

Meeting Wise Agenda

Washington BVRS CAC MEETING AGENDA

June 27, 2023 8:30 AM – 9:30 AM

Virtual Meeting via Microsoft Teams

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TOPIC: Quarterly CAC Meeting

Attendees: Darla Openbrier, Ed Polito, Andrew Pennington, James Whitonis, Sheila Gombita, Ester Barnes,

Not Present: Megan Van Fossan, Kendra Casella, Ed Pahula

Facilitator: Darla Openbrier & notetaker for this meeting.

TO PREPARE FOR THIS MEETING, PLEASE:

- Read this agenda
- Come with ideas to improve services to customers

Schedule [60 minutes]

TIME	MINUTES	ACTIVITY
8:30 AM	2 Minutes	Welcome/ Call to Order Darla Openbrier welcomed everyone and started meeting at 8:32 AM. Thanked members for participating in today's rescheduled meeting that was originally scheduled May 3.
		Approval of Meeting Minutes Tabled until next meeting
		Review next steps from our previous meeting

		<ul style="list-style-type: none"> • N/A for this meeting
8:32 AM		<p><u>OBJECTIVE 1 - Regular Agenda Items</u></p> <ul style="list-style-type: none"> • Personnel: <ol style="list-style-type: none"> 1. Kelly Shaler retired as supervisor 6/16/23. Job posting still has not posted at this time. 2. New Supervisor, Janet Wisloski, started 6/20/23. Taking the place of Teri Michael. Still only have 2 supervisors. 3. New Early Reach Coordinator, Jonette Gallo, started 6/26/23. • Open Positions: <ol style="list-style-type: none"> 1. Eastern Washington County D&A/MH Counselor Position 2. Fayette County Transition Counselor Position 3. Supervisor Position • Rehab Goal: End of fiscal year is June 30, 2023, and we are currently showing 99.5% for rehab goal with 4 days to go-will make 100% by end of this week. Caseload sizes had increased, but now with spring clean-up project of closing inactive cases, caseloads have gone down some, but more active participants. Still continue to grow. Ed & I have seen more investment from staff since previous barriers of waiting list, lack of funds and COVID Pandemic were in place. • Fiscal: Lots of funding still available for services. State Board agreed to extend increases from last year and additional increases for Small business start-ups. P-Card for services will become available in the near future with more stringent criteria than before. Only to be used as a last resort.
		<p><u>OBJECTIVE 2 - New Business</u></p> <ul style="list-style-type: none"> • Summer Programs-100-200 students and youth participating in 3 counties at a variety of summer programs including My Work, Professional Connections Experience (PCE), post-secondary program at WVU (Autism), Neuro Diverse Skills Camp at Waynesburg University, and traditional Paid Work Experiences. • Youth Ambassador (YA) Program-update-we now have 2 providers who have completed YA agreements. Still to be approved by Central office. Have 2-3 students interested. • CWDS Updates continue with moving more information/billing from Legacy to 2.0. • Updates to OJT policy and forms-more employers becoming involved. • New Mon Valley satellite office almost completed-co-locating at DHS office in Donora. Looking at sometime in August to open after furniture is installed. Will be a shared office with Johnstown and Pittsburgh offices. • More providers have hired more staff and able to provide services more timely. • Going to 3 day telework/2 day in office hybrid schedule as of July 1. Buildings open to public, but have doorbell and doors locked during the day. Staff still expected to complete work timely. If customer requests in person meeting on a staff member's telework day, they must meet with client in person, a presentation is needed or for other reasons, staff can work from field site, District Office, or liaison site on scheduled telework days if needed.

		<ul style="list-style-type: none"> ● New computer deployment on hold. ● New UbiDuo and iPads available now for staff to work with Deaf & Hard of Hearing customers when interpreters not available. <p>Outreach:</p> <ul style="list-style-type: none"> ● Attended PWDA conference in May. ● Attended ODP/OVR Joint conference at PaTTAN-Pittsburgh in May. ● Participated in all 4 Spring Career Link job fairs/employer events this spring. ● Southwest Corner Workforce Development Board Apprenticeship Summit. ● Staff will be attending upcoming statewide Transition and Autism conferences later this summer.
		<p>OBJECTIVE 3 - Open Discussion Questions for discussion included more about the summer programs, YA program providers, P-Card usage for transportation and needing minutes from February (will send out with today's minutes)</p> <p><u>NOTES:</u></p>
	1 minute	<p>Adjournment/ Next Meeting</p> <ul style="list-style-type: none"> ● The next meeting will be held on Wednesday, Sept. 20, 2023 8:30 -9:30 AM ● Meeting ended at 9:05 AM