

Rehabilitation Council of Texas (RCT)

July 18-19, 2016

Brown Heatly Building Public Hearing Room 1420 18th

Criss Cole Rehabilitation Center Auditorium 19th

4800 N. Lamar St

Austin TX 78756

Present: Martha Garber, Chair, Coppell
Joyce Taylor, Vice Chair, Houston
Matt Berend, Abilene
Jim Brocato, Beaumont
Neva Fairchild, Carrollton
Rene Gonzalez, Alton
Bruce Hooper, San Antonio
Paul Hunt, Austin
Susie May, Austin
Troy Myree, Houston
Mark Schroeder, Grand Prairie
Karen Stanfill, Houston
Crystal Stark, College Station
Joe Tims, Justin

Absent: JoAnne Fluke, Lumberton
Casey Hertel, Abilene

DARS Reps: Ron Ayer (DBS), David Norman (DRS), Jeff Kaufman (DBS),
Carline Geiger (DRS), Cassie Fisher (DARS), Melinda Paniniski
(DRS), Christy Lerche (DRS), Belinda Salazar (DBS), Nelva
Sneed (DRS), Martha Bagley (DBS), Michelle McCall (DRS),
Kevin Markel (DBS), David Johnston (DRS), Corey Turner
(DRS)

Guest: Kaki Leyens (TWIC), Steven Aleman (Disability Rights Texas),
Thelma Scott, Regina Allen, David Allen, Reagan Miller (TWC),
Karen Latta (TWC), Michael Kirkland (TWC), Craig David (SILC)

Rehabilitation Council of Texas

www.twc.state.tx.us/agency/rehabilitation-council-texas

Welcome and Introductions

The meeting was called to order at 9:00 a.m. by Martha Garber, Chair. Members were introduced.

Mission Statement

Martha Garber, Chair, read the RCT Mission statement.

Committee Meetings

The following committees met with their members: Policy, Procedures and Personal Development; Membership and Education; and Consumer Satisfaction and Needs Assessment.

RCT Committee Reports

- Policy, Procedure & Personnel Development Committee, Karen Stanfill, Chair
 - Committee has been reviewing policies with regards to transition to TWC.
 - A working policy document will be available on September 1 for the combined DRS/DBS policies.
 - The policy manual has been renamed program manual.
 - Discussion on what can be done to retain counselors for DRS.
 - Impartial Hearing Officer (IHO): we will look at the policy from a policy issue only to clarify if it is a requirement for RSA to review the redacted IHO for Formal Appeal Responsibility.
- Education & Membership Committee, Mark Schroeder, Chair
 - Mark Schroeder's term as RCT Member will expire on October 31, 2016. This will leave two vacancies that will need to be filled.
 - Susan May is considering accepting the position as Chair of the Membership and Education Committee. Joyce Delores Taylor will act as Chair for this committee in the interim.

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- The Governor's office has indicated that there will be no new appointments until 2017.
 - Training is being provided to the RCT at monthly meetings.
 - Joyce Delores Taylor gave an update from the April committee meeting for those that didn't attend.
- Consumer Satisfaction & Needs Assessment Committee, Joe Tims, Chair
 - Joe Tims announced his resignation as Chair for the Consumer Satisfaction & Needs Assessment Committee.
 - Bruce Hooper has accepted the position as Chair for the Consumer Satisfaction & Needs Assessment Committee.
 - The RFP for Consumer Satisfaction Surveys for both DRS and DBS will close in July.
- Planning and Review Committee, Dr. Rene Gonzalez, Chair
 - The Combined State Plan has been conditionally approved by the Governor's office.
 - The DSA will change from DARS to TWC on September 1, 2016.
 - Request that someone speak on the new measures at next meeting.
 - Rene Gonzalez has resigned as Chair of this committee. Neva Fairchild has agreed to take on the position as Chair of the Planning & Review Committee.

