

**Board of Vocational Rehabilitation (BVR or Board)
Governor's Inn, Pierre, SD**

September 21/22, 2015

Members present: Tim Neyhart, Chuck Quinn, Jolleen Laverdure, Lisa Sanderson, Darla McGuire, Kim Hoberg, Brett Glirbas, and Eric Weiss. Members absent: Melissa Flor, Kendra Gottsleben, Carol Kirchgesler, Colleen Moran, Chad Maxon, Patty Kuglitsch, and Thore Jenshus. Others present: Bernie Grimme (Division of Rehabilitation Services/DRS), Bill McEntaffer (Department of Labor and Regulation/DOLR), Colette Wagoner (Board staff support), Bob Jahner (consultant, via telephone), Becky Blume (DRS), Ronda Williams (DRS), Steve Stewart (DRS), Jennifer Geuther (DRS), Julie Paluch (DRS) and Dan Lusk (Division of Developmental Disabilities/DDD).

OPENING ACTIONS: Welcome and Introductions. Brett Glirbas, Chairperson, called the meeting to order at 1:20 pm and asked everyone to introduce themselves and include where they were from and their role on the Board. He added that the Board follows Robert's Rules of Order and touched on the meeting protocol. He moved to the draft meeting agenda and asked for additional items or corrections. Permission was asked to move the agenda item "Follow up – Council on Developmental Disabilities – Joint Board/Council Meeting" to the first day. Tim shared that he wouldn't be able to attend in the morning, and asked if he could address this item today. **MOTION MADE (M) TO APPROVE THE AGENDA AS CHANGED, SECONDED (S) AND CARRIED (C).** Brett moved on to the minutes of June 29/30, 2015 meeting and asked for any edits. **MOTION TO APPROVE THE BOARD'S JUNE 29/30 MINUTES AS MAILED, MSC.** Moving onto the Board's Executive Committee meeting minutes, **MOTION TO APPROVE THE EXECUTIVE COMMITTEE MINUTES FROM AUGUST 26TH, 2015, MSC.**

TIME FOR PUBLIC COMMENT: None offered.

ANNOUNCEMENTS: Tim touched on an article "*States Work to Help People with Disabilities Find Work*" published in Pew Charitable Trusts. The article references work being done in the area of "employment first" and

identifies South Dakota. (Link to the article: <http://www.pewtrusts.org/en/research-and-analysis/blogs/stateline/2015/09/17/states-work-to-help-people-with-disabilities-find-work>). Bernie spoke to the Fall Conference "Agenda at a Glance" inviting members to attend the conference, and stated if members were interested in attending their expenses would be covered by the Board.

DEPARTMENT OF LABOR AND REGULATION (DLR), PROGRAMS

AND SERVICES OVERVIEW: Eric introduced Bill McEntaffer as the new Workforce Training Director; he filled the position previously held by Bill Molseed who retired. Bill spoke to being in this position for about three months. Prior to this he had over 22 years working with the DLR. Bill explained that one of DLR customers includes businesses/employers. He provided copies of the handout "*Build Your Business! We can help!*" which outlines available services: online job order listings, assistance with layoffs, human resource services and facilities, training programs for unemployed workers, student internships, assistance with unemployment insurance and worker's compensation, income tax credits and labor market information. He encouraged people to contact their local offices for the law compliance posters vs. purchasing them. He referenced two grant initiatives that DLR received working with adults and individuals with disabilities and transition age youth, which assist in providing better services and help identify which agency is best equipped to assist the individual. Both are "participant driven" initiatives. The second handout was for job seekers "*Top 9 Reasons to Visit DLR*". Some of the available services include SDWORKS jobs database, mock interviews, resume and cover letter writing, application assistance, job search assistance, career exploration, National Career Readiness Certificate and veterans services. He shared that DLR and VR can work with some individuals as "shared consumers". He spoke in further detail about the National Career Readiness Certificate (NCRC) and the need to educate more businesses about what it is, and what it is used for. It is a national assessment-based credential powered by ACT Workkeys and issued at four levels (bronze, silver, gold and platinum), which measures essential work skills needed in jobs across industries and occupations. Target areas of the NCRC are reading for information, applied mathematics, and locating information. A number of schools have students completing the NCRC, approximately 2500 juniors and seniors have taken

