



Pennsylvania Rehabilitation Council (PaRC)

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Executive Committee Meeting Minutes for September 1, 2022

Committee Members (P = Present) (NP = Not Present)

Paul Fogle (P)	Susan Tomasic (P)	Jeanette Alexander (NP)
William Del Toro Vargas (NP)	Rob Wallington (NP)	Michele Leahy (NP)
Lynn Heitz (P)	Julia Grant Barol (P)	

Office of Vocational Rehabilitation (OVR) Present: Lee Ann Stewart, James Whitonis, Cheryl Novak

Staff Present: Michelle Gerrick, Chris Todd

ADDITIONS TO THE AGENDA

No additions.

APPROVAL OF THE AGENDA AND PAST MINUTES

Quorum was not met for today's meeting.

AGENDA ITEMS

ESTABLISH FULL COUNCIL (FC) MEETING AGENDA (WEDNESDAY, OCTOBER 19, 2022)

- Ms. Lee Ann Stewart and Ms. Cheryl Novak stated that OVR staff could provide updates at the October 19th Full Council meeting on the State Plan, Comprehensive Statewide Needs Assessment (CSNA), Common Performance Measures, OVR reports made to the Rehabilitation Services Administration (RSA), Vehicle Modification Policy, Audiological Services Policy, and Business Enterprise Program under the Bureau of Blindness and Visual Services (BBVS).
- Ms. Julia Barol recommended inviting a speaker from Pennsylvania Training and Technical Assistance Network (PaTTAN) to talk about the Transition Discoveries. Ms. Barol volunteered to reach out to her contact at PaTTAN to make the arrangements and will report to the Chair as needed.

- Ms. Lynn Heitz recommended inviting a speaker from Accessible Pharmacy Services to present at a future Full Council meeting.

COUNCIL AND PUBLIC COMMENT GUIDELINES

- Following a speaker, other presentations and / or reports given during a Full Council meeting, Mr. Paul Fogle recommended that PaRC member's questions and comments are taken first, followed by OVR staff, followed by the public. Members agreed.

PaRC COMMITTEE UPDATES

- Ms. Susan Tomasic reported that the Governance Committee has completed revising the PaRC By-Laws and will work to complete the updates to the PaRC Member Handbook and Policy Manual. Ms. Tomasic also reported that the committee will be tracking member's attendance of PaRC meetings and have drafted a warning letter to be issued to members not adhering to the expectations in the PaRC By-laws.
- Ms. Lynn Heitz reported that the Policy Committee is currently reviewing the Citizen Advisory Committee (CAC) Training Manual. Additionally, Ms. Heitz reported that the committee, in collaboration with the Client Assistance Program (CAP), will begin to look at due process to further determine data as it relates to complaints about OVR such as the number of complaints, what other organizations receive complaints, the nature of the complaints, etc.
- Mr. Paul Fogle reported that the Ad Hoc Committee to enhance the working relationship with the Hiram G. Andrews Center has been established and will have its first meeting on September 21st.
- In the absence of the Social Media Committee Chair, the PaRC Project Staff reported that, in an effort to recruit and increase the PaRC's data base in Constant Contact, the Social Media / Outreach Committee drafted a letter inviting various organizations to sign up for the PaRC Newsletter. PaRC staff reported that OVR has assisted in this effort and recently forwarded the invitation internally to staff. PaRC staff informed that within a week, approximately 40 new contacts have been received.
- In the absence of the Legislative Committee Chair, the PaRC Support Staff reported that in response to the committee's discussion with various legislative offices and follow up email to reiterate the importance of accessible transportation and the need for improvements, Representative Dan Miller has begun authoring a bill that directs the Joint State Government Committee to conduct a statewide Transportation study on public transportation efficacy as it applies to members of the disability community. PaRC staff also reported that the legislative committee will draft a letter in support of H.B. 547 which creates a Department of Accessibility and Inclusion, as requested by Representative Dan Miller's office.

OVR UPDATES

- OVR staff stated that they did not have any new updates to share since the August Full Council meeting.

Adjourn

The meeting was adjourned at 12:00 PM.