**STATE REHABILITATION COUNCIL (SRC)**

**4th Quarterly Meeting**

**Friday, August 4, 2023**

**9:00 AM – 2:00 PM**

**MINUTES**

**Attendees:**

**SRC Members Present:**

Annette Tashiro (Disability Advocate Group & SRC Chair)

Sandi Jakob (Vocational Rehabilitation Counselor-Private)

Judy Guajardo (Statewide Independent Living Council, Chair)

Scott Hedrick (Business Industry and Labor, US DOD-Navy)

Vickie Kennedy (Disability Advocate Group)

Sean Knox (Workforce Development Council)

Howard Lesser (Client Assistant Program)

Ramon Luiz (Business Industry and Labor-American Job Center)

Catherine Taylor (Disability Advocate Group)

Nani Watanabe (Disability Advocate Group)

Stan Young (Disability Advocate Group)

Dr. Heather Chapman (Department of Education)

**SRC Members Absentees:**

Tira Kamaka (Community Rehabilitation Program)

Meriah Nichols (Former VR Recipient)

Rosie Rowe (Parent Training and Information Center)

Other Attendees:

Lea Dias – Division of Vocational Rehabilitation Administrator

Nancy Quinsberry-DVR

Gregg Van Camp-DVR

Isabel Mejia Ramos-DVR

CART – Karyn Rei

ASL-Regina Sapko, Carie Sarva, Erika Peery

General Public:

Dr. Nathan Murata, Dean, UH College of Education

Mary Alice Rodrigues, Kailua-Kona

Donald Sakamoto, Citizens for a Fair ADA Ride

1. Call to Order

Chair Annette Tashiro called the State Rehabilitation Council 4th Quarterly Meeting to order at approximately 9:08 AM. Chair Tashiro apologized for not being able to attend in-person due to testing positive for COVID.

Housekeeping remarks: Chair Tashiro explained the OWL technology being used and the need to be mindful of speaking one at a time and identifying oneself when recognized as the speaker.

1. Roll Call and Attendee Self Introductions

Chair Tashiro utilized the Membership Roster prepared by the SRC/DVR Liaison, Gregg VanCamp.

1. Consent Agenda

Chair Tashiro facilitated the approval of the Consent Agenda (Attached):

* 1. Approval of Minutes – May 19, 2023
  2. State Rehabilitation Council Partner Council Reports
  3. State Rehabilitation Council Standing Committee Reports

Howard Lesser moved and Vickie Kennedy seconded to approve the consent agenda. Being there was no opposition; motion carried.

1. State Rehabilitation Council Verbal Reports

Chair Tashiro facilitated the Verbal Reports that included:

Chair’s Report

Chair Tashiro reported that she had attended several consumer meetings such as the Self-Advocacy Advisory Council sponsored by the Division of Developmental Disabilities, Kupuna Caucus sponsored by State Senator Sharon Moriwaki and Representative Troy Hashimoto, and other community meetings.

DOE Report

Dr. Heather Chapman reported that DOE has launched their Transition Assessment website. Also, the DOE/DVR Guidelines for Transition Services was reviewed for approval by the Attorney General. She thanked Cheryl Matthews from DVR for collaborating and working together on this major document. It is now official and ready for launch. A national technical assistance collaborative will be creating cross-training to bridge DVR and DOE service providers so that school business enterprise initiatives, work base learning and other promising practices will come to fruition.

Howard Lesser entertained a question to Dr. Chapman regarding data-based metrics. Dr Chapman responded that she will be working with the interagency partnership regarding a product that would answer the necessary components.

Workforce Development Council Report

Sean Knox reported that the Workforce Development Council has also been going through various changes. There is a new Executive Director Bennette Misalucha and Board Chair Ken Loui who replaced Alan Hayashi. A Job Outlook Conference is being held on September 26, 2023, at the Sheraton Waikiki. The Keynote Speaker will be Paul Brubaker who can explain the future of employment in Hawaii in layman’s terms.

