**SRC-DBVI[[1]](#footnote-1) Minutes**

**Date & Time:** October 21st 2020, 9am – 11:15am

**Location:** Department Of Labor, 45 Commerce Dr., Augusta Maine, Francis Perkins Room

**Attendance Key: P = Present, E = Absent (Excused), A = Absent (Unexcused), TEL = Telephone**

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| **Council Members:** | | | | | |
| **P** | Cheryl Peabody, *Chair* | **P** | Walter Woitasek | **P** | Darcy Gentle |
| **P** | Sherry Belka, *Treasurer* | **E** | Patty Sarchi |  |  |
| **P** | \*Brenda Drummond [[2]](#footnote-2) | **P** | Roger Fuller |  |  |
| **P** | \*James Howard | **E** | Joel McQuade |  |  |
| **P** | Mary Beth Walsh | **P** | Amber Mooney |  |  |
| **P** | Nancy Moulton | **P** | Allen Kropp |  |  |
| **E** | Josh Howe | **E** | Kathy Bagley |  |  |

**Members of Public/Guests:** Peter Diplock, Anette Stevens, Tara Hembree, Diane Frigon, Foxfire Buck, Francesca Stanford, & Andrea Bickford.

**Recorder:** Branden Densmore **Next Meeting:** December 16th 2020 **Minutes Approved: YES**

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| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Introductions** | SRC-DBVI meeting was called to order at 9:05 am. Members and guests were introduced & welcomed. | NA | NA |
| **Election Of Officers** | There were 3 nominations, and each nominated member **accepted the nomination**:  *Nancy Moulton -> Chair*  *Cheryl Peabody -> Vice Chair*  *Sherry Belka -> Treasurer*  A **motion was made & seconded** to vote on the nominations. | NA | NA |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Election Of Officers** | ***Nancy Moulton* was elected to Chair** of the SRC-DBVI, with all in favor, 0 opposed, and 0 abstentions.  ***Cheryl Peabody* was elected to Vice-Chair**, with all in favor, 0 opposed, and 0 abstentions.  ***Sherry Belka* was elected to Treasurer**, with all in favor, 0 opposed, and 0 abstentions. | NA | NA |
| **Acceptance Of Minutes** | SRC-DBVI discussed the August 2020 minutes, and corrections were identified.  The August 2020 minutes were ***accepted as corrected*.** | *Correct August 2020 minutes, and send to webmaster and Cheryl.*  *Create October draft minutes and send to Cheryl.*  *Send the October draft minutes to council members.* | Branden Densmore  Branden Densmore  Cheryl Peabody |
| **How VR[[3]](#footnote-3) Helped Someone…** | VR had Advocacy, Communication, and Employment Academy graduate talk at a Maine Parent Federation webinar about the impact of work experiences.  VR helped a student get a job at Home Depot, a very supportive & diverse employer. Now VR is taking a step back and letting the client work directly with employer (self-advocacy).  VR just closed a 30 year old client who works in a cafeteria. | *Find more “How VR Helped Someone” stories.* | Any VR Staff Member |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | ***COVID***: Staff are back doing face to face, and Career Centers have expanded. They are now meeting with clients by appointment only.  ***Vacancies***: Francesca Stanford was introduced as a new hire, filling Secretary Associate in the central office.  ***October***: This is Disability Employment Awareness Month. VR held event online, celebrating the Employment 1st Program with over 300 participants. They are also hosting a virtual walk, and a Webinar with Maine Parent Federation about pre-employment, self-advocacy, and transition services.  ***Peer Mentoring***: Continuing discussion about pilot program. VR wants to start with a small target and then expand from there.  ***Work Services***: Contract is done in December. Online platform is available, but no DBVI clients have used it. Thinking about return on investment.  **CSNA[[4]](#footnote-4)**: Working with Market Decisions on this project done once every 3 years. (…) | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | (…) This will measure how VR is doing, utilizing data from 700 clients over the last few years.  ***Budget***: All the numbers are not in yet, and VR is wondering if they will be able to make/spend what is needed. For this year, the curtailment was lowered. A couple positions are frozen. For biannual budget curtailment remains at 10% each year. VR submitted a budget, and are waiting to hear back.  ***BEP[[5]](#footnote-5)***: Held biannual meeting via Zoom last week. There were 3 presenters who discussed innovative ideas in light of COVID & virtual work. There is a new site opening at Center For Disease Control in Augusta – 75 person occupancy. The BEP final draft was presented & accepted, and will now be sent to RSA for approval.  There is a new manager for micro-market at the Naval Shipyard, a 24/7 hybrid micro-market with morning customer service.  ***Apprenticeship:*** Pandemic has slowed process of learning and growth around apprenticeship. They held a meeting & talked about how to re-boot and move forward. (…) | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | (…) VR sent out an apprenticeship survey & received feedback/suggestions. VR continues to hold regular staff meetings, and they are holding quarterly “Employer Spotlight” events, the first being on November 19th from 9-10:30. | NONE | NONE |
| **MPF[[6]](#footnote-6) Update** | MPF is continuing to provide family support on a variety of subjects. | NONE | NONE |
| **Iris Network Update** | VRTs[[7]](#footnote-7) are now meeting with willing clients in a face to face capacity. All COVID protective procedures are being followed.  Their Center is open, and their 1st client returns Monday. Looking at having two more clients in November. They sold their State St. residential property. | NONE | NONE |
| **Catholic Charities Update** | There continue to be two vacant TVI[[8]](#footnote-8) positions at Catholic Charities. However, with COVID this has been easier to manage; some of the work can be done virtually. TVIs are working through the reopening process, and have students from a variety of school systems, each with different plans that change depending on COVID #brs. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **121 Program Update** | Office still shutdown in wake of COVID pandemic. Still not meeting with clients face to face, but doing as much as they can via phone and internet activity.  They have finished their 1st year in a 5 year grant and have been working on a report about that. Also focusing on transition youth, and still working on holding a diversity training. | NONE | NONE |
| **CAP[[9]](#footnote-9) Update** | Richard has stepped away from Disability Rights, and Foxfire Buck has taken lead on CAP program. They have a new hire starting November 16th who will be helping too. | NONE | NONE |
| **Work Plan** | The council discussed each section of the work plan, and updated it as necessary.  Members assumed responsibility for the work committees within the plan. | *Update plan, and then send out to members.* | Cheryl Peabody |
| **Announcements & New Business** | The assistive technology administered by CARES was transferred to Galant.  Honorariums are offered to members not otherwise compensated for attendance.  2021 Meeting List is out. | *Contact Cheryl Peabody to receive honorarium.*  *Send 2021 meeting list to Webmaster.* | Members Not Compensated  Branden Densmore |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Public Comments** | Time was given for public comments, but none were made. | NA | NA |
| **Adjournment** | A **motion was made** to adjourn the meeting. The motion was seconded and carried, closing the meeting at 11:11 am. | NA | NA |