it. Bill challenged members to go register on DLR's website and take the NCRC. In responding to a question, Bill explained that NCRC is a timed test taken on the computer, the time can be extended as an accommodation as well as offering the test in large print or Braille. He spoke of DLR working with targeted groups, e.g., homeless, persons with disabilities, veterans, and other high demand areas (large companies laying off employees i.e., Capitol One/ Sioux Falls and Wyndham/Aberdeen). He touched on the new Build Dakota Scholarship program for in-state and out-of-state eligible students interested in the high need workforce areas (automotive, building trades/construction, engineering technician, select licensed practical nursing, precision manufacturing, and welding). Bill encouraged members to contact him or the agency if questions arise. A thank you was extended to Bill for coming and sharing information.

FOLLOW UP – COUNCIL ON DEVELOPMENTAL DISABILITIES – JOINT BOARD/COUNCIL MEETING:

Tim explained that he and Patty Kuglitsch attended this meeting, wearing different hats, one representing the Board. The Council on Developmental Disabilities held the meeting to solicit feedback to help create develop and write the Council's five year State Plan. He spoke about a common theme discussed among attendees - the use of Person Centered Thinking tools by different groups/agencies with individuals of all ages. Attendees represented various boards/councils, agencies/organizations, family members and individuals with disabilities. He talked about issues that cut across the spectrum of disability: transportation, communication needs, employer training related to stigma regarding people with disabilities. The interaction among attendees was good, and this might not have happened without this format. Tim noted this was a great avenue for obtaining feedback for South Dakota Advocacy Services. Their agency is required to solicit input, like many other entities represented that day. There is merit in collaborating on such efforts, less staff time involved with scheduling, and advertising, less expense in hosting such meetings, as well as expecting individuals with disabilities and family members to attend multiple meetings of this type. He encouraged the Board, as well as others, to think about the need for public input, collaborating with one another, sharing or disseminating gathered input, identify common themes or topics.

DIVISION DIRECTOR'S REPORT: Director's Comments: Eric welcomed everyone, noting the smaller size of the group today was very unusual. He welcomed and thanked Chuck Quinn for attending his first meeting. He shared that Chuck was also appointed to serve on the Statewide Independent Living Council. He thanked members for attending the Governor's Awards Ceremony held September 3rd, and those that served on the review committee, as well as others who worked to make this event happen. Division Update: Eric explained that the Division works with the Governor's Office and the Bureau of Finance Management on the budget request each year. Currently, the Division is working on the upcoming fiscal year (2017) budget request. The Division expects to have enough state funds for the required federal funds. He spoke to the Activities of Daily Living Services (ADLS) Program, which provides services to those with quadriplegia living in their homes. The Division wants to review the program and the services provided, which most likely means working on a waiver amendment. The Division wants to look at what is provided now, e.g., personal attendant services, homemaker services and explore additional services. Currently, an individual can receive up to 42 hours a week (hours for attendant care and homemaker services). The Division wants to look at attendant wages, health care concerns, and health insurance. The majority of attendants are working part time and have insurance through another means (other employment; spouse). Another change coming includes switching over to a "conflict free case management" system, which would utilize state employees to oversee case management services vs each provider having their own staff provide this service. Currently, 101 individuals are served through the ADLS program. A workgroup is being formed to review the waiver, which Ronda Williams is coordinating. Tim asked if he could serve on this, and Eric responded that he would let Ronda know of his interest. Brett asked if the policy on the waiver program allowed homemaker services to participants who are living with a roommate or spouse. Eric indicated that this and other items in the waiver will be reviewed. Any changes to the waiver will require a change in administrative rules, not legislative action. Eric paused here to move forward with other agenda items.