1. Guest Speaker

Theresa Hamrick stepped in at the last minute for the NCSRC Chair, Graham Sisson of Alabama who was ill. Theresa is a veteran and founding member of the NCSRC. She also sits on the Oklahoma Rehabilitation Council. Ms. Hamrick gave a short disclosure that many of the newer members may not understand everything she wanted to cover and wanted to make SRC members more comfortable with the WHY of the State Rehabilitation Council. “Orientation is the first foot forward;” and why she was asked by Chair Sisson to give the SRC members a background on their roles. She gave a brief history of the Rehabilitation Act (which made 50 years old this year) and how it drives the Vocational Rehabilitation efforts in all the US States and Territories. State varies in their services to the: consumer, participant, or customers and the categories as: Most Significant, Significant, Least Significant (depending on State rules and definition). Most State SRC members are appointed by the Governor. Ms. Hamrick asked if Hawaii had any problems with the Governor’s appointments. We did not but she explained that some other States had that major barrier. She gave an extensive explanation of NCSRC and CSAVR roles on the national front. (Full excerpts of the presentation will be edited from the CART for review)

1. Division of Vocational Rehabilitation (DVR) Data Report

Chair Tashiro formally announced that Lea Dias is the new Hawaii Division of Vocational Rehabilitation Administrator. VRA Dias reviewed the following handouts. (See attached)

* 1. Status of Total Served
  2. Status of HDVR Data by County last Quarter
     + New Applicants
     + New Determined Eligible
     + New Individualized Plan for Employment
     + New Cases Closed
  3. Status of HDVR Competitive Integrative Employment Detail
  4. Status of Pre-ETS
  5. Status of Fair Hearings

1. Division of Vocational Rehabilitation (DVR) Verbal Updates

VRA, Lea Dias continued with the verbal updates including her first few days on her official assignment as the Department of Human Services, Division of Vocational Rehabilitation Administrator.

She explained that DVR is still under a Corrective Action Plan (CAP). The US Department of Education, Rehabilitation Services Administration (RSA) monitors the agency and the program areas that require action (27 in different areas). To date 14 out of the 27 have been resolved. The others cover fiscal issues which have been challenging since they attached to specific coding and staffing issues.

There were clarification questions and follow-up responses regarding how DVR will be working to resolve necessary requirements. Chair Tashiro reminded the SRC members how important this organization is toward supporting the future endeavors of the DVR. (See attached excerpt)

1. New Business

Chair Tashiro entertained motions for the following agenda items:

* 1. Confirmation of Officers: Howard Lesser moved and Nani Watanabe seconded to vote on the following Executive Officers: SRC Chair-Annette Tashiro, Vice Chair-Meriah Nichols, Secretary-Tira Kamaka. Motion carried.
  2. Confirmation of Standing Committees Chairs: Sean Knox moved and Vickie Kennedy seconded to confirm the following Chairs for the Standing and Ad Hoc Committees: Legislative-Howard Lesser, Membership-Nani Watanabe, Needs Assessment-Meriah Nichols, Policy and Procedures-Catherine Taylor, State Plan-Annette Tashiro, Media Ad Hoc-Howard Lesser, Budget Planning-Stan Young and Vickie Kennedy Co-Chairs. Motion carried.
  3. FY 23-24 Meeting Schedule-Proposed

Chair Tashiro reviewed the FY 23-24 Meeting Schedule. There was no opposition expressed. Dr. Heather Chapman stated her regrets that she will be absent from the November 17, 2023, meeting due to a previous commitment to the DOE Quarterly Meeting. She will send in her report for the 1st SRC Quarterly meeting, scheduled for November 17, 2023. There was a discussion with meeting sites. Catherine Taylor volunteered to check with Maui Community College for a meeting on Maui. Sites for the other meetings will be discussed through emails or other means. Chair Tashiro will do follow-ups as soon as possible. There were no other concerns over meeting dates. Other Quarterly Meeting dates scheduled remains as:

* 2nd Quarter, Friday, February 16, 2024 (Presidents’ Day weekend)
* 3rd Quarter, Friday, May 17, 2024
* 4th Quarter, Friday, August 23, 2024

1. Old Business

Budget Overview

Stan Young presented the draft budget as disseminated with the Quarterly Meeting materials. Members reviewed the budget and there were discussions on whether there were any additions. S. Young posed a question to VRA, Dias on the timeline for approval of the budget. Administrator Dias asked if the draft was ready for submittal.

