

Date: 05/09/2022

OVR: Erie BVRS District Office: Citizen Actions Committee: AGENDA

1. 9:00 – 9:05
 - a. Call to Order
 - b. Roll Call
 - i. CAC Members Present: Passle Helminski; Andrew Pennington; Kendal Reynolds
 - ii. CAC Members Absent: Michael Fiorelli; Jill Hrinda-Patten; Amy Cichocki
 - iii. OVR District Administrator or Designee: Jack Hewitt (DA)
 - c. Guest Recognition:
 - i. None
 - d. Approval of previous meeting minutes = motion, 2nd, voted, passed.

2. 9:05 – 9:55 District Administrator’s Report
 - a. Previous Action Items:
 - i. **ACTION ITEM:** Find Employer to join CAC. Email Business Service staff for good employers to reach out to. = **COMPLETED 3/17/22.**
 - ii. **ACTION ITEM:** Email VRC if have anyone interested in being part of CRI spinal cord/wheelchair peer support group. = **COMPLETE 3/17/22**
 - b. Erie BVRS Numbers as of Wednesday, May 9, 2022 (reported last meeting: March 16, 2022)
 - i. Total for Erie BVRS DO = customers.
 1. Adult = 2308 (2453) = average caseload size is 100 = goal 120
 - a. Pre-App = 2 (3)
 - b. Referrals = 245
 - c. 06 = 17 (24) = Trial Work Experience
 - d. 00 – 39 = 2308 (1754) = Active Status
 - e. Inactive, Service Interrupted, Post Employment = 184 (39)
 2. Pre-ETS = No numbers to report. CWDS updates

c. Adult

- i. Goals as of 05/09/2022 = $468 / 546 = 85.7\%$ (last meeting = $361 / 546 = 66\%$)
 1. May 2022 = 83.3% point
 2. Statewide = $4366 / 5414 = 80.6\%$
- ii. Added new RSA goals: Credential Attainment; 2nd & 4th quarter after exit.
- iii. Update on Agency goal to reconnect with providers and increase referrals
 1. Each DO's plan submitted
 2. Erie's has been doing this. Referrals have increased from 3.5/month/staff to 6.
 - a. Goal: 7 referrals/month/staff.

d. Youth

- i. Youth Ambassador (OVR & PDE)
 1. Paid Work Exp. IU is the provider. We have met with all 3 I.U..
 - a. IU4 (Grove City) = interested but not this year.
 - b. IU5 (Edinboro) = interested but not this year.
 - c. IU6 (Clarion) = Yes. Developed Provider Agreement to start this summer.
 - i. First out of all District Offices to begin a YA
 - d. Future IU6 meetings will include IU4 and IU5 so they can see how run

e. Staffing

- i. 4 positions: 3 VRC and 1 Clerical Typist 3
- ii. Expect future vacancies
 1. Hearing about some retirements
 2. Expect my number to increase from 4 to 7 or 8.

f. Workforce

i. Northwest

1. Accessible Computer stations. = Received Grant to make 9 stations. Increase accessibility and use for job seekers with disabilities.
 - a. 2 – Erie CareerLink = Erie County
 - b. 1 – Oil Region CareerLink = Venango County
 - c. 2 – CRI/CIL = Erie & Warren Counties
 - d. 2 – VFI/CIL = Erie & Venango Counties
 - e. 1 – Arc of Crawford County = Crawford County
 - f. 1 – Forest County Community Building
 - g. Needed to replace an item and working with OVR Central Office Specialist to address. Holding off start.
2. Job Skill / Matrix
 - a. New L&I service provided within the CareerLinks to give job seekers ability to do free online training and obtain digital certificates. Help build skills and resume. I have shared with OVR C.O. and they are evaluating.
 - b. Need to work out OVR issue before we can use.
 - i. If OVR staff become Admin and refer other Admin (CareerLink) will know the person has a disability and we violated confidentiality. Working out way to address before OVR can use.

ii. West Central

1. No update given
2. Job Skill / Matrix = Same as NW

3. 9:55-9:55 = Old Business = No Update

4. 9:55 – 10:00 = New Business
 - a. New Member: Ms. Kendal Reynolds from TPI
 - i. HR Director at TPI (The Precisionists Inc.), Work with employers to assist in filling positions with persons with disabilities in IT and Data Entry positions. Currently work several state VR agencies. TPI provides IT, Business, and Consulting services to Employers. The positions the office does not require a degree and pay competitive wages. TPI's HQ is out of Delaware but they have contracts in several states.

5. 10:00 – 10:00 = Other / Member Updates =
 - a. PaRC annual report = Please attach to the minutes for Kendal
 - b. CAP update/overview for Kendal

6. 10:00 = Adjournment
 - a. Next meeting Monday, 07/11/2022 from 9-10 a.m.
 - i. Standing TEAMS invite is used.
 1. Call In: 1-267-332-8737 / ID 749494195#

7. **ACTION ITEMS:**
 - a. **None**