

## **CAC MEETING minutes for August 6, 2021**

**The meeting began at approximately 10:00 a.m. on August 6 Telephonically**

### **Attendance:**

Tom Burgunder, Lynn Fox, Carla Hayes, Chris Hunsinger, Greg Lazare, Bob Nagy, Spero Pipakis, Barb Peterson, Larry Shock, Joe Wassermann, Mike Zaken.

Rich Fischer tribute from Joe Wassermann who pointed out that Rich encouraged this team to exist when he was the office administrator. Rich sent us a message telling us that he could no longer participate in the CAC.

Approval of May 2021 CAC Meeting Minutes, Carla moved and Joe seconded, no discussion - Approved.

Discussion of recording of meetings - no objection to meeting being recorded.

### **Remarks about recording the meeting:**

We decided that for future meetings the Secretary will use a recording of the meeting to generate more accurate minutes.

We had always in the past several years used contemporaneous notes as well as a recording made by the Secretary on a personal device for backup when the meetings had an in-person component to generate the minutes, but we had some difficulty making sure that the telephonic meetings were being recorded.

The secretary had no access to recordings if they were even possible via Skype and in the future via Teams, but we know that, for example, when a meeting is being recorded on Zoom, all who enter that meeting are notified that the meeting is being recorded. The secretary will make every attempt to record future meetings to ensure accuracy of the minutes.

## **Staff Updates:**

BBVS Pittsburgh has not lost anyone else in the office. There is no real change in hiring. Human Resources is understaffed and can't post positions at this time. Still have an O&M, a VRT and a clerical (CT2) approved but not posted. Still down one VR Supervisor and that can't be filled since Harold Longmore's position is still being held for him.

Sarah and Larry are working on the VR Supervisor. They have 50% staff.

Barb asked about an O&M being contracted from BVRSP. Right now, the two BBVS office O&M people can cover the current cases because they are not working the full set of positions and clients.

## **Hiring Freeze Update:**

There is no longer a hiring freeze. All position descriptions have been updated. Each position description has both standard items and office specific items.

## **Staff Returning to the Office:**

The BBVS Pgh office is in full operation. Employees have been back in the office since mid-July 2021. The office is closed to the public, but all staff is coming to the office. They don't yet have guidance on public access.

## **Telework Update:**

Telework will in the future be something that each position earns. That is a decision from the Commonwealth of PA tailoring to OVR. May well be based on merit. People need to be in the office at least one day a week.

## **Pre-ETS Programming:**

There was a Train-the-Trainer with Sarah Vogel, Donna Lambie and Larry Shock being the trainers. They have revised the system for CWDS, IEP meetings, and talking about employment with a customer since Pre-ETS is for potentially eligible customers.

## **Why are Pre-ETS not being set up by BBVS?**

Greg brought up the possibility of working with Intermediate Units to do activity of daily living skills and part of the MOU between OVR and Department of Education.

## **Washington, Green, Fayette and Butler Counties:**

Lynn wanted a clarification of potentially eligible from eligible. Larry said that primary disability usually governs which part of OVR handles the customer.

Barb pointed out that BVRSP had been in on IEP services in the past and now doesn't get asked to participate.

Larry said they would continue to look at this aspect. BVRSP isn't allowed to go out and drum up its own referrals. Larry stated that two VR counselors for nine counties with 448 cases between them doesn't really allow for much individual work.

Spero gave us this info: RSA and state regulation affect what the BBVS offices can do.

## **BVRSP Programming – Summer:**

Barb's summer program - two students in the first week and the second week has two students.

## **A one-week program:**

Promote has a class starting 10/02/2021, and they had two people in June.

## **New Programming:**

### **STRIVE-On:**

The fall program starts 9/13/2021 and going to 12/09/2021. In evenings virtual work. There are two enrolled from this office but 30 through the State.

## **Mobility, Technology, and College prep:**

Spring/Fall - no prior Spring session needed to get into the Fall session. People can file until 8/20/2021.

## **WPSBC Programs:**

They have been working on collaborations between BBVS, BVRSP and BVRS, and then they get passed out from the resource account. A meeting scheduled for WPSBC once school opens up.

## **Training Update - Larry:**

### **Accessibility and Diversity:**

6/17/2021 with Coach D - equity and diversity dealing with six core values, integrity, respect, etc. Larry couldn't pull up the list. The training was engaging.

## **BSR Update - Spero Pipakis:**

### **Available Jobs:**

IRS contact reps; UPMC, AHN, Accessible Pharmacy. Spero found a company that is doing virtual medical billing training classes. First National Bank has legal hoops to jump through as well as the State Legal Department.

CVS training center is at Ebenezer Baptist church on Wylie Ave. Inaccessible platforms for training, although the organizations say they are accessible.

### **Apprenticeships:**

Mike asked about customers and Spero said they back out. Spero sent Mike the wording from a Colorado bill which deals with accessibility issues for employers who deal with the state.

NDEAM Awareness Month is October, and the office is going to do something local in October to bring in employers for Zoom meetings.

## **Order of Selection:**

### **Status of Waiting List:**

There is no longer an Order of Selection waiting list. They still have 19 people in the "getting off the waiting list" status. There is a Status 30 which is pending if they can't be moved into Plan Status within 90 days.

### **New Business:**

Possible White Cane Day activities - Chris will check with ACB.

Next CAC Meeting – Friday, 11/5/2021 from 10:00 a.m. to 12:00 Noon virtually