Sandi Jakob moved, and Catherine Taylor seconded to approve the proposed budget to be submitted to DVR for consideration. There was no opposition. Motion carried.

1. SRC Report Deadline

Chair Tashiro requested clarification on what timeline is used for the Annual SRC report to the Governor. The SRC Report is included in the DVR Federal Annual Report which is due to the Governor by December 15. DVR must do a State Fiscal Year Report and a Federal Fiscal Year Report both reviewed by the Governor. After explanations by the VRA and SRC Liaison, it seemed more prudent to stick to the Federal Fiscal Year timeline (October 1, 2022 – September 30, 2023). According to the SRC Liaison, that timeline helps the Membership Committee to do the recruiting of future members and have applications reviewed and submitted in time for the Legislative session and reviewed by the State Senate before being recommended to the Governor for approval.

1. Upcoming Events

* 1. Fall ‘23 NCSRC/CSAVR Conference (Tentative 10/28-11/1/23)
  2. Spring ’24 NCSRC/CSAVR Conference (Tentative 4/6-10/24)
  3. DVR Ho`opono, Blind Services Branch will be holding the Annual White Cane Walk at the State Capitol will be held on October 20, 2023

1. Comments from the Public

Stan Young shared that the Blind Vendors at the Honolulu Airport had challenges during COVID. They received $834,000 loan from Bank of Hawaii and was able to re-invest it to assist the Ho`opono Randolph Shepard fund for other Blind Vendors going through financial hardships. Last week the Blind Vendors contributions totaled $1.9 million. Through the fund they were able to contribute to the Hawaii Foundation for the Blind which also benefits people with HIV. Friends of Ho`opono received $10,000 an another $10,000 was split to help various divisions of the Lions Club. There were many more beneficiaries from the Blind Vendors throughout the years.

Mary Alice Rodrigues shared that she was from Hawaii island and worked in Workforce Development specifically in Veterans Rehabilitation in San Francisco. She returned to her roots on Hawaii Island and presently lives in Kailua-Kona. She gave a lengthy background of her employment experiences in San Francisco.

1. Adjourn

SRC 4th Quarterly Meeting adjourned approximately at 2:00 PM

Respectfully submitted by: Annette Chiyo Tashiro

Client Assistance Program (CAP) Report for SRC meeting

submitted 7/20/23 by Howard Lesser

● assisted in planning agenda for SRC meetng

● two Ho’opono clients referred to CAP

● one CAP client IPE referred to Supported Employment

program

● one CAP client IPE planned for Supported Employment

program

● one CAP DOH-DD client case reopened for IPE and referral

to Supported Empl oyment program

● CAP and DOE Transition staff are schedule to meet to discuss transition issues and priorities

● DVR/CAP meeting planned on 8/25/23.

***SILC Report for SRC Quarterly Meeting August 4, 2023***

***Submitted by Judy Guajardo, Chairperson SILC Representative***

*The Statewide Independent Living Council of Hawaii (SILCH) continues to promote independent living, skill building, peer support, individual and system advocacy, and transition services for youth and people who are aging as requested by consumers in their communities statewide.*

Activity report since the last SRC meeting on May 19, 2023

May 5 – 2:00 PM – 3:00 PM – Kupuna Caucus via Zoom with Senator Sharon Moriwaki. Guest speaker from Kokua Mau to introduce care resources for persons and their family with serious illness.

May 9 – 8:00 AM – 9:00 AM – National Volunteer Caregivers Network (NVCN) – via Zoom – Best practices for direct service delivery to seniors throughout the nation.

May 11 – 9:00 AM – On Demand peer-to-peer discussion addressing the Disability Innovation Fund (DIF): Pathways to Partnerships hosted by ILRU

May 16 – 2:00 PM – 3:00 PM – Leadership in Funding training and strategy session with John Ciambrone. Hosted by Na Hoaloha Board of Directors

May 19 – 10:00 AM – 1:00 PM – SRC Quarterly Meeting via Zoom

May 24 – 9:00 AM – 4:00 PM – SILC office Oahu – met with Annette Tashiro, Letty Zuno and Patrick Gartside to organize, inventory and plan steps to closing the physical office of SILC to transition to a remote operation.

