adopt-a-Region discussions.

**Break (12:00 – 12:05 p.m.)**

**6. Adopt-a-Region Reports Continued (12:05 – 12:30 p.m.)**

SRC members will continue their reports out from their Adopt-a-Region discussions.

**7. Recess until 10:00 a.m. Thursday, March 24, 2022**

**Agenda for Thursday, March 24, 2022**

**8. Reconvene, Welcome, and Introductions (10:00 – 10:05 a.m.)**

Theresa Comstock, SRC Chair

**9. Public Comment (10:05 – 10:10 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.

**10. Competitive Integrated Employment Blueprint (10:10 – 11:00 a.m.)**

Michael Luna, California Department of Developmental Services

Nick Wavrin, SRC Vice-Chair, California Department of Education

Robert Loeun, Regional Director, DOR Inland Empire District

Andrew Burdick, Employment Specialist, Inland Regional Center

Presentation regarding the Competitive Integrated Employment Blueprint, including the business engagement efforts, and local partnership agreements.

**Break (11:00 – 11:05 a.m.)**

**11. Self-Employment (11:05 – 11:30 a.m.)**

Nina Presmont, Chief, Program Policy Section

Brenna Lammerding, AGPA, Program Policy Section

Theresa Woo, Regional Director, DOR San Francisco District

Justin McIntire, SSMI, DOR Santa Barbara District

Presentation regarding the services available for DOR consumers interested in starting and operating their own small business.

**12. SRC Bylaw Amendments (11:30 – 11:35 a.m.)**

Regina Cademarti, SRC Executive Officer

SRC members will vote to adopt the proposed bylaw amendments introduced at the January 12-13, 2022 SRC quarterly meeting.

**13. Debrief and Recommendations Discussion (11:35 a.m. – 12:00 p.m.)**

SRC members will debrief from this meeting’s discussions and potentially adopt recommendations.

**Break (12:00 – 12:05 p.m.)**

**14. SRC Officers, Members, and Executive Officer Reports**

**(12:05 – 12:25 p.m.)**

**15. Identification of Future Agenda Items (12:25 – 12:30 p.m.)**

**16. Adjourn (12:30 p.m.) \***

**PUBLIC COMMENTS**

Public comment relating to a specific agenda item will be taken at the end of the applicable agenda item or prior to a vote. 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). All times indicated and the order of business are approximate and subject to change.

\*The meeting will adjourn upon completion of the agenda. Interested members of the public may join virtually or use the teleconference line 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.

**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.

**CONTACT PERSON**

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



**Agenda Item 3**

**Wednesday, March 23, 2022**

# Item Name: Approval of the January 12-13, 2022 SRC Meeting Minutes

**Item Type:** Action. The SRC members will review and vote to approve the minutes from the last SRC quarterly meeting.

**Background:**

The SRC met for their quarterly meeting on January 12-13, 2022. The meeting minutes highlight the key issues that were discussed, motions proposed or voted on, and activities to be undertaken.

**Attachment(s):**

Attachment 1 – Draft January 12-13, 2022 SRC Quarterly Meeting Minutes

**Agenda Item 14, Attachment 1**

## Draft January 12-13, 2022 SRC Quarterly Meeting Minutes



California State Rehabilitation Council (SRC)

Quarterly Meeting

January 12-13, 2022

10:00 a.m. – 12:30 p.m. each day

Virtual meeting through Zoom with conference call option

*Draft*

**Attendance**

|  |  |  |
| --- | --- | --- |
| **SRC Members** | **DOR Staff** | **DOR Staff (cont.)** |
| Theresa Comstock, Chair | Regina Cademarti | Craig Rubenstein |
| Nick Wavrin, Vice Chair | Elizabeth Colegrove | Toussaint Wade |
| Benjamin Aviles, Treasurer | Shanti Ezrine | Nicholas Weis |
| Chanel Brisbane | Molly Foote | Nancy Wentling |
| Ivan Guillen | Cruz Fresquez |  |
| Jonathan Hasak | Judy Gonzalez | **Public Members** |
| Susan Henderson | Jessica Grove | Michael |
| Kecia Weller | Daisy Hughes | Stephen |
| Joe Xavier | Lydia Iacono | Sister Beavers |
|  | Brenna Lammerding | Danny Marquez |
|  | Andi Mudryk | Heide Morales |
|  | Lisa Niegel | Dan Okenfuss |
|  | Nina Presmont |  |
|  | Laura Rasmussen |  |

**Item 1. Welcome and Introductions**

SRC Chair Theresa Comstock called the meeting to order at 10:00 a.m. and welcomed the SRC members. The SRC 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. Directorate Report**

The SRC members were informed by Joe Xavier, Department of Rehabilitation (DOR) Director and Andi Mudryk, DOR Chief Deputy Director on national, State, and departmental policy topics.

National

* Rehabilitation Services Administrator (RSA) Commissioner. The RSA Commissioner has not been appointed. Carol Dolback continues to act in this role.
* Grants. $177 million in grants will be available due to the reverting of vocational rehabilitation (VR) dollars in 2021.

State

* California State Budget. The proposed budget was released on

January 10, 2022. The proposed budget included initiatives to improve State government, advance telework, reduce state government space by 20% in the next three years, modernize the state payroll system, and reform procurement.

* California Health and Human Services Agency (CalHHS) State Budget highlights. Budget investments are on healthcare priorities and expansion, addressing the aging population, healthcare to all, and responsiveness to the homeless population.
* California’s State Supplement Payment (SSP). On January 1, 2022 California’s State leaders adopted an increase to SSP grants

Department

* COVID-19. Over 85% of DOR staff report they are vaccinated. DOR has robust telework expectations and has safety measures in place. DOR continues to serve consumers how they want to be served whether that is in-person or virtually.
* Initiatives for 2022 include increased adult work experience and expedited plan development.

Questions from SRC members

Member Hasak asked about DOR’s virtual outreach or recruitment of new consumers. Answer: DOR needs to continue to evolve in how it uses technology. With COVID-19, the shift to technology was forced immediately. With technology, DOR can reach out to more people and avoid the transportation barriers to access services. However, there are individuals that lack the access and cannot engage in virtual services.

Chair Comstock commented that some consumers want in-person meetings, but there may not be enough DOR staff comfortable with meeting in-person. It was encouraged for DOR to establish best practices for these instances.

Member Guillen asked if there was an official rollout date for expedited enrollment and expedited plan development. Answer: It is the DOR’s expectation these have rolled out now.

**Item 4.** **Fair Hearing and Mediation Statistics and Overview of Hearing Summaries**

SRC members were joined by Cruz Fresquez, Appeals Analyst from DOR Legal Affairs and Regulations to learn about the Federal Fiscal Year (FFY)

2020-21 (October 1, 2020 – September 30, 2021) fair hearing and mediation statistics and an overview of the legal decisions summary. These statistics are required to be submitted every FFY by DOR to the United States Department of Education.

During FFY 2020-21, there were 24 requests for mediation

Of these 24 requests,

* 15 were resolved in the mediation process
* 3 did not resolve
* 6 carried over to FFY 2021-22

During FFY 2020-21 there were 47 requests for fair hearings

Of these 47 requests,

* 21 resolved without a fair hearing
* 12 resulted in a fair hearing decision
  + 11 decisions favored DOR
  + 1 decision favored the appellant
* 13 carried over to FFY 2021-22

Recurring fair hearing and mediation issues involved:

1. The nature, contents, or scope of the IPE (disagreement with IPE)
2. Communication with their counselors
3. Cost of services
4. Case closure

Of the 12 fair hearing decisions, 3 were for small business plans not being feasible for the consumers.

Member Henderson asked do the fair hearing and mediation decisions typically favor DOR? Answer: Yes.

Member Henderson asked can consumers request mediation only? Answer: Yes. A consumer can ask for mediation only, fair hearing only, or both.

