

ERIE CAC 12-11-17 MEETING MINUTES

Hello Everyone,

I wanted to follow up regarding today's CAC meeting. I apologize for not better following up with everyone as we did not have quorum today. I would like to do two things today.

- 1) Our 2018 meeting schedule. In talking to Passle a every other month schedule will be developed beginning in January 2018. This is because we need to address our By-Laws. Once this it addressed we can discuss a different schedule. We will meet the second Monday, every other month, from 10-11, beginning January 8, 2018. I will be doing a schedule invite for everyone next. If this schedule will not work for you please reply to Passle and I regarding what will work. All meetings will be conf. call meetings. If the topic warrants a face to face this option will be added.
- 2) Summary of my update is as follow:
 - a. Erie DO staffing: I have 3 VRC vacant positions and 2 Clerical vacant positions.
 - i. VRC: I am waiting for the nomination to be confirmed on one. The other two (Mercer and Rehab Counselor for Deaf) which have been my most difficult to fill. I only have one option for Mercer and zero for RCD. I am going to start over with the hopes that the new OVR VRC Trainee classification will lead to additional options.
 - ii. Clerical: I will be scheduling interviews for my Warren position. The posting is up for my Erie position. I will fill these as quickly as I can.
 - b. PETS: We continue to do Group and Individual services. We are also doing Innovation & Expansion Opportunities with partners. One of our "Parent Engagement" has been selected for L&I Press Office to come and video tape it. I could end up in the annual

report and on OVR social media pages. I am very excited about this and the OVR staff and partners have put a lot of work into this.

- c. New equip. My office is test site for new tables for OVR. We are using two types and hope to make a recommendation next month. This is so OVR can replace our current laptops with tables. These will work better with CWDS in regards to direct signatures as well as our goal to go paperless
- d. By-Laws. I need this committee help in keeping this moving forward. I have copies of everything provided to us in past meetings. Our next meetings we can discuss next steps
- e. Membership. Our goal is a 12 member CAC. I have a nomination form for us to use.
- f. Workforce & CareerLinks: Crawford and Clarion CareerLink are closed and Warren is scheduled to close mid-2018. Mobile CareerLink services are being developed throughout the NW Workforce area in addition to services in the two comprehensive sites (Oil City and Erie). Mobile sites are develop for staff to go. The Site has the option to being private (only their clients) or public (open to walk-ins) and almost all have chosen to be private. I have brought up accessibility of these sites. Three updates were given. ADA reviews will not be done at Mobile sites as mobile staff are invited in to work with their clients. Community locations that work with people with disabilities will be reached out to become a site so people with disabilities will have an alternate location to go. The other option will be any job seeker can go to a comprehensive site that does have an ADA review done (in the NW that is Oil City and Erie). The partners (OVR is one of the partners) are working with the new Title 1 provider (also a partner) as well as new Operator (both ReCare) in regards to services in full comprehensive sites as well as mobile sites. I will continue to keep you updated

Please let me know of any feedback you get regarding OVR, the CareerLink, and NW Workforce. I will continue to keep you posted and I want to thank you for being part of my CAC. Your insight and connection will only assist me in maintain excellent services in the Erie DO.

My meeting invite email is coming next.

Jack