May 31 – 8:00 AM – 4:00 PM – “Matter of Balance” coach training for Falls Prevention facilitated by Maui Health Care System – Trauma Center

June 6 – 8:00 AM – 9:00 AM – Community Care Corps – online introduction to the RFP for volunteering organizations for innovation and program development.

June 8 – 9:00 AM – 11:00 AM – Kupuna Community Partners (formerly IDT) with Public Health Nursing to address specific cases for collaboration on care resources.

June 9 – 1:00 PM – 2:00 PM – meet via Zoom with Roxanne Bolden, ED for AILH and Letty Zuno, ED for Access to Independence to work on the State Plan for Independent Living (SPIL) for the 2023/2024-year extension.

June 13 – 8:00 AM – 9:00 AM – Monthly NVCN roundtable discussion to address community and national needs to better health and services for older adults and persons with disabilities.

June 16 – 4:00 PM – 5:00 PM – Instructional webinar – Understanding the Experience and Outcomes of Students with Disabilities who have 504 plans.

June 20 – 10:00 AM – 11:00 AM – Falls Prevention presentation to the Hawaii Government Employees Association (HGEA).

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June 20 – 1:00 PM – 2:30 PM – SILC Board Members meeting

June 22 – 11:00 AM – 12:00 PM – SILC meeting via Zoom with CIL directors, Roxanne Bolden, and Letty Zuno, to continue work on the budget and extension of the SPIL for FFY 2024.

June 28 – 11:00 AM – 12:00 PM – Kupuna Coalition meeting via Zoom presentation by City and County of Honolulu EMS on Falls Prevention – Data and Strategies.

June 29 – 11:00 AM -2:00 PM – Annual Luncheon with Aloha United Way to recognize community partner agencies.

June 30 – Submission of the FFY 2024 SPIL Extension to Erica McFadden.

July 13 – 9:00 AM – 11:00 AM – SILC Board member monthly meeting

July 14 – 10:30 Am – 11:30 AM – Zoom meeting with Ann McDaniel to make plans for SILC new member orientation scheduled for August 9th.

July 18 – 2:00 PM – 3:00 – Leadership Meeting for Fundraising Strategies with John Ciambrone and Na Hoaloha Board of Directors.

July 19 – 8:30 AM – 4:30 – Training Day for Community Health Worker Intern from UH Maui College. This is part of the summer program for fast tracking students of Human Service Department through a grant from Hui No Ke Ola Pono Health. The program is designed to help provide work force for health care agencies and non-profits.

July 28 – 10:00 AM– 11:30 AM – Conduct a Volunteer Orientation.