Member Aviles asked what happened to the consumers for the three mediation requests that did not resolve? Answer: One consumer did not want to proceed with DOR services, one proceeded to fair hearing, and one consolidated with another case.

**Item 5. Fair Hearings and Mediations: New Contract, Impartial Hearing Officers (Request for Approval), and Proposed Regulatory Change**

Cruz Fresquez, Appeals Analyst, and Elizabeth Colegrove, Staff Attorney III with DOR Office of Legal Affairs and Regulations presented on DOR’s new contract for fair hearings and mediation, request SRC’s approval for Impartial Hearing Officers, and proposed regulatory change to permit an appellant to select their preferred method of delivery of a fair hearing decision.

On February 1, 2022 the current DOR mediation and fair hearing contract through the Office of Administrative Hearings under the California Department of General Services will move to the Division of State Hearings under the California State Department of Social Services.

With the new contract Division of State Hearings, it can allow the consumer to choose their preferred method of delivery including email or certified mail. There will be a regulation package ready by March 2022 for this change.

With the new contract the Administrative Law Judges (ALJ) need to be approved. Mr. Fresquez reviewed the ALJ biographies for Roland Aganon; Elizabeth Ammann; Karen Turner Fruchtenicht; Mark Hammond; Linda Jamison; Tiffany Jensen; Christin Miller; Annette Ohanganian; Eli Palomares; Mary Kate Riley; Iman Shad; Steve Shaffer; Dina Taulli; Natalie Williams; Laurie Wright; and Serena Young.

Motion: It was moved/seconded (Weller/Henderson) to approve adding the ALJs to the new list of Impartial Hearing Officers. A roll call vote was taken.

(Yes – Aviles, Brisbane, Comstock, Guillen, Hasak, Henderson, Wavrin, Weller), (No - 0) (Abstain – 0) (Absent for vote – none) The final vote was 8 yes, 0 no, and 0 abstain. Motion carried.

Public Comment. Danny Marquez asked if any of the proposed ALJs had a disability. Answer: It is unknown if these ALJs have a disability. Mr. Marquez emphasized this is an important aspect to consider.

**Item 6. Adopt-a-Region Reports**

Treasurer Aviles connected with Robert Loeun, Regional Director from the Inland Empire (IE) District/Region. Discussion highlights include:

* Community Engagement. IE has partnerships with different student services workgroups and business engagement workgroups.
* Successful Closures. In November 2021, IE’s successful closures was the highest in the state with 355 consumers.
* Virtual Services. The virtual delivery system and virtual workshops are working well especially with reaching out to consumers in rural areas.
* Treasurer Aviles attends the IE team meetings to be involved actively with this district/region.

Treasurer Aviles connected with Susan Senior, Regional Director from the

Los Angeles South Bay District/Region. Discussion highlights include:

* Community Engagement. A district team presented to the Chambers of Commerce, Employment Development Department partners, and county boards about DOR Services
* Job Developers Network Pilot. Five training modules were developed to cross-train job developers, cooperative program contractors, vendors, CRPs, and DOR regional business specialists.

Member Brisbane connected with Theresa Woo, Regional Director from San Francisco District/Region. Discussion highlights include:

* Career Pathways Grant. This district/region is participating in this grant that creates sector-based caseloads. The VR counselor in charge of technology caseloads is housed in the DOR San Francisco district/region.
* The State Internship Program (SIP) was extended into 2022.
* DOR student services staff are sharing their best practices with DOR staff.

Chair Comstock connected with Susan Mathers, Regional Director from the Santa Barbara District/Region and Brian Winic, District Administrator.

Successes include:

* Intakes. This district/region met expectations, exceeding last year’s numbers by 105%.
* Closures. Successful closures are at 88% (anticipate being at 100% by June 30th.)
* Mental Health Cooperative Tool. [Growing Grounds Farm](https://www.t-mha.org/program-details.php?id=13) in San Luis Obispo has been a successful tool. Individuals visit first for two hours, then for four hours before doing a formal work experience.
* Local Partnership Agreements (LPAs). Strong relationships among agencies have been formed. The Ventura LPA is especially strong. (LPAs are agreements between the Local Education Agencies, one or more DOR districts, and one or more regional centers, and can include other local community partners. LPAs are intended to foster an environment of collaboration to increase competitive integrated employment opportunities for individuals with intellectual disabilities and developmental disabilities ID/DD.)
* Department of Juvenile Justice. Grant/Partnership with [Project Rebound San Francisco](https://future.sfsu.edu/programs/project-rebound). DOR is working to keep individuals connected to classes after discharge. They problem-solved to overcome attendance issues, including adding an additional instructor and taping some classes.

Communication – Addressing communications issues.

* Standard for timely response is within 48 hours, but they try for 24 hours.
* “Counselor of the Day” connects with individuals and addresses issues or works with the team manager.
* Staff – Identifying and addressing specific staff issues is key to solving communications issues.
* Customer Service – Increase focus on customer service, looking for a pathway to say yes.

Chair Comstock connected with David Wayte, Regional Director from the Redwood Empire District/Region. Discussion highlights include:

Successes:

* Successful Closures – The following successes were shared:
* Heavy Equipment Operator: A 19-year-old consumer with learning difficulties and Attention-Deficit/Hyperactivity Disorder (ADHD) received Truck-Driver Class A License Training and Heavy Equipment Training. They were provided with tuition, training, and work boots and are now employed at $61/hour working with heavy equipment.
* Dell Computers: After completing a 12-week, full-time paid internship with Dell’s Neurodiversity Division, a consumer accepted a position starting on November 1st, with a $100,000/year salary.
* Homeless Referral Pilots: There are several examples of people who have been helped with obtaining housing, car payments, childcare, and access to food. These supports help them connect with DOR and move more quickly through the application process so that they can benefit from DOR services.
* Intakes. There is a modest uptick in intakes. They are meeting VR goals as a district.

Challenges:

* COVID-19
* Offices must close for a few days and be cleaned when someone tests positive for COVID-19.
* Case Load Fairness: In the case of consumers who want to be served in person, there is difficulty maintaining equal caseloads for counselors (with counselors with underlying conditions not in the office)
* High School Students: The district is not quite meeting the Potentially Eligible (PE) goals. High-School students served by the Transition Partnership Programs (TPP) are difficult to reach due to a decrease in the willingness of schools to coordinate work experience programs, and an increase in distance learning. This is improving, but needs to get better.

Ensuring Timely Communications

Strategies:

1. Timely intake: A prompt response from a counselor is an important indicator of future success. Ensuring a timely intake includes checking SSI/SSDI status and informing team of presumptive eligibility.
2. Date Stamps: Applications are date-stamped the day they are received.
3. Response to Applicants:

* Consumers are assigned to caseload within one business day.
* Counselors are to respond within five business days.
* Consumers are encouraged to call the front desk to ensure communication (Front desk asks who is counselor? How may we help? Checks if counselor is available; Ensures the records show the correct contact information)
* Referral to counselor whether application is received – counselor contacts individual to set intake meeting.
* When communication issues arise, discuss with all participants, and provide team manager contact information.

1. Counselor’s Email Signature Line – They are considering including a listing of in-person days within the counselors’ email signature line (not implemented at this time.)

Challenges:

1. Paperwork: Working as a district to reduce cumbersome paperwork (not seen as welcoming or consumer-friendly).
2. Internet Access: Difficulty contacting counselor for some individuals due to lack of internet access.

Member Guillen connected with Peter Blanco, Regional Director and Jeff Noyes, District Administrator from the San Diego District/Region:

* Application numbers are increasing
* Targeted outreach to youth in foster care and individuals that were justice involved.
* Seeing more success with consumers wanting self-employment. Now have a self-employment staff liaison
* Offering 100 hours of work experience to adults
* Fewer options for vendors. There are a limited number of Community Rehabilitation Programs and service providers
* Delays of equipment to consumers. This is due to issues with the procurement and staff shortages.
* Timely communication back to consumers is not an issue. If there is a consumer waiting to hear back from their counselor, they are to contact the team manager.

