

**State Rehabilitation Council (SRC) Employment and Partnerships
Committee Meeting Minutes**
July 1, 2020

Members Present

Carol Carr
Jennifer Baier
Adam Robson
Susan Voirol
Judith Castro

Members Absent

Tim Stump

Staff Present

Lindsey Powers

Guests Present

Call to Order and Introductions

Carol Carr called the meeting to order at 1:02 pm. Introductions were made and a quorum was present.

Approval of February 18, 2020 Meeting Minutes

Jennifer Baier moved to approve the minutes of the February 18, 2020 SRC Employment and Community Partnerships Committee meeting. Susan Voirol seconded the motion. The committee approved the minutes by unanimous voice vote.

VR Toolkit Discussion

Carol Carr stated the committee could go through the Employer Toolkit page by page and make suggestions for changes. Ms. Carr inquired whether the committee had any suggested changes for the Table of Contents. Susan Voirol inquired whether the Table of Contents sections should include italicized text. Carol Carr stated the italicized text could be eliminated for consistency. Adam Robson suggested adding a space between Employment and Reasonable Accommodations. Susan Voirol inquired whether the Historical Overview should be towards the end of the document. Adam Robson stated his recollection that committee had previously suggested moving the Historical Overview towards the end of the document so as not to overwhelm the employers or individuals reading the document. Adam

Robson inquired whether Carol Carr would prefer that he suggest minor grammatical changes during the meeting. Carol Carr stated that any committee members could send her any grammar changes to her in an email. Mr. Robson suggested that the Introduction on Page 3, be changed to "important as a business owner or operator that you understand the incredible benefits you could be enjoying by hiring employees of all abilities", and change the position of "that" in the sentence. Carol Carr agreed that flowed better. Adam Robson inquired whether the words after the colon on Page 4 should be capitalized. Carol Carr stated those words could be capitalized. Adam Robson inquired regarding the wording on #3 Flexibility, and whether the statement should indicate that an employee could remain flexible in filling in for others with appropriate notice. Judith Castro stated that an employee with a disability might have standing doctor appointments and might not be able to fill in for other employees. Susan Voirol noted the language could be modified and inquired regarding the wording of #8 also. Carol Carr stated that #8 could be eliminated. Judith Castro suggested that #2 indicate that employees with disabilities have lower rates of absenteeism. Susan Voirol agreed and stated the wording could indicate that individuals with disabilities had the ability to remain more flexible. Adam Robson inquired whether #10 should include italicized text, or whether it should be removed for consistency. Carol Carr stated the italicized text could be removed. Susan Voirol suggested the acronym ROI be spelled out in the paragraph as well as the title.

Judith Castro inquired whether thick and thin should be in quotations on Page 5. Carol Carr suggested the verbiage be changed to indicate that these employees are likely to remain with you. Judith Castro suggested the language be changed to indicate that these employees are likely to remain with their employers when they feel supported in their work environment. Adam Robson inquired whether the last sentence on Page 6 should include parentheses. Carol Carr stated the parentheses could be removed. Adam Robson inquired whether employers would understand the statement on Page 7 indicating that employers could ask an individual's preference regarding individual first language. Susan Voirol stated that employers should be encouraged to ask questions, but not questions specifically related to the individual's disability. Adam Robson stated the FAQ link on Page 8 directed the user to the Vocational Rehabilitation (VR) website and inquired whether that was intentional. Carol Carr stated she would correct the link. Adam Robson suggested that under Financial Incentives and Tax Credits, New York State be removed. Carol Carr agreed and inquired whether that could be changed to Arizona. Adam Robson inquired whether there was evidence to back up that statement. Carol Carr agreed that there needed to be evidence to back up the statement. Adam Robson inquired whether do business and should be removed from that same paragraph. Judith Castro

inquired regarding the reference to VR receiving a referral from a firm and inquired whether that should indicate a vendor or community partner. Adam Robson noted that VR would not refer an individual to a business and a vendor would do that. Carol Carr stated she would review that statement and the reference to a firm.

Adam Robson suggested that VR be capitalized in all instances on Page 9. Mr. Robson inquired whether the maximum reimbursement rate ever changed and whether the individual received that as a one-time payment. Carol Carr stated she would review that information under the Work Opportunity Tax Credit (WOTC). Adam Robson suggested that tax be included before time deduction was mentioned on that page. Adam Robson inquired whether the IRS statistics information from 1999 on Page 10 would be outdated. Carol Carr stated that information could be removed. Adam Robson inquired whether all the Chamber of Commerce cities should be included on Page 12. Carol Carr suggested the document include the link to the Arizona Chamber of Commerce. Susan Voirol inquired regarding the inclusion of AZ Central, and whether the site would be similar to Indeed or other job boards. Carol Carr stated that could be removed. Ms. Voirol inquired whether Untapped AZ should be included in the document. Carol Carr inquired whether Linkages still had a working website. Susan Voirol stated Linkages did still have a website. Adam Robson stated that he had been instructed to only include the main ARIZONA@WORK website to ensure website accessibility. Judith Castro stated that Goodwill included job postings and employment classes as well and could be a useful resource. She noted the One Stop website could be included as well. Judith Castro stated that VR clients were also directed to a website, Rescue My Resume, which allowed the individual to create or update a resume for free. Carol Carr stated the Employer Toolkit was focusing on resources for employers and noted that Goodwill also provided services for individuals without disabilities. Ms. Castro stated that VR clients were seeking competitive integrated employment and to be integrated with employees without disabilities and found Goodwill to be useful. Susan Voirol agreed that Goodwill offered great services, although there had been a great effort to direct individuals to ARIZONA@WORK, as one site for everyone. Adam Robson noted that AZ Job Connection was not a referral organization but could be included under One Stop. Carol Carr stated she could include the link to the Veteran's Affairs (VA) and eliminate the rest of the information.

Community Employment Activity Discussion

This item was tabled.

Agenda and Date for Next Meeting

The next meeting of the SRC Employment and Community Partnerships Committee will be determined. Agenda items are as follows:

- Employer Toolkit Discussion

Announcements

There were no announcements.

Public Comment

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

Adjournment of Meeting

The meeting was adjourned at 2:30 pm.