

State Rehabilitation Council (SRC) Executive Committee Meeting Minutes

May 24, 2023

Attendance

Members Present

Lisa Livesay
Ceci Hartke
David Carey
Adam Robson

Members Absent

Staff Present

Lindsey Powers

Guests Present

Minutes

Call to Order and Introduction

Lisa Livesay called the meeting to order at 1:02 pm. Introductions were made, and a quorum was present.

Approval of April 4, 2023 Meeting Minutes

David Carey motioned to approve the minutes from the April 4, 2023 SRC Executive Committee meeting. Ceci Hartke seconded the motion. The motion was approved by unanimous voice vote.

Committee Member Updates

Lisa Livesay stated the council had not received any updates regarding member applications or appointments, and inquired whether the committee would still like to invite a representative from the Office of Boards and Commissions to attend a future

meeting. Adam Robson stated that it would be beneficial if the council could streamline the appointment process. Ceci Hartke stated that she found a State Liaison Representative listed online and could extend an invitation to her as well. Lisa Livesay stated the council had also discussed national training modules that could be shared with new members. Adam Robson stated that he had some materials from a previous New Member Orientation that could be updated and shared with new members. Lisa Livesay inquired whether the committee could put all of the training materials in a shared Google folder. Adam Robson stated that some organizations outside of state agencies had some difficulties accessing Google documents. Ceci Hartke stated that she had not noticed that to be an issue, although some organizations could have different access or controls. Lisa Livesay stated the SRC could restart the Membership Committee to work on onboarding and training materials if needed. Ceci Hartke stated that she would be willing to serve on that committee. Ms. Hartke stated that she would create a Google account for the training materials and inquired regarding the account name. Lisa Livesay stated the account name could be SRC Onboarding. Ceci Hartke suggested a general name, such as AZ SRC, and items from other committees could be added also. Lisa Livesay agreed and noted that it would be a great way to keep documents in one place, and committee members could test out whether they were able to access the materials. Lisa Livesay noted that Kristen Mackey had sent an update to the council regarding a previous funding question, as well as some information on common performance measures. Ms. Livesay noted the council could request additional information or updates regarding those performance measures. Ceci Hartke agreed that the council could receive updates on the performance measures, or any other pertinent updates. Lisa Livesay inquired whether the council should request that Rehabilitation Services Administration (RSA) send a representative to attend council meetings if Kristen Mackey was unable to attend. She noted that she could draft a request in writing to be shared with RSA.

SRC Funding Support Document Discussion

Lisa Livesay stated that she received a notice from Kristen Mackey indicating that because RSA had reverted funds and was trying to fully expend Federal grant funds, it would not be in the best interest of the program to advocate for additional funding. The committee members agreed not to pursue a funding support document at this time.

Full Council Agenda Discussion

Lisa Livesay stated the Full Council agenda could include the same report out topics and request any additional data topics to RSA prior to the meeting.

Agenda and Next Date of Meeting

- Committee Member Updates
- Membership Committee Discussion

Announcements

Lisa Livesay encouraged council members to continue to invite individuals waiting to be appointed to attend future council meetings to keep them involved in the council's activities.

Public Comment

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

Adjournment

The meeting was adjourned at 1:50 pm.