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| *Thursday, November 4, 2020*APPROVED |  |
| Members Present | Jessica Lewis, Dina Perkins, Elise Alexander, Warren Chauvin, Cathy Lazarus, Gay Young, Marvin Rush, Alexis Young, Melissa Bayham, Glyn Butler, Courtney Ryland, Laura Nata, Karen Roy, Lynn Stevens, Laura Stazio, Christa Blackwell, Suzanne Lentz |  |
| Members Absent | Nicole Walker, Bob Lobos, Paul Genco, Tarj Hamilton, Brian Wood, John Owens |  |
| Liaison | Nicole Miller |  |
| Guests Present | Ron Broussard, Lynsey Hebert |  |
| Motivational Minute  | Pledge of allegiance, motivational moment and introductions.  |  |
| Call to Order | The general meeting was called to order by Chair Warren Chauvin at 9:02 a.m. with a quorum.  |  |
| Minutes | Motion to approve January 2020 LRC General Meeting minutes was made by Cathy Lazarus and seconded by Glyn Butler. Motion passed without abstention or objection.  |  |
| OldBusiness | At the January meeting, Melissa Bayham clarified her request from January meeting was not about which states participate in [it] but rather an opinion on the WIO Act. VR agency has the ability to provide services to those who are employed and need service to maintain employment even if the order of selection is closed as long as this is written in the state plan. Members discussed if the recipient should be able to “skip the line”. Currently LRA is in promulgation of changing from 5 to 3 order of selection groups. Members recommended providing services because it’s more costly if the recipient loses employment, they’ll still need the services and will possibly require retraining. Board supports the intent of maintaining employment. Members must all complete ethics training by 12/31/2020. |  |
| LRS Director’s Reports | Melissa Bayham informed the council that her staffing plan and was approved and they are in process of hiring for multiple positions, including Rehabilitation Employment Development (RED) Specialist for each region. Crystal Romein was hired to fill the Regional Manager in Lafayette. Looking to hire for two positions in State Office. LSUHDC agreed to give training to certify supportive vendors for customized employment. This is a collaboration with the Developmental Disability Council (DDC) as a more affordable way than Mark Gold Gold and Associates. Laura Stazio and some of her team at LSU are in the process of completing “Train the Trainer” learning. LRS was notified that one of the Impartial Hearing Officer s (IHO) is retiring. Need to have 2 attorneys available who are not within 2 years of LWC or LRS employment. LRS can contract with them for services as needed. There is 1 appeal outstanding with Randall Shepherd for several months. Melissa Bayham presented Quincey Richard’s resume for review. Gay Young moved to support contracting with the attorney, seconded by Marvin Rush. Send Nicole Miller the name of any other attorneys willing to serve as IHO as LRS would like to have 3 on contract.Glyn Butler questioned outcomes from meetings with school districts that weren’t allowing LRS in to provide pre-ETS. Melissa Bayham reported that LRS has seen good progress. Nicole Miller is tracking which districts are not complying. Jefferson Parish is a problem so Laura Nata will reach out to Jefferson Parish.Laura Nata recommended hiring bilingual staff for the 10 counselor positions. Melissa Bayham stated she would look for this skill when screening candidates but getting them to accept the role due to salary issues is the greater concern.The Statewide Needs Assessment is required to be completed every 3 years for the state plan. It will be used to determine areas of focus for LRS to address them LRS will be sending anonymous surveys to individuals. Will be promoted via social media and completed by Survey Monkey who will also analyze the data. The survey will be available in an alternate format and languages. A draft of the survey will be shared so members can provide input on the content.  |  |
| Standing Committee Reports | There were no standing committee reports. Committees will meet as requested. Dina Perkins will send an email to all members with a description of the Eligibility and Planning, Employment and Transition committee so members can select which of the 3 committees they’d like to serve join.  |  |
| Chair’s Report | Membership and attendance were reviewed, Bob Lobos has not been attending meetings. 22 member seats are filled and there are 4 vacancies: 1 Business and Labor, 1 Director of Federal Section 121 Project, 1 former recipient of LRS services, and one representative of the area of rehabilitation technologies.Any comments or revisions for the Annual Report need to be sent to Melissa Bayham by December 1 so the final report can be sent to the Rehabilitation Services Association (RSA) in advance of the December 31st deadline. Warren Chauvin is in the process of drafting his Chair’s Letter for inclusion.  |  |
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| Member Reports | CAP report –attached  IDEA report - Have requested for a vendor to out together resources for family, also are developing more guidance on resources for Jumpstart and implementing the April Dunn Act of the Pathway. Super app process is due in February so will work with LRS to get more details needed about Pre-ETS. SILC report - new member added from New Orleans, Claudia Garofalo and one that will be terming off in December. Discussed SILC recommendation for autonomy making it independent of the Governor’s Office effective next fiscal year July 1, 2021. Implication on inclusion with state plan and funding. Written response from ACL didn’t state implicitly that Governor’s Office is a state agency, and therefore SILC cannot be part of it according to federal law. WIC report – None provided. |  |
| New Business | Strategical Planning Meeting scheduled December 3, 2021 at 10 am for Executive Board to discuss goals and objectives to recommend to Director for 2021. New Member Orientation scheduled for January 27, 2021 the day prior to General Board meeting on January 28. Let Nicole Miller know in advance of meeting if a hotel and/or accommodations are needed. Whether or not meeting will be in person depends on the Governor’s order. If we’re still under a State of Emergency, then virtual meetings will be allowed. |  |
| Future meeting Dates | General Board Meetings will be January 28, 2021, April 29, 2021, July 29, 2021 and October 28, 2021.  |  |
| Adjourn | Gay Young motioned to adjourn, seconded by Alexis Young and the Council adjourned at 11:00am without objection. |  |
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**DATE: October 23 2020**

