

Statewide Rehabilitation Council (SRC) Executive Committee Meeting Minutes

January 5, 2023

1:00-3:00pm EST

Attendees:

- Statewide Rehabilitation Council Members: Ronaldo Fujii, Inez Canada, Joe Bellil, Christine Tosti, Naomi Goldberg, Doug Mason (Ex Officio), Steve LaMaster, Olympia Stroud, Cheryl Scott
- Massachusetts Rehabilitation Commission (MRC) Staff: Kate Biebel, Bill Noone

Please Note: This meeting was held remotely.

Meeting was called to order at 1:02 pm by the Chair.

Approval of Meeting Minutes: Chair Canada asked whether there were any corrections to the December 2022 meeting minutes. Ms. Goldberg motioned to approve the December minutes. Mr. Bellil seconded. The December 2022 minutes were approved with no corrections.

OLD BUSINESS

- **Administrative Support update (Ms. Canada)** – Identified candidates for interviews – 4 candidates, this is happening next week. Hopeful to have someone in place and trained by March full SRC meeting. Thanks to members who shared posting, and also Ms. Baczko for coordinating interviews.
- **Membership Updates (Ms. Canada)** – Reviewed membership list and discussed vacancies. We have 2 applications that we'd like to move forward with – one application has been submitted to Boards and Commissions to fill the vacant Unserved/underserved Representative seat. The other application we're trying to find which seat is the appropriate fit.
 - We reviewed current council members who haven't had consistent attendance at the SRC to discuss how to move forward.
 - Vacant seats include Statewide Independent Living Council (SILC) - Chair Canada will work with Ms. Sadie Simone to identify a candidate
 - We agreed to submit the second applicant to replace Business/Labor/Industry Seat 4, as the member has not been active
 - We also discussed the 2 MRC VR Rep seats (non-voting) – MRC may also put both of these out to VR again to see if we have new candidates interested.
 - Reviewed with SRC members term end dates as these aren't as updated as we would have hoped via Boards and Commissions. The group filled in term limits based on information from appointment letters and the Boards & Commissions website. Ms. Canada asked members to send their letters of appointment so the SRC can have them as a part of the records.
 - Members suggested this be discussed again at the SRC March Quarterly meeting

NEW BUSINESS

- **Membership Compliance Trainings (Ms. Canada)** – a one-time Open Meeting Law training is required of all SRC voting members. This is available on the Attorney General's website. Members also need to complete the Conflict of Interest training – this needs to happen

annually. We will be tracking compliance moving forward. Ms. Canada would like people to commit to completing the trainings within the next 6 months, specifically by June 22nd (the full SRC meeting date).