Member Hasak connected with Theresa Woo, acting Regional Director and Denise Dorsey, acting District Administrator from the San Jose District/Region.:

* Donna Hezel, San Jose DOR Regional Director and Roberta Tafoya, San Jose Region DOR District Administrator have retired.
* This region is looking to hire two counselors, one in the San Jose North office and Gilroy office.
* With the lower enrollment of new consumers, they discussed engagement and leveraging resources including social media or texting. Zoom works for some consumers, but not for others.

Member Henderson connected with Della Randolph, District Administrator from the Greater East Bay District/Region. Discussion highlights include:

* Continuing with hiring events with employer panels focused on their partner schools and regional centers
* Goal to increase the number of individuals with ID/DD into competitive integrated employment (CIE).
* Working with North Bay Regional Center and Solano County on a pilot to incorporate person centered planning and customized employment
* Building apprenticeships for traditional and non-traditional occupations
* Working on increasing paid work experiences with high schools
* This district/region has collaborated with EvoLibri. EvoLibri is based in Santa Clara and works with neuro diverse consumers and provides specialized placement services based on the consumer’s needs. Additionally, EvoLibri provides training to DOR staff on Neuro diversity.

Vice Chair Wavrin connected with Maria Turrubiartes, Regional Director from the Greater Los Angeles District (GLAD) District/Region. Discussion highlights include:

* GLAD has not had any issues with staff going onto school sites due to COVID-19 protocols. Counselors are allowed to access on to campus to meet with students in-person or virtually. Some schools do require a negative COVID-19 test or proof of vaccination.

Member Weller connected with Wan Chun Chang, Regional Director from the Van Nuys Foothills District/Region. Discussion highlights include:

* Staffing issues due to COVID-19 pandemic. There are concerns about returning to work in person.
* New consumer portal will be on the DOR external website where individuals interested in DOR can apply for services
* Retirements. Three managers in this district/region have retired.
* Members of this district/region met with Joe Xavier, DOR Director; Andi Mudryk, DOR Chief Deputy Director and Goodwill Echo Park.

**Item 7. Recess.**

The SRC meeting recessed until 10:00 a.m. on Thursday, January 13, 2022

**Thursday, January 13, 2022**

**Item 8. Reconvene, Welcome, and Introductions**

Meeting attendees were welcomed back for day two of the quarterly meeting and a quorum was established.

**Item 9. Public Comment**

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

**Item 10: Approval of the September 1-2, 2021 SRC Meeting Minutes**

Motion: It was moved/seconded (Weller/Henderson) to approve the

September 1-2, 2021 meeting minutes as presented. A roll call vote was taken.

(Yes – Aviles, Brisbane, Comstock, Guillen, Hasak, Henderson, Weller, Wavrin), (No - 0) (Abstain – 0) (Absent for vote – 0) The final vote was 8 yes, 0 no, and 0 abstain. Motion carried.

**Item 11. SRC Bylaw Amendments**

Cademarti reviewed the suggested SRC bylaw revisions originally introduced at the December 8, EPC meeting. Revisions included:

Under Article IV Membership

* Pages 3-5: Updated the membership to match the Federal regulations

34 CFR § 361.17 - Requirements for a SRC.

* Page 5: Updated “with the exception” to “except for”. Updated he/she pronouns to they/them/theirs gender neutral pronouns

Under Article VI Procedures, B. Voting

* Page 8: Update “anytime” to “any time”

The vote on bylaw amendment will take place at the March 23-24, 2022 SRC meeting.

**Item 12. Update on DOR’s Regulation Projects**

SRC members were joined by Daisy Hughes, Attorney IV, and Lisa Niegel, Chief Counsel of DOR Office of Legal Affairs and Regulations for an update on the Competitive Grant Process Regulations; Title IX Regulations; Student Services Regulations; and WIOA Alignment Regulations.

Competitive Grant Process Regulations

This process was subject to a 2018 State Audit report with recommendations for DOR to adopt regulations and adopt a grant solicitation manual. In 2018, DOR engaged with stakeholders to inform the grant solicitation manual. DOR uses this manual for grant processes today. Regulations are needed to fully implement the 2018 state audit recommendations.

Expected time of public notice: February 2022

Title IX Regulations

DOR identified necessary changes after an internal review of policies and procedures of current regulations guarding against sexual and other forms of abuse.

DOR reviewed Title IX of the Education Acts of 1972 that prohibits discrimination based on sex in any education program or activity that receives federal funds, this includes DOR. Title IX has regulations that prohibit sexual harassment including sexual violence, sexual assault, sexual battery, and sexual coercion.

DOR will add:

* Title IX Coordinator with the roles and responsibilities
* Timelines in accordance with Title IX
* An additional level of review separate from the investigator
* Supportive measures
* Identify potential consequences or remedies and an appeal process

Expected time of public notice: December 2022

Student Services Regulations

DOR needs to add into regulations the Pre-Employment Transition Services they are performing under WIOA. These regulations will define potentially eligible students, the five required student services, and coordination activities.

Expected time of public notice: March 2022

WIOA Alignment Regulations

Updates DOR’s regulations to align with the federal law and regulations under WIOA. DOR is following these federal regulations now.

Expected time of public notice: March 2022

**Item 13. Demand Side Employment Initiative (DSEI)**

Jessica Grove, Deputy Director, Vocation Rehabilitation Policy and Resources Division; Laura Rasmussen, Region Director (Acting) for Blind Field Services; and Toussaint Wade, DSEI Regional Coordinator, presented on the DSEI project and its work with engaging stakeholders and businesses to create grants for business to increase hiring of individuals with disabilities.

In 2020-21 DOR and Department of Developmental Services were jointly allocated $20 million to collaborate and implement strategic initiatives to increase the employment of individuals with disabilities. DOR allocated $10 million dollars for DSEI an employer incentive program to provide resources, technical support and help with implementing equitable recruitment, training, and retention practices for employer who hire people with disabilities.

DSEI funding will be distributed to small and medium sized businesses through grants beginning in 2022 through 2024. The focus is on developing more employment demand of people with disabilities and having the disability community seen as a consumer group they would want to be represented from a hiring perspective and profitability perspective.

The funding must be spent in three years. There are four different DSEI elements:

1. Business incentives: Provide small and medium sized business with one-time grants to introduce and expand disability. How can DSEI help businesses grow and expand and hire people with disabilities.
2. Human Resources (HR) Support: Develop and implement inclusive hiring strategies for HR professionals and create positive culture change in recruiting individuals with disabilities. DSEI will partner with HR agencies or companies to develop trainings designed to help employers have inclusive hiring practices.
3. Work-based Learning Opportunities: DSEI will work with businesses to create new earn and learn opportunities such as apprenticeships, paid work experience, or internships. This will have a regional focus.
4. Marketing Campaign: Initiate a strategic multimedia marketing campaign that highlights the benefits of employing individuals with disabilities. The focus will be why should employers hire people with disabilities, why does this make sense for a business, how does partnering with DOR help your business.

Member Hasak commented the company Year Up has done work in this area through case studies, perception change campaigns, employer incentives, and effectiveness. He will share the resources with the DSEI team.

Vice-Chair Wavrin asked if employers feedback is anonymous. Answer: DSEI provided an anonymous survey through Survey Monkey to obtain employer feedback.

Member Weller commented she appreciates the great work team is doing and asked what kind of business incentives will DSEI provide to hire people with disabilities? Answer: Possible ideas are to help make their website accessible and provide technical support.

