

State Rehabilitation Council

Quarterly Meeting
September 22, 2022
Hybrid Meeting
SRC Meeting 10 am



I. Call to Order/Introductions/Roll Call

Meeting Called to order at 10:05 AM

Members:

Sarah Michaud, Chair
Tracy Agiovlasis, Vice Chair - *Absent*
Bernadine Chavez
Dolores Harden
Jennifer Gelhardt
Joseph Cruz
Paula Seanez - *Absent*
Sbicca Brodeur
TJ Chester - *Absent*
Marlencia Chee - *Absent*
Yolanda Montoya-Cordova
Lisa Jones – *Absent*
Tara Spraklin - *Absent*

DDS Staff:

Charles Hamlin- DDS Administrator

DVR Staff:

Casey Stone-Romero, Agency Director
Mandy Barbero, Executive DVR Secretary & Admin Assist
Alicia DeVargas, RSU Executive Secretary & Admin Assist
Therese Trujillo, DVR Chief Financial Officer

All Others:

Jeff Levine- DVR PR Coordinator

II. Action Items

- A. Approval of Agenda
Bernadine Chavez Moved to approve the agenda
Joseph Cruz Seconds
Unanimously approved
- B. Approval of Minutes
Joseph Cruz moved to approve the minutes
Yolanda Montoya second
Unanimously approved

III. 121 Report – Paula Seanez Tabled/Loop back

IV. DVR Directors Reports

A. Agency Director – Casey Stone-Romero

- a. COVID impact on services and staffing
 - i. DVR is open and functioning from 8AM-5PM
 - ii. DVR is on a hybrid schedule based on business needs
- b. LFC – October 18, 2022, at 1pm in Santa Fe at the Capital
- c. LHHS – October 5, 2022, at 1pm in Las Cruces
 - i. Possible opportunities for input/feedback to support budget request
- d. Update on RSA Monitoring
 - i. Third quarter corrective action plan updates have been updated on July 29.
 - ii. Next corrective action plan due on October 30
 - iii. Currently reviewing the MOP, if all goes well, we will be planning public hearings early 2023. SRC will need to be involved in the review Of MOP and public hearings
 - iv. Looking positive
- e. Update on Fair Hearings
 - i. Two fair hearings; neither with resolution
- f. Vacancy rates
 - i. ASU 15%, 8 vacant positions
 - ii. RSU 19% 30 vacant positions
 - iii. DDS 34% 50 vacant position
 - iv. Total vacancies 88 positions 25%
 - v. We have a total of 36 positions posted on SPO website
- g. Positions
 - i. 2 work incentive counselors
 - ii. 6 VR tech
 - iii. 3 new positions; program coordinator, Staff manager, and Field Operations Specialist-Supervisor
 - iv. Also hiring a CFO for ASU
- h. IT team and aware date team
 - i. Working hard to correct our data
- i. Officially completed MOA with PED
 - i. Will be working closely with the Office of Special Education
- j. NMAC 6363.11 was officially adopted effective 9-27-2022
- k. DVR is being added as an official partner to RISE NM
- l. Partners include CYFD, PED, HED and DWS

B. Chief Financial Officer – Therese Trujillo

- a. Policies that have been submitted have been approved
- b. FY24 budget has been sent we had an increase of 1.25%
- c. The VR grant was increased by \$519,000
- d. Audit is in full swing, we have provided all documents
- e. We will be getting test work for the next 4-6 weeks from the audit

C. RSU Deputy Director – Casey Stone-Romero on behalf of Nash Sisneros

- a. Released 201 participants from the waitlist on 9-19; the application dates range from 1-26 to 4-26-2022
- b. Waitlist of 163 participants as of 9-19
- c. October release is looking like our victory month!!
- d. We will meet our target goal by the end of the calendar year
- e. Since January we have released approximately 1,151 individuals off the weight list
- f. October 2022 is now officially “Disability Employment Awareness Month” per Governor Michelle Lujan-Grisham

- g. We will be hosting events statewide for the month of October; Highlight for the month we will be job fairs for providers. We will be partnering with; DDS, DWS, the local workforce boards and Partners for Employment.
- h. Robert, Nash and Terry have completed Uniform Grant Guidance Training
 - i. Nash was asked to speak to the graduating class. She represented NMDVR!!

