



Pennsylvania Rehabilitation Council (PaRC)

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Executive Committee Meeting Minutes for December 6, 2022

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

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

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

Staff Present: Michelle Gerrick, Chris Todd

ADDITIONS TO THE AGENDA

Mr. Paul Fogle made the addition to discuss potential speakers and agenda items for the February Full Council meeting.

APPROVAL OF THE AGENDA AND PAST MINUTES

MOTION was made by Ms. Susan Tomasic to approve today's agenda with additions and past meeting minutes. Mr. Rob Wallington seconded the motion. All were in favor.

AGENDA ITEMS

2021-2022 ANNUAL REPORT

- Ms. Michelle Gerrick (staff) reviewed information that has been added since the last review of the report which included two success stories and the member story shared by Ms. Michele Leahy. There is additional space to add more success stories.
- Members agreed to help review / proof the draft and provide any recommendations or edits.

DISCUSSION AND REVIEW OF MEMBER SURVEY / FC MEETING FORMAT & TRAVEL ACCOMODATIONS

- Mr. Paul Fogle stressed the importance of deciding upon the format of the May Full Council meeting soon, to ensure timely reservations of all necessary services.
- Committee reviewed the member survey results and discussed the advantages and concerns of having virtual format, hybrid format, and in-person format meetings. Due to concerns regarding adequate time for preparation of a hybrid format meeting members agreed that holding the February and May meetings in a virtual format would be most appropriate and would allow for plenty of time to prepare for a hybrid format for the August meeting.
- Ms. Gerrick inquired about placing a hold or reservation with the Hilton Hotel in Harrisburg for all necessary reservations for a Hybrid format meeting in August 2023.
- Members stated that this could be decided during the January Executive Committee meeting and / or February FC meeting.

MOTION was made by Ms. Susan Tomasic to hold the next two Full Council meetings virtually. Ms. Jeanette Alexander seconded the motion. All were in favor.

PaRC COMMITTEE UPDATES

- Ms. Lynn Heitz reviewed a proposal she provided for Policy Committee which was recommended for Executive review for the process of moving OVR Policies forward through committees. The document was shared on the screen via Zoom.
- Ms. Jeanette Alexander stated the document should state the policies are proposed.
- Ms. Tomasic stated the words 'Policy Committee' could be replaced with 'relevant committee' to be used for all Council committees and that Ms. Heitz did a fabulous job with the language of the document.
- Members agreed to provide the proposal to Full Council in February.
- Ms. Tomasic stated the Governance Committee is working to finish the Bylaws and Member Handbook before the February FC meeting. Committee has also reviewed two new applicants and will be forwarding those documents to the Executive Committee and Full Council.
- Mr. Wallington, CareerLink Committee Chair, stated they had a good meeting regarding the concerns about delays of determination for Unemployment Compensation (UC) and thanked OVR staff for setting that up.
- Mr. Fogle inquired about member suggestions for speakers for the February FC meeting. Inquired about a member from the State Board to speak during a FC meeting about working in tandem with the Council.
- Mr. Wallington provided a suggestion for a speaker from UC to address concerns about UC application process, accessibility, delays in approval, and steps taken to fix stated issues.
- Ms. Cheryl Novak stated that they could ask a State Board member about speaking and also inquired if members were still interested in having someone

from OVR speak about Benefits Counseling as Ms. Jennifer Raddick would be available for the February meeting.

OVR UPDATES

- Mr. James Whitonis provided an updated on the Comprehensive Statewide Needs Assessment (CSNA) as they are working on completing a final draft with Temple University and should be providing the final draft to the Council before February in preparation for next steps on preparing Description A of the next State Plan.
- Ms. Novak stated they are working on updates to the Driving and Vehicle Services Policy for potential Council approval in May and will provide updates in the meantime. OVR would also like to provide updates during the February FC meeting for Supported Employment, Audiological, and other OVR policies.

Adjourn

MOTION to adjourn was made by Ms. Susan Tomasic. Ms. Lynn Heitz seconded the motion. The meeting was adjourned.