

York BVRS CAC

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Meeting Minutes

November 14, 2017

Present: Ashley Wilson OVR, Kayce Stoffa OVR, Stefani Eichelberger Community Skills Program, Jodi A Good Community Skills Program, Teri Jonescu GSK, John Eccelston AHEDD, Larry Kauffman Advocate, Jaritza Nguyen CIL, Eric Orr CIL

Next meeting: Tuesday February 13, 2018 1:00- 3:00pm

Discussion

- Follow Up from last meeting-
 - New flyer based on some suggestions was emailed with last meetings minutes and was distributed to the following places:
 - Careerlinks & OVR counselor headquarters throughout York, Lancaster, Adams, and Franklin Counties
 - Eric: has hung at York CIL and will mail to Rabbit
 - Jaritza: County assistance office- dropping off today
 - Vicki: SHRM York & Lancaster
 - Larry: 2 Churches
 - No additional places.
 - Vicki: shared flyer and waiting to hear back about its distribution
 - We can do Facebook or website- OVR cannot be a part of
 - Stefani will do some investigation regarding how a Facebook page is run. How much time does it take, etc.

- Could we possibly have a small group of people to run the page together to make it a more manageable task?
 - Stefani- follow up from Reading CAC (what are they doing/ what works well there)
 - Have by-laws
 - Have a chair, co-chair, secretary (these include customers, providers, and agencies)
 - Require an application to become a member
 - Some questions include: Who are you? Why do you want to join the CAC?
 - Receive a welcome letter from District Administrator (DA)
 - Membership requirements
 - Must attend a certain number of meetings or have valid excuse, membership can be terminated
 - Sign in sheets- include public vs. member sign in
 - Meeting is usually 1-3pm, sometimes have evening meetings
- New Business
 - OVR Update
 - Still 9 counselor vacancies
 - One counselor and one intern have been nominated- should be started at the beginning of the year
 - Lancaster BSR starting November 27th
 - ERC for Adams and Franklin has been nominated
 - Clerical interviews will be done soon
 - Change the way we do meetings- we should offer topics to cover during meetings to entice attendance.
 - Next meeting topic can be OVR 101/ OVR application 101
 - People are confused sometimes by the application process, give some clarity as well as general information about OVR services
 - John Eccelston brought up that he is still looking for a Discovery learning partner for one of his job coaches, he is waiting on a response from DA
 - We will follow up with John regarding his concern
- Future Plans for CAC/ Next meeting

- Meetings from here on out will be held quarterly- this is what is happening statewide in the CAC. Meetings will be the 2nd Tuesday 1-3pm Feb- May- Aug- Nov
- Review the organization/structure of the CAC
 - CAC Chair “job descriptions”
 - Sample agenda, minutes
- Next meeting Tuesday February 13, 2018 1-3pm