

**POLICY ACADEMY**  
**July 13, 2010**

**Present:** Enid Glenn, Allison Gordon, Linda Vegoe, Karla Opatz, Anna Eggebrecht, Keith Iris Jr., Kathy Massa, Kathleen Hart, Sharon LaRose, Cherry Barnes, Sam Grimes, Annette Rollin, Karen Cesar, Linda Raap, Joseph D'Costa

**Review of June Meeting Minutes**

**All**

**Updates from Management**

**Mike**

ARRA Funds

- \$10,997,000 ARRA funds received by DVR. Used for the following:
  - Currently we have 479 OJTs. Our original goal was 450. We hope to increase to 500 OJTs by the end of the fiscal year. Employment retention is much higher for OJTs than for non-OJTs. Have expended \$682,000 to date.
  - LTE for consumers - 65 position in other state agencies, expended \$333,000
  - Have taken 3,805 individuals off waitlist - expending \$7.6 million
- Total \$8.7 million spent – this is very positive because ARRA requires that 70% of the funds be spent by fall 2010.
- \$667, 000 provided for Independent Living older blind - \$304,000 spent to date. Will use the remaining funds to purchase equipment that can be loaned to individuals.
- \$248,000 provided to Independent Living. \$118,000 expended. Using to provide training to coordinators on teaching self advocacy at the independent living level.

Wait List

- 5 month waitlist time for cat 2 individuals
- Will need to increase activation rate to increase plans to use funding
- \$22,000,000 case service dollars carried over this year.
- 4086 individual on the waitlist. 15,680 IPEs currently.

Employment Outcomes

- At 77.26% of year; 1838 rehabs. Goal = 2648 so we are at 69% of our goal. This does show an improvement because we were at a 10% gap between our goal and rehabs.
- Rehab rate goal = 55.8%; we are at 46.9%. Improvement over last year at this time when we were at 42%
  - 5 WDAs are over 50%
- We have and are continuing to implement a number of strategies to improve our rehab rate
- Shared how the UI Data run will be used to identify individuals who are working successfully which may also help with our rehab rate.
  - **Take back to WDA that UI information is confidential and cannot be shared with anyone outside the Department. When releasing records all case information, including case notes, must be redacted if UI information is present.**

Positions

- We need to maintain a 10% vacancy level which means having 32 FTEs vacant. Now at 14% vacancy rate (44 FTEs).

- We are adding 31 new staff (10 total perm fills & 21 additional project positions) which should bring each WDA up to a 90% capacity rate to serve
  - Funding DVR project positions with Social Security dollars
- Plans are to fill Jean Roger's and deputy's positions by the end of the year

### OOS Workgroup Update

**Linda**

- The workgroup met in June and will be meeting in August
- The first step will be to determine OOS in three ways from a sample of new eligibilities
  - Using our current process
  - Not considering accommodations/mitigating factors
  - Not considering severe/non-severe
- Will use findings from this group review to determine next step

### EN Letters

**Allison**

- Reviewed 3 draft letters and PA members provided feedback. The letters covered the following
  - Closure Rehabilitated
  - Closure Not Rehabilitated
  - Consumers who go on the waitlist.
- The following areas were discussed:
  - How do we tie into guidance and counseling so these areas are discussed with the consumer - going beyond just providing a letter?
  - Insertion of EN information in closure letter.

### Vehicle Purchase

**Joseph**

When DWD purchases a vehicle using a PO, the state is exempt from sales tax. We are seeing increased blended funds: part of the purchase price paid by DWD (often \$4999.00), the rest paid by the consumer. This puts the state tax exemption at risk. We should try to avoid using advances because we have to pay the sales tax and it dilutes our tax exempt status.

- **If we agree to purchase a car for a consumer, we should be providing the vehicle that meets the consumer's IPE needs at the lowest cost which may exceed the \$5000 guideline. We should be using the exception process when appropriate. Limiting our funding to \$4999 without considering the consumer's individual circumstances violates policy.**
  - Concern expressed that going through the exception process takes too long. We should work with our teams so that we develop processes to make timely decisions when purchasing vehicles. Learn the landscape of car dealers - who is reputable, accepts POs, etc. In one office a vendor offers a service where they will work with the consumer, teaching the consumer how to obtain quotes, etc & to purchase a vehicle.
  - When sending the ERL or PO for processing, include the lien documentation, and the DMV 11 should be signed by consumer, buyer, & dealer
- Will be discussing these concerns at the managers' meeting.
- Future agenda item— dealing with lien and insurance requirements

### Non FAO Process

- Reviewed the workgroup recommendations for policy changes and training.

- Discussion continued on issues with private schools, e.g. offering significant financial aids during the first two years and then dramatically reducing it.
- Next step will be review by SLT

### **Employment Outcome Survey Results**

**Linda**

- Compiled the completed survey results from the PA members. No additional feedback or comments from them.
- Next step: Having RFW members take the survey as a final check for clarity.

### **Summer School**

**Cherry**

Cherry shared a request from her director who wanted the PA to discuss the elimination of the exception request for summer school and instead leave it up to the consumer/counselor judgment whether summer school attendance was appropriate.

