



Oxford Suites  
115 North River Drive  
Spokane, WA 99201

## WSRC QUARTERLY MEETING MINUTES

Thursday, July 19, 2018

9:00 am to 5:00 pm

**Present:** Kelly Boston, Council Chair, Business Representative, Olympia.  
Jerry Johnsen, Council Vice-Chair, Client Assistance Program, Seattle.  
Deborah Boudreau, DVR Customer Representative, Ellensburg  
Erica Wollen, Workforce Training Representative, Olympia.  
Erin Williams, Business Representative, Seattle.  
Josephine Ko, VR Counselor Representative, Kent.  
Justin Poole, DVR Customer Representative, Yakima.  
Kathy Powers, Business Representative, Auburn.  
Keith James, SILC Representative, Tacoma.  
Laurae MacClain, Tribal VR Representative, Nespelam.  
Philip Bradford, Labor Representative, Tacoma.  
Rob Hines, DVR Director, Lacey.  
Shannon McLain, CRP Representative, Spokane.  
Tania May, OSPI Representative, Olympia WA.

### **Members**

**Absent:** Ivanova Smith, Disability Advocacy Representative, Tacoma.

**Council Staff:** Shelby Satko, WSRC Executive Director, Lacey.  
Marie Vela, WSRC Executive Lead, Lacey.

**Visitors:** Rosslyn Bethmann, Spokane PAVE.

**Call to Order:** Kelly Boston, Council Chair  
*The meeting was called to order on July 19, 2018 at 9:00 a.m.*

**Approval of Agenda:** Kelly Boston, Council Chair  
Kelly gave an overview of the agenda and what to expect for the two days of the meeting. *The agenda was accepted with no changes.*

**Past Quarterly Meeting Minutes:** Kelly Boston, Council Chair

- *Kathy moved and Erin seconded to approve the Meeting Minutes of April 19, 2018 and April 20, 2018 with no changes. All were in favor to approve the minutes as presented.*

**Executive Director Report:** Shelby Satko, WSRC Executive Director

**Onboarding Update Summary:**

Review of last three months as she on boarded as the Executive Director of the WSRC. Shelby met with all of the council members within her first six weeks to learn about everyone's styles and priorities. Shelby found a strong theme within the members regarding their dedication to serve Washington. Shelby also met with each of DVR's Executive Leadership Team (ELT) members.

**External group connections:**

- Developmental Disabilities Council (DDC)
- State Independent Living Council (SILC)
- Governor's Council on Disability Issues & Employment (GCDE)
- Department of Services for the Blind (DSB)
- State Rehabilitation Council for the Blind (SRCB)
- Community Advocacy Coalition (CAC)
- Washington Assistive Technology Act Program (WATAP)
- CCTS-DVR Transition Forum
- Workforce Training & Education Coordinating Board Meetings
- Talent & Prosperity for All (TAP) Implementation:
- Barriers & Access Solutions Committee (BASC)
- Career Connect Washington (CCW): Government & Education Committee
- **Discussion:** Roz suggested including a student group like People First. Kathy shared the importance for WSRC to be intentional about who to meet and collaborate with, in order to advocate for DVR in a way that DVR cannot advocate for themselves. Meeting scheduled with Melissa Clarey for the future partnership with the Behavioral Health Advisory Council (BHSC).

**Summary of 1:1 council member perception of what DVR is doing well:**

- DVR staff have clear passion for providing services to customers with disabilities
- Rob Hines, DVR Director, makes the time to listen, build relationships, and tries to identify solutions to issues
- Clients feel respected, listened to and choices matter
- Getting people jobs
- Understands customers disabilities and employment
- Acceptance of diversity
- Committed to responsiveness with complaints
- Good job with resources available
- Serve all people with disabilities

Visual matrix Shelby presented on how each group compares in their priorities for DVR:

	Council 1:1	Council Recommendations	Staff Retention Ad Hoc	Executive Leadership Team	External Partnerships
Timeliness of Services	X	X	X	X	X
Counselor Reassignment	X	X	X	X	X
Staff Development	X	X	X	X	X
Staff Compensation	X	X	X	X	
Succession Planning	X	X	X	X	
Provider Support	X	X		X	X
Communication	X	X		X	X
WIOA: Pre-ETS	X			X	X
WIOA: Partner Relationships	X			X	X
Assistive Technology	X			X	X

Council Recruitment:

- Labor Representative recruitment has started since this is Phil’s last meeting.
- The candidate must be a union member, union representative, shop steward, or have other labor affiliation.
- The labor representative will be able to contribute perspective and insight on the opportunities, challenges, and barriers experienced by people with disabilities and by employers in the work force.
- The first meeting for this new member will be in October 2018.

