**State Rehabilitation Council (SRC)**

**Executive Planning Committee Meeting**

**February 11, 2025, 1:00 – 2:00 p.m.**

Meeting location: Virtual by Zoom, and in-person at the Department of Rehabilitation, 721 Capitol Mall, Room 407, Sacramento, CA 95814. Meeting held in accordance with California Government Code section 11123.5.

*Draft Meeting Minutes*

In Attendance

* SRC EPC members (by Zoom): Ivan Guillen, Brittany Comegna, La Trena Robinson
* DOR staff in attendance (in-person): Kate Bjerke
* Members of the public in attendance (by Zoom): None

# Item 1: Welcome and Introductions

Ivan Guillen, SRC Chair, called the meeting to order and welcomed attendees. Kate Bjerke, SRC Executive Officer, reviewed the Bagley-Keene Open Meeting Act requirements. The SRC EPC members introduced themselves.

# Item 2: Public Comment

Kate Bjerke, SRC Executive Officer, noted that Florida SRC recently submitted an email inquiry to the SRC email inbox requesting technical assistance on how to provide personal care attendant support for their SRC members.

# Item 3: Approval of the October 29, 2024 SRC EPC Meeting Minutes

It was moved/seconded (Robinson/Comegna) to approve the draft October 29, 2024 SRC EPC meeting minutes as presented (Yes – Guillen, Comegna, Robinson), (No – 0), (Absent – 0), (Abstain – 0). The approved meeting minutes will be posted to the SRC’s webpage.

# Item 4: Quarterly Meeting Planning (1:15 – 1:40 p.m.)

Bjerke reviewed the reviewed the proposed agenda items for the March 5 – 6, 2024 SRC quarterly meeting:

* Welcome and introductions
* Public comment
* Approval of the December 4 – 5, 2024 SRC quarterly meeting minutes
* Mobility Evaluation Program presentation
* DOR Regional Director workgroup presentation on serving youth in foster care
* 2025 Consumer Satisfaction Survey
* Fair hearings and mediations – statistics and decision summaries
* Client Assistance Program (CAP) report out
* Adopt-a-Region report outs
* VR Services Portion of the Unified State Plan update
* Use of public or private institutions
* Policy Committee report out
* Directorate report
* SRC officers and members report out
* Debrief and recommendations discussion

Feedback from the SRC EPC members included the following:

* Overall support for the proposed agenda items.
* Acknowledgement that the proposed agenda items reflect the SRC’s areas of interest and priorities.
* Suggestion to gather questions in advance to provide to the Directorate.
* Suggestion to have an agenda item related to DOR staffing. Bjerke explained that DOR’s Chief Deputy Director will discuss this issue with the SRC Policy Committee in the late spring and summer 2025.
* Interest in hearing from DOR’s new Director, Kim Rutledge to learn about her vision and priorities.
* Appreciation for the regular meetings of the SRC Policy Committee.
* Identification of vendor shortages as a future agenda item. Bjerke noted that the DOR’s Community Resource Division will present at the June 2025 quarterly meeting.

# Item 5: SRC EPC Member Updates and Discussion

# SRC EPC members provided updates and had an interactive discussion regarding topics of interest.

* Ivan Guillen, SRC Chair, looks forward to presenting the Client Assistance Program (CAP) update during the March 5 – 6, 2025 SRC quarterly meeting. Guillen will present in partnership with his supervisor, Sarah Isaacs. The update will include yearly highlights, emerging trends, and common client issues, particularly around challenges navigating DOR services and lack of consistent counselor communication.
* Brittany Comegna, SRC Policy Chair, reported no updates.
* La Trena Robinson, SRC Treasurer, reported no specific updates but expressed interest in upcoming fair hearings and mediation agenda item.
* Kate Bjerke, SRC Executive Officer, provided logistical details about hearing decisions:
  + Redacted hearing decisions are posted online on the California Department of Social Services, State Hearing Division [online decision registry](https://acms.dss.ca.gov/acms/page.request.do?page=public.decisionRegistry).
  + The hearing decision summaries for review at the March 2025 Quarterly Meeting will cover the last federal fiscal year (Sept 2023–Oct 2024).

# Item 6: Adjourn

It was moved/seconded (Robinson/Comegna) to adjourn the February 11, 2025 SRC Executive Planning Committee meeting.