



## Florida Rehabilitation Council (FRC)

**Michael Wiseman – Chair**

### DRAFT Full Council Conference Call Minutes-April 12, 2018

**Members Present**

Mikey Wiseman  
 Ann Robinson  
 Michael Adamus  
 Beth Moore  
 Donte Mickens  
 Patrick Cannon  
 Victoria Aguilar  
 Don Chester

**Staff**

Roy Cosgrove  
 Kim Thomas

**VR Staff and Guests**

Libby Moody  
 Lucy Mohs  
 Julie Kates  
 Sarah Timoti

The following represents a summary of deliberations, advice, comments and motions that comprise this meeting of the FRC Monthly Conference Call. Please see each committee for committee minutes.

<b>Agenda Item Discussion</b>	<b>Outcome/ Action</b>
<p><b><u>Call to Order</u></b>            Mikey Wiseman, FRC Chair, called the meeting to order.</p>	
<p style="text-align: center;"><b><u>Business Items</u></b></p> <p><b><u>Evaluation/Planning Committee</u></b></p> <ul style="list-style-type: none"> <li>• Donte motioned to approve the minutes from the March 8<sup>th</sup> conference call; Patrick seconded. Minutes approved.</li> <li>• Julie said that the agency has been working with DOE General Counsel on rulemaking, which is likely to be pared down. Priorities are to incorporate Federal regulations by reference. They will need to add sections regarding subminimum wage and supported employment. They are currently looking at revising the referral and application sections, Order of Selection the Scope of Services, adding Pre-Employment Transition services language, transition commencement age of 14, vocational training section and to clarify existing practices. The incorporated documents and forms will go through the public hearing process. Julie said there will be more information in May; may also have conference calls to answer questions from the council. Julie will not be at the meeting in May but said that either Allison, Melinda or possibly Brent or Taylor (DOE General Counsel) will explain in more detail and update at that time. Ann said it is important that the Council be made aware of the public hearings when they are advertised in Administrative Weekly in order to provide input. Julie said it would be made available to everyone.</li> </ul>	<p><b>Quorum established</b></p> <p><b>Vote:</b> March 8<sup>th</sup> conference call minutes approved.</p>

- Libby said the State Plan had been submitted with only 1 public comment. She also thanked the Council for their feedback on the Comprehensive Statewide Needs Assessment (CSNA) and said the combined recommended changes would be provided to the contractor, San Diego State. The data template is under review and will be provided with the May quarterly meeting documents along with the marketing materials. The next item to be developed will be the interview script. Libby reported that Chip Kennedy is the local contact on the San Diego State team, which is managing the assessment; doing all the surveys, analysis, etc. Chaz Compton is the Project Manager. San Diego State asked if they could present at the August quarterly meeting, which all were in agreement with. Ann said it was great how the Council and the agency have been working together as a team and thanked all.
- Roy reported that the focus groups were on track to be held in Miami and Jacksonville on April 17<sup>th</sup> and 18<sup>th</sup>. The preliminary report would be provided at the May quarterly meeting. Ann thanked Julie for her suggestion of communication with youth as the topic for the focus group.

**Legislative/Public Awareness Committee**

- Lucy reported there is no word yet on when the January committee dates would be but she will let the Council know as soon as she hears. She said the agency is working on implementation of the Worker’s Compensation bill. In June, the agency will be looking at legislative requests.
- Employer Appreciation Days will be held in St. Pete on 10/5 at the Hilton Bayfront; then in Miami and Broward, no dates yet. The kickoff will be held in Tallahassee on 10/3. Lucy will send a nomination form to Michael Adamus.
- Roy went over possible themes for the Annual Report. Sarah said her team needs the theme in order to develop ideas for the cover. Mikey relayed that high contrast would be preferred; should be accessible. Patrick asked for feedback from the Division since it is a dual report and their feedback is critical. After discussion, Breaking Barriers/Building Opportunities was chosen. Mikey motioned to take the theme to the full Council for a vote; Don seconded the motion. Motion approved. The theme would be voted on at the May quarterly meeting.
- Outreach letter for the public forum to increase attendance, which would be sent to partners and vendors in the area of the quarterly meeting, was discussed. Mikey asked for feedback from the agency on the letter. Victoria asked if it could be handed out at orientation; Julie said it might be confusing to people and should probably focus on existing customers. Lucy suggested customized fliers could be created in addition to the letter, identifying stakeholders, and sharing with sister agencies. Mikey moved to accept the letter as a trial to increase participation; Don seconded. Motion approved.