Council 2<sup>nd</sup> terms:

- A few of the council members are eligible to reapply for their second term.
- Shelby will send out an email to those members with directions to reapply and a timeline for the submission.

Executive

Committee Report:

Document Reference:

Kelly Boston

Committee Members:

Exec Comm Report – PowerPoint

Kelly Boston (Chair), Jerry Johnsen, Kathy Powers, and Erica Wollen.

Kelly has a standing meeting time with Shelby every Friday to provide council updates and mentorship. Kelly reports Shelby is on the right track with carrying out work on behalf of the Council and making the right connections.

Council Announcements:

- Warm welcome to Jen Cole, Partnerships for Action, Voices for Empowerment (PAVE) as a soon to be new member as the Parent Training representative. Jen will join us via

phone tomorrow and fill in for Rosslyn, the previous Parent Training Representative. Shelby and Marie provided Jen with a successful new member orientation.

- Phil Bradford is terming off the council. This is his last quarterly meeting and his term ends in September. The council will miss Phil and we have big shoes to fill.
- Jen Bean is no longer with the Client Assistance Program. She took a position with DVR in her home town of Bellingham.
- Leadership starting with the October Quarterly meeting.
  - WSRC Chair - Shannon McLain
  - WSRC Vice- Chair - Kelly provide a mentorship role

#### Council Business:

- **Childcare expenses:** Received approval for members to be reimbursed for childcare expenses. To claim childcare expenses on your reimbursement request, you must include appropriate documentation and receipt of payment.
- **Wage Compensation:** We were also working toward members receiving wage compensation for if their employer did not compensate wages for attending WSRC meetings. The DVR fiscal unit researched this topic and found that member wage compensation is not allowable per state rules. Shelby recently met with Toby Olson and asked how his council handles this type of situation when GCDE members have to forfeit wages to attend meetings. Toby mentioned he has written a letter the member's employer stating the value added to have an employee serving as a governor appointee along with encouragement to compensate wages.
- **By Laws Change:** The Executive committee proposed a revision to Council bylaws as follows to include additional language for expense reimbursement.
  - **Expenses:** "Council members may be reimbursed for reasonable and necessary expenses of attending Council/committee meetings and performing Council duties in accordance with CFR 361.17(k) and Washington State reimbursement rules and guidelines."
  - **Vote:** *Kelly moved to approve the changes to the bylaws, Shannon seconded the motion. All were in favor and the motion passed to approve the bylaws change.*

#### VR Business:

- DVR's suspension of new contracts for Community Rehabilitation Programs/IL Providers effective April 24, 2018. Now that DVR is in order of selection, DVR has sufficient providers to meet customer needs and does not need additional contracts. The time-period for the suspension is indefinite. DVR will provide exceptions based on demonstrated need.
  - *Kathy asked about the closing of new CRP contracts related to mental health providers and employment.*
- **Recommendation Follow-up: CRP Engagement (December 2017)**
  - Purpose to engage representatives of Community Rehabilitation Program (CRP's) and other providers on a regular basis provide updates on service delivery projections and Order of Selection (OOS).
  - Shelby followed up with Rob Hines regarding this recommendation on 7/17/18 with support to move forward.
  - Don Kay oversees the Community Programs, recently hired Interim CRP Program Manager appointed: Cassi Villegas. Don has been out of the office due for

personal leave. Will follow-up with him when he returns. Shelby has followed-up with Cassi as well.

- Washington Administrative Code 388-891 related to Vocational Rehabilitation services has been revised. They are the formal rules that govern every aspect of service delivery. The WAC is the basis for the DVR Customer Service Manual and is used by Administrative Law Judges to rule on Fair Hearings. VR customers/counselors can ask for exceptions to certain WACs.
  - Michele Mulhern and Robb St. Lawrence from DVR will be coming later today to provide the council with WAC training.

