

Date: 3/11/24

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; Johann Healy; Amy Cichocki)
 - a. Members Present: Passle Helminski; Andrew Pennington; Amy Cichocki; Johann Healy; Kendal Reynolds
 - b. Members Absent:
 - 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:**
 - i. Jack will follow up with Cassy (Erie BBVS DA) about her attendance at the City Roundtable on Disability meetings. = **COMPLETED 1/8/24 EMAIL TO ERIE BBVS DO**
 - ii. Jack will follow up with staff on how the OVR/CIL in Erie is going and remind to engage with CIL staff, customers, and trainings/activities. = **COMPLETED VIA 2/2/24 EMAIL AND 3/4/24 FOLLOW UP EMAIL.**
 - iii. Now that 06 numbers have been reviewed, Jack will look into Rapid Engagement and LEAN for customers in status 06.
 - iv. Jack will update OVR CO on the concerns of the CAC on the transportation issue around the rate increase, when it will occur, and how this could affect/delay services. = **COMPLETE 1/8/24 EMAIL TO OVR CENTRAL OFFICE**

b. Erie BVRS Numbers as of Wednesday, January 31, 2024 (reported last meeting)

a. Total for Erie BVRS DO = customers.

1. Adult = 2263 (2519) = average caseload size is 94 (110)

a. Extra VRC position. 23 to 24 caseloads

b. Referral Submitted & Received (AH992)

i. This Program year have received total referrals 1489 (1169)

ii. Jan 235 and Feb 73 (Nov 206 and Dec 180).

iii. Average of 186 (195) month

c. App Started / 01 = 192 (194)

d. App Completed / 02 = 148 (127)

e. 06 = 25 (25) = Trial Work Experience

f. 10 – 39 = 2300 (2169) = Active Status

i. Service Interrupted = 1 (4)

ii. Post-Employment = 2 (1)

2. Pre-ETS / AC Active = 3436 (3377)

3. Category

a. MSD = 2008 / 89% (1806)

b. SD = 236 / 10.5% (199)

c. NSD = 4 / 0.1% (3)

d. Undetermined = 14 / 0.4% (21)

b. Discussion/Questions:

1. How is Erie able to keep lower caseload sizes with other offices are so high.

a. Range, some of my urban staff have 168 customers and some of my rural have under 100. I must take travel for rural as they cover half a county.

Also, my specialized caseload (ID/ASD and Juvenile Justice) are kept low (at 70). This affects the average. We are also working with some staff to address increasing referrals.

- c. Adult = (July-Jan = 58%)
 - a. Rehab Goal: Erie DO 357/505 = 70.69%
 - b. IPE Goal: Erie DO 1387/1014 = 136.81%
 - c. CA/MSG: CO Report for Erie DO= Do Not Have
 - d. Found Meadville location (rental agreement) for staff to meet with customers.
 - 1. Landlord signed lease. With DGS for Harrisburg signatures.
 - e. Discussion/Questions: NONE

- d. Youth = (July – Dec = 50%)
 - a. Goal = 1945/1400 = 139%
 - b. IGA with school district (General McLane and Millcreek)
 - 1. OVR C.O. approved Statement of Work and Budget.
 - 2. Moving through Harrisburg for outside OVR approval.
 - c. Discussion/Questions: NONE

- e. Staffing
 - a. 2 positions:
 - 1. 1 Business Service Rep = RTF
 - a. Between OVR and Civil Service. Waiting for posting.
 - 2. 1. LOFA = Interviews are being scheduled
 - 3. 3 VRC = 1 resign, 1 retire, 1 new position added
 - 4. 0 ERC/VRS/CT2/CT3/ADA/DA
 - b. Discussion/Questions: NONE

- f. Workforce
 - a. No Update
 - b. Discussion/Questions: Rumer that Erie CareerLink is moving. Please confirm and if so, want a member of this CAC to be part to ensure ADA. = **ACTION ITEM**

3. Old Business

- a. OVR/CIL: At VFI and CRI locations they are going well but may need to follow up with staff to make sure they are involved. At field location (CRI – Hermitage and VRI – Seneca) they are as needed as traffic is low. We will routinely follow up to make sure this still applies.
- b. Transportation Rate increase.
 - a. CAP is concerned that customer is being asked to wait for services until the new rate begins. This could be driven by providers but unsure why occurring, but he was told it happened in one DO. The concern is the delay in services. Further discussion revealed this is a house bill that is affecting more than OVR and affects MCO and Adult Day Care Bill. It was discussed that this Law needs fixed. I, Jack, explained I am not ware but will update OVR CO which I was told OVR CO was present at a meeting, is aware, and talked about their services. CAC member will be emailing me, Jack, meeting info and dates so I am aware as it will affect everyone in PA
- c. CAC member asked about City/County Roundtable on disability and my, Jack, involvement in City. I, Jack, explained that I attend the County and Erie BBVS attends the city. I was told the County does not meet anymore and no one from OVR has attended the city. I stated I would follow up with Cassy, DA of Erie BBVS, to find out if she will be taking this over as Dawn (previous DA) attended these.
- d. James (OVR CO) = Reading CAC still wants to get a statewide CAC meeting with all CAC members.
 - a. James UPDATE: PA Rehab Council supports this and offered their Zoom for the meetings. Date TBD but OVR Central Office is planning now for it.

4. New Business

- a. CRI: Carl Berry email to OVR/Me, 2/15/24 email
 - a. CRI is planning an event for 4/24/24 from 12 noon – 4 around work readiness and would like OVR to participate.
 - b. I will email VRS and 2 BSC to ensure connection. = **ACTION ITEM**
- b. CRI/VFI/OVR: Internship, 3/4/24 email
 - a. No customer’s ID from Erie DO, VFI, or CRI.
 - b. I will follow up with staff again and Rob Hodapp. = **ACTION ITEM**
- c. Spoke about VFI workout program and if OVR can connect
 - a. I spoke about seeing if this could be a Pre-ETS service.
 - b. I will email the ERC to connect with Tiffany (VFI) = **ACTION ITEM**
- d. UPDATE on Service Dog Law. They have taken out some language on “interference” and trying to get back in to make more powerful.

5. 10:00 = Other / Member Updates

- a. NONE

6. 10:38 = Adjournment
 - a. Next meeting Monday, 05/13/2024 from 9:00-10:00 a.m.

7. **ACTION ITEMS:**

- a. Now that 06 numbers have been reviewed, Jack will look into Rapid Engagement and LEAN for customers in status 06.
- b. Rumer that Erie CareerLink is moving. Please confirm and if so, want a member of this CAC to be part to ensure ADA = **Complete. Emailed NW CareerLink Site Administrator to inquire.**
- c. CRI is planning an event for 4/24/24 from 12 noon – 4 around work readiness and would like OVR to participate.
 - a. I will email VRS and 2 BSC to ensure connection. = **Complete. Emailed Johann and OVR staff to connect.**
- d. CRI/VFI/OVR: Internship, 3/4/24 email
 - a. No customer's ID from Erie DO, VFI, or CRI.
 - b. I will follow up with staff again and Rob Hodapp. = **Complete. Emailed Rob Hodapp 3/11/24**
- e. Spoke about VFI workout program and if OVR can connect
 - a. I spoke about seeing if this could be a Pre-ETS service. I will email the ERC to connect with Tiffany (VFI) = **Complete. Emailed Tiffany Frey (VFI) and Bridget Rizzardi (OVR-ERC) to connect and update 3/11/24**