

Executive Order Stakeholder Policy Group

Meeting Minutes

October 24, 2013

Time: 12:30-4:00

Location: Oregon State Capitol Building

Democratic Caucus Room, room 360.

900 Court St.

Salem OR 97301

Facilitator: Mike Maley, DHS Employment First Coordinator

Members Present:

- Jessica Leitner, Edwards Center – Services Providers
- Chris Burnett, Oregon Rehabilitation Association (ORA)
- Bill Uhlman, Eastern Oregon Support Service Brokerage
- Marcia Ingledue, The Arc Oregon – Advocacy Coalition – Self Advocated
- Dacia Johnson, Oregon Commission for the Blind – Vocational Rehabilitation
- Sydney Shook, Families Connected – Family Members
- Dan Peccia, Self-Determination, Inc – Support Service Brokerage
- Ed Krankowski, Portland Public Schools - Education
- Jordan Ohlde, Oregon Self Advocacy Coalition
- Seth Johnson, Opportunity Foundation of Central Oregon – Service Providers
- Sarah Drinkwater, Assistant Superintendent – Special Education
- Liz Fox, Oregon State Rehabilitation Council – Vocational Rehabilitation
- Jan Sansom, Lebanon School District – Education
- Pat Zullo, Clackamas Developmental Disabilities Program – Counties
- Representative Sara Gelser, Oregon Legislature – Oregon House of Representatives
- Stephaine Parrish Taylor, DHS – Vocational Rehabilitation
- Ross Ryan, Oregon Self Advocacy Coalition – Self Advocates
- Roberta Dunn, Family and Communities Acting Together – Family Members
- Senator Lee Beyer, Oregon Legislature – Oregon Senate

Members Absent:

- Cynthia Owens, Oregon Council on Developmental Disabilities – Family
- Jaime Daignault, Oregon Council on Developmental Disabilities - Advocacy
- Jordana Barclay, Oregon Workforce Partnership – Workforce Systems
- Patrice Botsford, Director of ODDS

- Rebecca Cader, Oregon Self Advocacy – Self Advocacy
- Sara Jane Owens, Association of Oregon Community Mental Health Programs - Counties

Guests:

- Julie Huber, ODDS Policy Analyst
- Kristin Schuchman, Multnomah County
- Paloma Sparks, Oregon Legislature – Senator Beyer, Policy Analyst
- Michelle Marke, Portland Public Schools
- Josiah Barber, DD Council
- Corissa Neufeldt, DHS Employment First
- Robert Costello, DHS – Vocational Rehabilitation

Introductions

Review of agenda

- No changes to the agenda were made.

Review of previous minutes

- Mike discussed the intent of the minutes was not to create a complete transcript of the meeting, but to capture the ideas and thoughts discussed. Even at that this draft is a fairly lengthy document. It may take a few meetings to find a meeting minutes format that accurately captures the discussions and any actions to be taken, but without being too cumbersome or lengthy. This will be a discussion topic at the next few meetings.
- Draft of the 9/17/13 was discussed
 - Name correction for Sarah Drinkwater was noted. This will be corrected.
- **ACTION:** make the corrections and post these minutes on the web page

Review of Updated Charter Draft (handout)

- Mike distributed and reviewed the latest draft of the charter. The changes discussed at the prior meeting were included in this draft and a few typos were corrected.
- No other changes were recommended or discussed.
- **ACTION:** Add the meeting date to the bottom of charter the as the approval date and post on the web page.

Review of VR Data (handout) – Stephaine Taylor

- Stephaine reviewed the “Selected VR Measures for IDD Clients” data that was distributed at the 9/17/13 meeting.
- This is a subject of data required to be collected for annual reporting to the Rehabilitation Services Administration (RSA). RSA reporting is on the total population served by VR. This handout is for individuals with I/DD identified by matching unique identifiers for individuals enrolled in ODDS and subsequently also served by VR.