#### Federal Activity:

- Subminimum wage: *Section 14 (C) of the Fair Labor Standards Act (FLSA) permits U.S. DOL to issue certificates to employers that allows them to pay workers with disabilities a subminimum wage. In January 2018 there are more than 150,000 workers eligible to be paid subminimum wages.*
  - Elizabeth Warren (D-Mass) and six colleagues (including Patty Murray (D-WA)) responding to language with reports of:
    - Earnings under \$1 per hour and other abuses.
    - Request for information to DOL Secretary on oversight and enforcement on April 24, 2018. They are also asking to have a number of individuals working below minimum wage and hourly wage reported publicly. They expressed interest and support to phase out this program. A link to the request for data can be found on this link:  
<https://www.warren.senate.gov/oversight/letters/warren-colleagues-press-department-of-labor-on-subminimum-wages-for-workers-with-disabilities>
- U.S. Department of Labor/Department of Education merger. The merger considers restructuring of State Government to integrate Workforce and Education programs, including VR, K-12, and post-secondary programs. The merger would require Congressional action to move forward.

#### Governor's Employer Awards Program:

- The Governor's Council on Disability Issues and Employment (GCDE) hosts a program recognize businesses and support professionals for their efforts to recruit, hire, and advance employment of individuals with disabilities. They also have an award called the Carolyn Blair Brown Trophy, to honor an individual on their efforts. The nominations are due August 31<sup>st</sup> in 5 categories:
  - Private-Non-profit employer
  - Public employer
  - Youth employer
  - Carolyn Blair Brown Trophy
  - Direct Support Professional award
- The awards will be announced at the 26<sup>th</sup> Annual Governor's Award Program on October 17<sup>th</sup>, 2018 at Microsoft in Redmond, WA.
- The nomination process is an intense and time-consuming process. The Council will keep employers in mind to nominate in the future.
- Kathy Powers mentioned Orion Industries typically submits nominations for employers.

- Shelby talked to Rob Hines during their 1:1 meeting and Rob reported he has encouraged DVR staff to submit nominations.

DSHS Town Halls with Secretary Cheryl Strange:

- Encouraged Council members to attend one of the 11 Town Hall Meetings.
- Shelby will send an email to WSRC members including the following information: dates, locations, talking points to consider, and how to submit written feedback via website.
  - Talking Points:
    - What is DSHS doing well?
      - DVR staff have clear passion for providing services to customers with disabilities
      - Rob Hines, DVR Director, makes the time to listen, build relationships, and tries to identify solutions to issues
    - What can the agency do better?
      - DVR - Timeliness of Services
        - Look at innovative approaches to increase efficiency and reduce prevalent barriers to timely plan development
      - DVR - Staff Retention Support
        - Staff Development: Quality training builds confidence and empowers staff
        - Compensation: Wages lag behind other agencies within DSHS, given education requirements.
        - Succession Planning: Develop a plan to attract diverse, qualified individual to profession.
        - Increasing staff retention support will decrease counselor reassignment
      - DVR – Partner & Provider Relationships
        - Establish process for communication, building competency, and measuring outcomes to ensure services are meeting customer needs.

Next quarter objectives:

- Council transition to new Chair & Vice Chair
- Placement go/no go
- Consider whether to keep focus groups attached to quarterly meetings and whether to travel for Council meetings
- Submit 4 recommendations related to results of customer survey and forums
- Implement stakeholder webinar (previous recommendation)

Labor Report: Phil Bradford, Labor Representative

- Thanks to the council for your collaboration over the last six years.
- Labor representative recruitment:

- Dianna Stadden, Arc of Washington’s legislative coordinator, is a union member who would be a great addition. Encouraged members to reach out to Dianna to apply for WSRC membership.
- Kimberly Golding is another union person that Phil has recruited. The Governor’s office has already received Kimberly’s application.
- Bill Youngman, DVR Union Representative, has been doing research on staff compensation with the following issue in mind:
  - Cost of living rose significantly in recent years, especially in Puget Sound. Hard for employees to live close to where they work. National inflation rate is 2.9%. New homes prices in Spokane \$221,000 & Thurston County \$310,000
- Request for the council to consider thinking about all the linked systems that make it possible for DVR staff and customers to function in their communities. And creative ways to increase wages.

