

State Rehabilitation Council
Quarterly Meeting
December 9, 2022
Virtual Meeting-Minutes (**DRAFT**)
SRC Meeting 10 am



I. Call to Order/Introductions/Roll Call

Meeting called to order at 10:05am

Members Present:

Sarah Michaud, Chair
Tracy Agiovlasis, Vice Chair
Bernadine Chavez
Chris Boston
Dolores Harden
Jennifer Gelhardt
Meta Hirschl
Joseph Cruz
Keith Maes
Paula Seanez
Sbicca Brodeur
TJ Chester
Marlencia Chee
Yolanda Montoya-Cordova

DDS Staff:

Charles Hamlin- DDS Administrator

DVR Staff:

Dan Drury, Interim DVR Executive Director
Nash Sisneros, Interim DVR Administrative Director
Alicia DeVargas, RSU Executive Secretary & Admin Assist
Therese Trujillo, DVR Chief Financial Officer

All Others:

Jennifer Salazar- DVR Attorney
Julia Petrucelli- DVR Attorney

II. Action Items

A. Approval of Agenda

Jen Gelhardt moved to approve agenda.
Tracy Agiovlasis seconds
Unanimously approved.

B. Approval of Minutes

Dan Drury moved to approve minutes with spelling errors corrected on Names.
Meta Hirschl seconds
Unanimously approved.

C. 121 Report- Paula Seanez

D. DVR Directors Reports

- I. Interim Agency Director- Dan Drury
 - a. COVID impact on Services and staffing
 - b. LFC Hearing Update
 - c. Conclusion of RSA Monitoring
- II. Chief Financial Officer-Therese Trujillo
- III. RSU Administrator-Nash Sisneros
- IV. NMDVR Legal Counsel- Jennifer Salazar, Michelle Bowden, Leslie Garcia
- V. DDS Administrator- Charles Hamlin

- E. SRC Chairpersons' report- Sarah Michaud
- F. Committee Reports
 - I. Legislative and Outreach Committee- Bernadine Chavez
 - II. Membership, Training and Awards Committee- Tracy Agiovlasis
 - III. Transition, State Plan and Outcomes-TJ Chester
- G. Old Business
- H. New Business
 - I. Client Satisfaction Survey Update
 - II. Approval of SRC Annual Report for 2021
 - III. NCSRC Update- Bernadine Chavez
 - a. Training Modules
 - IV. Elections for officers- Chair and Vice Chair and Sargent at Arms
 - V. 2022 Meeting Dates
- I. Comments from Audience
- J. Adjournment

III. 121 Report – Paula Seanez

Navajo Nation, Laguna Acoma Connections, and Jemez VR Programs were funded for a new 5-year grant beginning October 1, 2021. This was in response to US Department of Education/RSA 2021 Application Kit for New grants under the American Indian Vocational Rehabilitation Services. Some tribes were not as fortunate and are reapplying for services. Many tribes are interested in applying; Paula has application readily available. Navajo Nations has included transition services, hoping to increase transitional services for youth; is also working on drawing down funding from previous FY.

Navajo Nation OSERS submitted its draft Memorandum of Agreement/Understanding (MOU) to NMDVR-Dan Drury for renewal. This is a requirement of the grant administration. It is currently being reviewed with the NMDVR Legal counsel team.

Northern Arizona University (NAU)/IHD and San Diego State University will continue to provide technical assistance and training. They will continue to work with NW Indian College to provide technical training and capacity building. Both prepared a grant application separately and incorporating Northwest Indian College. aivrttac.org

Navajo Nations is still under the orange code (mild to moderate) for COVID. They are still encouraging people to get vaccinated. Jemez Pueblo is still under executive order, which was extended through the end of December 2021. Tribal members can leave between 5am-9pm with a vaccination card. Everyone in-office or working with consumers must be vaccinated. The COVID response team that maintains list of persons in isolation or quarantine sends updated daily.

