

Date: 5/13/24

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
 - b. Members Absent: Johann Healy; Kendal Reynolds
 - 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.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. Site Admin replied 3/12/24.**
 - c.CRI is planning an event for 4/24/24 from 12 noon – 4 around work readiness and would like OVR to participate.
 - d. I will email VRS and 2 BSC to ensure connection. = **Complete. Emailed Johann and OVR staff to connect. We attended.**
 - e.CRI/VFI/OVR: Internship, 3/4/24 email
 1. No customer's ID from Erie DO, VFI, or CRI.
 2. I will follow up with staff again and Rob Hodapp. = **Complete. Emailed Rob Hodapp 3/11/24**

f. Spoke about VFI workout program and if OVR can connect

1. 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**

b. Erie BVRS Numbers as of Wednesday, April 30, 2024 (reported last meeting)

a. Total for Erie BVRS DO = customers.

1. Adult = 2852 (2263) = average caseload size is 118 (94)
 - a. Referral Submitted & Received (AH992)
 - i. This Program year have received total referrals = 2195 (1489)
 - ii. This Program year status 02 = 1462 (1275)
 - b. 06 = 23 (25) = Trial Work Experience
 - c. 10 – 39 = 2386 (2300) = Active Status
 - i. Service Interrupted = 5 (1)
 - ii. Post-Employment = 1 (1)
2. Pre-ETS / Potential Eligible = 3472 (3436)
3. Category
 - a. MSD = 2131 / 88.25% (2008)
 - b. SD = 270 / 11.25% (236)
 - c. NSD = 4 / 0.1% (4)
 - d. Undetermined = 10 / 0.4% (14)

b. Discussion/Questions:

1. Ryan's comments to the OVR Board about not extending the FNT and College increase and going back to original levels. What look like and waiver abilities?
 - a. Beginning 7/1/24. FNT, per policy, is only updated annually and when there is a change in the family income. Our update does not apply, and we will not be updating FNT until one of those two things occur. I have told my staff this.

- b. Beginning 7/1/24, College support/OVR-169 levels will return to agency levels with no roll over. I have told staff to begin telling customer affected now and if OVR-169 has been done that a new one will need to be completed. CO is working on updates to the field with a letter. Once received it will be sent to all customers impacted but I told my staff not to wait. The earlier they know the better. I told staff to say, with the surplus in funding OVR increased its level of support however due to Federal flat funding we need to revert back to our original levels beginning 7/1/24. How this will affect customers is the OVR-169 will be completed and the customer told OVR's maximum funding level however the amount they receive is always based on calculations of the OVR-169 but do not exceed the OVR maximum. We also talk about waivers, and I explained this does begin 7/1/24 and any customer/VRC can submit a hardship waiver. However, with hardship waivers I must do a very detailed review of income vs. expenses. It was brought up the staff did not tell customers this was temporary, as I was stating in my comments, and this will be a shock to customers.
- c. Adult = (July-April = 83.33%)
- a. Rehab Goal: Erie DO 482/505 = 95.45%
 - b. IPE Goal: Erie DO 1956/1014 = 192.931%
 - c. CA/MSG: CO Report for Erie DO= Do Not Have. CO tells me do not have a lot
 - d. Found Meadville location (rental agreement) for staff to meet with customers.
 1. All signed and using.
 - e. Discussion/Questions:

d. Youth = (July – April = 83.33%)

a. Goal = 2779/1400 = 198.5%

b. IGA with school district (General McLane and Millcreek)

1. Signed and ready to begin

c. Discussion/Questions: NONE

e. Staffing

a. 6 positions:

1. 1 Business Service Rep = Interviews scheduled week of May 20th, 2024

2. 1. LOFA = Filled and Started 5/6/24

3. 4 VRC = 1 resign, 1 retire, 1 new position added, 1 transferred

a. Mercer Co. = Interviews scheduled week of May 20th, 2024

b. Mercer Co. = Interviews scheduled week of June 10th, 2024

c. Warren Co. = Request to Fill (RTF) submitted March 12, 2024

d. Erie Co. = RTF to be submitted this week

4. 0 ERC/VRS/CT2/CT3/ADA/DA

b. Extra VRC position. 23 to 24 caseloads = Has been added

1. Staff Compliment: 49 (48)

a. DA = 1; ADA = 1 ; VR Supervisor = 6 ; Clerical = 8; Fiscal = 1

b. Staff = 32 (24 VRC; 2 BSC; 3 ERC; 2 Sup VRC; 1 BSR)

c. Discussion/Questions:

f. Workforce

a. In addition to being on the Board, I am on 3 committees.

1. Nomination, Youth, and Monitoring.

a. I am only required to be on one committee, however I feel these are important as my focus is how people with disabilities are served in Workforce.

3. Old Business

- a. None

4. New Business

- a. It was shared by a CAC member, the OVR Board meeting scheduled in Erie on June 6, 2024. No Board members are coming in person but will attend virtually. No one from Harrisburg is coming in person but will attend virtually. I shared I will set up the Erie DO conference room for any citizen who wants to attend.

- b. VFI asked about the OVR/CIL internship as they are interested in having an intern. I explained CRI is also interested and I just learned they are interviewing someone. I also explained Erie DO submitted 2 candidates. I emailed OVR CO asking for an update on VFI and the other candidate.

5. 10:00 = Other / Member Updates

- a. James Whitonis (OVR C.O.) = update on the Statewide CAC meeting. Email went out today as it has been scheduled for July 9, 2024, 9 am – 12 noon. This will be a virtual meeting. The PaRC will be attending.

6. 10:38 = Adjournment

- a. Next meeting Monday, 07/08/2024 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.