**TO: LRC Committee**

**FROM: Glyn Butler-Kilbourne - CAP Representative, Disability Rights Louisiana**

**RE: CAP Report for October 29 2020 Virtual Meeting**

**GENERAL INFORMATION**

Since September 2020, CAP has taken on 2 new cases. CAP continues to participate in meetings with LRS virtually and via telephone conference calls. Also, in response to the aftermath of Hurricane Laura and Delta, CAP has been tracking all clients who were located in the impacted areas to determine their needs. CAP has also been responding to requests for help from displaced individuals who are LRS clients, but not CAP clients

**TYPES OF CASES**

The issues are broken down below by Region:

**Region I (New Orleans Areas):**

----No new cases.

**Region II (Baton Rouge Areas):**

 ---- One case involving assistance in getting LRS to cover the cost to pursue a Doctorate Degree in Educational Leadership.

**Region III (Houma Areas):**

No new cases.

**Region IV (Lafayette Areas):**

* One case involving communication issues between the LRS counselor and the client and the supported employment vendor and the client;

**Region V (Lake Charles Areas):**

No new cases.

**Region VI (Alexandria Areas):**

No new cases.

**Region VII (Shreveport Areas):**

No new cases.

**Region VIII (Monroe Area)**

No new cases.

**Administrative Reviews, Mediations and Fair Hearings**

The Mediation CAP attended in September 2020 was successfully resolved. Currently, CAP has no pending Mediations or FAIR Hearings.

**OUTREACHES**

On October 30, 2020, CAP will be conducting a virtual training hosted by Families Helping Families (FHF) Region VII. The training will cover the topics of pre-ETS, LRS, CAP, and WIPA services.

**TRAININGS**

CAP attended a webinar on October 23 entitled Ticket to Work: Working from Home

**TRANSITION SERVICES**

CAP does not have any new transition cases, but we are now asking the Intake Specialist to inquire about transition services when receiving new education cases that are involving high school students. CAP recently met with Nicole Miller, Sigmund Murell, and Melissa Bayham regarding transition services and the manner in which CAP and Disability Rights Louisiana (DRLA) can be of assistance.

CAP has been looking at more ways to outreach directly to communities about CAP in general, as well as its role regarding transition services for school age youth with disabilities. CAP will be reaching out to Families Helping Families Centers in all regions in order to discuss their role in transition cases and to discuss CAP’s role.