



Regular Meeting
June 17, 2015 1pm-2:15 pm
CVH: Merritt Hall
Middletown, CT

Attendance:

SRC Members: Ellen Econs, Chair; Marisel DeCardova Vice-Chair; Tom Boudreau; Gary Prushko; Warren Stamp; Bruce Stovall, Kate Travis, Business Committee Chair; Joe Wendover; Kristen Winkle, Secretary.

BRS Staff: Evelyn Oliver Knight.

Absent: Tanisha Minnis & Larry Robinson.

Excused: Jan Hasenjager; Jim Quick, Treasurer; Miriam Torres-Thorburn;.

Guests/ Volunteers: Patrick Melfi; Rose McGurkin-Fuhr, Karen Quesnel (DOL) [Andrea Richardson – attended Training in the morning.]

Interpreters: Holly Fontana, Maureen Minitier,

Introductions – Ellen welcomed everyone and introductions were completed.

- 1) **Minutes** – Ellen asked everyone to review the minutes of May 20, 2015. Minutes reviewed, Committee Members accepted the minutes without any changes.
- 2) **Budget:** Tabled until Sept. 2015, change in budget to travel expenses, no budget report, Evelyn reported, Jim absent.
- 3) **SRC Leadership, Ellen Econs, Chairperson/Consumer Satisfaction Surveys-** Reviewed Draft Plan/Questions, survey, three pages total. Evelyn talked about survey information. Sent, first page draft plan: which consumers will be surveyed, the method and time line. Page two: proposal was two different fees \$15,858.00 and \$17,365.00. Survey company

Bureau of Rehabilitation Services

55 Farmington Avenue • 12TH FLOOR, HARTFORD, CT 06105

Phone: (860) 424-4844

Information: 1-800-537-2549

TDD: (860) 424-4839

Fax: (860) 424-4850

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proposed second cost to increase the number of questions to better solicit the results we are seeking. They want to ask additional questions, due to their experience at doing surveys. Members reviewed survey questions and made suggestions. Ellen commented that she understands that the business is experienced but, for us to be mindful they don't know the business that we do. Question regarding BRS and length of time is important. Company would reorganize the questions, redefine wording and provide a numeric answer scale. Difference from survey that we proposed is \$1500.- \$2000., and fifteen additional questions and analysis would be provided. Tom mentioned about their suggestions would make the survey more reliable and that the company took it serious, they gave us the option to want them to make changes. The last survey, the Comprehensive Statewide Needs Assessment (CSNA), BRS used a different survey company than CCSU, this would be the first time working with CCSU. Ellen noted that this is a continuous learning tool and it is valuable. The next step is for SRC to move ahead, money isn't an issue but the time line is an issue. Evelyn's goal is to have it prior to our public meeting, and she mentioned that it would be nice to have the feedback by the public meeting. A draft could be done by September, 2015; final report could be completed by 10/14/15. This puts a burden on BRS to prepare the letters to notify participants, process them and to pull the names. Evelyn asked for diversity in terms of race, BRS staff can pull the names, including a mix in diversity. Evelyn is looking into legalities regarding the confidentiality of the survey company contacting the BRS current and former client. Previous lawyer said that there must be something in the clause in regards to surveying. As of right now, there is nothing in writing about consumers signing consent to surveys. Once the SRC votes to go forward then the process can begin. Evelyn has drafted a letter. Question about if this needs to be done by public meeting, even though the results/survey may change in the near future. SRC is ready to move forward with survey. Ellen would like to see WIOA have history, BRS provides services to Young Adult's and we are going to enhance what is being done. Draft survey to be ready on or July 3rd. SRC approved the higher cost for the survey with the additional questions.

- 4) **Executive Committee**- Discussion for BRS Posters: change instead of cost put resources. Evelyn noted that sometimes there is a cost to the client for the service. Combine Vocational Rehab counselors, use BRS Counselors as

consultants. Change: providing more direction on services they need, take appeals out, this wasn't agreed upon by Ellen or Evelyn. Joe suggested using, "services" instead of resources, Evelyn commented about resources would be the best word to use. It's important for people to know that things cost money. Warren suggested that the client needs to be given options/ideas. Evelyn suggested "solutions to issues". **Resources to support your goals agreed upon, instead of "resources."** Poster was agreed upon.

5) **SRC Bylaws**- Everyone reviewed. Tom spoke about how they were required at the last committee to bring the bylaws up to date. **May have missed first updates.** Department of Rehabilitation Services & Bureau of Rehabilitation Services, take out Work Force Investment Act , put in Work Force Improvement Act. Used to be Department of Social Services (DSS), now the Department of Rehabilitation Services (DORS). Section 5 Officers, a Treasurer, no Finance Committee, should it be omitted? Section 6 Committees: Sub section two, change to Executive Committee, **International ? Committee.** Change name of the committee to reflect what we have. Conflict of Interest change, "Under State or Federal Law.'

6) **Committee Reports**

- **Business Committee, Kate Travis: Chair:** Joe Wendover has great connections for committee, Society of Human Resource Managers (SHERM) program. In October for Disability Awareness Month and have three employers, different types, large, medium, and small business. Formal goals will need to be given for Annual Report after current federal fiscal year ends September 30.
- **Consumer Satisfaction, Jim Quick, Chair** (excused). Survey previously discussed.
- **Inter Council Nominations, Mariam Torres-Thornburn, Chair** (excused). Patrick Melfi and Bruce Stovall are joining this committee. We need people with disabilities & minorities in the SRC. New Member Training brought up. Parent Advocacy Group, someone who can share information about their children. Iris Mellow-Barnes, District Director for the Southern Region invited Evelyn to do a presentation about the SRC. Interesting presentation,

some new staff didn't know about SRC. BRS counselors have the front seat to someone who could be a great candidate to be appointed to the SRC. Discussion for State Plan. Target members appointed by the governor. Volunteer category, they can share and make comments during meetings, they just aren't eligible to vote. Evelyn thanked everyone for their support with this. CHR may have a peer/disability candidate. Individuals involved with BRS can be a member. Karen Quesnel (DOL) may know of an individual who is a minority for the SRC, her Director is following up on it.

Current SRC Stats: 13 Current SRC Members: 8 voting members and one non-voting member present today.

7) Consumer Issues: Business Ownership: Marisel DeCardova: Issue, something they haven't been able to do with BRS. Look at ones that have been approved. BRS wants to see employment outcomes. Start with who has been successful. ? **US organization (Joe Wendover)** said that they support businesses with individuals with disabilities. Know the number of businesses started by BRS and get a sense of what they are, in the last five years.

Next Meeting: 9/16/15 at ACES, if they are available.

Meeting was closed at 2:15 P
Respectfully submitted,
Kristen L. Winkle – SRC Secretary