

Policy Academy Meeting Minutes November 10, 2009

Present: Deb Henderson-Guenther, Any Buchaklain, Hal Ackerman, Kathy Massa, Linda Vegoe, Sue Munger, Beth Ulrich, Linda Raap, Kris Martin, Tammi Cassidy-Neal, Brock Hansen, Jennifer Hunn, Manuel Lugo, Jean Rogers, Amy Ehlinger, Sharon LaRose, Linda Raap

Updates From Management

Manuel, Mike, Jean

- Vacancies: Have received approval for filling positions up to the 10% required vacancy level. The order for filling vacancies in each WDA will be determined by the percentage of vacancies within a WDA. Additionally, will be filling two supervisor positions.
- IRIS: Workgroup continues and is currently testing. Plan is to implement changes by August 2010.
- Budget: DVR budget is in good shape. Will have sufficient funds to cover active plans. Currently have 163 OJTs in the private sector. Multiple state agencies are interested in using the OJT/LTE process.
- RSA Review: Teleconference scheduled this week with RSA to review the process. No longer have a PIP because we have reached the required standards in the majority of areas.
- Manuel's last day of work is January 15. Currently, doing succession planning so that day to day responsibilities are covered.
- 2748 persons on the waitlist – includes all categories.
- Shared issues from presentation to private rehabilitation:
 - For any Worker Compensation (WC) consumers who are already in plans funded by the insurance company
 - Engage the private organization working with the consumer. Teams should contact the private rehab person to discuss how to proceed. DVR will not automatically pay costs that the insurance company had committed to; however, the consumer can have a plan that is co-funded.
 - Approach/process for dealing with these situations would be good to include in new counselor training.
 - Send any reimbursements from the insurance companies to Lenn Schneider
 - Suggestion from discussion: Have experts in DVR who can provide information on WC to consumers and to teams.
 - Manuel has noticed an increase in the numbers of WC consumers we are seeing.
 - Gathering WC resources/information for teams
 - WC folders are no longer provided by central office because the information quickly becomes out dated.
 - PA members will go back to WDA to ask if anyone is interested in being part of a WC workgroup to gather & maintain resource information to put on the DVR Workweb.
 - Email names of publications that you would like to have available to handout to consumers to Linda R. & she will check on ordering them for the teams.

Family Care/County Funding

Linda V.

- Issue that has come to CAP's attention: Family Care is saying they are always the payer of last resort, and that DVR is responsible for certain costs. DHS has not clarified with the counties that this is not true. DVR has been represented as a funding source instead of a source of planning for necessary services to assist individuals in moving into employment. If the plan has some similar features, then there is a potential for shared funding.
- WRC will be focusing on this issue for the next year. **PA representatives should take this message back to teams.**
- DVR is currently working on developing an MOU with Family Care.
- Discussion continued on experiences in various WDAs. If long term funding sources have agreed to provide certain services, and then when they are to fund those, the Family Care agencies refuses to fund them, we should let them know that we can no longer work with them in the future without a contract, or we should seek long term funding from another source.

Supported Self Employment Informed Choice

Deb/Jean

- Deb will present changes on Self Employment Toolkit to PA in December meeting.
- Discussion held on how to deal with situations where there is a waitlist for long term support. When the option for supported self employment is not available or the source typically used has a waitlist, we need to explore other options for long term support and/or provide services as we would for any consumer. The consumer does not lose the right for regular interaction with DVR just because long term support is needed. **In other words, we cannot deny services if the consumer wishes services just because long term supports are not available.**

Non-FAO Training Grant

Sue

- If a program is not provided at a post secondary institution, then we do not have to seek financial aids, but we should seek comparable benefits.
- Currently anything over \$500 requires supervisory approval. Discussion on raising this to \$1000.
 - Manuel advised that VRCs can fund programs determined as necessary and appropriate to reach the IPE goal, not provided by post secondary institutions, up to delegated spending authority.
- Funding to be considered for non-FAO eligible programs is for the total program cost. There is no upper limit on funding for non-FAO programs.
- If a program is offered through post secondary institutions, but the program is not eligible for financial aids, then we can document in the record that financial aids are not available for that particular program & the TG form **should not** be sent to the school's financial aid office.

Repayment of OJT Money

Sue

- If an employer enters into an OJT contract, and the OJT ends prior to the date of completion, if the employer does not pay back owed money (as specified in the contract all parties sign) after repeated attempts to collect, send information to Mike Greco, & we will work with legal council to send a letter to the employer.

Case Presentation

Beth

OOS Test & Exception Request Feedback

Linda R.

Simplified OOS Process Test Exercise:

- If we do change the OOS process, because we have a small number of consumers on the waitlist, will grandfather in current consumers, and their current category designation will not change.
- Shared information that was presented to the managers on the simplified OOS test exercise.
- Manuel will send out email with test OOS form and instructions for completing the sample to the Directors and PA members.

Exception Process

- Shared information presented to the managers and the feedback received.
 - **Post Secondary Training:** Managers felt we should continue to use the exception process for funding post secondary training for the following reasons:
 - TG process was developed with the intention that DVR was not responsible for funding all training costs. However, the exception process does allow consumers to obtain additional funding, if needed.
 - TG process implemented to better manage out budget. Currently we have sufficient funding, but if all DVR unmet needs are funded and costs increase significantly, it makes it more difficult to manage our budget.
 - Feel the process is working well & does not need to be changed.
 - Shared feedback on the discussion regarding the use of the exception process for merit-based scholarships, and the amount of detail that is needed in the exception process when requesting additional funding based on the DVR unmet need.
 - **Business Plans:**
 - Managers agreed that if items are approved by the Business Review Committee, then we do not need to go through the exception process. The use of the exception process would be required for purchases of items not approved during the business committee review.
 - **Car Purchases:**
 - Managers agreed that an exception approval could include a price range for a car for a particular consumer which then could be used by the team to work with the consumer for purchasing a car.

Video Conferencing

Sharon

- Each group determines if they want to use video conferencing for meetings.
- Scheduling for all video conferencing meetings must be done through Julie Anderson & Tamara Monsees in Central Office.
- If you want to connect with Policy Academy via teleconference, let Tamara know and also cc Deb

Next meeting:

- December 8, 2009
- Amy Ehlinger - facilitator