**DVR Director Report:**

Rob Hines, DVR Director

Document Reference:

DVR Director July 2018 WSRC PPT

**DVR/OSPI/DDA Proviso:**

- There were a few bills proposed by Representative Kilduff and O’Bannon resulting in the following proviso language encouraging transition service coordination:
  - *“DVR/OSPI/DDA Proviso: ESSB 6032.PL – Section 501 (57). The office of the superintendent of public instruction, in collaboration with the department of social and health services developmental disabilities administration and decision of vocational rehabilitation, shall explore the development of an implementation plan to build statewide capacity among school districts to improve transition planning for students in special education who meet criteria for services from the developmental disabilities administration, and shall provide all school districts with an opportunity to participate. The plan shall be submitted in compliance with RCW 43.01.036 by November 1, 2018, and the final report must be submitted by November 1, 2020, to the governor and appropriate legislative committees.”*
- Committee includes representatives from each named agency, they have met 3 times. Coordinating efforts to engage key stakeholder feedback.
- Laurae noted tribes has a contract in their local school districts and the tribes are not being utilized enough as a resource to find children who need assistance. Tribes have a database of all students with disabilities that may be helpful.

**Behavioral Health MOU/IGA:**

- A referral form is in development for BHA/BHO FCS Contractors when referring to DVR. The form is under review by HCA and Amerigroup staff. Work on getting an agreement ready for finalization.
- Looking at fidelity model
- Since DBHR moved to HCA it will no longer be an MOU, but an Inter-governmental Agreement (IGA).
- HCA, Amerigroup, and AL TSA presented at the SWMT (DVR supervisors) meeting to discuss eligibility criteria for Foundational Community Supports (FCS), Supported

Employment with supervisors (DBHR could not attend due to their new transition to HCA and schedule conflict).

#### Pre-ETS Reset:

- At the CCTS-DVR Transition Forum in Wenatchee, June 27<sup>th</sup> DVR formally announced a Pre-ETS “Reset”, signifying a change to its contracting strategy.
  - A “Fee for Service” template will replace all “Cost Reimbursement” contracts. Cost reimbursement was expensive and time intensive. The Fee for Service is more efficient for all parties. DVR will seek to contract primarily with statewide workforce partners (Workforce Development Councils, State/Community Colleges and Technical Education entities, Educational Service Districts). Existing contracts will be reviewed on a case-by-case basis to determine if any exceptions are warranted. DVR will seek to contract primarily for two Pre-ETS services: Work-Based Learning and Workplace Readiness Training. DVR will continue to contract with CCTS but will not continue to contract for “pilot” programs.
- There is an estimated 50,000 students in WA with an IEP or 504 plan
- On June 28, DVR’s Executive Leadership Team (ELT), Center for Change in Transition Services (CCTS), and Dr. Marcus Poppen (WSU- Assistant Professor/Researcher) met to recap the pilot projects and their applicability to DVR’s Pre-ETS strategy, moving forward.
  - The group agreed that this data-driven, research-based approach produced results which may be replicated and applied statewide.
  - Best practices which emerged from discussions included:
    - Integrated Transition Networks and Transition Learning Communities which include businesses and DVR.
    - “T-Folios” (transition portfolio) to capture student participation and progress in career planning
    - Specialized Transition Vocational Rehabilitation Counselors (from DVR)
    - Internal champions (educators, peer-mentors) embedded in schools
    - Strong performance-based contracts
    - Robust evaluative methods to inform practice
    - Targeted outreach to rural and underserved populations.
  - Annual summit/conference to showcase Pre-ETS best practices and improve system-wide collaboration. Looking at putting together an implementation committee. Wants to be part of the team that does the work to put on the conference
  - WINTAC assisting with development of peer mentorship program
  - Tania May suggested to have school districts Pre-ETS point person (maybe Special Education teacher) to “Champion” efforts at each school.
- Next Steps:
  - Local discussions between DVR and Pre-ETS contractors to facilitate implementation of the new contract template.
  - DVR staff creating a draft plan for implementing Pre-ETS best practices statewide.
  - Prior to school start, DVR will finalize and issue new Pre-ETS contract. Rob directed contract-related questions or concerns to the Regional Administrators.