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA): Eric shared copies of the "The Institute Brief" addressing "*WIA is Now WIOA: What the New Bill Means for People with Disabilities*" which summarizes

some of newly reauthorized legislation. Eric explained some of the changes regarding implementation of WIOA. The Division must commit half of the supported employment funds for youth with disabilities between the ages of 14-24; the Division also has to commit fifteen percent of total basic VR grant to serve students with disabilities up to the age of 21. Eric shared that he is comfortable with current expenditures for youth and students with disabilities, and expects the Division will at a minimum meet these expectations, and most likely will surpass them with the work already being done with youth, e.g., Youth Leadership Forum, Catch the Wave, Project Skills, Project SEARCH. The more difficult part is the change in definitions, training of staff, and tracking of expenditures. Final regulations from DLR are due by January 22, 2016; Unified State Plan is due March 3, 2016 and implementation of Section 511 of Title IV of WIOA will happen in July of 2016. Bernie spoke to Section 511 (see handout) which implements new requirements for employers/agencies who hire youth with disabilities of any age at the subminimum wage level. Subminimum wage agencies are prohibited from hiring youth with disabilities at a sub-minimal wage level unless the youth (is 24 years of age or younger), are afforded meaningful opportunities to access services, including transition services so they may have the opportunity to achieve competitive integrated employment in the community. Schools can no longer contract for sub-minimal wage employment for students. The Division is not sure of how many individuals this impacts, thus they are meeting with providers to determine the numbers. District supervisors are conducting training with area employers and trying to provide information on the upcoming changes. Lisa offered South Dakota Parent Connection as a resource for parents to help support families with these efforts, and Tim offered South Dakota Advocacy Services/Client Assistance Program as well.

BOB JAHNER JOINED THE MEETING AT THIS TIME, VIA

TELEPHONE. Eric introduced Bob as a former VR assistant from Montana, and since his retirement, Bob has been doing consultant work. Bob has worked with South Dakota's VR agencies on the statewide needs assessment and assisting both agencies with State Plan development. Bob has agreed to assist the Division to work on the Unified State Plan. Bob walked members through a PowerPoint presentation "The Next Approach, WIOA and the Voice of Disability". This included an overview of what has changed for VR, planning, possible benefits and cautions, the Unified State

Plan, what hasn't changed, and immediate decisions for consideration. He explained that there is no longer a need for a self-standing State Plan; rather it's a portion of the Unified State Plan, which must be approved by both the departments of Education and Labor. The State Plan document runs on a four year cycle vs. three year cycle with a mandatory update every two years. Deadlines have shifted from a federal year to a state year cycle (October to July). Performance and reporting requirements have also changed. VR planning has changed – step 1 is the preparation of the VR portion of the State Plan; (conduct public meetings/obtain public input), submission of the VR portion to the State Board (State Workforce Development Council) for consideration in the context of the Unified State Plan; (VR portion must be approved by the RSA Commissioner) and final submission to Labor and Education at the federal level. Bernie interjected at this point, stating the Division doesn't know whether the Pre-Print document is still required. The Unified State Plan requirements emphasize the use of economic and labor market information. He addressed the required partners in developing the Unified State Plan as well as the benefits of the new approach (e.g., alignment of VR with work force requirements of the State's economy). Cautions regarding the new approach, e.g., critical that VR services portion of the Unified State Plan continues to deliver and represent the disability community's aspirations and goals to the larger work force planning process. He spoke to the VR State Plan describing some deliverables will remain the same e.g., annual state goals and reports of progress, assessments, annual estimates, goals and priorities. It will require obtaining additional assurances or coordination with employers, IL, additional changes with comprehensive system of staff development and technology coordination. The Board's role stays the same of describing their input throughout the time period, as well as the Division's response to the input/explanation for rejecting any of the Board's input or recommendations. He spoke to the current State Plan and the five related goals, indicating that they appear current and relevant. Decisions needing to be made: who will serve on the comprehensive statewide needs assessment executive group, which in previous years, included Division directors, DRS and SBVI, both board chairpersons, and other related staff. Bernie interjected that Division staff have been meeting with Department of Labor and Regulation staff at least monthly now and have begun discussing the Unified State Plan. Bob recommended writing out a timeline for the VR State Plan activities in order to avoid rushing prior

to the due date with the goal of completion by January early February. Bob was thanked for his time and discussion of the State Plan topic.

