Florida Rehabilitation Council

Andy Houghton, Chair
TEAMS Meeting Minutes-June 20, 2023

Members:
Andy Houghton, Michael Adamus, Tammy Davis, Brent McNeal, Delaina Parrish, Victoria Gaitanis, Denny Clark, Jose Morales

VR Staff:
Kim Thomas, Roy Cosgrove, Derrinita Walker, Libby Moody, Kathy Davis, Monica Edwards, Joseph Valancy, Victoria Aguilar

The following represents a summary of deliberations, advice, comments and motions that comprise this FRC meeting/Teams call.

Call to order-Quorum established
The council approved the agenda and 5.9.23 minutes. The council reviewed and approved the action items and new action items format.

Legislative and Public Awareness Committee, Tammy Davis, Chair Quorum established
• Constant Contact Articles: Members reviewed the feedback for Constant Contact articles. Derrinita said she needs more specific feedback from the council as it is a council document; not VR’s. After discussion, all agreed that the approved template and approved content will be used for the October mail out. The council voted to work with the language and template available now and revisit revisions for the next calendar year. Andy recognized the hard work that some members have put into the effort.
• Membership Flyer: Members reviewed the flyer and agreed that it’s good except that the picture does not represent the council. Derrinita said the photo is a placeholder for a better picture of the council. Please send any photos of the council to Roy/Kim. Photos can also be taken at the August meeting. Andy suggested some type of graphic of the appointment process if the pics aren’t available.
• Business Outreach: Kathy and Tammy reported that Kathy’s team is picking the top 6-8 companies in Florida for VR to develop a relationship with. Tammy will create a plan to reach out to the companies. The Communications campaign with the Moore Agency is ongoing. An online form has been created for employers who are interested in disability employment; individual job seekers are also responding. Kathy shared that it takes a long time to develop a successful relationship with a business, e.g., Collins Aerospace has been in partnership with
VR since 2019 and that relationship began years prior to that. They have now expanded OJT opportunities to other areas around the state.

- **Theme for Annual Report:** After discussion, the committee approved, “Are you IN with Inclusive Employment-Innovating Florida’s Workforce with and for People with Disabilities”, along with the L/PA minutes from May 9th and the membership flyer.
- **Recommend State Plan Language:** Tabled until the August 8th meeting.

**Evaluation and Planning Committee-Michael Adamus, Chair**

- **5 Year Performance Report:** Andy said Libby did a lot of work on the report but there hasn’t been a lot of input. For August, Andy would like to discuss how to be impactful as a council and provide more feedback when needed. Michael asked that all take a look at the report and be prepared to provide feedback in August.
- **Mirroring Efforts of CSAVR-Retention/Recruitment:** After discussion, the council approved moving the CSAVR discussion to the Executive committee.
- **Customer Feedback Survey (CFS):** The survey just opened today and has had 366 responses. It will be open through the 1st week in July.
- **Comprehensive Statewide Needs Assessment (CSNA):** Activities are being wrapped up in all area offices and the surveys are being finalized. She will send out the survey link for members to share as soon as it’s completed.
- **Key indicators:** The presentation will be sent out via email when approved.

**Executive Committee-Andy Houghton, Chair**

- **Action items:** No comments.
- **Membership:** There is new leadership at DOE so the process may be slowed down slightly. More updates in August.
- **NCSRC:** The council approved sending Tammy and Andy to the NCSRC conference in October.
- **Wise Award recipient:** Andy recommended jointly awarding Jessica Dollard and Lori Fahey with the Wise Award. The council approved. Awardees will be invited to the August meeting and will be included on the webpage and Annual Report.
- **FRCB Meeting:** Delaina will let Roy know if she is able to attend. Roy will forward information on the meeting. Also, Jose had expressed previously that the Executive Committee could coordinate future activities with both councils.
- **PCA Reimbursement:** Andy discussed that the council is currently paying $12.50/hr. Andy recommended raising the rate to $18/hr. The council approved amending the By-Laws with a unanimous vote to pay $18 per hour PCA reimbursement.
- **Executive TEAMS meeting:** The council approved holding the meeting on July 18th from 10:30-12:00.
- **Other:** Brent reported that the Governor signed the budget, which included the pay increase for VR front line staff. He thanked the council for their support.

**Public Comment:** None

**Adjourned**