- EO requires us to collect data through a case management system-this generates the reports we have to provide annually to the RSA. We do not report the I/DD data separate from the aggregated data. Some issues-RSA has changed how they collect disability data and we can no longer go in and pull out only what we need. We also do not use the same definition for I/DD, we have a broader pool of individuals. This data will represent data used from both systems.
- The data shows that the number of people with IDD served by VR is rising, and that the percent rehabilitated is also rising over the past 5 years. Stephaine noted that the agency going into an Order of Selection in 2009-10 has an impact on the numbers served and those with successful case closures.
- Discussion:
 - There were questions and comments about how the “percent rehabilitated” was calculated. This is an RSA required calculation. On this chart it takes the “# of individuals closed with a rehabilitation” and divides the number by the “# of individuals closed with a plan”.
 - There was discussion that this percent doesn’t capture all the information that might be helpful in crafting policy/practice decisions. That more detail for analysis purposes is necessary. Examples of the discussion/questions were:
 - What are the characteristics/reasons people referred to VR who were not served, closed pre-plan, closed from a plan without a rehabilitation, etc.
 - Can this data be broken down by age, referral source, county of residence, etc?
 - What happens to those individuals served by VR but do not reach a successful rehabilitation status?
 - How does this information relate to transition aged youth and the goal of achieving employment while still in school? Should we be tracking data for the transition aged youth?
 - It was also commented that this data should be shared more widely with CDDP’s, local Employment First leadership groups, and other key stakeholders.
 - Stephaine indicated the plan was to pull this data more regularly and drill deeper into the data to address the concerns/questions expressed.
- It was asked if the proposed outcome measures in the Integrated Employment Plan address this discussion about data. Mike answered not directly. But the thinking is that there would be sets of data regularly collected and analyzed beyond what is being proposed as the specific outcome measures.
- **Additional discussion on the school transition process and/or data needs included:**
 - Enhance use of the Summary of Performance as a planning tool and data source is a strategy being discussed
 - Data around job retention would be helpful.

- Stephaine mentioned there is retention data in the VR system and that can be added to the data set.
 - Mike mentioned we will be discussing with the Employment Department to see what data we can get from them and what arrangements would be necessary to do that.
- **Additional discussion about transitions services, capacity needs and service forecasting included:**
 - Is there a way to forecast a little better for who will be in transition in the next few years so we can look at the capacity needs?
 - Mike- for those enrolled in ODDS services we have data such as birthdates that will help project those in or will be entering transition age services. But this would not include those who might be eligible for I/DD services but have not yet applied and might at a future date.
 - Concern was expressed about the adequate availability of jobs for people and what will happen to individuals if adequate jobs are not readily available or found.
 - Concern was also expressed that in small communities the eventual lack of access to sheltered employment for kids coming out of transition services may limit needed capacity to assure community services are available.
 - Comments were made that an important part of the planning is to assure that no one goes without services and making sure our strategic planning accounts for this as well as having realistic timelines for implementation.
 - It was asked if it is possible to get information from other states that either have or are engaged in the same process, such as Vermont.
 - Mike stated it is and we do have access to national level data as well.
- The importance of the education and adult system working together was expressed with the need to make sure terms and definitions are mutually understood in order to make coordination more effective.

Break

Review and Discuss Integrated Employment Plan – Mike Maley

Mike introduced the Integrated Employment Plan as distributed earlier to the Policy Group members. He said the Plan was to help guide and shape our work and help inform the stakeholders and public. This Plan will be a living document and be subject to changes and improvements as we are informed by our implementation activities.

Mike gave an overview of the general outline of the Plan noting:

- Page 1-8 are intended to give general framework and history
- Pages 8-12 are to try provide a general understanding of the Executive Order and the Employment First Policy as a whole
- Pages 12-25 are a set of transitional pages of the actual plan-definitions, questions, concepts

- Page 25-54 are the plan activities, actions, responsible parties and timelines, performance measures
- Page 54-58 are the outcome statements and metrics
- Page 58-64 are other related or influencing policies.
- Open for comments:
 - Comment: When will this be beginning and will we have enough people to implement the plan?
Response: The plan will be effective November 1, 2013 and it will take several years to be fully implemented.
 - Comment: There are a people that are working competitively but are not directly receiving paid employment services; I am assuming we want to keep track of them as well?
Response: Yes, the intent to include these individuals in the outcomes since they are enrolled in the services and getting case management or other service that support the totality of their supports, including employment. Suggestion, perhaps striking the terms “goals of employment” from the outcome statement?
 - Comment: If someone is employed, and they are in the same job for 10 years, are they still counted?
Response: Yes
 - Comment: Concern that the numbers of people to receive employment services in the EO is too ambitious.
Response: These are targets we are expected to meet.
 - Comment: The outreach to the business community does not seem to be represented strongly enough in the plan.
Response: Work with the business community is intended to be fully represented in the plans/actions. We will look at seeing how to make this stronger. It was also noted that DHS is working with DD council to develop a campaign for business and in responding to the ‘closing the employment gap’ report. This work will feed into the recommendations of the redesign of the state workforce system.
 - Comment: Where does school fit in?
Response: The plan is intended to be inclusive of the education in general and with the ODE responsibilities under the Executive Order in particular.
 - Comment: Since transition services are large part of the strategy and work, should there not be some outcome measures that relate directly for transition age students. For example, if we limit enrollment to sheltered workshops and no job is obtained upon leaving school, where are those people going and how do we track that and determine what is and is not working for that population.
Response: We can certainly consider outcome statements for this issue. Since the Plan is intended to be a working document, adding new outcome statements can be accommodated. We can place this on future agendas and discuss more fully. At the very least we can keep data on the issues at hand and make policy/practice decisions based on that information.

