State Rehabilitation Council (SRC)
Program Review Committee Meeting Minutes

September 6, 2018

Members Present
Ana Nunez
David Cheesman
Sheri Carparelli
Scott Lindbloom

Members Absent
Melissa Wojtak
John Gutierrez

Staff Present
Lindsey Powers

Guests Present

Brandi Coffland

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Call to Order and Introductions

Ana Nunez called the meeting to order at 9:18 am in the RSA Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

Approval of July 26, 2018 Meeting Minutes

David Cheesman moved to approve the minutes of the July 26, 2018 SRC Program Review meeting. Scott Lindblom seconded the motion. The meeting minutes were approved by unanimous voice vote.

Pre-ETS/WIOA Discussion

Ana Nunez stated the committee members were asked to review Section A and B of the Vocational Rehabilitation (VR) Pre-Employment Transition Services (Pre-ETS) policy and compare to the Workforce Innovation and Opportunity Act (WIOA) regulations. David Cheesman stated he reviewed Section A of the Pre-ETS policy, which included most of the verbiage from the WIOA regulations. Mr. Cheesman noted the difficulty in reviewing the WIOA regulations, although most of the Pre-ETS policy correlated to the regulations. Ana Nunez inquired whether David Cheesman had any

suggested changes or thoughts regarding the Pre-ETS policy. David Cheesman stated when he reviewed the Pre-ETS policy, he noticed that most of the language in the policy was taken directly from the WIOA regulations. Ana Nunez stated the task was to review the Pre-ETS policy and to determine whether the policy was missing any information. Ana Nunez stated when she reviewed her section, she found the correlating information in the WIOA regulations and notated the page number. Ms. Nunez stated she then made notes regarding some questions that she had regarding the policy. Ana Nunez inquired whether David Cheesman had any feedback regarding the Pre-ETS policy. David Cheesman stated he reviewed the Pre-ETS policy and compared to the WIOA language. Ana Nunez stated in Section B, for example, Part 1 and 2 discussed the client referral process and indicated that all referrals information would be entered into the case management system. David Cheesman stated that any student eligible for VR services could potentially receive Pre-ETS services. David Cheesman stated that not all students would be entered into the case management system, however, if they chose not to pursue VR services or if a vendor provided the services to that individual. Ana Nunez stated her understanding was that a new referral meant a new client and there could be a distinction between a new referral and a potentially eligible individual. Ana Nunez stated the Pre-ETS FAQs included the information that would be collected, which included the start date of services, which could be added to the Pre-ETS policy. Ana Nunez stated the Pre-ETS policy was developed for VR counselors, although the public could access the information as well, and would need to be able to understand the information.

Scott Lindbloom inquired regarding the WIOA regulations that included verbiage regarding career and job exploration for individuals with disabilities. Ana Nunez stated the committee members could review the Pre-ETS policy with the ability to make recommended changes, although the committee could not make recommendations for changes to the WIOA regulations. Ana Nunez stated committee members could review the WIOA regulations and the Technical Assistance and find where that information was reflected in the Pre-ETS policy. Brandi Coffland recommended that committee members review the Pre-ETS policy and identify any areas that were unclear, and the committee could then compare that information to the WIOA regulations. Ana Nunez stated she would develop more specific instructions for committee members and send to Lindsey Powers to distribute to committee members in preparation for the next meeting. Ana Nunez stated that ideally, committee members would reference the pages in WIOA that correlated to the Pre-ETS policy to assist other committee members in reviewing the policy.

Agenda and Date for Next Meeting

The next meeting of the Program Review Committee will be on October 17, 2018, from 10:30 am to 12:00 pm in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows: Agenda items are as follows:

- Pre-ETS/WIOA Discussion

Announcements

There were no announcements.

Public Comment

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

Adjournment of Meeting

David Cheesman moved to adjourn the meeting; Scott Lindbloom seconded the motion. The meeting stood adjourned at 9:55 am.