



**State Rehabilitation Council
Jemez Community Resource Center (CRC)
129 Canal Street
Jemez Pueblo, NM 87124
Phone: (575) 834-0012
February 28, 2018
Quarterly Meeting: 9:30 a.m. – 3:00 pm
[Quarterly Meeting Minutes](#)**

- I. Call to Order/Roll Call** - Meeting called to order at 9:30 a.m.
Roll call by Rebecca Holland. With five appointed members present, a quorum of four was established.

Members Present:

Bernadette Chavez - Chairperson
Sandy Sandoval – Vice Chair, State Rehabilitation Council
Hermila Ortega - DVR, Las Cruces
Rebecca Holland - Pueblo of Jemez, Vocational Rehabilitation Program
Paula Seanez - Navajo Nations, Vocational Rehabilitation Program
Guy Saudi – Governor’s Commission of Disability

Pending Members Present:

Mariela Pijem

Non-Members Present:

II. Action Items

- A.** Approval of Agenda- Motion made to approve

B. Approval of Minutes – November 17, 2017

SRC reported that they had not received the November 17th minutes in addition to the September’s meeting minutes. Bernadine Chavez reminded Joe Cordova that the DVR was out of compliance of the Open Meetings Act and that all missing minutes needed to be made available to the SRC at the next meeting for SRC approval.

Rebecca Holland requested to table the minutes. All in favor. Minutes Tables.

C. Needs Assessment and Participant Survey

SRC recommended to continue to contract out. The contract should be put into place by July 2018. Survey should be conducted July, August, and September Intention is to have results by the next SRC meeting (tentatively November 2018) Results will be entered into SRC’s annual report. Bernadine stated the amount is about \$20-30K which comes out of DVR Directors Budget. There will need to be 2 instruments. English and Spanish
Joe Cordova and Adrian Apodaca agreed to the recommendation.



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Paula Seanez made motion to contract out. Contractor to be determined by DVR. SRC will be included in the interviewing and selection of the contractor. Sandy Sandoval 2nd the motion.

D. SRC Award Recipients

Bernadette Chavez explained that SRC gives 3 awards. Staff award, VRC award and Employer award. SRC did not received any nominations for Employer. Received 1 DVR Staff and 2 VRC nominations.

Jordan Vargas, Business Outreach Specialist, Anthony Harkness, VRC and Bill Hines VRC. Rebecca Holland made Motion to give awards to the 3 nominations. Sandy Sandoval 2nd the motion

III. 121 Report Paula Seanez and Rebecca Holland

Paula Seanez reported that her boss the Director was retiring and she had been offered the position. Also reported on grants and funds utilized. Working on MOU. Reported on VR and other programs providing service for and reporting for all grants. Also discussed the requirements and process of Federal and Tribal Match.

Rebecca Holland reported on expansion of 30 mile radius to serve a larger population. Also, spoke of the struggles and challenges of VR work in relation to Tribal recipients. Rebecca applauded her staff for their hard work and the positive difference this staff has made.

Rebecca attended a training in DC, Youth Transition Conference and was chosen by RSA to take part in a needs assessment for fiscal management and understanding. They have since implemented a 2 part training to assist clients in managing finances and helping people get out of debt.

IV. Director's Report – Joe D. Cordova

Joe reported we avoided two Government shut downs and the post threat of funding is ok. DVR got past the threat of the State Legislature moving DVR under Workforce. DVR Administrative office found a building and will be moving but this has to be approved by the Secretary. HRD consolidation is still up in the air, the Governor is going through with the consolidation. Joe stated DVR has an official SRC liaison, Raymond Lujan. (End of report)

Bernadette Chavez had questioned how DVR will be handling the RSA SRC prior approval resource plan for Travel and why the SRC was not voting on that. Joe Cordova said we will be sending that to RSA and will include you.



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Other statements made to Joe were that he was supposed to report on Budget/Finance, Personnel, Fair Hearings, Performance Stats., HR, and Successful closures.

Adrian Apodaca responded, spent approximately 5.6 million in Case Service, approximately 3.8 million dollars balance to the end of July. Dependent on the Government “Pay As You Go” mandatory tax cut of the automatic 8% across the board for all agencies, DVR will have to look at possibly having to close categories under OOS. To prevent closing categories DVR will be cancelling the Veterans contract, moving Job development services in house to save money. DVR has a 21% vacancy which is due to SPO’s delay in hiring and about 28 million in vacancy savings. Vacancies consist of VRC and Rehab. Techs.

