CITIZEN ADVISORY COMMITTEE (CAC)
TO THE
READING OFFICE OF VOCATIONAL REHABILITATION (OVR)

Serving Berks & Schuylkill Counties, 3602 Kutztown Road, Suite 200, Reading, PA 19605
Phone: 610-621-5800 / Fax: 610-621-5807 / Email: ra-liovr-app-reading@pa.gov

MEETING AGENDA

NOTE: Document is posted on [Pennsylvania Rehabilitation Council](#) (PaRC) website.

TYPE:	Full Committee Meeting (Open To The Public)
LOCATION:	Virtual via Microsoft Teams & Call-In
DATE:	June 11th, 2024
TIME:	1:00pm – 3:00pm (Approx. 2hrs.)
RECORDED BY:	Kim Baskett, RDG OVR District Administrator (Interim Secretary)

1. CALL TO ORDER
    A. Meeting Start Time

2. WELCOME & OPENING REMARKS
    A. Welcome
    B. Mission
        i. Generally, to identify challenges & make recommendations to the RDG OVR, and help advocate & serve people with disabilities in our community.
        ii. Officially, Call Reading OVR Office for a "CAC To The RDG OVR Brochure."
    C. Roll Call
    D. Guest Introductions
        i. Jim Whitonis, PA OVR VR Specialist (Representative Guest)

3. PUBLIC COMMENTS: AGENDA ITEMS *(3 Minute Limit)*

4. AGENDA *(Motion Needed)*
    A. Motion needed to "Approve" Agenda for today's meeting of 06/11/2024.
        i. Discussion - Additions, Deletions or Corrections (must be minor in nature)
        ii. All In Favor "Yes", All Opposed "No", Any "Abstentions"

5. MINUTES *(Motion Needed)*
    A. Motion needed to "Approve" Minutes for prior meeting of 03/12/2024.
        i. Discussion - Additions, Deletions, or Corrections (can approve w/corrections)
        ii. All In Favor "Yes", All Opposed "No", Any "Abstentions"

6. CAC CHAIRPERSON - REPORT *(Updates & Goals)*
    A. Meeting Agenda Format
        i. Review & Revise
    B. Meeting Minutes Format
        i. Review & Revise
    C. By-Laws
        i. Review & Revise

      D. Membership Application Form
          i. Review & Revise
      E. Membership List
          i. Review & Update
          ii. Reappointments
      F. Outreach
          i. Flyer Review & Revise
          ii. Brochure Review & Revise
      G. Members Comments & Questions *(Challenges / Recommendations)*

7. CAC VICE-CHAIRPERSON - REPORT *(Updates & Goals)*
      A. PA OVR Statewide CAC Officers Meeting
      B. Members Comments & Questions *(Challenges / Recommendations)*

8. CAC SECRETARY - REPORT *(Updates & Goals)*
      A. Vacant – Member Needed
      B. Members Comments & Questions *(Challenges / Recommendations)*

9. RDG OVR – REPORT *(Updates & Goals)*
      A. Staffing Data
      B. Customer Data
      C. Current Programs & Announcements
      D. New Programs & Announcements
      E. Members Comments & Questions *(Challenges / Recommendations)*

10. NEW BUSINESS & ANNOUCEMENTS *(Mission Related)*
      A. Members Comments & Questions *(Challenges / Recommendations)*

11. OTHER BUSINESS & ANNOUCEMENTS *(Disability Related)*
      A. Blue Mash Trail System Plan Review
          i. https://www.nap.usace.army.mil/Missions/Civil-Works/Blue-Marsh-Lake/
      B. Members Comments & Questions *(Challenges / Recommendations)*

12. PARTNERS & RESOURCES
      A. (Rdg OVR) Reading Office Of Vocational Rehabilitation Contact Info.
          i. See Above Letter Head
      B. (Pa OVR) Pennsylvania Office Of Vocational Rehabilitation Contact Info
          i. Phone: 800-442-6351 / TTY: 866-830-7327 / www.dli.pa.gov
      C. (Pa RC) Pennsylvania Rehabilitation Council Contact Info
          i. Phone: 888.250.5175 / TTY: 888.559.2658 / parehabilitationcouncil.org
      D. (Pa CAP) Pennsylvania Client Assistance Program Contact Info
          i. Phone: 888-745-2357 (voice/711Relay) / www.equalemployment.org

13. NEXT MEETING
      A. Date – September 10th, 2024 (1:00pm – 3:00pm Approx. 2hrs.)
      B. Members Comments & Questions *(Challenges / Recommendations)*

14. PUBLIC COMMENTS: NON-AGENDA ITEMS *(3 Minute Limit)*
15. CLOSING REMARKS
    A. Members-at-large
    B. Officers
    C. Chair
16. ADJOURNMENT *(Motion Needed)*
    A. Motion needed to "Approve" Adjournment for today's meeting of 06/11/2024
        i. Discussion - Additions, Deletions, or Corrections
        ii. All In Favor "Yes", All Opposed "No", Any "Abstentions"
    B. Meeting Ending Time