Jemez VR program was awarded a 12-month No Cost Extension request for 12 months to allow them to continue services to current consumers and deplete FY 2021 funds that were not used during the pandemic. Jemez VR 5-year grant will allow them to serve tribal communities within the 80 miles radius. They are hiring 2-VRCs and 1-VRT. Jemez VR extended services to the pueblos of Jemez, Zia, Santa Ana, San Felipe, Kewa (Santa Domingo), and Cochiti. Kewa Health Center is receiving referrals from Medical Behavioral health. They are moving forward with VRCs in-office and in-field. There has been 5-VRC applicants and 5-VRT applicants, which are scheduled for next Friday & Wednesday.

The Pueblo of Jemez has been under an executive order to have all business remain close to the general public. All employees working onsite. The Pueblo of Jemez is on a less restrictive lockdown until December 30, 2021.

IV. DVR Directors Reports

- A. Agency Director – Dan Drury (Interim. Exec. Director)

COVID challenges continue to be problem in rural area offices. Hobbs, Silver City and Los Lunas offices are current closed. Due to the Holidays, COVID has spread through the offices. Currently DVR has 23 unvaccinated staff, down from 63. DVR is currently functioning on a hybrid-mode: 3 days in-office & 2-days telework, and seeing consumers by appointment only.

RSU is moving to bring down OOS waitlist in January 2022.

DVR is connecting with Amazon program provided by the CSAVR, to get people skilled up and for positions within the company's fulfillment centers in Albuquerque and Los Lunas- i.e. Amazon, Whole Foods. They are opening this up to 50-100 participants a month.

RSA Monitoring- RSU/ASU have submitted all CAP Responses and now awaiting approval and decision.

LFC- DVR requested a flat budget due to vacancy rates and COVID worries. Executive team feel this will sufficient for FY23. DVR will ask for more funding if needed vs explaining why there is unspent funds.

DVR has filled its Public Relations Coordinator position, Jeff Levine will start on Monday. Big thank you to Sarah and the SRC for their help and participation on the hiring panel.

HR will be holding a Rapid Hire in Santa Fe, NM, to fill vacancies among its departments. More information to be sent out.

B. Chief Financial Officer- Therese Trujillo

With Pre-ETS contract averaging roughly about 900k for each year. DVR is wanting to solicit bids for more partnerships to those across the state, that may have the availability and capacity to provided Pre-ETS services. Pre-ETS accounts for 15% of the overall budget. Expenditures must be outlined in the invoices on what is Pre-ETS costs and in-direct costs per the RSA Monitoring. Contracts are selected based on the amount being or allocated to direct services; and the number of students expected to reach and result of completion.

Question: Is money allocated to transportation?

Answer: Yes.

All costs are reviewed and need to be allowable by the CFR and RSA. Making sure all cost are allowable.

C. RSU Administrator – Nash Sisneros

RSU currently has a 22% Vacancy rate; 17 of which are VRC Positions. RSU hopes to fill 8 VRC positions during the scheduled Rapid Hire Event in Santa, Fe. The Rapid Hire will consist of immediate on-site interviews and position officers.

RSU is working on establishing and finalizing new Pre-ETS (pre-employment transition services) contracts to start January 1, 2022. RSU has parted with more vendors for Pre-ETS such as Best Buddies, Taos Public Schools, Las Cruces Public Schools, Rio Rancho Public Schools. DVR will continue to work with Mandy's Farm, Rocky Mountain Youth Corps and UNM.

DVR is working diligently to keep consumers and staff safe from COVID exposure. However, COVID is continuing to impact rural offices, thus DVR offices continue to see consumers by appointment only, at this time. DVR offices are cleaned and sanitized daily.

D. NMDVR Legal Counsel- Jennifer Salazar, Michelle Bowden and Julie Petrucelli

No updates

E. DDS Administrator- Charles Hamlin

DDS Currently has 147 FTEs; 96 full-time, 1 part-time, and 19 Medical Consultants. There is a 34% vacancy rate, roughly 50 total vacant positions. For FY22 SSA Allocated 8 FTE; which have been hired. DDS anticipates to complete hiring by January 2022. SSA has granted 1:1 replacement hires for staff lost in FY22. DDS is fully federally funded for FY 22 and is hopeful for continued federal funding. DDS. Has met all workload targets and is working on culture shifts. DDS is seeking qualified staff, that fit the agency mission and focus. Have increased focus on training and development, maintaining a high level of performance. 18.9% of the current FY is completed. DDS remains at the top percentage of claims without error-94% accuracy.