- The Chair will be working with Alison Scher to build a more robust web presence that holds needed materials for SRC members – this is part of a larger MRC website overhaul.
 - Upcoming Open Meeting Law trainings include:
 - **Tuesday, January 10, 2023 at 1:00 PM – 2:30 PM**; Link to register: https://us06web.zoom.us/webinar/register/WN_hj-UttjWQ4eNcgJKkSFEOA
 - **Monday, January 23 at 6:30 PM – 8:00 PM**; Link to register: https://us06web.zoom.us/webinar/register/WN_U-jg28GNTViHbgv422ZUuw
- **2023 DEIA Planning and Implementation (Ms. Canada)** – Reviewed goals identified in the roadmap and reporting our progress. This includes:
 - **SRC Membership Recruitment** – discussed using Empower to Employ as a potential source of candidates and distributing SRC recruitment materials (when complete) through that program.
 - Discussed how to access Business and Industry reps within specialized business associations – discussed reaching out to Assistant Commissioner Joan Phillips to see if these connections are happening.
 - Discussed importance of reaching out to Deaf and Hard of hearing individuals. Should we be more explicit in our messaging around recruitment and diversity? Discussed reaching out to Mark Dore from MRC to identify someone from the Deaf Community to participate to insure representation. Mr. Fujii also has a potential recommendation re: a Deaf member.
 - Ms. Scott suggested adding membership update and recruitment needs as part of regular SRC meetings. We have reached out re: recruitment of BIPOC members via referrals from SRC Ex Team members.
 - **Building Equity into the Climate of the SRC** – have tried to make meetings more welcoming/less formal. Provided access to MRC DEIA training series. Still areas we could do better – trying to have quarterly meetings with a more equity focus. We could use more of a round-robin style to collect agenda items, as well as utilize some of the assessment tools we have from the DEIA consultation. Mr. Fujii acknowledged our growth in having “pulse checks” with our meetings. Ms. Tosti acknowledged our use of consensus building strategies.
 - **Support access to MRC VR Services for Equitable Employment Outcomes** – Ms. Scott contributed that we were making progress on this goal, referencing the work of the services experience survey. Discussed potential of watching to see how data comes in and having strategies to address as we learn more.
 - **Engaging with the Community** – we are starting on this one – haven’t done a lot on this in the last year (with the exception of the MRC Explore Possibilities Summit). Could maybe have an SRC focused time/session with future Summits.
 - We are discussing with the Office of Individual and Family Engagement about presenting at an upcoming Forum focused on advisory boards/panels.

- **Develop SRC Orientation Materials** – we are fairly far along with this area. We can include some of the materials from the HMA engagement as part of our SRC orientation.
- **Committee Reports**
 - **Policy Committee – Naomi Goldberg**
 - Haven't met since last meeting.
 - **Needs Assessment Committee- Ronaldo Fujii**
 - Met on December 17th. Discussed status of services experience survey. January meeting has been cancelled as it conflicted with the Office of Individual and Family Engagement Forum.
 - **MRC Diversity Equity Inclusion and Accessibility Council Representative- Doug Mason**
 - Almost at one year mark of this committee – work was slow at first, but more movement has happened with our most recent DEIA Manager.
 - Will develop a more comprehensive summary to share at the March Qtrly meeting.
 - **State Plan Committee – Joe Bellil**
 - Next meeting is Feb 8th to start discussion of process for SRC FFY24 recommendations.
 - **Business and Employment Opportunities Committee -Steve LaMaster**
 - Next meeting is Feb 9th hope to have draft recruitment materials for review
 - **Operations** – Ms. Canada reminded chairs to send recurring invites to their committee members for 2023. Also reminded chairs that they could consider co-chairs – if interested, reach out to Ms. Canada with the name of the proposed co-chair.
- **MRC VR Operational & Service-Related Updates (Ms. Biebel)**
 - **Transitions** – reminder that Charlene Coombs is retiring in a few weeks.
 - **Shifts in VR Leadership**
 - In process:
 - Malden – recommended Area Director candidate backed out during negotiations – will repost
 - Hyannis – have an identified Area Director candidate
 - **NextGen**
 - Heavy targeted marketing using social media – using age, towns as filters to ensure appropriateness for the program.
 - The NextGen team will be presenting on updates at the March full-SRC meeting.
- **Consumer Newsletter & Disability Forum (Ms. Biebel)**
 - **Listening and Learning Forum-** January 17th (4:30pm) is the next forum. The topic (tentative) is on Assistive Technology. If you are not able to attend the forum, you can still register and will receive a copy of the presentation slides, and any resources shared during the live discussion.
- **Open Mic**
 - **Employment rights workshops** - 3 interactive, free, employment rights workshops offered by CAP. Offered a few times a year. [Please click here for more info.](#)
 - **Jobs related to farming and agriculture** – 50% of grant recipients are BIPOC, trans, etc. Info can be found here - <https://www.youngfarmers.org/youngfarmergrants/>

A motion to adjourn was made by Mr. Fujii. The motion was seconded by Mr. Bellil. Chair Canada adjourned the meeting at 3:00 pm.