D. DDS Administrator – Alan Hamlin

- a. 34% Vacancy; Actively filing the positions
- b. 11 Disability Adjudicators positions currently posted; 2 Physical positions currently posted
- c. Expecting vacancy rate to drop below 20% by October
- d. SSA has given consent to hire for FY23 all positions
- e. Exceed production workload targets
- f. DDS Assists in the National Regional with workload needs
- g. NM DDS is top seven of DDSs in the Nation
- h. FY23 Chris Duran received SSA Commissioner situation
 - i. This is NMDDSs third year running
- i. Admin theme for FY23” The Power of Purpose” for DDS
 - i. Why are we administratively making decisions
 - ii. Are we sharing the message with our staff and partners?
 - iii. Who is impacted by the decision? Positive and Negatively
 - iv. What is the expected outcome
 - v. How do we handle change; attitude, perspective and buy in
 - vi. Where can we improve?
- j. DDS is in a hybrid telework model

V. SRC Chairperson’s Report – Sarah Michaud

A. SRC presented to DVR staff at the “All staff meeting” to give information on SRC

- a. Introduced SRC members
- b. summary of what SRC does for DVR
 - i. Review and advise NMDVR on responsibilities to consumers
 - ii. Develop, review and provide input
 - iii. Evaluate effectiveness of the VR program
 - iv. advice NMDVR regarding activities
 - v. review and analysis of the effectiveness and consumer satisfaction
 - vi. avoid duplication of efforts/ enhance number of individuals served

B. Tracy get ready drafting annual report for SRC by EOY

C. Have annual draft ready for next meeting

D. Conference CSAVR in October; two members attending; Jennifer Gelhardt and Tracy Agiovlasitis

VII. Old Business




A. Orientation for new members

- a. Books available for information on the SRC
 - i. NCSRC.net
 - 1. Guidebook for State Rehabilitation Council Chairpersons, Members and Administrators
 - 2. State Rehabilitation Council-Vocational Rehabilitation Partnership Under WIOA

VIII. New Business

A. Adoption of Open Meetings Act Resolution FY2023

- a. Focus on transparency to the public
- b. Provide adequate timelines for the discussions

- c. Following State and Federal regulations
- d. Recommendation to adopt the Open Meetings Act Resolution FY2023
 - i. Jennifer Gelhardt moved to adopt
 - ii. Bernadine Chavez seconded the motion
 - iii. Unanimously passed
- B. SRC Recommendations for Annual Report
 - a. Supportive services
 - b. Continue outreach events
 - i. Employer and Business outreach
 - 1. DVR social media
 -  @NMVocRehab
 -  @NMVocRehab
 -  NM Division of Vocational Rehabilitation
 - 2. Staff is encouraged to get out into the public
 - c. Recruit consumers
- C. State Plan Discussion
 - a. Does not have to be updated this year
 - b. New one should be written from scratch by FODs for FY2024 starting in November
- D. PPI Comments/Feedback (Program Policy Instructions)
 - a. SRC had no further recommendations or comments on either PPI
 - b. Closure procedures
 - i. Send client rights and responsibilities
 - ii. Using clean and clear closure codes
 - c. Caseload Managers will review
- E. SRC Annual Report planning
 - a. Draft will be ready for review late November; Final review at next SRC meeting in December 2022
 - b. DVR to supply at least 3-4 success stories and images
 - i. Get quotes on what DVR means to them
 - c. Share data from previous years annual report
 - d. SRC to work with DVR POC regarding the printing and finalization of annual report; SRC to provide DVR quantity of prints needed for the legislative seats
- F. NCSRC Update – Bernadine Chavez
 - a. National Calls/training survey to assess training
- G. Beginning to plan for Needs Assessment/Satisfaction Survey
 - a. Put together questions for instruments
 - i. Put together an RFP
 - 1. Satisfaction with services
 - 2. Communication
 - 3. Services provided
- H. Next Meeting
 - a. December 8th @ 10:00AM remotely
- IX. Comments from Audience
- X. Adjournment
 - A. Joseph Cruz motioned to adjourn
 - B. Sbecca Brodeur seconded the motion
 - C. Adjourned 1:21pm

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 NM DVR 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 NM DVR. 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.)