

Draft
State Rehabilitation Council (SRC)
Program Review Committee Meeting Minutes
March 13, 2018

Members Present

Ana Nunez
Sheri Carparelli
Melissa Wojtak
John Gutierrez*
Scott Lindbloom*

Members Absent

Paula Seanez
David Cheeseman

Staff Present

Lindsey Powers, Council Liaison
*Teleconferenced

Guests Present

Brandi Coffland*
Dan Martinez*

Call to Order and Introductions

Ana Nunez called the meeting to order at 9:05 am in the ADE Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

Approval of November 10, 2015 Meeting Minutes

Melissa Wojtak moved to approve the minutes of the November 10, 2015 SRC Program Review meeting. Sheri Carparelli seconded the motion. The meeting minutes were approved by unanimous voice vote.

Committee Activities Discussion

Dan Martinez stated the Program Review Committee was empowered to focus on activities that would benefit the SRC and the Rehabilitation Services Administration (RSA). Mr. Martinez stated the committee could review the Workforce Innovation and Opportunity Act (WIOA), Transition youth services, Supported Employment, or how RSA was functioning. John Gutierrez stated the Program Review Committee typically would also review the Vocational Rehabilitation (VR) State Plan. Ana Nunez stated the committee could review the VR State Plan and inquired whether the plan was currently on the RSA website. Brandi Coffland, RSA Policy Manager, stated that RSA would submit the State Plan on March 15, 2018 and suggested the committee review the two-year modification plan. Scott Lindbloom suggested the committee make suggestions to RSA regarding an increase in blindness VR services in Show Low and other rural areas. Ana Nunez stated she was unsure whether that would fall under the parameters

of the committee. John Gutierrez inquired how blind and visually impaired individuals received services in Show Low currently. Dan Martinez stated that blindness services were available statewide through VR, and noted if the services were not currently offered, VR should be made aware. Dan Martinez stated that individuals in rural areas might not receive services as quickly as metropolitan areas, although VR would provide services statewide.

Ana Nunez suggested the committee focus on WIOA/Transition services, Supported Employment, or the status of RSA functions. Ms. Nunez suggested the committee focus on one area and inquired regarding the committee's preference on which topic to begin focusing on. Sheri Carparelli inquired how the committee could assist RSA and Brandi Coffland in reviewing any policies. Brandi Coffland stated she welcomed feedback on any policies and would assist the committee in understanding current policies. Ana Nunez inquired whether the SRC had the opportunity to review the State Plan. Lindsey Powers stated the State Plan had been distributed to the SRC to provide feedback to RSA. Dan Martinez noted that the State Plan was not just RSA's State Plan, but was a joint plan, and had been given the opportunity to review the plan. Dan Martinez stated the Program Review Committee could review how RSA was following and implementing the State Plan. Dan Martinez suggested the committee begin focusing on Transition services, although the committee could review policies or other items as they arose. John Gutierrez agreed and stated in the past, the committee would invite individuals to speak about certain topics and would then offer feedback. Sheri Carparelli inquired regarding the appropriate individual to speak about WIOA. Brandi Coffland stated the presenting individual would depend on the subject matter and she would be able to provide information or connect the committee with an appropriate individual. Ana Nunez suggested the committee review WIOA generally and identify whether RSA was following the federal guidelines. Ana Nunez noted that WIOA was quite large and suggested the committee identify a specific item under WIOA to focus on. John Gutierrez agreed that the committee should receive a presentation on WIOA. Ana Nunez stated the ideal individual to present on WIOA would be Susan Voirol and she would invite Ms. Voirol to present at the upcoming SRC Full Council meeting in May. Ana Nunez stated the Program Committee could then identify the focus area after hearing Ms. Voirol's presentation.

Ana Nunez inquired whether the committee members had any additional topics to suggest. Scott Lindbloom suggested the committee discuss the education and employment requirements under WIOA. Ana Nunez stated the committee could identify the specific items under WIOA to focus on after the SRC received the presentation from Susan Voirol. Ms. Nunez stated the

committee could request an individual from the Arizona Department of Education (ADE) to present on how the ADE was supporting certain initiatives under WIOA. Ana Nunez stated the ADE could identify, for example, how the agency provided training to schools regarding Transition services planning. Sheri Carparelli stated that Arizona Job Connections listed over 3000 schools that had been vetted and licensed by the Arizona State Board of Education. Ana Nunez stated that would be a specific focus point of WIOA and noted that the ADE was not part of the higher education part of WIOA. Ana Nunez stated the committee could identify on the item under WIOA to focus on and would request an individual to provide information to the committee as needed. Ms. Nunez stated that the WIOA 101 presentation would be a great introduction to council members.

Agenda and Date for Next Meeting

The next meeting of the Program Review Committee will be on May 31, 2018, from 9:00 am to 10:30 am in the ADE Conference Room, Phoenix, AZ. Agenda items are as follows: Agenda items are as follows:

- WIOA Sections Discussion

Announcements

Sheri Carparelli announced that the Mercy Maricopa Youth Leadership Forum would hold a GPS: Navigating Life in Transition on March 24, 2018.

Public Comment

A call was made to the public with no responses forthcoming.

Adjournment of Meeting

John Gutierrez moved to adjourn the meeting; Melissa Wojtak seconded the motion. The meeting stood adjourned at 9:50 am.