Sandy Sandoval expressed concerns with the SPO consolidation and SPO’s delays in hiring modes. Questioned if HADC, Governor and LFC were aware of this. SRC could be an advocate to help this situation. In the past legislature has held the Governor accountable for these types of issues.

Adrian explained that the Governor said this consolidation was happening No Matter What. However, in order to compensate for the vacancies, OT is being allowed. SPO has approved 10 FTE’s in which 9 will be VRC’s that will focus heavily on Pre-Ets and in addition will carry a caseload of 50-60 clients increasing DVR’s capacity by 450 new cases statewide.

Reyes Gonzales reported on special projects stating these were in the spirit of WIOA. 5 Zip Codes focuses on people with mental illness and substance abuse.

Adrian explained that NM Discovery is related to Jackson Participants and 2 trainings are currently being provided to DVR Staff to understand what discovery means and its process. Also defined CADETS-working with people who are incarcerated and or have records.

On Fair hearing report up to November 17th had 3 withdrawals

Bernadette Chavez made a request of Joe Cordova to provide contracts for Fair Hearing and to review applications for Fair Hearing contracts at the time of renewal.



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DVR Letterhead

Sandy Sandoval questioned if DOIT was taking over the Network Infrastructure. Adrian explained due to STOFF lease contract being up for renewal, Robert was looking at moving the infrastructure to a different location in the instance of a building re-location also due to the Governor mandating consolidation of office space renewal.

V. Chairperson Report-Bernadette Chavez

A. Committee structure

B. Ongoing recruitment of SRC members

Bernadette reported that she was still in the process of council member recruitment.

The goal is to have 15. Will be sending out the vacancies in about a month.

Discussions with CFB to have an orientation with a dual council to provide training to DVR and CFB SRC Liaisons as to what the role of each SRC person is. Training to possibly to take place in July. Will keep posted. This will be in addition to training on the Open Meetings Act, WIOA and Pre-Ets. Bernadette also reported that CFB was sending her to the Coalition for State Rehab. Councils.

Also mentioned that her boss Jim Jackson was retiring and has been replaced.

VI. Pre-Test- 121 Programs

121-of the Rehab. Act allows VR to be located on Reservations and only serve the Native population. Reports were given on TBR which is permanently and RSA funded. Also explained the difference of how TBR has more flexibility in providing VR services vs. State DVR. Also explained the processes of TBR what is allowed and the internal Processes and how they provide timely VR services to their clients. 121 cases can share cases with DVR not considered double dipping.

VII. DVR Staff Updates

A. MOP Revisions

Adrian Apodaca reported that the Public Hearings for the MOP revisions and the State Plan were scheduled for March 5th.

Bernadette Chavez reminded DVR the SRC needs to be more involved in the planning of the Public Forums as stated on pg. 10 of the SRC report under recommendations in which DVR agreed. SRC continues to ask to be involved. Federal law clearly states SRC to be involved in State Plan Revisions. Hoping these things will be fixed with the new SRC



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Liaison as this is part of the responsibility to keep the SRC informed and remind DVR of SRC involvement.

Adrian explained the restraints, requested to have more meetings and special meetings.

A. State Plan Report-Reyes Gonzales

Reyes reported on the State Plan and revisions in addition to the new project center of WIOA

B. Transition-Charlene Chavez (Not present)

(Transition Report provided to the council) Adrian Apodaca reported 420 transition cases.

C. Detailed Report on current MOU's-Joe Cordova

Joe referred to Adrian. Adrian reported that the current MOU's were with Jemez, Schools for transition, PED, and CFB

VIII. Old Business

A. Annual Report-Bernadette Chavez

Email the Chair or Vice Chair Person with any items you want to see in the Annual report. In addition to any comments, recommendation or suggestions

IX. New Business

A. Public Forums-Sandy Sandoval

Would like to piggy back on other conferences. Go into the community and address any issues, concerns or complaints and be the conduit between SRC and DVR. SRC to be and advocate for DVR

B. Review of the Bi-Laws-Rebecca Holland

To be discussed at the next meeting. Rebeca stated she will email and request any suggested changes. Will bring the redlined suggested changes to the next meeting for discussion and decision.

X. Comments from the Audience

XI. Other Business-Set time and Date for the next meeting

May 18, 2018 Socorro NM 9:30am-3:00pm

XII. Motion to adjourn Rebecca Holland 2nd the motion. All in favor