Public Comment

- Steve Aleman, Disability Rights Texas
 - The Disability Rights of Texas Investigation Report reported that DARS is not reaching the consumers at sheltered workshops that are making subminimum wage.
 - There is a need for Transition Counselors across the state of Texas. A budget exception request is needed for additional counselors due to the new state and federal requirements.
- Thelma Scott, former RCT Member
 - Announced David and Regina Allen as potential recruits for the RCT.

- She also, talked to the council members about the passion of being a RCT Member.

DRS and DBS Commissioner Report

Scott Bowman, Acting DBS Assistant Commissioner, provided the following updates:

- Scott Bowman gave a summary of the DBS Goals and Measures.
- The Goals and Measures that were not met for DBS are goal 1, measure 1.1 (number of employed outcomes and successful closures achieved), goal 1, measure 1.3 (the average hourly earnings measures). Mr. Bowman feels these goals and measures will be met. DBS is slightly under target on goal 3 (consumer satisfaction survey measures).

Cheryl Fuller, DRS Assistant Commissioner, provided an update on the

- The Needs Assessment is a requirement under the Rehabilitation Act to be included in the Combined State Plan.
- It is jointly conducted by the designated state unit or units and the state rehabilitation council.
- The requirements can be found in the Rehabilitation Act.
- The VR goals and priorities are partially based on results of the needs assessment.
- The requirement for the Needs Assessment is every three years.
- The Combined State Plan is a four-year plan. The current approved plan is for 2016-2019.
- VR is working on a way to align the four-year Combined State Plan and the three year Statewide Needs Assessment to meet both time requirements.
- VR is also working on how to define the scope of the Statewide Needs Assessment.
- VR will need to decide if we will use an external research entity to conduct the assessment. VR will consider all resources that are available through TWC and external.

IHO Training Discussion

- Sylvia Hardman was not available. Martha Garber and Karen Stanfill gave an update on the IHO training they attended in June.

DARS Commissioner Update

DARS Commissioner Veronda L. Durden provided these updates:

- DARS and TWC continue to work together for a successful transition of the VR programs.
- DARS will dissolve on August 31, 2016.
- She gave an update that everything is going as scheduled for the transitions to TWC and HHSC.
- She acknowledged that she is proud of the relationship between DARS and RCT.
- She acknowledged Martha Garber and Joyce Delores Taylor for their leadership over the RCT and their support of DARS.

Adjourn at 4:30 PM

Day Two

Welcome

Meeting was called to order at 9:00 a.m. by Martha Garber, Chair.

IRI Institute on Rehabilitation Issues Chapter Review

Mark Schroeder, Chair Education and Membership Committee

- Provided a review of Chapter 1 – History and Law
- Provided training on Chapter 2 – SRC Basics
- Questions were answered along the way.

Vote – RCT Chair and Vice Chair Annual Elections

Mark Schroeder, Chair Education and Membership Committee

- Martha Garber was elected RCT Chair (ran unopposed).
- Joyce Delores Taylor and Neva Fairchild were nominated for Vice Chair. Joyce Delores Taylor was elected RCT Vice Chair by majority vote.

TWC Director Update

Executive Director, Larry Temple gave the following updates:

- Larry Temple, Reagan Miller, and Glenn Neal have traveled around Texas for the last six months in an effort to meet with every field employee.
- TWC has a FAQ page that is ongoing for employees during the transition.
- Everything is on schedule with the transition. It should take place with no interruption in services to the consumers.

Director of Workforce Development, Reagan Miller, gave the following updates:

- TWC is working on a regional map for all programs. There will be six regions. The next step is to configure sub areas that align within the six regions.
- Soon there will be four pilot sites for working out any issues on relocations. These sites will have smaller work groups.
- Accessibility is another item we are currently working on. TWC is working to insure that we have the assistive technology that is needed. A group of DARS staff are putting together a list of these needs.
 - Step one would be to set a minimum standard for all TWC computer resource rooms and labs within each center to ensure a minimum of 1 out of 20 computers are fully accessible.