Member Brisbane commented there was a study by Institute for Corporate Productivity that may be useful to the DSEI team. This study breaks down incentives for people to hire, how to reduce turnover, and have longer retention rates.

**Item 14. Proposed Form Revisions and Upcoming Application Regulations Package**

Nancy Wentling, Staff Services Manager I, Program Policy Section and Elizabeth Colegrove, Staff Attorney III, DOR Office of Legal Affairs and Regulations presented on the proposed revisions to forms DR 222 VR Services Application, DR 210 Enrollment for VR Services and DR 222A Supplemental Personal Information and the upcoming application regulations package.

These forms are used for when a person wants to apply for VR services. Reasons for the revisions are:

* Reduce the number of forms to apply for VR services from two forms to one
* Ensure the application form only has the required information needed to initiate VR services
* Align with the VR connections portal application process
* Improve the consumer experience. Make the application more welcoming and less governmental
* Ensure compliance with AB499 (Mayes, Statutes of 2020, Chapter 115) that prohibits a state agency from sending any outgoing United States mail that contains an individual’s social security number unless the number is truncated to its last four digits.

With the form changes it requires a regulation change. The DR 222 will be removed in reference in the regulations. It will only include the elements the consumer needs to provide to apply for services. Expected time of public notice: March 2022.

Member Weller asked if the application will be in plain language for the consumers. Answer: It is a goal to have the public documents in plain language.

Member Guillen asked if the public notice would include a copy of the old application and the new application. Answer: This can be provided upon request.

**Item 15. SRC Officers, Members, and Executive Officer Reports**

SRC Officers and the SRC Executive Officer provided brief reports.

Chair Comstock shared:

* Appreciation to all members for attending and wished the SRC could be meeting in person soon.
* California Association of Local Behavioral Health Boards and Commissions will be meeting on January 18, 2022 in person. There are 11 people expected for in-person attendance.
* Reminder as the SRC makes efforts toward recruitment, this council needs to be at least 51% of members with a disability.

Vice-Chair Wavrin shared:

* Bridge to the Future conference is scheduled March 7-9, 2022. This is the largest statewide conference on secondary transition held every other year and organized by CA Department of Education (CDE), California Transition Alliance, WorkAbility I advisory, and agency partners.

Treasurer Aviles shared:

* SRC budget personnel costs had a small increase due to the wage cut for state workers ending on June 30, 2021.
* There continued to be operating expense savings due to no member and staff travel.

Unified State Plan Committee Chair Guillen shared:

* The Unified State Plan Committee met on November 16, 2021.
  + The DOR considered the SRC’s input to the modification.
  + The modification will have minor changes to the objectives. The objectives will now measure change by percentage increase instead of by numbers.
  + The modification is posted for public comment until

February 14, 2022

Monitoring and Evaluation Committee Chair Henderson shared:

* Monitoring and Evaluation met on August 26, 2021 to discuss the Consumer Satisfaction Survey (CSS) qualitative comments focused on communication to consumers and transportation reimbursements.
* One area the committee saw for a recommendation is with transportation.
* The committee will meet again on March 8, 2022. Topics include
  + Presentation on the final 2021 CSS Report
  + Demonstration of the dashboard of CSS information
  + Distribution of the 2022 CSS

Member Brisbane shared:

* Best Buddies is expanding to Marin County and looking to hire in early April 2022. They are starting their vendorization process with the local regional center and certification with DOR.
* Best Buddies is hiring for the jobs program. They are looking for employment consultants in Fresno to help support the Project Search programs.

Member Weller shared:

* Attended an Employment First webinar held by the State Council on Developmental Disabilities (SCDD) and Able South Carolina
  + Discussed legislation supporting the phase-out of 14(c), the sheltered work options for individuals with disabilities.
  + SCDD shared their experience with proposing and passing legislation to fully abolish the use of 14(c) sheltered work in California.
  + SCDD shared how they worked with Disability Rights California to advance the legislative efforts to end sheltered work and increase competitive, integrated employment.
  + 14(c) prohibits an employee with a disability from being paid less than the legal minimum wage by January 1, 2024.

Member Guillen had no new items to share.

Member Hasak had no new items to share.

Executive Officer Cademarti shared:

* Provided a membership update.
  + Members Brisbane, Hasak, Henderson, and Xavier terms expire September 2022. All are eligible for reappointment.
  + Chair Comstock’s second and last term ends in September 2022.
  + SRC is waiting for the Governor’s Office to appoint new members.
* Bagley Keene update
  + The Governor issued Executive Order N-1-22 on January 5, 2022 to immediately extend the sunset of Assembly Bill 361, which extended the flexibilities enabling public agencies to meet remotely during the COVID-19-19 emergency. The pandemic related changes to the Bagley-Keene Act will remain in effect through March 31, 2022.

**Item 16. Debrief and Recommendations Discussion**

SRC members discussed a draft recommendation for approval and debriefed from the meeting to discuss, draft, and potentially adopt additional recommendations.

Areas discussed for potential new recommendations included the Monitoring and Evaluation committee’s review of the CSS’s transportation comments to the question, ‘Please tell us if there is anything DOR or its service providers can do to improve services.”

SRC members discussed recommending that the DOR should take action to review and update transportation regulations to address (1) the low consumer-owned vehicle usage of 15 at fifteen cents ($0.15) per mile, or at twenty cents ($0.20) for adapted vans; (2) the requirement for a consumer to operate their own vehicle to complete an IPE; (3) extending transportation payments after one month after employment; (4) adding ridesharing such as Uber or Lyft as a form of transportation that can be reimbursed.

The SRC agreed with the concept of the recommendation, but acknowledged the language needed to be clearer.

Motion: It was moved/seconded (Weller/Ivan) to approve the recommendation. A roll call vote was taken. (Yes – Brisbane, Comstock, Guillen, Hasak, Henderson, Weller), (No - 0) (Abstain – 0) (Absent for vote – Aviles, Wavrin)

The final vote was 6 yes, 0 no, 0-abstain. Motion carried.

**Item 17. Identification of Future Agenda Items**

The following items were noted as possible agenda items at upcoming SRC quarterly meetings:

* Communication concerns for consumers
* Mental Health Cooperative Programs work to increase evidence-based practices for individuals with psychiatric disabilities
* Expedited IPE Development
* Adult Work Experience
* Virtual outreach and engagement of new consumers

**Item 18. Adjourn**

The SRC quarterly meeting was adjourned at 12:30 p.m.



**Agenda Item 7**

**Wednesday, March 23, 2022**

# Item Name: Adopt-a-Region Reports

**Item Type:** Information. SRC members will report out from their recent Adopt-a-Region discussions

**Background:** Through the Adopt a Region program, each SRC member is paired up with a DOR Regional Director. The goal is to meet (either in-person or by phone) once a quarter. This is a great opportunity for SRC members to build connections with the District/Region leadership and learn about local issues, activities, and opportunities

**Attachment(s):**

Attachment 1: Adopt-a-Region - SRC Member Assignments



**Agenda Item 7, Attachment 1**

## **Adopt-a-Region - SRC Member Assignments**

| DOR District/Region | DOR Regional Director | Assigned SRC Member |
| --- | --- | --- |
| Northern Sierra | Vacant | Not assigned |
| Greater East Bay | Della Randolph  (Acting) | Susan Henderson |
| San Jose | Theresa Woo  (Acting) | Jonathan Hasak |
| Santa Barbara | Brian Winic  (Acting) | Theresa Comstock |
| Inland Empire | Robert Loeun | Benjamin Aviles |
| Van Nuys/Foothill | Wan-Chun Chang | Kecia Weller |
| Greater Los Angeles | Maria Turrubiartes | Nicolas Wavrin |
| Los Angeles South Bay | Susan Senior | Benjamin Aviles |
| Redwood Empire | David Wayte | Theresa Comstock |
| San Joaquin Valley | Shayn Anderson | Not assigned |
| San Francisco | Theresa Woo | Chanel Brisbane |
| San Diego | Peter Blanco | Ivan Guillen |
| Orange/San Gabriel | Vacant | Not assigned |
| Blind Field Services | Laura Rasmussen (Acting) | Not assigned |



**Agenda Item 11**

**Thursday, March 24, 2022**

# Item Name: Self-Employment

**Item Type:** Information. Presentation regarding the services available for DOR consumers interested in starting and operating their own small business.

