



Commission on Rehabilitation Services Meeting

Friday, November 1, 2019
 10 a.m. – 1 p.m. (EST)
 Bosma Enterprises
 Training Room
 7225 Woodland Drive
 Indianapolis, IN 46278

MEETING MINUTES

I. Call to Order/Roll Call/Welcome

The meeting was called to order by James Michaels –VR Commission Chair at 10:00 a.m.

P	Scott Beauchamp	P	James Michaels	P	Frederick Vaiana
P	Sarah Chestnut	P	Daneil Mize	I	Susan Rinne
P	Christine Dahlberg	P	Michelle Oja	I	Melissa Keyes
P	Donna Elbrecht	P	Richard Propes		
P	Eric Heeter	A	Karen Rusk		
P	Theresa Koleszar	P	David Spradley		
T	Rebecca McCuaig	T	Traci Taylor		

(A=Absent, P=Present, T=Teleconference, I=Invited Guest)

- II. Public Comment – several members of the public attended the meeting and had the opportunity to provide comments.
- III. Approval of the October 11, 2019, meeting minutes
 James Michaels noted there was an error on the agenda that needed to be updated. The correction should show approval of the October 11, 2019, meeting minutes not the September 13, 2019, meeting minutes.

Motion: Donna Elbrecht

Second: Sarah Chestnut

The Commission voted unanimously in favor.

- IV. Response to Advocates in Action remarks from October 11, 2019, meeting – James Michaels
- V. Committee Updates - Scott Beauchamp read a description of each commission committee and members of the commission were asked what committees they were interested in participating in. A list will be provided to commission members.
 - a) Policy and Oversight
 - No update at this time. Scott Beauchamp will now chair the committee
 - b) Customer Satisfaction
 - No update at this time. Subcommittee will meet after January to review the combined customer satisfaction report.
 - c) Awards Committee
 - Committee will be formed in January. Awards tentatively set to be presented at a Statewide Symposium in April 2020.
 - Michelle Oja will now chair the awards committee

- VI. Annual Report – Theresa Koleszar
- a) Commission reviewed the 2018 Annual Report
 - b) Commission provided suggestions on what they would like to see the 2019 Annual Report:
 - Looking ahead to the next year - goals
 - Providing data – e.g. number of persons served, and dollars spent, stats on Pre-ETS
 - Updates on order of selection
 - Response/quote from commission members on why they serve on the commission (voluntary – Thom will send out an email to obtain responses).
 - Success stories – would welcome any success stories that anyone on the commission can share
 - Update on Employment First Plan
 - c) The first draft of the annual report will be ready in early December and shared with the commission members. Report is due December 30, 2019.
- VII. State Plan – Theresa Koleszar
- a) Commission will meet for a full day meeting in January to provide input to the VR portion of Indiana’s Combined State Plan. The plan is due every four years however an amendment is provided every two years.
 - b) Open public comment period in early 2020.
 - c) Plan due in March or April 2020
 - d) A link to the previous plan will be shared with the commission members for review. Please review the goals and priorities section in advance of the January meeting.
- VIII. Schedule 2020 Commission Meetings
- a) Commission members selected dates for the 2020 Meetings:
 - January 10, 2020 – All day meeting 10-4 pm with working lunch provided by VR
 - February 7, 2020
 - March 13, 2020
 - May 8, 2020
 - July 10, 2020
 - September 11, 2020
 - November 13, 2020
 - b) Calendar invites will be sent to commission members and updates will be posted to the Commission web-page.
- IX. Employment First Committee – (ad-hoc committee) Christine Dahlberg & Susan Rinne
- a) Commission members reviewed the final draft of the Employment First Plan.
 - b) Commission members discussed additional suggested revisions and finalized the draft document.

- c) The plan will be posted online for 30 days for public comment and will be sent out to stakeholders through the DDRS distribution list. Commission members are encouraged to share the draft plan and public comment announcement with constituents and encourage feedback.
- d) An email will be sent to commission members once the plan is online.

James Michaels called for a motion to approve the Final Draft Employment First Plan

Motion: Christine Dahlberg

Second: Michelle Oja

The Commission voted unanimously in favor.

- X. Next meeting January 10, 2020, Meeting – Bosma Enterprises, 7225 Woodland Drive, Indianapolis

- XI. Meeting Adjourns 1 P.M.

Motion: Donna Elbrecht

Second: Sarah Chestnut

The Commission voted unanimously in favor.

Future meeting dates:

Date	Time	Location	Address
January 10, 2020	10 a.m. – 4 p.m.	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
February 7, 2020	10 a.m. – 1 p.m.	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
March 13, 2020	10 a.m. – 1 p.m.	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
May 8, 2020	10 a.m. – 1 p.m.	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
July 10, 2020	10 a.m. – 1 p.m.	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
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