

Minutes of SRC Executive Committee meeting

Attendees: Jim Riley, Steve Aalto, Alan Greene, Dawn Clark, Joe Bellil, Commissioner Toni Wolf, Kate Biebel, Naomi Goldberg

Date: 8.1.18

Commissioner update

- Supported Work Program – SES
 - What is the result of MRC exploration re: SES – Commissioner to report on at Sept meeting
- Provided MRC staffing update – Executive Committee (EC) will consider what consistent data SRC should be examining, where progress can be measured. Examples could include:
 - Census in offices, caseloads of VR counselors
 - # of successful employment outcomes

SRC job is to advise – need to know from MRC about what we need advising on? SRC obligation is also to the public, to bring up issues that MRC should be addressing.

EC Process

- Responsibility of EC to f/u on outstanding questions from the SRC (e.g., transportation).
- What is the process of soliciting leadership and membership on the EC?
- Alan and Dawn need to be replaced on the EC. There is supposed to be a rotation process.
- Elections are supposed to happen in Sept – there is a nominating committee

Committees

- Only standing committee we need to have per the by-laws is By-Laws and Nominations (Naomi). Can also do committees based on substantive issues of concern. Discussed having other standing committees (e.g., state plan and interagency (Joe B) and Statewide consumer needs assessment (Rich).
 - Joe B says his group is functional and works well. Joe is recommending that EC composition also invite the chairs of the standing committees.

Marketing/communications

- Need to give more focus to this

Minutes/meeting prep

- Make sure minutes go out ahead of time so they're being reviewed
- Send out materials/data ahead of time, and expect folks to review
- Expectation needs to be stated to all members

State Plan and Interagency Committee – Joe Bellil

- Recommending to not make new recs this year.
- Will coordinate with other committees re: responses to the recommendations. Joe will pull this info together, and get back to SRC.

By-Laws and Nominating – in AR calls it Policy and Nominating Committee

- Policy part
 - Weighing in on OOS, CAP is going to be submitting comments on upcoming meeting
 - Opportunity to engage Policy Committee with work of MRC policies and procedures team.
- Nominating
 - Do we want to think about Nominating as a workgroup, separate from Policy – to help focus on membership....and then disband? Could also be function of EC.
 - Like to prioritize people who are current or recent consumers

Ex Committee Meeting – October tentative agenda

- Have discussion about what data we want to have ongoing.....and what we want to bring to the SRC.
- Think about structure of committees in general – do we want co-chairs?
- Set the SRC agenda
- Membership of SRC
 - Expectations of Membership – engage in committees? Come to SRC meetings?
- Process of how information flows from SRC to EC to committees
- Focus on membership and nominations?
- How to advertise SRC membership with MRC consumers – one pagers or cards for counselors re: Max Ob
- By-laws discussion?
- When full SRC meets (day/evening?)
- Updates on other Committees
 - Statewide Consumer Needs Assessment
 - Business Opportunities and Employment Committee
 - Unserved/Underserved
- How to manage/frame SRC recommendations moving forward
- SRC process
 - Eliminating Save the Dates?
 - Calendar invites for all SRC meetings
 - Discuss staff support of SRC meetings

To do

- Get the list of official members, ex officios, vacancies (and roles)
- Is SRC part of orientation process?
- Invite Committee Chairs to EC meetings moving forward
- Need more staff support to SRC committees
- Dec 2018 meeting have MRC Legal come and do primer on open meeting law
- 3 hours for SRC meeting
- Send ABLE one pager to EC