The PA discussed the use of the exception process and concluded that we should continue to use the process since it is needed to prevent an over award. There was also the concern that if the exception request was eliminated, that staff would automatically fund summer school and that finding a summer job does have value.

### **Sense Ability Paper on Private/Out of State School Attendance Considerations**

**All**

- Shared the updated/edited version which included the feedback from the previous PA review.
- No additional feedback received from the START team.
- Suggested additional revision to clarify that many of the considerations are also appropriate when planning with adult students.

### **Orientation**

**All**

- Various WDAs had sent in orientation letters because the PA had recommended including sample letters and other materials that other WDAs might want to use as part of their orientation process.
- Reviewed the materials, recommended which to include on the work web.
- **WDAs will update letters, correct typos, and send corrected one to Allison**

### **Pilots**

**Allison**

Shared information on the various pilots taking place in the WDAs.

### **WDA 1:**

Here is a brief run-down of WDA1 pilots:

1. DOC/DVR pilot April 1 2009-April 1 2010

Site: Ellsworth Correctional Center and Racine DVR office

Overview: DVR agreed to assess inmates with disabilities who are interested in DVR program for eligibility, OOS, and plan development as appropriate. The desired outcome is to begin to work with incarcerated consumer pre-release, coordinating individualized services, in an effort to promote employment once released from prison.

2. DVR facilitated group intervention designed to reduce unsuccessful closures February 1 2010-present

Site: Racine DVR office

Overview: Racine Team representatives facilitate the “How to Achieve Your Employment Goals” motivational group. Group occurs weekly, for four weeks. Intended to be a short-term, targeted intervention to re-engage DVR consumer in their plan for employment.

3. DVR facilitated group activity designed to inform consumers about the full spectrum of choices in job placement

vendor selection. Kick off May 6, 2010

Site: Racine Workforce Development Center

Overview: DVR consumers are invited to “meet and greet” the cadre of job developers who serve Racine County.

Consumers can interview, meet, review information, and choose a vendor who they feel may be a good match

for their individual employment needs.

4. Job Club Kenosha February to April, 2010

Site: Community-based site in Kenosha

Overview: DVR vendor and Kenosha team agreed to move forward with a pilot group venture designed to identify job search needs and job search strategies common to DVR consumers.

5. Job Readiness Training Group Kick off June 1, 2010

Site: Community location in Racine County

Overview: DVR vendor to provide 8 session job readiness skill training to DVR consumers who choose this approach to prepare for successful employment.

6. Job Club Racine Kick off June 1, 2010

Site: Community-based site in Racine County

Overview: DVR vendor to provide employment search strategies, job leads, and employer networking opportunities to job ready DVR consumers.

**WDA 2:** Motivational Interviewing Pilot in Milwaukee through the TACE Center. I’m not sure if this is what you are interested in including in the project list.

**WDA 3:** The only Pilot at this time that WDA 3 participating in is the MIG TBI Pilot with Myrt Sieger.

In this program Myrt is serving as a consultant with 3-4 consumers with traumatic brain injury. Part of the goal is to better serve these individuals locally by connecting these consumers up with local resources that have expertise in the areas where many folks with TBI have challenges.

**WDA 5:** No pilots

**WDA 6** is part of the customized employment pilot. Kathleen Enders is our lead and we have been meeting quarterly with her and other pilots to update each other and discuss issues/solutions. One employment outcome so far from this pilot.

**WDA 7:** No pilots.

**WDA 8:**

We have the customized employment going. We probably have about 15 people enrolled or involved. This is WDA 8 cooperating with the family care agency to provide training to our vendors on doing the Michael Callahn discovery process and doing customized employee with employers.

We did a very small pilot with about 6 consumers where we bought them each a small net book computer (\$300 ea) to see if they could increase their job searching abilities in the community with wireless internet. One of them did get employed, just hasn't been enough time to see anything substantial. However the consumers are able to improve computer skills needed for on-line applications and job searches.

We are also doing group DVR orientations in two of the teams. Not sure if these are really considered pilots or just a different way of doing things.

**WDA 9:** Customized employment, MIG TBI grant, Health Care Placement Initiative

**WDA 10:**

Care WI - meeting set up with Care WI staff and WDA 3 and 4 Directors - 6/4

CLA - CAPE Pilot VR staff Ted Miess (see first attachment)

PACT - ongoing project VR staff Mike Schnapp (see second and third attachments)

Project Search - VR staff Karen Lambright (see fourth and fifth attachments)

Supported Self-Employment - VR staff Cliff Wollin (see sixth attachment)

SHRM workshops - VR staff Nancy Study (see seventh attachment for sample curriculum)

Stoughton Trailers - OTJ Placement Pilot - VR staff Lorie Walker (see 8th attachment)

TBI Pilot with Myrt Sieger (9th attachment)

Veterans Service - VR Mike Schnapp (last attachment)

**WDA 11:** August 11 training Partnership Plus training

**NEXT MEETING:** August 10, 2010

**FACILITATOR:** Cherry Barnes