**Executive Committee**

- Patrick motioned to adopt the agenda; Beth seconded. Motion approved.

**Quorum established**  
(during discussion on Annual Report)

**Action:** Approve minutes from 3/8 conference call.

**Action:** Lucy will send a nomination form to Michael Adamus.

**Vote:** Take the Annual Report theme, “Breaking Barriers/Building Opportunities” to the full council for vote.

**Action:** Vote on “Breaking Barriers/Building Opportunities” at the May quarterly mtg.

**Action:** Send public forum invitation to Area 5 stakeholders and vendors.

**Quorum established**

**Vote:** Agenda adopted

- Patrick motioned to accept the Executive and Legislative minutes from 3/8 as presented; Michael A. seconded. Motion approved.
- Roy said there had been some discussion on how to engage businesses and employers and increase attendance at the public forums. There had been a suggestion of reaching out to a major employer like Disney or Universal to request they attend a quarterly meeting and present on how they work with individuals with disabilities from a hiring perspective. Another option would be to ask Kathy Davis, VR Business Relations Administrator, or a VR business outreach liaison to present on collaboration with employers. Mikey reported that at the NCSRC/CSAVR conferences in DC, there was a lot of discussion on single points of contact and information sharing. Legislators want to hear more from businesses than from VR agencies. Mikey said the Council should be mindful of the overreach and should check in with the agency to see if the Council could do something to assist with their employer outreach efforts. The idea was presented to invite Kathy Davis to the May meeting.
- Mikey presented the 3<sup>rd</sup> Quarter Budget Report and the proposed 2018-2019 Budget Request to the Council for approval. The \$500,000 proposed budget has some “buffer” when compared to the current year’s projected total expenditures which takes into account any unanticipated growth and corresponding expenses. If need be, VR could transfer additional funds from the FRC budget to client services at any time during the year. Patrick motioned (in Executive) to approve the current Budget Report and the Budget Request for 2018-2019; Donte seconded. Motion approved. Patrick then motioned for the 2 items to be approved by the full council; Michael Adamus seconded. Motion approved.
- Kim reported that there are 3 Wise Award candidates. Nominations will be sent to members prior to the May meeting to be voted on at the meeting. Roy explained that members would review, then vote on either paper or by roll call. If there ends up being a lot more candidates, we may need multiple rounds of voting. Members can still nominate candidates up until the May meeting.
- Regarding membership, Mikey said if anyone whose terms are expiring wants to reapply, they should submit an application to the Governor’s office. Mikey made a suggestion to ask Kathy Davis if she had any suggestions for business partners to fill the business, industry and labor seat, particularly after hearing the need for inclusion of business at the NCSRC meeting.
- Roy reported that the Go-To meetings have had very limited attendance so the division recommends that the meetings discontinue. VR does not support the Adobe Connect platform for external use. The recommendation is to upload the presentations to the VR/FRC website and to put that information on quarterly meeting fliers and publications. Interested parties can view the presentation while listening via the conference line. Donte suggested adding a line onto the flier for the Sarasota meeting, informing individuals that that the Go-To meeting will be discontinued; however, the flier had already been developed.
- No public comments

**Vote:** Executive and Legislative committee minutes from 3/8 approved.

**Action:** Invite Kathy Davis to the May quarterly meeting.

**Vote:** 3<sup>rd</sup> quarter Budget Report and 2018-2019 Budget Request approved.

**Action:** Ask Kathy Davis if she has any suggestions for business partners to serve on the council.

**Adjourned**