**Attachment(s):**

Attachment 1: DOR Self-Employment and Entrepreneurship Initiative

**Agenda Item 11, Attachment 1**

## **DOR Self-Employment and Entrepreneurship Initiative**

**DOR Self-Employment and Entrepreneurship Initiative**

**Overarching Goal**

Increase the quality and quantity of employment outcomes for eligible individuals with disabilities in self-employment setting. Support person-centered strategies, consumer informed choice, and positive experiences.

**Preliminary Data Overview**

Statewide totals included approximately **498** self-employment plans for State Fiscal Year 2020-2021. Highlights include:

* 66 plans were successfully closed with an employment outcome.
* 44 plans had individuals ages 19 through 21. (There were no plans below the age 19.)
* A comparison of preliminary data indicated an increase of approximately 100 more self-employment records of services. (This is a moving target as DOR is continuously opening and closing records of services.)

**Key Strategies**

* Interdivisional collaboration between Vocational Rehabilitation Employment Division and Vocational Rehabilitation Policy and Resources Division.
* Each District nominated one or more Self-Employment Subject Matter Experts to provide training and technical assistance to VR teams and support more opportunities for consumers.
* New tools and resources for DOR staff on the Self-Employment and Entrepreneurship Hub on the DOR intranet.

**Definitions: Employment Outcomes and Self-Employment**

An employment outcome means full time or part time in competitive integrated employment in an integrated setting including self-employment that is consistent with an individual’s strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice. Self-employment setting means an employment setting in which an eligible individual works in a chosen occupation, for profit or fee, in their own small business, with control and responsibility for decisions affecting the conduct of the business. Generally, DOR can provide eligible individuals with assessment, technical assistance, and training to assist them in preparing for work in a self-employment setting, and certain initial one-time costs to establish the proposed small business.

(California Code of Regulations, title 9, sections 7011, 7024.9, 7137)



**Agenda Item 12**

**Thursday, March 24, 2022**

# Item Name: SRC Bylaws Amendments

**Item Type:** Action. Vote to adopt the amended SRC Bylaws.

**Background:**

This agenda items supports, SRC Bylaws, Article VIII, Item 1 stating the SRC bylaws shall be reviewed annually by the Executive Planning Committee (EPC).

On December 8, 2021, the EPC reviewed the suggested edits to the bylaws. The EPC agreed with these bylaw amendments and did not have any additional edits.

On January 12, 2022 SRC members reviewed the proposed bylaw amendments. Members had the opportunity to recommend any additional amendments. There were no additional amendments.

**Attachment(s):**

Attachment 1 – SRC Proposed Bylaw Amendments

**Agenda Item 12, Attachment 1**

## **SRC Proposed Bylaw Amendments**

**BYLAWS**

Article I Name

The name of this council shall be the STATE REHABILITATION COUNCIL, hereinafter referred to as the SRC.

Article II Authority

Title I, Part A, Section 105 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 720 et seq.), and California Welfare and Institutions Code Sections 19070 - 19072, and federal and state regulations pertaining thereto. Should subsequent amendments to federal and state laws conflict with these bylaws, said laws and regulations shall prevail.

Article III Functions

The functions of the SRC are mandated in federal law as follows:

1. Review, analyze, and advise the Department of Rehabilitation (DOR) regarding the performance of the responsibilities of the DOR under Title 1 of the Rehabilitation Act, particularly responsibilities relating to:
   1. eligibility (including order of selection);
   2. the extent, scope, and effectiveness of services provided; and
   3. functions performed by State agencies that affect or that potentially affect the ability of individuals with disabilities in achieving employment outcomes under this title.
2. In partnership with the DOR:
   1. develop, agree to, and review State goals and priorities in accordance with section 101(a)(15)(C) of the Rehabilitation Act; and
   2. evaluate the effectiveness of the vocational rehabilitation program and submit reports of progress to the Rehabilitation Services Administration (RSA) Commissioner in accordance with section 101(a)(15)(E) of the Rehabilitation Act.
   3. advise and assist in the preparation of the vocational rehabilitation services portion of the Unified or Combined State Plan and amendments to the plan, applications, reports, needs assessments and evaluations as required.
3. Advise the DOR regarding activities authorized to be carried out under Title 1 of the Rehabilitation Act.
4. To the extent feasible, conduct a review and analysis of the effectiveness of, and consumer satisfaction with:
   1. the functions performed by the DOR;
   2. vocational rehabilitation services provided by State agencies and other public and private entities responsible for providing vocational rehabilitation services to individuals with disabilities under this Act; and
   3. employment outcomes achieved by eligible individuals receiving services under this title, including the availability of health and other employment benefits in connection with such employment outcomes.
5. Prepare and submit an Annual Report to the Governor and the RSA Commissioner on the status of vocational rehabilitation programs operated within the State, and make the report available to the public.
6. To avoid duplication of efforts and enhance the number of individuals served, coordinate activities with the activities of other councils within the State, including the following: State Independent Living Council; Advisory Commission on Special Education; Assistive Technology Advisory Committee**;** State Council on Developmental Disabilities; California Behavioral Health Planning Council; and the California Workforce Development Board.
7. Provide for coordination and the establishment of working relationships between the DOR and the State Independent Living Council and centers for independent living within California.
8. Perform such other functions, consistent with the purpose of Title 1 of the Rehabilitation Act, as the SRC determines to be appropriate, that are comparable to the other functions performed by the Council.

Article IV Membership

1. Pursuant to federal law [29 USC Section 725 (b)(3)], the Governor shall appoint all the members to the SRC after soliciting recommendations from representatives of organizations representing a broad range of individuals with disabilities and organizations interested in individuals with disabilities. In selecting members, the Governor shall consider, to the greatest extent practicable, the extent to which minority populations are represented on the Council.
2. The SRC, pursuant to 29 USC Section 725 (b), shall be composed of at least 16 members:
   1. At least one representative of the State Independent Living Council;
   2. At least one representative of a parent training and information center established under the Individuals with Disabilities Education Act (IDEA);
   3. At least one representative of the Client Assistance Program (CAP);
   4. At least one vocational rehabilitation counselor, with knowledge of and experience with vocational rehabilitation programs, who shall serve as an ex officio, nonvoting member of the SRC if the counselor is an employee of the DOR;
   5. At least one representative of Community Rehabilitation Program (CRP) service providers;
   6. Four representatives of business, industry and labor;
   7. Tworepresentatives of disability advocacy groups representing a cross section of:  
      a. individuals with physical, cognitive, sensory, and mental disabilities; and  
      b. parents, family members, guardians, advocates, or authorized representatives of individuals with disabilities who have difficulty in representing themselves or are unable due to their disabilities to represent themselves;
   8. At least one current or former applicants for, or recipients of, vocational rehabilitation services;
   9. At least one representative of the directors of the American Indian Vocational Rehabilitation Projects in California;
   10. At least one representative of the California Department of Education;
   11. At least one representative of the California Workforce Development Board; and
   12. The Director of the DOR, who shall be an ex officio member of the SRC.
3. A majority of SRC members shall be persons who are:
4. individuals with disabilities, and
5. not employed by the DOR.
6. Each SRC member shall be appointed to serve no more than two consecutive full three-year terms (except for the representatives from CAP and the American Indian Vocational Rehabilitation Projects). If a council member is initially appointed to replace a former member who did not complete their term, the new council member must be appointed for the remainder of the vacated term for which they are being appointed – not a full three-year term. Once that initial term is completed, the individual may be appointed to fill a second term of three years.
7. Any vacancy occurring in the membership of the SRC shall be filled in the same manner as the original appointment. The vacancy of one or more members shall not affect the power of the remaining members to execute the duties of the SRC.
8. SRC members shall notify the SRC Executive Officer if the member cannot attend an SRC meeting. If it is determined that a quorum will not be present, members will be notified.
9. Duties of SRC Members:
10. Prepare for, and attend, quarterly SRC meetings.
11. Serve on at least one SRC committee, taskforce or workgroup.
12. Review and comment on proposed DOR plans, policies and regulations.
13. Report to the SRC on successes/challenges/trends impacting the Member's category of representation.
14. Maintain cooperative and mutually supportive appropriate relationships with the DOR Executive leadership, local Regional Directors, and staff.
15. Meet quarterly with local Regional Directors as assigned.
16. Perform other duties as required.