- Recruitment for a Secondary School Transition Manager has been extended till early August. Feedback is qualified candidates aren't applying due to pay scale, will review how they are advertising the pay.

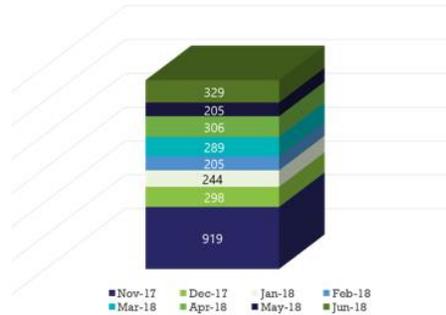
Order of Selection Update:

- 2,795 customers currently on the waitlist, this is lower than their forecasted estimate. Counselors are making more determinations for most significant disabilities.
- Working on goals to better manage resources and getting back to professional guidance
- To address timeliness of services, looking at California model for expedited enrollment

• **Monthly Caseload Changes Post-**

Case Status	FFY 17 Average	Post-OOS Average	% Change
<b>Caseload Movement</b>			
Applications	931	807	-13%
Eligibility Determinations	835	750	-10%
New Plans	498	298	-40%
<b>Caseload Status</b>			
In Application	1,383	1,281	-7%
In Eligibility	3,157	2,062	-35%
In Plan	5,890	5,717	-3%

OOS Wait List Numbers



Fiscal Update:

- DVR is eight months into Order of Selection and overall expenditures have not declined. They continue to provide uninterrupted services to the most significantly disabled. DVR continues to evaluate and assess all expenditures. Current analyses does not indicate that cases will be released from the waitlist any sooner than originally projected. DVR will continue to analyze case spending trends and share findings as we start to see significant change.
- They are looking into managing resources with a “Zero-based Budgeting” method to do their work and calculate FTEs. DVR is looking into changing the operating budget by duplicating what is being done well.

Capacity Building:

- Workforce Board’s TAP implementation committees:
  - Barrier and Access Solutions Committee (BASC), is working to expand Information and Referral information support for workforce partners to facilitate better referrals to/from VR. Identifying best practices, including training, to increase proficiency of worksource staff to work with customers who have disabilities. In addition to cross agency communications regarding privacy practices and VR customers.
  - Integrated Service Delivery committee, is working with a consulting firm to develop common intake.

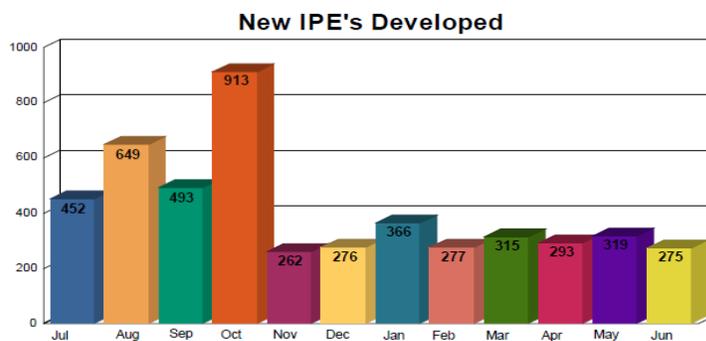
Statewide Performance Update:

	Oct. '16 – Sep. '17	Oct. '17 – July 3, 2018
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<b>60/90 Performance Measures</b>		
Eligibility Determinations within 60 days	97.23%	97.50%
IPEs Developed within 90 days	95.75%	98.44%
<b>Benchmarks</b>		
Customers Served	22,322	19,460
IPE Closures	4,842	3,479
Rehabilitation Rate	61.80%	58.40%
Average Hourly Wage	\$13.55	\$14.15
Average Weekly Hours	25	25

IPEs Developed:

DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
 DIVISION OF VOCATIONAL REHABILITATION  
 Average Cost of Plans between 07/01/2017 and 06/30/2018



**OSPI Update:** Tania May, OSPI Representative  
 Document Reference: OSPI update for WSRC July 2018

Memoranda of Understanding: OSPI, DVR, and DSB

- To support students transitioning from school to post-school: *The office of the superintendent of public instruction, in collaboration with the department of social and health services developmental disabilities administration and division of vocational rehabilitation, shall explore the development of an implementation plan to build statewide capacity among school districts to improve transition planning for students in special education who meet criteria for services from the developmental disabilities administration, and shall provide all school districts with an opportunity to participate. The plan shall be submitted in compliance with RCW 43.01.036 by November 1, 2018, and the final report must be submitted by November 1, 2020, to the governor and appropriate legislative committees.*
- Partners will support collaboration between agencies;
- Partners will disseminate information and share cross-agency training materials;
- OSPI will monitor transition planning and provide technical assistance; and
- DVR/DSB will support VR staff in providing Pre-ETS services.

