



MASSACHUSETTS REHABILITATION COMMISSION

STATEWIDE REHABILITATION COUNCIL

Chairperson
Dawn Clark

Vice Chairperson
Alan Greene

Secretary

Members at Large
Steve Aalto

SRC Order of Selection Working Group

600 Washington Street Boston MA, 02111

August 10, 2018

1:00 PM to 3:00 PM

Meeting Minutes

Call to Order/Introductions

- Commissioner Toni Wolf (MRC), Duty Commissioner Kate Biebel (MRC), Bill Noone (MRC), Theresa Casey (MRC) Inez Canada (MOD), Dawn Clark (SRC), Doug Mason (Ex-Officio), Steve Aalto (SRC), Naomi Goldberg (SRC), Feleshia Battles-Byrdsong (SRC), Michael Stepansky (DMH), Kevin Goodwin (Ex-Officio)
- Participated remotely: Owen Doonan, Ellie Starr (SRC)

Approval of Meeting Minutes

- Naomi Goldberg made the motion to approve of the August July18, 2018 meeting minutes
- Doug Mason seconded the motion
- All members in favor

Old Business

- Three regional meetings have been scheduled with MRC staff in September to visit and to educate and discuss the Order of Selection (OOS). During this meeting, all MRC Staff will receive an update regarding the accomplishments of this working group. A draft policy will be available to all employees to be used as a guide to the OOS policy.

New Business

- Paula Euber the Director of the Springfield Vocational Rehabilitation Area Office gave a presentation on how Vocational Rehabilitation (VR) counselors establish consumer priority categories.
 - o The person inquiring about services first attends an orientation at an area office regarding services for vocational rehabilitation or employment.
 - o Once they orientation has been completed, an intake will take place with the potential consumer to establish eligibility. The counselor will discuss educational history and work history in order to learn about the consumer's abilities and limitations. During this initial meeting the potential consumer will sign a release of medical and/or psychiatrist records for the counselor to review all relevant needs of the consumer.

- When the counselor reviews all the information gathered and OOS checklist, a letter will be sent informing the consumer of their eligibility.
- If determined eligible, a letter is sent to the consumer and placed on a 90 day waitlist. During that 90 days, the counselor reviews consumers records gathered during intake and the Order of Selection Functional Capacities Checklist.
- After the 90 days, the counselor will schedule a meeting with the consumer to determine the consumer's interest they would like to find employment, focusing on their abilities, limitations and struggles that may become barriers to successfully meet their employment choice. Limitations and barriers could include:
 - Transportation to get to work,
 - Is the employer able to meet the needs of the consumer or is the consumer capable of doing the job.
 - If the counselor feels the consumer is not capable of meeting the needed skills they will assist the consumer to consider and looking at other employment options.
 - The counselor will schedule periodic meetings depending on need, this varies by counselor. All cases are individualized to meet the consumer's goals. All abilities and limitations are considered when assisting with the choosing employment. MRC is focused on guided the consumer into the education or training that will result in successful employment.
- The Order of Selection checklist was designed in 1986 to be used to gather as much information as possible when determining eligibility of services. At this time the checklist cannot be modified in anyway.
- Commissioner Wolf's request of those Working Group, is to provide recommendations of changes to be made on the OOS Checklist. These recommendations will be reviewed at the SRC meeting on September 11, 2018. If the working group agrees with the recommendations for changes to the OOS these changes have to go to the State Plan Committee and the RSA. It will take a few months to make these changes.
- Commissioner Wolf will make a recommendation to the SRC committee at the September 11, 2018 meeting to make the OOS Working Group a subcommittee of the SRC.

Next steps

- Identify Difficult functions on the OOS check list
- Discussion of the draft OOS policy for RSA will be presented at the September 20, 2018 meeting.

Meeting Adjoined at 4:07

Next Meeting: August 29, 2018