Respectfully submitted by

Judy Guajardo, Chairperson for SILC of Hawaii

SRC 4th Quarterly Meeting

August, 2023

Membership Committee Quarterly Report

Submitted by Membership Committee Chair Nani Watanabe

1. The following SRC Members were on interim status, unable to be confirmed and appointed at the 2022 legislative sessions. They were finally confirmed and appointed on March 06, 2023 for the term that expires on June 30, 2025. However, due to SB313 (2023), the CAP representative is exempt from term limits.
   * Representative of Client Assistance Program (CAP) – Howard Lesser
   * Representative of Statewide Independent Living Council (SILC) – Judy Guajardo
2. The following SRC Member has been confirmed and appointed on April 18, 2023 to serve their 2nd term that expires on June 30, 2026
   * Representative of Disability Advocacy Group – Vickie Kennedy
3. The following SRC applicants have not had their testimony hearing for consideration during 2023 busy legislative session. However, the Governor’s office, Boards & Commissions has granted them interim status as board members and will be appointed at the 2024 legislative sessions. Welcome aboard:
   * Representative of Workforce Development Council – Sean Knox
   * Representative of Business, Industry, and Labor – Ramon Ruiz
   * Representative of Qualified Vocational Rehabilitation Counselor – Sandi Jakob
4. The following is the 2024 (July 1, 2023 – June 30, 22024) SRC Roster:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| # | **Composition** | **Member Name** | **Term Begins** | **Term Ends** | **Term status** |
| **1** | [Statewide Independent Living Center Representative](https://www.law.cornell.edu/cfr/text/34/370) | Judy Guajardo | 7/1/2022 | 6/30/2025 | First |
| **2** | At least one Representative of a Parent Training & Information Center (§348-8(a)(1) | Rosie Rowe | 7/1/2020 7/1/2022 | 6/30/2022 6/30/2025 | First  Second |
| **3** | At least one Representative of the Client Assist Program (§348-8(a)(2)) | Howard Lesser | 7/1/2022 | 6/30/2025 | Exempt |
| **4** | Qualified Vocational Rehabilitation Counselor (§348-8(a)(3)) | Sandi Jakob | 7/1/2023 | 6/30/2026 | Interim Status |
| **5** | Representative of Community Rehabilitation Program Service Providers (§348-8(a)(4)) | TIra Kamaka | 7/1/2021 | 6/30/2024 | First |
| **6** | 1. Representative of Business, Industry, and Labor (§348-8(a)(5)) | Scott Hedrick | 7/1/2021 | 6/30/2024 | First |
|  |
| **7** | 2. Representative of Business, Industry, and Labor (§348-8(a)(5)) | Ramon Ruiz | 7/1/2023 | 6/30/2026 | Interim Status |  |
|  |
|  | 3. Representative of Business, Industry, and Labor (§348-8(a)(5)) | Vacant | 7/1/2021 | 6/30/2024 | First |  |
|  | 4. Representative of Business, Industry, and Labor (§348-8(a)(5)) | Vacant |  |  |  |  |
| **8** | Representative of Business, Industry, and Labor (§348-8(a)(5)) | Nani Watanabe | 7/1/2020 7/1/2022 | 6/30/2022 6/30/2025 | First  Second |  |
| **9** | Representative of a Disability Advocacy Group (§348-8(a)(6) | Catherine Taylor | 7/1/2021 7/1/2022 | 6/30/2022 6/30/2025 | First  Second |  |
| **10** | Representative of a Disability Advocacy Group (§348-8(a)(6) | Stan Young | 7/1/2019  7/1/2022 | 6/30/2022 6/30/2025 | First  Second |  |
| **11** | Representative of a Disability Advocacy Group (§348-8(a)(6) | Vickie Kennedy | 7/1/2021  7/1/2023 | 6/30/2023  6/30/2025 | First  Second |  |
| **12** | Representative of a Disability Advocacy Group (§348-8(a)(6) | Annette Tashiro | 7/1/2020 7/1/2022 | 6/30/2022 6/30/2025 | First  Second |  |
| **13** | Current or Former Recipient of Vocational Rehabilitation Services (§348-8(a)(7)) | Meriah Nichols | 7/1/2021 | 6/30/2024 | First |  |
| **14** | At least one Representative of the State Educational Agency Responsible for the Public Education of Students with Disabilities (§348-8(a)(8)) | Dr. Heather Cahpman | 7/1/2022 | 6/30/2025 | First |  |
| **15** | One Representative of the State Workforce Development Council (§348-8(a)(9)) | Sean Knox | 7/1/2023 | 6/30/2026 | Interim Status |  |
|  |
| **16** | Administrator of the Vocational Rehabilitation Division of the Department of Human Services (§348-8(a)(10) ex-officio/non-voting member. | Lea Dias | Exempt | Exempt | Exempt |  |
|  |

Hawaii Division of Vocational Rehabilitation (HDVR) SRC Meeting 4th Quarter – August 4, 2023

Program Year (PY) 2022 (July 1, 2022 – June 30, 2023)

1. Data period for this quarterly report is PY22 Q4 (April 1, 2022 – June 30, 2023)

Total PY22 Served

Q1 Q2 Q3 Q4

VR Participants (VR Case Type) 2,621 3,114 3068 3090

Potentially Eligible (PE): Students with

Disabilities (SWD) – these are not VR Participants but are receiving Pre-Employmetn Transition Services (Pre-ETS). 769 810 808 813

Total 3,390 3,924 3876 3903

The following data reflects VR cases only, data of Potentially Eligible (PE) students with disabilities (SWD) cases are not included in these tables below.

