



## Commission on Rehabilitation Services Meeting

Friday, May 14, 2021

10 a.m. (Eastern)

Virtual Meeting

### MEETING MINUTES

I. Call to Order/Roll Call/Welcome

The meeting was called to order by David Spradley – Chair at 10:00 a.m.

A	Greg Bedan	V	Christine Dahlberg	I, V	Jennifer Diaz
V	Donna Elbrecht	V	Shawn Fulton	V	Melissa Keyes
V	Theresa Koleszar	V	PJ McGrew	V	Daneil Mize
V	Amber O’Haver	V	Michelle Oja	V	Richard Propes
V	Marc Ruiz	V	David Spradley	V	Willaine St. Pierre Sandy
I,V	Karen Smith	I,V	Jeff Russell	I, V	Susan Rinne

(A=Absent, P=Present, T=Teleconference, Virtual =V, I=Invited Guest)

II. Approval of the March 12, 2021 meeting minutes

**Motion:** Daneil Mize

**Second:** Michelle Oja

**The Commission voted unanimously in favor**

III. Public Comments

a) There were no members of the public who made comment

IV. BRS Director Update – Theresa Koleszar

a) The commission was provided a written update

- Home modifications – follow up
- COVID Employment Impact Questionnaire Statistics
- Data Trends
- Order of Selection Update
- Mental Health and Employment Summit

V. Officer Elections – David Spradley

a) Looking to commission members for nominations for officer elections

- An email will be sent to members to seek out nominations

VI. Committee Updates

a) Policy & Oversight and Planning & Evaluation Committee – Donna Elbrecht

- No updates

b) Recruitment, Public Outreach, and Commission Development Committee – Amber O’Haver

- Committee met in April
- Developing a process of tracking term dates for Commission Members
- Conducting a review of the application forms

- Working on filling open positions on the commission and applications for members who have reached the end of their first terms.
- c) Customer Satisfaction - Michelle Oja
  - No update
- d) Awards Committee – Michelle Oja
  - Looking for commission members to participate in committee
  - Awards will take place in the fall
  - Donna Elbrecht will be reaching out for a sponsor of the staff awards
  - Greg Bedan expressed an interest in participating on the committee
- e) Employment First – Christine Dahlberg
  - The Division of Disability and Rehabilitative Services and BRS facilitated a meeting with state agencies identified in Employment First Plan to discuss the initiative and frame the upcoming data request
  - Work to Include Summit – May 25-27, 2021 members of the commission are welcome to attend. You can register at the Work to Include webpage.
  - Video Update – Thom Hayes
    1. A meeting was held with FSSA Communications to discuss formats for capturing video for the EF video
    2. Options for individual interviews along with a group discussion
    3. Commission to create a list of interview/discussion questions
- f) Review Committee Members
  - Commission members reviewed the committee groups and updates were made to add members to committees
- g) Other Business
  - Commission discussed returning to in-person meetings or a hybrid option. A poll will be sent to all members to obtain input on meeting format.
  - VR Comprehensive Statewide Needs Assessment (CSNA) is due in 2022. Commission member input will be sought at the next meeting.
  - Commission thanked Christine Dahlberg for her years of services on the Commission and all the work she did on Employment First.

VII. Next meeting July 9, 2021

VIII. Meeting Adjourns 11:48 a.m.

**Motion:** Christine Dahlberg

**Second:** Michelle Oja

**The Commission voted unanimously in favor.**

Future meeting dates:	Time	Location
September 10, 2021	10 a.m. – 12 p.m.	TBD
November 12, 2021	10 a.m. – 12 p.m.	TBD