- Comment: What about the people that are transitioning to college? Don't see anything about this in the plan.
Response: The Plan is intended to recognize post-secondary education and options for people as a means to being on a pathway to employment and career planning. We will look at this more fully and keep this on the record as an issue to be addressed.
- Comment: We should add 'working age adults' definition to metrics and include it in the footnotes. As defined by EO-concerned pages will get separated.
- Comment: There is a concern about the definition of definition of discovery-concerned about discovery happening before job development.
Response: We will look at that definition.
- Comment: The concept of systems change is important and needs to have a fiscal component to the analysis. There is nothing in the plan that discusses fiscal analysis or other types cost or fiscal modeling to help aid in the strategic discussion. Topics such as looking as costs, benefits, return on investment, etc. need to be addressed.
Response: We look at adding language to address this discussion point.

Update Report and Discussion Career Development Plan – Julie Huber

Three handouts. Career Development Plan must include a vocational assessment piece. Looking for input today, other groups will have input and then we will pilot this process. First part is to understand what the person wants for their current plan year. The 3rd page has a benefits planning section-still working on this tool. We don't want to have any surprises; we have to figure out systemically how all the pieces of the puzzle fit together with other different working parties. The goal is to have a comprehensive document without making it too big.

- Open for comments:
 - Comment: As a state policy, do we really want as indicated on the form the first question to give them a choice to want to be unemployed?
Response: If you check you don't want to be employed then you would go to the decision making tool-how did that person make that decision. We don't want people who say I just don't want to work and leave the discussion at that.
 - Comment: Isn't there another way to format the questions-we don't really want people to set goals to not be employed
Response: Julie-will look at changing this format and not make it an aspiring goal to be unemployed
 - Comment: This personal profile might not be able to be filled out in one sitting
Response: We have several people helping us and piloting other tools and helping us decide on tools that we would finally want to use.
 - Comment: How do we gather data around this material?
 - Response: We are working to broaden our data sources. One key strategy is implementing an electronic case management/record system.

- Discussion about support for families as well as what the individual needs
- Comment: Are we in conversation with DOE and see this come into play?
Response: We are still working on discovery process and how this related to education services. Roberta-suggestions to make a single page insert that go to the transition teams
 - Comment: Suggestion to make a single page insert that goes to the transition teams.
 - Comment: Schools are willing to do an assessment if it's something simple they could complete and just hand over to VR, they do so many other assessments why can't we use the same tool?
Response: Our goal is to make this a seamless as possible
 - Comment: Why can't we use that same tool?
Response: That is something the TACT team can look into
 - Mike- We also have to put out a policy around this career development plan-so we will have to come up with a policy statement and a plan for implementation. EO has a few beginning stages of how to start it.
 - Comment: When will this actually go live?
 - Response: We have to have the policy and practice in place by January 1, 2014. We are still working on the actual policy statement and the total implementation schedule. We envision a pilot phase so we can revise as necessary before going to a larger scale.

General Comments:

- Comment: Can we have updates or some other form of updates from key workgroups?
Response: We will begin to incorporate updates as part of our ongoing agendas.

Next meeting is December 5th – at the Cherry Ave center

Wanting to come up with a 6 month schedule, and then revisit after those 6 months on frequency etc...

Follow up Action Items:

Employment First team to:

- Finalize September meeting minutes, add final date to bottom of document and post to web site
- Make changes to Integrated Work plan and communicate with group