2. Status of HDVR Data by county PY22 Q3

Total PY22 Applications – VR

Applications

by Branch Q1

July – Sept. Q2

Oct. – Dec. Q3

Jan.- March Q4

April - June

PY 2022 Total

Oahu 79 58 54 102 293

Hawaii 48 19 28 3 98

Maui 20 24 24 2 70

Kauai 9 9 26 1 45

Total 156 110 132 114 512

Total PY22 Determined Eligible – VR

Eligibility by Branch Q1

July – Sept. Q2

Oct. – Dec. Q3

Jan.- March Q4

April - June

PY 2022 Total

Oahu 80 53 50 67 250

Hawaii 40 22 23 11 96

Maui 14 20 18 9 61

Kauai 11 6 8 2 27

Total 145 101 99 89 434

Total PY22 IPEs Developed – VR

IPE by

Branch Q1

July – Sept. Q2

Oct - Dec. Q3

Jan.-March Q4

April - June

PY 2022 Total

Oahu 82 109 47 44 282

Hawaii 49 30 21 9 108

Maui 27 12 17 8 64

Kauai 8 17 10 3 38

Total 166 168 95 64 492

Total PY22 Cases Closed (Rehabilitated and Other than Rehabilitated) – VR

Closures by

Branch Q1

July – Sept. Q2

Oct - Dec. Q3

Jan.-March Q4

April - June

PY 2022 Total

Oahu 134 108 63 27 332

Hawaii 51 28 27 10 116

Maui 41 6 2 6 55

Kauai 16 19 8 3 46

Total 242 161 100 46 549

Total PY22 Rehabilitated in Competitive Integrative Employment – VR

CIE Q1

July – Sept. Q2

Oct - Dec. Q3

Jan.-March Q4

April - June

PY 2022 Total

Total 15 8 12 0 35

3. Status of HDVR Cases Closed - Rehabilitated in Competitive Integrated Employment

Total PY22 Q3 Successful Rehabilitations by Branch/Section Detail – VR

Branch Position Hourly Wage Hours/Week

1 Hawaii Hilo Forest and Conservation Workers $17.58 40

2 Maui Customer Service Representatives $14.00 25

3 Maui Customer Service Representatives $14.00 35

4. Status of HDVR Potentially Eligible (PE) Student with Disabilities

Did not

apply to VR Program Applied to VR Program

# % # %

With Section 504 Accommodations 9 64.29 5 35.71 14

Receiving Services under IEP 372 69.79 161 30.21 533

No Section 504 and no IEP 160 53.87 137 46.13 297

Total 541 64.1 303 35.9 844

PY22 Q4 Students with Disabilities

Service Type In-House Purchased Expenditures

1 Job Exploration Counseling 721 9 .

2 Work based learning 720 143 $23,485

3 Counseling on opportunities for enrollment in comprehensive transition or post-secondary education programs at institutions of higher education 692 47 $2,999

4 Workplace readiness training to develop social skills and independent living 721 213 $42,208

5 Self-advocacy skills 695 21 $2,999

Total 3549 433 $71,691

HDVR obtained new information and clarification about Pre-ETS coding and tracking in the Division’s case management system of record, Akamai-aware which resulted in a Corrective Action. HDVR staff are currently engaged with our technical assistance team to ensure alignment and validity of data captured for students with disabilities in the state

5. Status of HDVR Fair Hearings

Form RSA-722 Report for FFY2023 (October 1, 2022 – September 30, 2023) thus far;

1. Total requests for mediation this fiscal year – 0

2. Total disputes resolved during mediation process – 0

3. Total requests for impartial hearings this fiscal year – 0

4. Disputes resolved without IHO decision – 0

5. IHO decisions favoring the individual – 0

6. IHO decisions favoring the agency – 1

7. Total civil actions this fiscal year – 0

8. Civil actions resolved in individual favor – 0

9. Civil actions resolved in agency favor – 0

There were no Fair Hearings activity reported for this quarter.

Fair Hearings activity reported for

**Work Plan Review FY 22-23**

**SRC Executive Committee:**

SRC Chair Check-in: Monthly

SRC Executive Committee Meetings: No Executive Committee Meetings held due to different schedules of each member.

Goal of Chair: Meet with each SRC member individually throughout the year.

**SRC Standing Committee**

**Legislative**

Role: Informing the SRC membership and advocating for new legislation and changes to existing laws and regulations for the benefit of the VR community.