BREAK

DAKOTALINK: Patrick Czerny provided an overview of DakotaLink, South Dakota's Assistive Technology Project, which has been operating since 1992. DakotaLink is a program of the Division of Rehabilitation Services, administered by Black Hills Special Services Cooperative and funded in part through a grant through Rehabilitation Services Administration. Patrick utilized a PowerPoint presentation (see attached). He spoke to the mission, goals and program activities, as well as the budget. The program assists individuals with functional limitations (due to disability, illness, injury, or effects of aging) maximize their potential at home, in the community, school, work or play through the use of assistive technology. DakotaLink supports/encourages financing efforts, re-utilization efforts, provides short term loans of devices, and provides demonstrations, training and technical assistance. DakotaLink has offices in Rapid City, Sioux Falls, Brookings, and Aberdeen and has seven technicians. Current projects include working with VR consumer referrals, closed circuit TV program, National Deaf Blind equipment distribution program, TED and TAD telephone equipment distribution program, SBVI smart device and computer training program, technical support for the Department of Education (DOE) Smarter Balanced Testing, technology and training project with DOE, and educational efforts with the VA and employers. He spoke in more detail about the provision of individual services. The last part of the presentation included an introduction to various types of technology utilized by individuals e.g., enhanced text, reading by converting text to speech, writing technologies, math technologies, memory and organization, speech, hearing, orientation/mobility /ambulation. DakotaLink also 'recycles' equipment and redistributes it to those who can utilize it. Brett thanked Patrick for coming and providing the overview and information.

MOTION TO ADJORN MEETING FOR THE EVENING, MSC.

MEETING WAS RECONVENED: Welcome and Introductions: Brett Glirbas, Chairperson called the meeting to order at 8:20 am and asked for introductions of everyone in attendance.

EMPLOYMENT WORKS INITIATIVE UPDATE: Eric shared that there are a number of activities happening now in terms of the state's Employment Works initiative. The Governor's Awards Ceremony was held September 3rd recognizing employers and individuals with disabilities for their contributions towards the rehabilitation and employment of people with disabilities. The "Ability for Hire" website is now active, articles are appearing in area newspapers and commercials are featuring individuals with disabilities as well as Governor Daugaard. Kim Hoberg, has been in her position as Business Specialist for almost a year now. She has had 41 employer contacts. She worked with the South Dakota Retailers Association on a webinar for their membership on reasonable accommodations and the Americans with Disabilities Act. She is working with the two business led organizations (Business Resource Network and Workforce Diversity Network of the Black Hills). Kim assisted with identifying work experience sites within state government for students with disabilities. The goal was to establish five Project Skills sites, however ten sites were created. This year's focus will shift to working more closely with schools and employers; outreach with veterans and other underserved populations, and continue with education and awareness efforts. The Division is exploring different avenues to plug into e.g., Coalition for Military Families Symposium, other conferences, hosting exhibits. The Division is finalizing their first year of Person Centered Thinking training for all staff and is continuing with plans for years 2 and 3. A number of staff have been identified as coaches. They are developing tools and skillsets to continue training efforts.

"ABILITY FOR HIRE" CAMPAIGN: Kim spoke about the campaign and finalizing the website. She brought the website up online (<http://abilityforhire.com/>) for members to view, showing three available tabs: job seekers, employers and news. Under the "News" tab is the listing of the National Disability Employment Awareness Month events being held across the state. The website contains testimonials from employers, and individuals with disabilities, in addition to offering assistance, resources, and where to apply for employment. The Facebook site has had over 1,000 likes and is gaining popularity. There are three brochures being developed for informational purposes e.g., job seekers, employers and youth with disabilities. Next, she showed several video clips.

The website has contact information for Kim and the vocational rehabilitation offices in the state as well as other resources.

NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH

(NDEAM): Colette explained that NDEAM is a national awareness campaign conducted by the U.S. Department of Labor's Office of Disability Employment Policy, which the Board has supported for a number of years. Colette referenced Kim's presentation and had Kim leave the Ability for Hire website open displaying the NDEAM listing of events. She explained that the listing of activities is located on this site as well as the Freedom to Work and Divisions websites. Patrick Baker, DHS Communications Officer, finalized the press release and is obtaining the Governor's Proclamation. This information is also being shared with the Board of Service to the Blind and Visually Impaired and the Statewide Independent Living Council members. Each board/council contributed financial assistance to support these efforts, thus members are encouraged to attend an event held in their community. It was explained that a request for proposal process is done on an annual basis and a committee made up of BVR/BSBVI/SILC members reviews the proposals and provides their funding recommendations to the boards/council for consideration. Each community has a group which forms the planning team, which consists of VR counselors, SHRM, BRN, WDN, Chamber of Commerce, human resource managers and other providers to guide what kind of activity will be held in their community.

STATEWIDE INDEPENDENT LIVING COUNCIL (SILC) UPDATE:

Bernie reported that the SILC met on June 24th in Sioux Falls at Independent Living Choices, one of three centers for independent living (CIL) in South Dakota. ILC staff were introduced and an overview was provided on available services. Other reports provided during the meeting included: DRS Report (IL services, Home Modifications and Assistive Devices Program, Ramp report, consumer satisfaction survey, CIL Quarterly reports, CIL reviews and contracts and a BVR update), Division of Service to the Blind and Visually Impaired Report (Board of SBVI update, activities, initiatives, trainings, older Blind IL update and WIOA – Older Blind Program). There was an update provided by SILC staff which included: budget, nominations process, CIL staff training report, bylaws, and strategic plan funds request. Patrick Czerny provided an overview of

DakotaLink and assistive technology items. There were also updates from the following workgroups: assistive technology, consumer services, housing and outreach/public awareness. Bernie explained that changes were made under the Workforce Innovation and Opportunity Act and the Centers for Independent Living, Part C; program of the Rehabilitation Services Administration has been transferred to the new Independent Living Administration, Administration for Community Living (ACL), under the US Department of Health and Human Services. Each state must submit a State Plan for Independent Living which is jointly developed by the designated state entity, CIL directors and the SILC. The SILC's next meeting will be held September 24th in Pierre.

WORKFORCE DEVELOPMENT COUNCIL: Eric reported that Bill McEntaffer left yesterday to attend the Workforce Development Council meeting being held today in Sioux Falls. The Workforce Development Council oversees the implementation of the workforce training programs in South Dakota funded by WIOA. Gloria Pearson, DHS Secretary is appointed to the Council and Eric attends the meetings as her designee. Gloria is attending the meeting today. Other members represented on the Council include representatives of business, labor and education interests, with a majority of members from the private sector. Information about the Council as well as other boards/councils and commissions can be found on the Boards and Commissions website portal located at: <http://boardsandcommissions.sd.gov/>. Board/Council meeting agendas, minutes as well as member listings can be found on the portal.

DIRECTOR'S COMMENTS, CONTINTUED: Eric explained that counselor caseloads are down now as compared to several years ago, noting that when the economy is strong and unemployment rates are low, it is easier for all individuals to obtain employment, including people with disabilities. Lower caseloads provide vocational rehabilitation counselors more time for outreach. The age range of those applying for VR services show that more youth are applying when compared to other years; counselors are able to travel, get into schools and meet with ever changing staff/teachers, etc. Time for outreach is critical for contact and further developing relationships/partnerships.

INDIVIDUALIZED PLAN FOR EMPLOYMENT (IPE) DEVELOPMENT

POLICY: Members were reminded that this draft policy was handed out at the June meeting. Changes were called for as a result of WIOA, e.g., completing the IPE within 90 days, documenting reasons for requesting an extension, counselor and consumer agreeing upon an identified date. The Consumer Services Committee met on August 24th to review the draft policy, and noted changes were provided and incorporated, see attached.

MOTION MADE TO ACCEPT THE PROGRAM GUIDE AS DRAFTED, MSC. In response to a question about apprising staff of changes, it was explained that word has been disseminated to staff that such changes were coming, and forms like this are available through the electronic case management system.

