

Date: 11/13/2023

OVR: Erie BVRS District Office (DO): Citizen Actions Committee: AGENDA

1. Call to Order: 9:00

- a. CAC Roll Call: (Passle Helminski; Andrew Pennington; Kendal Reynolds; Michael Fiorelli; Amy Cichocki)
 - a.Members Present: (Passle Helminski; Andrew Pennington; Amy Cichocki)
 - b. Members Absent: (Kendal Reynolds; Michael Fiorelli =Excused)
 - c.OVR District Administrator or Designee: Jack Hewitt (DA)
- b. Guest Recognition:
 - a.James Whitonis (OVR CO)
- c. Approval of previous meeting minutes = motion, 2nd, voted, passed.

2. District Administrator's Report

- a. Previous Action Items:
 - a.**None**
- b. Erie BVRS Numbers as of Monday Nov. 6, 2023 (reported last meeting)
 - a.Total for Erie BVRS DO = customers.
 1. Adult = 2455 (2377) = average caseload size is 107 (103) (James stated statewide average caseload size is 112)
 - a. Referral Submitted & Received
 - i. This Program year have received total referrals 770 (552) and Oct 218 (Sept 207).
 - ii. Average of 164 / (168) month
 - b. App Started / 01 = 147 (162)
 - c. App Completed / 02 = 121 (109)
 - d. 06 = 34 (38) = Trial Work Experience
 - e. 10 – 39 = 2151 (2063) = Active Status
 - i. Service Interrupted = 8 (12)
 - ii. Post-Employment = 1 (4)

2. Pre-ETS / AC Active = 3287 (3114)

3. Category

a. MSD = 1892 (90%)

b. SD = 188 (9%)

c. NSD = 4 (0.001%)

d. Undetermined = 28 (0.999%)

c. Discussion/Questions:

a. What Time Frames are customers in status 06 (TWE)?

b. How many were determined eligible?

c. CAP has found (across PA) that customers in status 06 have IPE delays or not done.

ACTION ITEM: For the Erie DO, Jack will find out how long customer stay in status 06, how many are determined eligible from 06, and how many are closed from 06.

d. Adult = PY 22-23 (July-Oct = 33.32%)

a. Rehab Goal: Erie DO 196/505 = 38.81% / OVR 1878/5455 = 34.43%

b. IPE Goal: Erie DO 726/1014 = 71.61%

c. CA/MSG: CO Report for Erie DO= 100% Entry

1. Discussion: RSA set a 20% Goal.

d. PaRC Meeting with OVR Central Office

1. Asked for a DO to give office updates. Erie DO was the first office to do this at the Oct meeting

e. UAA and CYAI program updates

f. Still looking for Meadville location (rental agreement) for staff to meet with customers

- e. Youth = PY 22-23 (July – Oct = 33.32%)
 - a. Goal = 941/1400 = 67.21%
 - b. Project SEARCH Mercer County Update
 - c. IGA with school district (General McLane and Millcreek) Update

- f. Staffing
 - a. 1 position:
 - 1. 1 Business Service Rep = RTF
 - a. Between OVR and Civil Service. Waiting for posting.
 - 2. 0 VRC/ERC/VRS/CT2/CT3/LOFA/ADA/DA
 - b. Discussion/Questions
 - 1. OT at district offices are concerning with CAP as they have received a lot of phone calls from customers.
 - 2. CAP is now tracking OT customers vs. non-OT customers to see if they are given less time.
 - a. I explained that with a position that is filled they work 75 hours a pay period. I explained with OT I get less then that so there is already less time to cover a vacant position so there is triage that occurs
 - b. I was asked how Erie DO tracks OT cases.
 - i. I explained that Erie is fortunate as I only have one vacant position and multiple vacant positions is much more difficult. We assist all customers on a vacant caseload to the Supervisor and then the OT VRC as secondary. Then we know what cases are OT

- g. Workforce
 - a. No Update

3. Old Business

- a. No Update

4. New Business

- a. .
- b. .

5. 10:00 = Other / Member Updates

- a. .

6. 10:38 = Adjournment

- a. Next meeting Monday, 01/08/2024 from 9:00-10:00 a.m.

7. **ACTION ITEMS:**

- a. For the Erie DO, Jack will find out how long customer stay in status 06, how many are determined eligible from 06, and how many are closed from 06.