F. SRC Chairperson's Report – Sarah Michaud

Served on the Public Relations Coordinator interview panel with NMDVR. DVR presented at the PRAD Event and presented at the LFC- Budget, and DVR services. TJ Chester had personal emergencies that pull him away from the Annual Report. Thanks to Bern and Tracy for helping service and submit to Rehab. Services & the Governor's office. Thanks to Alicia and DVR for the letter, consumer data and success stories.

VI. Committee Reports

A. Legislative and Outreach Committee – Bernadine Chavez

No updates.

Comment: Encourage NMDVR to reach out to legislative committee for support and assistance. Committee would love to help.

B. Membership, Training and Awards Committee – Tracy Agiovlasis

Bosque Brewing- Tera moved on but will follow-up for new HR personnel to join. Need appointment letters from the Governors office for Keith and Joseph.

C. Transition, State Plan and Outcomes Committee – TJ Chester

Tables due to absence.

VII. Old Business

None

VIII. New Business

A. Client Satisfaction and Needs Assessment Survey

Contractor: Researching and Polling Inc., did a great job. There is lots of data and inclusion of quotes in the report. It was very well organized and nice to see feedback. There was a lot more positive feedback than expected due to COVID, and challenges of moving into a telework environment. Some VRCs across country are doing ongoing CSSNA.

Will leave on agenda for next meeting.

B. SRC Annual Report 2021

Report is very inviting, great visual aids and well written.

Review for errors:

1. Letter from the Governor- 1st paragraph, section 4, item 3-typo
2. Question case closure page 10- Need clarification on Case Closure and Successfully rehabilitated & Case Closure Other. Need clarification on disability categories, client choice. Pg 10 is a little confusin.
3. Change language on page 27 from appropriate to fully funded ie. Level funded? Max level allowed?

Motion: to approve the annual report with suggested changes and submit?

Berna Chavez motions to approve; Second, Joseph Cruz.

C. NCSRC-Bernadine Chavez

New Modules are finished. RSA took away training for new SRC. No virtual conference, thus far, due to regular calls. New members can access website to learn about SRC and mandates, also available on Amazon. A resource plan to survey all SRC's and budget. SRC of the directors budget should have a resource plan. Tracy will connect individuals to resources. Berna can help people review modules.

D. Election of Officers

Tracy, Paula and Sarah's terms are up., 1-year term for all.

Suggestion: Nomination committee and vote next meeting? OR Claimation vote provided everyone wants to continue to serve?

Motion: Claimation vote and continuation until next meeting.

Tj Chester, approves, second, Bernadine Chavez.

Continued Conversation.

IX. Comments from Audience

December 6th, was New Vistas 50th birthday. Thank you to partners and others who attended. New Vistas plans to host events all year long as part of their celebration.

MS Teams- good platform, DVR to send private messaging function capabilities to SRC and members.

SRc to push out email with member information and roles of SRC.

X. Information on Next Meeting

March 17, 2022, discuss future dates next meeting.

XI. Adjournment

12:47pm

Tracy Agiovlasis motions to adjourn ; Paula Seanez Seconds

If you need a language translator or you are an individual with a disability who is in need of a reader, amplifier or any other form of auxiliary aid or service to participate in this meeting, please contact Dan Drury or Nash Sisneros at the telephone number(s) listed below. Public documents, including the agenda or minutes can be provided in various accessible forms. For additional information, contact Dan Drury or Nash Sisneros. Telephone numbers: 1-800-224-7005 or 505-954-8500.

(Note: the SRC attempts to follow the order of items listed on the agenda; however, it should be noted that the order of specific items is tentative and may vary from the date of the printed agenda.)