Article V Officers

1. The SRC Officers shall be Chair, Vice-Chair and Treasurer, with duties and responsibilities as follows:
2. The Chair shall:  
   a. Preside as Chair of SRC meetings in order to facilitate discussion, planning and decision making;  
   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; and  
   c. Coordinate SRC activities and maintain communication with the SRC Executive Officer, DOR leadership and SRC leadership.
3. The Vice-Chair shall:  
   a. Preside at meetings of the SRC in the absence of the Chair;  
   b. Assume the Office of Chair if, for any reason, the Chair is unable to complete the term;   
   c. Serve as SRC Parliamentarian, ensuring that SRC meetings operate in accordance with applicable state laws and regulations and these bylaws; and  
   d. Carry out other duties as may be assigned by the Chair.
4. The Treasurer shall:  
   a. Work together with the SRC Executive Officer to ensure:  
    1) Maintenance of accurate and timely financial records  
    2) Appropriate development and allocation of SRC budget   
    3) Periodic review of SRC expenditures/financial status;

b. Present a financial report to the SRC at each quarterly meeting; and

c. Carry out other duties as may be assigned by the Chair.

1. Officers' Election and Terms:
2. The election of Officers shall take place during the final full SRC meeting of the federal fiscal year (October 1 - September 30).
3. The Officers of the SRC shall be elected by a majority of the voting SRC members. The Nominating Committee's slate of candidates shall be provided to the SRC members at least one week prior to the Election of Officers. At the meeting at which the election is held, and subsequent to the announcement of the slate, the floor shall also be open to nominations.
4. The term of Office shall be for one year, from October 1 - September 30.
5. Officers may serve for no more than two consecutive full terms in any one Office.

Article VI Procedures

All meetings of the State Rehabilitation Council shall be conducted in accordance with California's Bagley-Keene Open Meeting Act (Government Code Section 11120, et seq).

1. Quorum.

In order to conduct any official business, a quorum shall consist of fifty-one percent (51%) of the current SRC voting membership, excluding vacancies. Pursuant to federal law, vacancies shall not affect the power of the remaining members to execute the duties of the SRC.

1. Voting:
2. Each member shall have one vote.
3. All decisions shall be made by a majority vote of the voting members present.
4. Unless a member needs accommodation, all votes will be conducted by a voice vote. At any time, a member can request a show of hands or a roll call vote.
5. Ex-officio members may not vote or present motions.
6. In accordance with the Bagley Keene Open Meeting Act, all votes occurring during teleconference meetings shall be by roll call vote.
7. Meetings.
8. The SRC shall convene at least four meetings per federal fiscal year (October 1 - September 30).
9. SRC meeting times and locations shall be set by the Executive Planning Committee (EPC) with input from SRC members.
10. Agendas.

Agendas for SRC meetings shall be developed by the SRC Executive Officer and Chair, with input from the EPC. Agendas for Committees shall be developed by the SRC Executive Officer and Chair of Standing Committees, with input from SRC Chair.The SRC may adopt procedures for requesting placement of items on agendas. The SRC Chair shall approve the meeting agenda before distribution. In the event that the SRC Chair is unavailable, the SRC Vice-Chair shall have approving authority.

1. Minutes.

The SRC Executive Officer has responsibility for ensuring that minutes of all committees and full SRC meetings are kept. Approved minutes shall be maintained in the SRC office. Such approved minutes shall be made available to the public upon request.

1. Conflict of Interest.

No member of the Council shall cast a vote on any matter that would provide direct financial benefit to the member or to the organization that they represent,or otherwise give appearance of a conflict-of-interest. The member shall abstain and publicly state the conflict of interest.

According to state law, all SRC members shall file a Fair Political Practices Commission Form 700 to file their statements of economic interests 30 days after initial appointment and annually thereafter.

SRC members shall adhere to all conflict-of-interest policies adopted by DOR and state law.

1. Accessibility Policy

The Council’s role is to promote the employment of people with disabilities, and as such, the SRC strives to include all people with disabilities in all aspects of its role. The SRC will provide accommodation to members of the public and the membership in accordance with the Bagley-Keene Open Meeting Act and other state law. Documents will be made available in electronic formats and alternative formats, upon request in accordance with the Bagley-Keene Open Meeting Act.

1. Public Comment

The opportunity for public comment shall be provided on each agenda in accordance with the Bagley-Keene Open Meeting Act.

1. Rules of Order

Absent a conflict in federal or state law and regulation, the most recent revision of Robert's Rules of Order shall govern questions of parliamentary procedure not otherwise specified by these Bylaws.

1. Compensation for services

Pursuant to Welfare and Institution Code Section 19092, any member of the SRC who is unemployed or required to forfeit wages from other employment shall be compensated one hundred dollars ($100) per day for each day the member is engaged in discharging their SRC-related duties. Certification of eligibility for said compensation shall be maintained by the DOR. It is the responsibility of the SRC member to notify the SRC Executive officer of any change in eligibility for said stipend and follow any policies related to the stipend.

1. Reimbursement for travel, per diem, childcare and attendant care services shall be in accordance with applicable state policy.

Article VII Committees

It is the intention of the SRC that the full SRC make key decisions pertaining to the fulfillment of its federal responsibilities, unless otherwise delegated. The purpose of the Standing Committees is to provide an opportunity for greater discussion, analysis and oversight of these mandated functions or to address certain administrative functions of the SRC.

1. Committee Quorums

Three voting members of the SRC shall constitute a quorum for purposes of conducting committee meetings.

1. Duties of Standing Committee Chairs;
   1. Agenda creation with the Executive Officer for Committee meeting,
   2. Provide input on the work of the Committee,
   3. Discuss work of the Committee with Chair of the SRC,
   4. Provide updates at each quarterly meeting,
   5. Facilitate meetings,
   6. Determine if additional meetings are needed, and,
   7. Provide the Executive Officer with the direction on Committee work products.
2. Standing Committees: The following standing committees are hereby established:
3. Executive Planning Committee (EPC)
   1. The EPC will be led by the SRC Chair, with the Vice-Chair, Treasurer, Policy, Unified State Planand Monitoring and Evaluation CommitteeChairs as members.
   2. The EPC shall schedule SRC meetings, establish agendas and select meeting sites while coordinating Council activities with other SRC Standing Committees, the DOR, and other entities responsible for, or concerned with, the provision of rehabilitation services within the State of California. (These duties are in practice delegated to the Executive Officer working in conjunction with the SRC Chair.)
   3. Create slate of candidates for the SRC to be appointed as Members of the Nominating Committee.
4. PolicyCommittee

The areas assigned to the Policy Committee are:

a) Develop the SRC Annual Report

b) Evaluate proposed regulations, policies and services.

c) Prepare recommendations for the SRC.

d) Receive issues from the Monitoring and Evaluation Committee and the Unified State Plan Committee to further evaluate and assist the SRC in developing recommendations to DOR.