### DVR/OSPI/DDA: Secondary Transition Proviso

- Proviso workgroup include DDA, DVR, DDC, OSPI, and CCTS. Tania showed a graph representation of students ages 3-21 with disabilities in Washington for 2017, categorized by disability. The graph showed that there were 143,498 students in Washington with disabilities. Of those, Tania highlighted 10.5% were students with autism, 3.9% were students with intellectual disabilities, and 2.2% had multiple disabilities.
- Refer to graph for the 2015-16 Post-School outcomes. The graph represented the outcome of all “Leavers”, categorized by disability type. All core groups have a higher unengaged rate than the average.
- Currently seeking feedback from community on factors affecting student and families:
  - What skills, resources, and policies support individuals transitioning from school to post-school?
  - Which barriers negatively impact individuals transitioning from school to post-school?
- The next steps for the proviso work group are:
  - Planning for additional stakeholder input opportunities;
  - Developing a survey that can be shared publicly (and downloaded/translated);
  - Drafting the initial plan to present to legislature in November 2018; and
  - Continuing to develop the agency crosswalk materials.

### Tribal Update: Laurae MacClain, Tribal VR Representative

- Federal VR budget was decreased from the Department of Education will have significant negative impact tribal VR budget. Not all tribes up for grant renewal will be funded.
- Tribes are advocating for the VR system to be fully funded because of the direct correlation to the tribal VR budget.
- Encouraged WSRC members to advocate for tribes to receive a higher percentage of the VR budget.
- Encouraged members to attend the advertised tribal events and to network with the tribes. Great opportunity to learn about tribal culture and relationship development.
- Kudos to a DVR counselor from Omak for being culturally aware of tribal customers and dedicating an entire day of the week for tribal customers to receive drop in services.
- MOU meeting between all Washington tribes is coming up. It is a two-day meeting where Washington State representatives will attend the second day.

### Client Assistance

### Program Update: Jerry Johnsen, CAP Representative

#### CAP services overview:

- Approximately 15-35 informational referral calls per week.
- Typically receive an additional five contacts per week through the CAP website.
- CAP currently has 30 open cases with varying needs and typically fall into one of the following categories:

- Issue with case movement
- Unhappiness with vendor - not progressing or not getting along
- Self-employment plans written without good foundation
- Counselor/customer personality issues
- Waitlist customers, CAP able to assist with eligibility to be off waitlist
- Assistive technology

National Disability Rights Conference:

- Recently attended the National Disability Rights conference, hosted by the Protection and Advocacy Department, where CAP is housed under federal government. Attended the following sessions:
  - 511 Presentation at the conference who co-wrote WIOA.
  - State Rehabilitation Council workshop, and congratulated the WSRC for the good working relationship we have with Washington VR. Washington's relationship is something to be envied around the nation.

CAP/DSB Update:

- Working with the Department of Services for the Blind (DSB) as they approach entering into an order of selection (OOS). It will be a major shift for their agency; they do not yet know the full impact of their budget and which categories will be open, if any.
- Identifying what other functional limitations are problematic for their customers to determine priority categories.

DVR WAC Trainings:

- Attended the DVR WAC training this week in Spokane. Jerry congratulated Rob and DVR for engaging staff with the WAC trainings. Any time DVR staff get opportunities to talk about scenarios in person is beneficial. Appreciates attending the meetings because it helps him get a sense of how staff are reacting to the new rules and how he can support DVR staff as they move forward with the new rules.

