



## Commission on Rehabilitation Services Meeting

Friday, January 11, 2019  
 10:00 a.m. – 1:00 p.m. (EST)  
 Bosma Enterprises  
 Training Room  
 7225 Woodland Drive  
 Indianapolis, IN 46278

### MEETING MINUTES

I. Call to Order/Roll Call/Welcome

The meeting was called to order by James Michaels –VR Commission Chair at 11:00 a.m.

A	Dawn Adams	P	Theresa Koleszar		
P	Scott Beauchamp	P	James Michaels		
A	Kelsey Cowley	P	Richard Propes		
P	Christine Dahlberg	P	Karen Rusk		
P	Nancy Davison	P	David Spradley		
P	Eric Heeter, Sr.	P	Traci Taylor		
P	Steve Henderson	A	Frederick Vaiana		

(A=Absent, P=Present, T=Teleconference)

II. Call to Order, Roll Call – Attendance

III. Public Comment – No comments

IV. Approval of the November 2, 2018 meeting minutes

**Motion:** Karen Rusk

**Second:** David Spradley

**The Commission voted unanimously in favor.**

V. Commission Officer Elections

- a) Elections are quickly approaching and the commission will need to start thinking about nominations for the Commission officers.
- b) Nominations will take place at the March 8, 2019 meeting.
- c) Elections will take place at the May 10, 2019 meeting.
- d) Current officer's terms will expire on June 30, 2019.
- e) Commission members whose terms expire on June 30, 2019 will need to resubmit their applications for re-appointment if they wish to renew and are eligible.

VI. Committee Updates

- a) Policy & Oversight (sub-committee) Scott Beauchamp
  - No update
- b) Customer Satisfaction Survey (sub-committee) Traci Taylor
  - No update
- c) Awards (sub-committee) Nancy Davison
  - No Update

- VII. Employment First (ad-hoc committee) Nancy Davisson
- a) The Employment First committee will meet on January 16, 2019 and will look at the data that has been collected and will begin to pair-down the report.
  - b) Barriers to Employment - Christine Dahlberg – discussion on making the document less overwhelming, more concise to outline the most critical strategies.
  - c) Committee will look at each major category under the category “What still needs to be done 2018” (page 12) to identify the following:
    - Identify goals that may be quickly achieved
    - Think about strategies that are no cost
    - Create reasonable timelines for longer-term goals
    - Identify how to partner with other agencies to achieve goals
  - d) Specific strategies, recommendations and ideas discussed
    - Consider opportunities to incorporate disability owned businesses in state of Indiana competitive procurement processes, similar to current process for women and minority owned businesses.
    - Educate employers about the capabilities of people with disabilities, and business to business networking.
    - Develop materials that contain resource information
    - Identify best practices and entities or businesses leading the way
  - e) The Employment First committee will review topics discussed and put together a list of prioritized goals to present to the Commission.
- VIII. Review of Commission Functions & Discussion – Karen Rusk & James Michaels
- a) PowerPoint provided
- IX. Other discussion
- a) Commission will look for presenters to educate Commission on:
    - Benefits Counseling
    - VR Intake Process
    - Partnering with local Chamber of Commerce – Donna Elbrecht
- X. VR Update – Theresa Koleszar
- Reviewed 2018 accomplishments outlined in Annual Report – copy of report provided.
  - Annual Report submitted to RSA in December, 2018
  - Continued focus on successes in Annual Report
  - Statewide Needs Assessment Survey link is available, please share this with anyone you can. Results will be analyzed and used to inform the development of the next VR Comprehensive Statewide Needs Assessment.
- XI. March 8 Commission Meeting - Bosma Enterprises, 7225 Woodland Drive, Indianapolis
- XII. Meeting Adjourns – 1:00 p.m.
- Motion:** Scott Beauchamp  
**Second:** Traci Taylor  
**The Commission voted unanimously in favor.**

Future meeting dates:

Date	Time	Location	Address
March 8, 2019	10:00 am – 1:00 pm	Bosma Enterprises	7225 Woodland Drive Indianapolis, In 46278
May 10, 2019	10:00 am – 1:00 pm	Bosma Enterprises	7225 Woodland Drive Indianapolis, In 46278
July 12, 2019	10:00 am – 1:00 pm	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
September 13, 2019	10:00 am – 1:00 pm	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278
November 1, 2019	10:00 am – 1:00 pm	Bosma Enterprises	7225 Woodland Drive Indianapolis, IN 46278