1. Monitoring and Evaluation Committee

The areas assigned to the Monitoring and Evaluation Committee are:

1. Evaluate the Consumer Satisfaction Survey and its results.
2. Review and analyze trends in Appeal Hearing Decisions.
3. Review the progress of performance measures.
4. Review data as requested by the SRC.
5. May refer issues to other Committees to further evaluate and make recommendations for improvement of services.
6. Prepare recommendations for the full Council’s consideration.
7. Unified State Plan Committee
8. Collaborate with DOR in developing various aspects of the Vocational Rehabilitation Services Portion of the Combined or Unified State Plan.
9. Conduct and evaluate the Comprehensive Statewide Assessment.
10. Monitor the State of California’s Unified State Plan.
11. Review drafts of the VocationalRehabilitation Services Portion of the Unified State Plan.
12. May refer issues to other Committees to further evaluate and make recommendations for improvement of services.
13. Prepare recommendations for the full Council’s consideration.
14. 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.

1. Ad hoc Committees/Taskforces/Workgroups

The SRC may, by majority vote, establish task specific entities as necessary. These entities are limited to acting on the issues for which they were created and within the time frame established for the assignment.

Article VIII Amendments

1. These Bylaws shall be reviewed annually by the Executive Planning Committee.

2. Bylaw amendments may be introduced, in writing, at any full SRC meeting. The vote upon such amendments shall not take place until the following SRC meeting. Amendments must receive a two-thirds vote of the voting membership present at the meeting. No amendments may be adopted which conflict with any applicable state and federal law or regulation. Subsequent changes to applicable state and federal laws and regulations shall supersede any portion of the bylaws in conflict with same.

**Dates of Revision**

Revised July 15, 2021

Revised August 15, 2018

Revised November 18, 2015

Revised May 27, 2015

Revised August 20, 2014

Revised May 16, 2012

Revised January 25, 2011



**Agenda Item 14**

**Thursday, March 24, 2022**

# Item Name: SRC Officers, Members, and Executive Officer Reports

**Item Type:** Information

**Attachment(s):**

Attachment 1: SRC Member Roster

Attachment 2: SFY 21/22 Quarter 2 Case Load Data Report

**Agenda Item 14, Attachment 1**

## SRC Member Roster



**SRC Member Roster**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 |
| 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 |
| Vacant |  |  |  | State Independent Living Council |
| Vacant |  |  |  | Voc. Rehab Counselor  (non-voting) |
| Vacant |  |  |  | Business, Industry, and Labor |
| Vacant |  |  |  | Business, Industry, and Labor |
| Vacant |  |  |  | Business, Industry, and Labor |
| Vacant |  |  |  | Workforce Development Board |
| Vacant |  |  |  | American Indian VR Project |

**Agenda Item 14, Attachment 2**

## SFY 21/22 Quarter 2 DOR Case Data Report

**DOR Case Data Report**

Quarter 2

of

**State Fiscal Year (SFY) 2021/22**

(July 1, 2021 through June 30, 2022)

**HIGHLIGHTS**

Majority of the DOR’s caseload and expenditures have improved and may indicate coming back to pre-pandemic year operations.

VR Cases

* Compared to Q2 SFY 2020-21 (PY), New Applications are up by 33% and New Plans have increased by 25%.
* While In-Plan cases are down by 4% from PY it is up by 1% from 2019-20 (PPY).

Student Services

* PE New Applications are up by 4,102 (98%) compared to PY
  + Current Year numbers are up compared to PPY numbers which may indicate stabilizing trends given the ongoing impacts of the pandemic.

SSI/SSDI Beneficiaries

* We continue to see a decrease in SSI/SSDI beneficiaries in our caseload, which will impact the amount of Social Security Reimbursement (SSR) program income.
* SSI/SSDI New Applications are up 27% from PY, but still 34% down from PPY.

Successful Closures

* Successful Closures are up 38% from PY.
  + 13% of Successful Closures resulted in consumers gaining Customer Service Representative occupations. This occupation has remained number 1 in ranking for the past three years.
  + Successfully closed consumers earned an average of $18.68 per hour (Q1 average hourly rate was $18.24).

**CASELOAD DATA (VR and PE case types)**

Applications

Those who applied for services, regardless of forthcoming eligibility status.

PE:

* SFY 2021/22 = 8,302, an increase of 98% from PY
* SFY 2020/21 = 4,200, a decrease of 49% from PY
* SFY 2019/20 = 8,172, an increase of 10% from PY
* SFY 2018/19 = 7,458, (PE was fully implemented in FY 18/19)

VR:

* SFY 2021/22 = 11,520 an increase of 33% from PY
* SFY 2020/21 = 8,654, a decrease of 42% from PY
* SFY 2019/20 = 14,884, an increase of 9% from PY
* SFY 2018/19 = 13,684, a decrease of 26% from PY

New Plans

Those with an Individualized Plan for Employment (IPE) initiated during the current SFY.

* SFY 2021/22 = 9,715, an increase of 25% from PY
* SFY 2020/21 = 7,753, a decrease of 31% from PY
* SFY 2019/20 = 11,182, an increase of 8% from PY
* SFY 2018/19 = 10,321 a decrease of 19% from PY

Total Closed

Cases that closed within the year.

PE[[1]](#footnote-1):

* SFY 2021/22 = 3,172, a decrease of 33% from PY
* SFY 2020/21 = 4,719, an increase of 31% from PY
* SFY 2019/20 = 3,616, an increase of 367% from PY
* SFY 2018/19 = 774, (PE was fully implemented in FY 18/19)

VR:

* SFY 2021/22 = 12,029, an increase of 22% from PY
* SFY 2020/21 = 9,837, a decrease of 45% from PY
* SFY 2019/20 = 17,788, an increase of 3% from PY
* SFY 2018/19 = 17,281, a decrease of 0.3% from PY

Closed In-Plan – Successful Closures

Those who completed their IPE, closed their case as status “employed,” and maintained stable employment for a minimum of 90 days. Also referred to as “Closed Rehab.”

* SFY 2021/22 = 3,713, an increase of 26% from PY
* SFY 2020/21 = 2,957, a decrease of 34% from PY
* SFY 2019/20 = 4,482, a decrease of 5% from PY
* SFY 2018/19 = 4,694, a decrease of 6% from PY

Closed In-Plan – Not Employed

Those who completed their IPE and closed their case not in “employed” status, including cases where an IPE was signed but services were never provided. Also referred to as “Closed from Service.”

* SFY 2021/22 = 5,730, an increase of 37% from PY
* SFY 2020/21 = 4,186, a decrease of 52% from PY
* SFY 2019/20 = 8,682, an increase of 7% from PY
* SFY 2018/19 = 8,117, an increase of 10% from PY

All Cases Served

All open and closed cases that received service(s) in the year.

* SFY 2021/22 = 96,009, an increase of 11% from PY
  + PE = 30,796, an increase of 42% from PY
  + VR = 65,213, an increase of 1% from PY
* SFY 2020/21 = 86,273, a decrease of 8% from PY
  + PE = 21,726, an increase of 0.2% from PY
  + VR = 64,547, a decrease of 11% from PY
* SFY 2019/20 = 94,072, an increase of 11% from PY
  + PE = 21,691, an increase of 132% from PY
  + VR = 72,381, a decrease of 4% from PY
* SFY 2018/19 = 84,700, an increase of 3% from PY
  + PE = 9,336, (PE was fully implemented in FY 18/19)
  + VR = 75,364, a decrease of 9% from PY

**COMPARISON TABLES - CLOSURES BY DISABILITY TYPE**

(See [Attachment A](#_ATTACHMENT_A:_DISABILITY) for explanation of Disability Types.)

