



Pennsylvania Rehabilitation Council (PaRC)

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Executive Committee Meeting Minutes for May 3, 2023

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

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

Office of Vocational Rehabilitation (OVR) Present: James Whitonis, Cheryl Novak, Danielle Schmidgall

Staff Present: Michelle Gerrick, Chris Todd

ADDITIONS TO THE AGENDA

There were no additions.

APPROVAL OF THE AGENDA AND PAST MINUTES

MOTION was made by Ms. Susan Tomasic to approve today's agenda and past meeting minutes. Ms. Lynn Heitz seconded the motion. All were in favor.

AGENDA ITEMS

DRAFT MAY FULL COUNCIL MEETING AGENDA

- Members reviewed the draft agenda for the May 17th Full Council meeting which includes voting and business items included at the start of the meeting followed by reports and presentations.
- Ms. Tomasic and Mr. Fogle will be announcing nominations for reappointments and the nominations/elections of officers. Ms. Wade will moderate the meeting and announce the roll call voting for election of officers.

MOTION was made by Mr. William Del Toro Vargas to approve the May 17th Full Council Meeting Agenda. Ms. Tomasic seconded the motion. All were in favor.

THIRD QUARTER FISCAL REPORT

- Members reviewed the Fiscal Report.

MOTION was made by Mr. Rob Wallington to recommend accepting the Fiscal Report. Ms. Lynn Heitz seconded the motion. All were in favor.

NCSRC BOARD MEMBER NOMINATION

- Mr. Fogle explained that Ms. Julia Barol has expressed interest in joining the National Coalition of State Rehabilitation Councils (NCSRC). Members reviewed a letter of recommendation.

MOTION was made by Mr. Rob Wallington to approve Ms. Barol's nomination to the NCSRC. Ms. Tomasic seconded the motion. Mr. Del Toro Vargas abstained due to conflict of interest. The motion passed.

PaRC COMMITTEE UPDATES

GOVERNANCE COMMITTEE - Review & Recommendation of: Nominees for election of PaRC Officers for FY 2023-2024 Revisions to PaRC By-laws New member orientation update

- Ms. Tomasic informed attendees there are 4 nominations for member reappointment, Council will be holding new member orientation in July, and discussed revisions to the Bylaws making membership of 2 committees mandatory as opposed to 1.
- Mr. Wallington inquired about new appointment for applicant Ms. Twana Jones.
- Ms. Michelle Gerrick explained that Ms. Jones' application will be moved forward for approval after Mr. Wallington's term ends on July 12, 2023, so that she may maintain eligibility for the first full 3-year term.
- Mr. Fogle and Ms. Tomasic recommended all members attend the orientation/training to review new Council policies and share their insight. Mr. Wallington requested to be invited.
- Nominations for elections of officers include Mr. Fogle for Chair, Ms. Tomasic for Vice Chair, and Ms. Barol and Ms. Michelle Mitchell for Member-at-Large.

MOTION was made by Mr. Wallington to accept the Governance Committee report. Mr. Vargas seconded the motion. All were in favor.

POLICY COMMITTEE: Review & Recommendation of: Final draft of Driving & Vehicle Services Policy Draft of Description (a) State Plan 2024-2028

- Ms. Lynn Heitz reported that Description (a) of the 2024-2028 State Plan was reviewed. The draft is nearly complete with further discussion required for recommendation #5. The Driving and Vehicle Services Policy was discussed and recommended to forward on to the Executive Committee for a vote. A brief discussion was held regarding Supported Employment policy and committee requested OVR provide a draft of the policy within enough time for committee review before the July meeting.

MOTION was made by Ms. Tomasic to approve the Driving and Vehicle Services Policy and the Policy Committee report. Mr. Vargas seconded the motion. All were in favor.

LEGISLATIVE COMMITTEE UPDATE

- Mr. Vargas reported that the committee will be working on updates to the Federal and State Position Papers.

TRANSITION COMMITTEE – Review & Recommendation of: Committee Goals and Budget for FY 2023-2024

- Ms. Alexander reported that the committee reviewed and updated the committee goals. Ms. Barol was nominated to be committee Chair for the next Fiscal Year and Mr. Andrew Pennington as committee Vice Chair.

MOTION was made by Mr. Wallington to approve the Transition Committee report. Ms. Heitz seconded the motion. The motion passed.

CAREERLINK COMMITTEE: Review & Recommendation of: Committee Goals & Budget for FY 2023-2024 Andrew Pennington as Chair of Committee during FY 2023-2024

- Mr. Wallington reported that his term on the Council will soon be ending. Mr. Pennington has accepted nomination to serve as committee Chair for the next Fiscal Year. Committee goals were reviewed and updated. Stressed the importance of staying updated and engaged in regard to Unemployment Compensation and CareerLink accessibility.

MOTION was made by Mr. Wallington to approve the Governance Committee report. Ms. Tomasic seconded the motion. All were in favor.

HIRAM G. ANDREWS AD HOC COMMITTEE UPDATE Tour of HGAC June 20, 2023

- Mr. Del Toro Vargas reported that there will be a tour of the HGAC campus open to all Council members for June 20th. An email invitation and details were previously provided by staff to Full Council.

OVR MEDIATORS / HEARING OFFICERS AD HOC COMMITTEE UPDATE

- Mr. Fogle reported that the committee meets tomorrow to determine candidates' eligibility and processes in place.

OVR UPDATES Employment Support Policy

- Ms. Cheryl Novak reported that the Employment Support Policy timeline has been extended because of the number of public comments received. Mr. Doug Rand will be updating the Full Council about the policy on May 17th.

PUBLIC COMMENT

- Mr. Del Toro Vargas inquired about the requirements and regulations for the time allowances of public comment. Recommended that providing public comment prior to a meeting in writing be encouraged on the website and social media. Public comment is normally about OVR services, and the Council is interested in hearing from the public about their experiences with OVR.
- Ms. Tomasic explained that we are only required to make a period of public comment available, and the timing of the public comment period and time limits are at the Chair's discretion. A Council policy regarding public comment could be addressed by the Governance Committee. Meeting announcements on the website and public notice of the agendas provide instructions for submitting public comment prior to a meeting.

Adjourn

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