PROGRAM INITIATIVES: (1) Bernie explained that nine establishment grants were approved in January with some of the Community Support Providers (CSPs). He explained there is a push within the developmental disabilities system to assist individuals with intellectual disabilities/developmental disabilities to move from sheltered workshops to integrated competitive employment. The RFP targets youth with disabilities with the goal of obtaining competitive work experiences; youth with disabilities who are 24 years of age and younger. A second RFP was issued this week and proposals are due November 6th. The request was issued to Community Support Providers as well as the Mental Health Centers and the focus is serving youth with disabilities and individuals with severe and persistent mental illness. Another initiative began in June for providers to increase their capacities to work with individuals with disabilities. Providers who become a certified community support specialist through the Association of People Supporting Employment First and attend the two day trainings are eligible to receive a 25% higher reimbursement rate. There have been 48 individuals who took the exam, of which 40 passed. The Division also provides reimbursement for the first examination fee. The next testing date will be October 13th. (2) A fourth Project SEARCH site is being developed at Rapid City Regional Hospital. It joins the ranks of Avera McKennan Hospital/Sioux Falls, Avera St. Luke's Hospital/Aberdeen, and South Dakota State University/Brookings. Training will begin in November with the expectation of accepting students in the Fall of 2016. Project SEARCH, a business led high school initiative, started in Cincinnati as a one year school to work program which takes place entirely at the

workplace. It includes classroom instruction, career exploration and hands-on training through work site rotations. (3) Other upcoming trainings include the annual Fall Conference which will be held in Sioux Falls, October 13-15, 2015 and employment specialists trainings (two day trainings) on situational assessments will be provided to through a contract with the Center for Disabilities. The first round of trainings was completed in Rapid City, Sioux Falls and Aberdeen and the second round will begin the end of October. (4) Another initiative the Division is exploring is offering smaller seed grants to start employer led initiatives, similar to the Sioux Falls Business Resource Network and Workforce Diversity Network of the Black Hills. (5) ASPIRE (Achieving Success by Promoting Readiness for Education and Employment) is a six state consortium grant. Each state is responsible to recruit and enroll a specific number of youth and families on Social Security Income. The youth must be on SSI and between the ages of 14 and 16. South Dakota must enroll a total of 120 youth, and is close to having 100 enrollees. Case management is provided to those who enroll along with parent training, financial literacy, credit counseling, and benefit specialist counseling.

STATE AND TRIBAL PROGRAM UPDATE: Bernie reported that there were four Tribal Vocational Rehabilitation programs in the state. Standing Rock, Cheyenne River Sioux Tribe, and Pine Ridge had to reapply for grant funding, and Lower Brule Sioux Tribe did not. Pine Ridge did not get their application in time and now the Tribe is asking for a no-cost extension. The Division will assist Pine Ridge by working on joint cases, utilizing staff out of the Rapid City office, estimating case service costs to be around \$140,000. Office space will be rented in Kyle to house the Division's VR counselor. They estimate there are 50 consumers on active plans, with another 50 that might be eligible for services. Plans are being made to host a joint meeting in December with vocational rehabilitation staff from both divisions and the Tribal programs. Last year there were plans to host the Board meeting in conjunction with the Division/Tribal meeting, which was cancelled due to weather. The plan is to try this again, with the Board meeting December 14th and 15th, with the joint meeting section held the morning of the 15th.

BREAK

INTRODUCTION OF DRS STATE OFFICE STAFF (ROLES AND RESPONSIBILITIES): Eric asked for permission to introduce Division staff prior to Dan Lusk's agenda item; permission was granted. Becky Blume, Senior Secretary, works for both Divisions. Ronda Williams, Independent Living Program Specialist and ADLS Manager, works with the centers for independent living and provides technical assistance. She will be working with the ADLS workgroup who will be reviewing the waiver that provides services to those with quadriplegia. Steve Stewart, Rehabilitation Engineer, works on issues related to assistive technology with staff and consumers, works with DakotaLink staff regularly regarding assistive technology, provides technical assistance on the Americans with Disabilities Act, works on the Ticket to Work and Social Security Reimbursement for both divisions, reviews applications for the Telecommunication Equipment Distribution program, maintains the Division's website, and other duties as assigned. Jennifer Geuther, program specialist, who works with the VR Faces, the case management system for the Division. She works on fiscal items along with submitting the required federal reporting. She works on contracts and is responsible for quality assurances. Julie Paluch, staff interpreter, works with both the board and Statewide Independent Living Council. She works with the Telecommunications Equipment Distribution and Telecommunications Assistive Devices Programs disseminating equipment to individuals. She also assists with the interpreter certification alongside Janet Ball who wasn't able to attend today. Janet is also a program specialist who works with programs which serve those who are deaf and hearing loss.

