

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:	September 10 th , 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 09/10/2024.

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 06/11/2024.

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. Revision Completed & Implemented

B. Meeting Minutes Format

i. Revision Completed & Implemented

C. By-Laws

i. Review & Revise In Progress

- D. Membership Application Form
 - i. Review & Revise In Progress
- E. Membership Status Form
 - i. Creation In Progress
- F. Brochure
 - i. Review & Revise In Progress
- G. Members Comments & Questions (*Challenges / Recommendations*)
- 7. CAC VICE-CHAIRPERSON - REPORT (*Updates & Goals*)
 - A. PA OVR Statewide CAC Officers Meeting on 07/09/2024
 - i. Meeting Highlights - Minutes Distributed
 - B. Members Comments & Questions (*Challenges / Recommendations*)
- 8. CAC SECRETARY - REPORT (*Updates & Goals*)
 - A. Vacant - Member Needed
 - i. Interim Secretary: Kim Baskett, District Administrator
 - ii. Flyer Highlighting Vacancy
 - 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. AD-HOC WORK GROUP (*Create*)
 - A. "2025 Notice of Meetings Ad-hoc Work Group"
 - i. Objective: Recommend Places, Dates, & Times of 2025 CAC Meetings.
 - ii. Appointment Of Chair & 2 Members
 - B. Members Comments & Questions (*Challenges / Recommendations*)
- 11. MEMBERSHIP UPDATED RE/APPOINTMENTS
 - A. 2025 Membership Re/Appointments
 - i. Review Members For Reconsideration
 - ii. Contact Members For New Application
 - B. Members Comments & Questions (*Challenges / Recommendations*)
- 12. NEW BUSINESS & ANNOUNCEMENTS (*Mission Related*)
 - A. National Disability Employment Awareness Month (NDEAM)
 - i. Month Of October 2024
 - ii. Theme "Access to Good Jobs for All"
 - iii. <https://www.dol.gov/agencies/odep/initiatives/ndeam>
 - B. Members Comments & Questions (*Challenges / Recommendations*)
- 13. OTHER BUSINESS & ANNOUNCEMENTS (*Disability Related*)

A. Members Comments & Questions (*Challenges / Recommendations*)

14. 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

15. NEXT MEETING

A. Date - December 10th, 2024 (1:00pm - 3:00pm Approx. 2hrs.)

B. Members Comments & Questions (*Challenges / Recommendations*)

16. PUBLIC COMMENTS: NON-AGENDA ITEMS (3 Minute Limit)

17. CLOSING REMARKS

A. Members-at-large

B. Officers

C. Chair

18. ADJOURNMENT (*Motion Needed*)

A. Motion needed to "Approve" Adjournment for today's meeting of 09/10/2024.

i. Discussion - Additions, Deletions, or Corrections

ii. All In Favor "Yes", All Opposed "No", Any "Abstentions"

B. Meeting Ending Time