**Closed Rehab**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Disability Type** | **SFY 2021 Number** | **SFY 2021 Percentage** | **SFY 2020 Number** | **SFY 2020 Percentage** |
| Blind/Visually Impaired | 165 | 4% | 118 | 4% |
| Cognitive Impairment | 274 | 7% | 204 | 7% |
| Deaf/ Hard of Hearing | 229 | 6% | 174 | 6% |
| Intellect./Dev. Disability | 670 | 18% | 480 | 16% |
| Learning Disability | 606 | 16% | 477 | 16% |
| Physical Disability | 515 | 14% | 424 | 14% |
| Psychiatric Disability | 1,206 | 32% | 1,051 | 36% |
| Traumatic Brain Injury | 48 | 1% | 29 | 1% |
| **TOTAL** | **3,713** | **100%** | **2,957** | **100%** |

**Closed from Service**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Disability Type** | **SFY 2021 Number** | **SFY 2021 Percentage** | **SFY 2020 Number** | **SFY 2020 Percentage** |
| Blind/Visually Impaired | 220 | 4% | 184 | 4% |
| Cognitive Impairment | 361 | 6% | 273 | 7% |
| Deaf/ Hard of Hearing | 265 | 5% | 204 | 5% |
| Intellect./Dev. Disability | 936 | 16% | 678 | 16% |
| Learning Disability | 849 | 15% | 658 | 16% |
| Physical Disability | 1,047 | 18% | 742 | 18% |
| Psychiatric Disability | 1,987 | 35% | 1,399 | 33% |
| Traumatic Brain Injury | 65 | 1% | 48 | 1% |
| Not Reported | 0 | 0% | 0 | 0% |
| **TOTAL** | **5,730** | **100%** | **4,186** | **100%** |

**ATTACHMENT A: DISABILITY TYPES**

The Budgets, Fiscal Forecasting, and Research Section (BFFR) merges 23 Disability Impairments and five Disability Causes within Aware into the nine Primary Disability Types.

Nine Primary Disability Types

1 - Blind/Visually Impaired

2 - Cognitive Impairment

3 - Deaf/Hard of Hearing

4 - Intellectual/Developmental Disability

5 - Learning Disability

6 - Not Reported

7 - Physical Disability

8 - Psychiatric Disability

9 - Traumatic Brain Injury

The following table shows how Disability Impairments and Disability Causes within Aware are grouped to synthesize the nine Primary Disability Types listed above.

Grouping Breakdown of the 9 Primary Disability Types:

|  |  |  |
| --- | --- | --- |
| **Disability Type**  **(BFFR Grouping)** | **Disability Impairment**  **(Source: Aware)** | **Disability Cause**  **(Source: Aware)** |
| 1 - Blind/Visually Impaired | Blindness - Legal | None specified |
| 1 - Blind/Visually Impaired | Blindness - Total | None specified |
| 1 - Blind/Visually Impaired | Other Visual Impairments | None specified |
| 2 - Cognitive Impairment | Cognitive (learning, thinking & processing info) | None specified |
| 2 - Cognitive Impairment | Communicative Impairments (expressive/receptive) | None specified |
| 3 - Deaf/Hard of Hearing | Deaf - Blindness | None specified |
| 3 - Deaf/Hard of Hearing | Deafness, Primary Communication Auditory | None specified |
| 3 - Deaf/Hard of Hearing | Deafness, Primary Communication Visual | None specified |
| 3 - Deaf/Hard of Hearing | Hearing Loss, Primary Communication Auditory | None specified |
| 3 - Deaf/Hard of Hearing | Hearing Loss, Primary Communication Visual | None specified |
| 3 - Deaf/Hard of Hearing | Other Hearing Impairments (Tinnitus, etc.) | None specified |
| 4 - Intellectual/ Developmental Disability | None specified | Intellectual Disability |
| 4 - Intellectual/ Developmental Disability | None specified | Intellectual/Developmental Conditions |
| 4 - Intellectual/ Developmental Disability | None specified | Autism |
| 5 - Learning Disability | None specified | Specific Learning Disabilities |
| 6 - Not Reported | Converted Data | None specified |
| 6 - Not Reported | No Impairment | None specified |
| 6 - Not Reported | Null | None specified |
| 7 - Physical Disability | General Physical Debilitation (Fatigue, pain, etc.) | None specified |
| 7 - Physical Disability | Manipulation/Dexterity - Orthopedic/Neurological | None specified |
| 7 - Physical Disability | Mobility - Orthopedic/Neurological Impairments | None specified |
| 7 - Physical Disability | Other Orthopedic Impairments (limited motion) | None specified |
| 7 - Physical Disability | Other Physical Impairments (not listed above) | None specified |
| 7 - Physical Disability | Respiratory Impairments | None specified |
| 7 - Physical Disability | Both Mobility & Manip/Dexterity - Ortho/Neurologic | None specified |
| 8 – Psychiatric Disability | Other Mental Impairments | None specified |
| 8 – Psychiatric Disability | Psychosocial (interpersonal/behavior impairments) | None specified |
| 9 - Traumatic Brain Injury | None specified | Traumatic Brain Injury |



**Agenda Item 15**

**Thursday, March 24, 2022**

# Item Name: Identification of Future Agenda Items

**Item Type:** Discussion. The SRC members will provide input on future agenda items.

**Background:**

To help plan for upcoming SRC quarterly meetings, a list is compiled of standing/business items, information updates, or presentations requested by the SRC.

**Attachment(s):**

Attachment 1 – Future Agenda Items

**Agenda Item 15, Attachment 1**

## **Future Agenda Items**

**Future Agenda Items**

**1. 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.

**2. Independent Living**

The SRC members will learn about the work of the Independent Living Centers, the State Independent Living Council, and of any policy and system issues.

**3. Employers**

The panel discussion will allow the SRC to hear from the business, industry, and labor representatives. The SRC can help identify the topics they want to know more about. Some potential discussion areas can include:

* What are hiring mangers looking for when selecting an employee?
* What would be the best way for DOR to approach your company about hiring?
* What are some positive and/or negative experiences have you had while working with DOR?
* What fears do employers have the most about when hiring a person with a disability?
* What suggestions would you give DOR to help them develop long-term partnerships with employers?
* Are there ways to incentivize for and create employer demand to hire people with disabilities? Such as tax incentive?

**4. Career Pathways Grant**

Members will learn about the grant creating sector-based caseloads. This is a unique service delivery design by assigning, building and serving statewide caseloads based on the identified goal in the consumer’s Individualized Plan for Employment (IPE) rather than geography.

**5. Individual Service Providers (ISP)**

Members will receive an update on the 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.

**6. 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.

**7. Update on Blind Advisory Committee’s Taskforce on Allegations of Sexual Misconduct**

Members will receive an update on the progress of the taskforce and DOR’s response to the recommendations.

**8. Virtual Outreach, Recruitment, and Engagement of DOR Consumers.**

Members will learn about DOR’s strategies to outreach, recruit, and engage consumers in a virtual environment.

**9. Expedited Individualized Plan for Employment (IPE)**

Members will learn about the expedited IPE process purpose and goal.

**Items Not Ready Yet for a Presentation - Waiting for Updates**

**Consumer Payment Card Update**

The SRC will learn more 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?

1. Due to the Rehabilitation Services Administration (RSA) policy directive 19-03 released July 2020, Vocational Rehabilitation (VR) agencies are no longer allowed to close a PE Case unless the individual no longer meets the definition of a Student with Disability. A Student with a Disability is defined as an individual who: 1) is enrolled in secondary, postsecondary, or other recognized education program; 2) is not younger than 16 and not older than 21, or 22 if the student is participating in a special education program in secondary school; and 3) is an individual with a disability for purposes of Section 504 of the Rehabilitation Act. [↑](#footnote-ref-1)