DIVISION OF DEVELOPMENTAL DISABILITIES (DDD) – EMPLOYMENT INITIATIVES: Dan Lusk was introduced by Eric. Dan thanked the board for the invitation to speak about the Division of DD. He spoke of the changing direction of the Division, and working closely with DRS. DDD is partnering on more employment initiatives with DRS and providers, as well as with national partners. There is a national front of mandating Person Centered Planning and Thinking training. There is a good working relationship in South Dakota between the three divisions, and the luxury of being co-located simplifies things. "Supporting Real Lives Across the Lifespan" folders were handed out. The folders were a result of input from self advocates and family members about the need to get information to a person or family earlier in life. The folder contains

information on education, disability, health care and wellness. Charting the Life Course is a booklet within the folder that helps a person/family member think about questions to ask as well as choices and options to consider for “plotting a course” towards a full and meaningful life.

The folder contains a variety of tools: achieving dreams through employment; life trajectory worksheet; integrated services and supports; tool for developing a vision for the individual and the family; and the uncharted possibilities. The tools are designed to look at a variety of supports, some are traditional and some that are not necessarily the norm, others that are new or unfamiliar to individuals or families and professionals (e.g., citizenship, advocacy, spirituality, healthy living). Information can be viewed at any stage of life, as people can be overloaded with too much information at one setting. The folder is designed to be looked at different points in life stages. Dan shared that the Department of Education is supportive of the folders, providing for printing costs as well as disseminating the information to teachers and families. Dan mentioned the QR code on the back of the folder which is a scan code, which connects you to the Division’s website through a smart mobile device. All the information (booklet and worksheets) are available for use and downloading. These items are also available in Spanish. Dan referenced the folder again noting the number of different agencies or organizations identified along with contact information. The Division will need to print more folders and if something needs to be added, this can be done. Dan provided the “Person Centered Employment Planning Guide”, another tool utilized to help gear people’s thinking and talking about employment earlier in the person’s life. It has sample questions and other prompts to facilitate dialogue about expectations, fears, likes/dislikes, self-determination, self-discovery and employment actions.

Dan explained that with the implementation of regulations there were significant changes with their waiver. The focus shifted to community integration with increased access to supports. As a result, there were significant changes to the Medicaid Waiver e.g., increased use of person Centered Planning, Conflict Free Case Management, residential living vs. non-residential living; sheltered employment vs. community employment. The new waiver has definitions for employment discovery, career planning/development, community life engagement which are leading to

more choices for individuals. A question was asked about lack of transportation as an issue, and the response was that this is a localized issue. Pierre provides transportation to the community as well as to other communities e.g., Lower Brule, Mobridge, Mitchell for various reasons (employment, medical) which is working well. One CSP was successful with an establishment grant in providing transit to 8-10 individuals from sheltered supports to integrated settings. He acknowledged that there is more work to be done in this area, and sometimes it will call individuals to "think differently". Another change prompted by federal regulations was that providers of Home and Community Based Services cannot provide case management or develop the person-centered plan for the same people they provide direct supports. This change will begin in June 2016. Dan asked if there were any questions at this time and invited members to be in touch him or staff with questions later. Brett and others thanked Dan for attending and sharing the information and resources.

OTHER BUSINESS: There was none.

CLOSING ACTIONS: Future Agenda Items: Invite Catie Greseth, Workforce Diversity Network of the Black Hills, to provide an overview/update of the organization. Other items considered: the Division's Year End Report; host a new member orientation in conjunction; invite a representative from the VA system; and time for the State Plan document and related attachments. Next Meeting: December 14/15 in Rapid City. Adjournment: **MOTION TO ADJOURN THE MEETING AT 11:30 AM, MSC.**