CAP case example:

- Customer was working with a DVR counselor and after getting a job, the counselor closed the case against the interest of the customer. Jerry shared the intent of WIOA is to consider the needs of the customer after getting a job, to provide supports for the customer maintaining and retaining their employment. In this example, CAP advocated for the customer to have a job and still pursue other vocational goals. The customer wanted to attend a private institution that met the requirements of her vocational goals and meet the needs of her disability. The quality of the program and ability to obtain employment would be greatly improved for that particular institution. The plan was approved and Jerry gave credit to the DVR staff involved for staying with the customer for a positive outcome.

Recognition of

Outgoing members: Kelly Boston, Council Chair

- Kelly presented a certificate of appreciation to Phil Bradford and Rosslyn Bethmann for their service and dedication to the council.

**Preparation for**

**Focus Group:** Kathy Powers, Customer Satisfaction & Program Evaluation Chair

The focus group will ask the following questions of DVR customers who have has two or more DVR counselors:

1. How many counselor changes have you had and why?
2. How did you find out you were getting a new counselor?
3. How did this change affect you?
4. How long did it take to get a new counselor?
5. Has your case progressed to your satisfaction despite the change?
6. Was your case closed and reopened due to not knowing and not being contacted?
7. What do you feel should be done to keep your case moving as it should?
8. How could the transition be easier?
9. Do you have ideas on how DVR could improve services when counselors turn over?

**WAC Training:** Michele Mulhern, Robb St. Lawrence (DVR Planning, Performance, and Policy unit)

Document Reference: WAC Changes July 2018 PPT

**Customer financial participation:**

- Now using Modified Adjusted Gross Income. Incorporated to match criteria based on qualifications for SSDI. With the new financial statement process, DVR will not require financial participation if a customers modified adjusted gross income is equal or less that 312% of Federal poverty level:

Income	Individuals	Family of 2	Family of 3	Family of 4	Family of 5	Family of 6	Family of 7	Family of 8
<b>Monthly</b>	\$3,157	\$4,281	\$5,404	\$6,527	\$7,650	\$8,773	\$9,894	\$11,020
<b>Annual</b>	\$37,877	\$51,355	\$64,834	\$78,312	\$91,790	\$105,269	\$118,747	\$132,226

**Order of selection WAC 388-891A-0610:**

- Shifting to five priorities instead of three categories to assist with sorting customers according to their functional limitations. The new categories will prioritizes service for those with the most significant disabilities. Pre-employment transition services will remain available to DVR customers on a waiting list for services if the customer received them before being made eligible.
  - Questions: What are the specific services provided under this limitation? Nothing specific, can be specific to the need of retaining employment. Need documentation from the employer noting employee not meeting essential job duties.

**Supported employment WAC 388-891A-1000:**

- Supported employment definition changed under WIOA related to employment outcomes.
  - Competitive integrated employment, including customized employment, as described in WAC 388-891A-0010(2); or
  - Employment that is consistent with your unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice in an integrated setting while you work on a short-term basis toward a competitive wage.
- Paying for VR services: Each service with additional conditions also make internal reference to other applicable WAC for clarity and to improve chapter usability.
  - Training
  - Self-employment
  - Transportation

Subminimum Wage:

- The Federal rule is about 6 months for short-term training subminimum wage. The timeframe for time-limited support services has been extended to 24 months following job placement. Historically, supported employment limited the number of people able to receive services to customers up to 25 years old. Linked to career counseling and referral services to engage youth.
- **WAC 388-891A-1030:** Your work setting may only be considered integrated if your work unit, which refers to either the group of employees at your job who work together to accomplish tasks or to all employees with the same job category in an organization, includes individuals without disabilities to the same extent as found in the work unit of a person without disabilities performing the same job.
- **WAC 388-891A-1060:** DVR may provide you with extended services on a case-by-case basis for up to four years from the date time-limited support services have ended or until you reach age twenty-five, under the following conditions:
  - a) You are a youth with a disability as defined in WAC 388-891A-0010(19);
  - b) You and your DVR counselor have discussed whether continuing time-limited supported employment services would be appropriate and you both have determined that no further time-limited supported employment services are necessary to support and maintain your supported employment before you transition to extended services; an
  - c) No other source of extended services is available for your use.”

Adjourn: Kelly Boston, Council Chair

- Meeting adjourned for the Focus group at 2:45 p.m.
- The focus group occurred from 3:30pm to 5:00pm.
- There were 3 customers and 11 DVR staff in attendance.