Goals: Work on legislation to revise HRS for quorum at 15 instead of 21; make SRC Cap Representative exempt from term limits.

Timeline: Meet and greet with HHS Committee Chair; present information and request possible legislation (Oct-Dec ’22); legislation crafted and submitted for hearings (Jan ’23); Senate hearings and testimonies for SB 313 (Jan-March ’23); SB 313 passed Senate (March ’23); follow SB 313 through cross-over (April ’23); continue testimonies to House representatives; SB 313 passed and signed into law (April 21, 2023).

**Membership**

Role: Continuously monitor current classification of membership and advise SRC members what member classifications are lacking. Search and recruit new members to ensure proper quorum is obtained. Fall is active recruiting time for new members.

Goals: Recruit new members; encourage members to continue through the second term; acknowledge members who are ending terms.

Timeline: (October 1, 2022 – September 30, 2023)

**Needs Assessment**

Role: Review and analyze the effectiveness of, and consumer satisfaction with, the performance by the Division of Vocational Rehabilitation, vocational rehabilitation services provided by state agencies, and other public and private entities, and employment outcomes achieved by eligible individuals receiving services, including the availability of health and other employment benefits in connection with employment outcomes.

Goals: Meet and recommend action plans for the council to present to DVR

Timeline: Review Needs Assessment Survey completed on September 30, 2022

Document sent to member: 2/16/23

Meeting #1: 3/30/23

Meeting #2: 4/27/23

Recommendations submitted (See Needs Assessment Committee Report). Motion made on recommendations to DVR. Motion carried on: 5/19/23

***Needs Assessment Committee proposed that the SRC hold meetings on all the neighboring islands as realistically possible. SRC representatives at the NCSRC found that constituents in the State of Hawaii required more communication and outreach regarding Vocational Rehabilitation Services. SRC has tended to be more Oahu-centric and the other islands needed their voices heard. By holding SRC meetings on the other islands and being more accessible to the general public and the SRC members can connect to community input.***

**Policy and Procedures**

Role: Advise the Division of Vocational Rehabilitation on eligibility, order of selection, extent, scope, and effectiveness of services provided; and performance of state agencies that affect or potentially affect the ability of individuals with disabilities in achieving employment outcomes. Basically, review and monitor policies and procedures of the DVR and provide input to assist in achieving desired outcomes.

Goals: Review existing Policy and Procedures.

Timeline: Did not initiate during FY 22-23

**State Plan**

Role: Assist with the development and review state goals and priorities. Advise the Division of Vocational Rehabilitation regarding authorized activities and assist in the preparation of the state plan and amendments to the plan, applications, reports, needs assessment, and evaluations.

Goals: Assist with preparation of State plan during FY 23-24

Timeline: October 1, 2023 – September 30, 2024

**Ad Hoc Media Committee**

Role: Develop role statement(s)

Goals: Research development of a hard copy Annual Report. Research existing policy and procedures regarding Public Relations as an entity of the State and associated with Department of Human Services, Division of Vocational Rehabilitation

Timeline: October 1, 2023 – September 30, 2024

**Ad Hoc Budget Committee**

Role: Research and Development of SRC Budget

Goals: Prepare a proposed working budget for SRC

Timeline: Immediately for FY 23-24 Submittal-Draft Proposal Submitted 6/26/23

**Draft Proposal included**:

1. Interisland Airfare for 4 SRC Meetings to have the options for all SRC members to attend in-person meetings on O`ahu and Neighboring Islands. (Schedule will be determined at the August 4, 2023, meeting).
2. Interisland Airfare for 1 Special Meeting to be held on a Neighboring Island that may not have been included in the regular schedule and expand the networking possibilities.
3. 5-SRC member representation at the Fall ’23 or Spring ’24 National Coalition of State Rehabilitation Councils; Council of State Administrators of Vocational Rehabilitation and/or National Council of State Agencies for the Blind Conferences. SRC members found that attending in-person and as a team, members were able to learn and understand their roles better as an SRC member. SRC members have different learning curves and abilities. Attending a conference with the diverse expertise the team can bond and expand their knowledge base.

**Guideline:**

S=Specific

M=Measurable

A=Achievable

R=Relevant

T=Time Bound