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- Step two is to evaluate the buildings occupied by TWC to insure that they are physically accessible and located within mass transit - public transportation locations.

Liaison Reports

Reports were provided to council members prior to meeting and are included in the meeting packet.

- DARS report: No report provided by Don Roy (DARS council is dissolving and there will be no future reports provided.)
- TWIC report provided by Joyce Taylor
- CAP Council report provided by Karen Stanfill
- PRN: No report available from JoAnne Fluke
- TEA report provided by Susan May
- SILC report provided by Jim Brocato

Old Business

- Executive Committee –On-Going IRI Chapter Review. We will discuss changes and how to proceed with review until new IRI is published.
- Planning & Review Committee – On-Going review Combined State Plan
- Consumer Satisfaction Committee – On-Going review of Consumer Satisfaction results, emphasizing transition services.
- Membership and Education Committee – On-Going; Continue to work with the Governor’s office on appointing new members; work with Melinda Paniniski with DRS to gain contacts for business group recruits.
- Check with Assistant Commissioners for information on business contact recruits.
- Policy, Procedures, Personnel Development – On-Going: Karen will contact TWC to coordinate how to conduct the IHO trainings; review Impartial Hearing results; follow up on TWC’s policies on developing VR goals and review all policy manual revisions.

- RCT Coordinator On-Going: Prepare meeting documents in accessible format; create folders corresponding to the notebook tabs. Lisa will meet with the membership committee about the recruitment letter.

New Business

- Karen Stanfill made a **recommendation** to send a formal letter to TWC and the Assistant Commissioners of DRS and DBS supporting the current Comprehensive System of Personnel Development (CSPD) requirements for the rehabilitation counselors who serve consumers in the VR program in Texas.
- Karen also made a **recommendation** that the CSPD program and requirements continue as DRS and DBS move into TWC.
- Approval of April 2016 RCT Meeting Minutes. There were two changes one on page 5: change the wording "open discussion" to "RCT comments" and one to remove the "s" on Ron Ayer last name. Motion to approve minutes with the two changes was made by Paul Hunt. Karen Stanfill seconded. No further discussion, motion passed unanimously.
- Changing RCT Quarterly Meeting Dates
 - To allow time to receive and review current data from DRS & DBS.
 - In the past few years the meetings were set on the third Monday of the month, generally speaking.
 - A survey was sent out to all RCT Members asking for the time they need to review documents prior to the RCT Meeting. The majority said 7 days.
 - This will push our meetings ahead one month from past meetings. IE October meeting will now be in November.
 - This would set the meetings for FY17 for November, February, May, and August.
 - We would like to propose that the RCT Quarterly Meetings be held on Thursday - Friday.

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- There are a lot of federal meetings that also take place on Monday-Tuesday. This has caused people to miss the RCT meeting or for the RCT meetings to be changed at the last minute.
- TWC has their executive meetings on Mondays. This would enable the TWC executive team members to attend our meetings, creating a better means of communication.
- Another conflict with the Monday and Tuesday meetings is that policy staff have their meetings on Tuesdays.
- Proposed meeting dates for FY17 is the 1st Thursday-Friday in the months of November 2016, February 2017, May 2017, and August 2017.
- Next RCT Quarterly Meeting will be November 3-4, 2016.
- If you have any comments on the proposed schedule for FY17, please send those to Lisa before the November meeting.
- New for To-Do List
 - Joyce Delores Taylor will contact Gaby at the Governor's office to inquire if we will get two appointments this year.
 - The Membership Committee will review the federal membership requirements to insure we are in compliance. There is a question as to who is the CRP (Community Rehabilitation Program) representative?
 - Karen Stanfill will clarify the training request for hearing officers at TWC.

RCT Coordinator Report

- Budget report looks good. We are showing a negative number in the travel expense section, but there is money in the operating expenses that will be moved to cover these expenses.

Meeting adjourned at 12:30 p.m., July 19, 2016.