

NORRISTOWN 06/20/16 CAC MEETING MINUTES

Citizen's Advisory Committee (CAC) Meeting Minutes
June 20, 2016, 6pm-7:30pm

Attendees:

Michele Boardman – Chair, David Mann, Bill Beck, Mary Berry-Shields, Jerome Greene, Josh Pittinger, Jamie Ray-Leonetti (via phone), and Kevin Sand.

The Meeting began at 6:00pm.

- Attendees discussed the status of the following ongoing CAC projects:
 - Transition video accessibility
 - Kevin will be in touch with Rick Walters, Manager regarding videos and accessibility. Michele has also inquired with a videographer friend to better the quality of the audio recording, and captioning of the video discussion
 - Brochure usage and utilization
 - Brochure displayed at community locations
 - Kevin discussed speaking with staff at next OVR staff meeting about including CAC brochure in materials mailed out with client's successful closures.
- Discussed new/ongoing membership recruitment – would like to encourage current/former OVR customers, as well as other community agencies for membership
 - Mary stated she has inquired with Jenkintown High School's Transition Coordinator, Bonnye Kellman about membership. Bonnye was unable to attend tonight's meeting.
 - Michele shared when she attends meetings at the Transition Coordinating Council, she invites transition coordinators.
 - Jerome was tasked with inquiring with the following entities about membership
 - 1) The Sierra Group
 - 2) Magee Rehabilitation
 - 3) The Institute on Disabilities at Temple University
 - 4) Disability Rights Network of Pennsylvania

- Dale Verchick and Jamie Ray-Leonetti from DRP would like to join the Norristown CAC. Requested official membership request letter.
- Discussed strategic topics for new year (will formulate goals at next meeting):
 - WIOA utilization and transition focus
 - Transportation and employment accessibility
 - Introduction of CAC to state legislative members, once elected
- Discussed open election for Secretary position, as opposed to having a “floating” secretary. Michele nominated Josh Pittinger, who declined the nomination.
 - CAC will continue to maintain meeting minutes under floating secretary
- Discussed scheduling next CAC meeting for September 19th at Norristown DO location, at 6pm.
 - Margaret McKenna (CAP), will be presenting at next staff meeting for 10 minutes, with 5 minutes for questions.

The meeting adjourned at approximately 7:30pm.