**People & Organizations Represented**

**Cheryl Peabody – Statewide Independent Living Council (SILC)**

**Peter Diplock – Division For Blind & Visually Impaired (DBVI)**

**Amber Mooney – Iris Network**

**Brenda Drummond – Division For Blind & Visually Impaired (DBVI)**

**Tara Hembree – Maine Parent Federation (MPF)**

**Joshua Howe – Workforce Board**

**Foxfire Buck – Disability Rights Maine (DRM)**

**Mary Beth Walsh – Mainly Access**

**Allen Kropp – Department Of Labor (DOL)**

**James Howard – Vocational Rehabilitation (VR)**

**Diane Frigon – Division For Blind & Visually Impaired: Business Enterprise Program (BEP)**

**Nancy Moulton – Catholic Charities Maine**

**Patty Sarchi – People Who Are Blind & Visually Impaired**

**Sherry Belka – Treasurer**

**Kathy Bagley – Excel Consulting**

**Darcy Gentle – Abenaki Vocational Rehabilitation Program**

**Walter Woitasek – National Federation Of The Blind**

**Andrea Bickford – Division For Blind & Visually Impaired (DBVI)**

1. State Rehabilitation Council - Division For The Blind And Visually Impaired [↑](#footnote-ref-1)
2. \*Indicates Ex Officio, Non-voting member [↑](#footnote-ref-2)
3. Vocational Rehabilitation [↑](#footnote-ref-3)
4. Comprehensive Statewide Needs Assessment [↑](#footnote-ref-4)
5. Business Enterprise Program [↑](#footnote-ref-5)
6. Maine Parent Federation [↑](#footnote-ref-6)
7. Vision Rehabilitation Therapist [↑](#footnote-ref-7)
8. Teacher Of The Visually Impaired [↑](#footnote-ref-8)
9. Client Assistance Program [↑](#footnote-ref-9)