

Disability Access Committee Meeting December 11, 2018 Notes

Present: Jeanne Helling, Chair
Nancy Steffensmeier
Lisa Farley
Jim Sigwarth
Margee Woywood
Michelle Schmitt
Lynn Gallagher
Sandy Beisker
Les Askelson, Board Chair for Region 1 by phone

Absent: Helen Billmeyer, Giesella Aitken-Shadle

Public: Marla Loecke & Fern Rissman by phone

The meeting was called to order at 1:30 p.m.

Michelle Schmitt, Lynn Gallagher and Sandy Beisker

Agenda approved – Nancy approved, Les seconded.

Quorum is established.

Action Items: Minutes from September 11, 2018 meeting were approved with motion by Les Askelson and seconded by Nancy.

There are 2 DAC in Region 1, with Jamie Phipps of IDB chairing the north committee.

Jeanne explained to new members when this committee was established and what our goals are, working with people with disabilities and getting accommodations/accessibility to go to work. One thing we spend time on was looking at physical accessibility at IowaWorks centers with DBQ doing Dubuque center. We did the accessibility with Jim, Jeanne and Helen with a state office guide to check their ramps, space, bathrooms, etc. Most recently we were given other accommodations that they needed to check #6.

The accommodations checklist is reviewed as updated October 4, 2018 including a variety of disabilities, deaf/hard hearing, blind, vision loss, learning difficulties, speech difficulties, and mobility.

Jamie and Marla reviewed this by phone and Jeanne felt she needed to physically view the office space and compare notes to Jamie and Marla's review. There were only a view items that needed to be reviewed. Jeanne went through each area on the checklist.

Jeanne talked with Page Eastin, a Chair in DAC in the state office, about the checklist.

IowaWORKS is not able to get every accommodation that there is and we need to look at what is needed and if something is being requested by a member of the public and we found out

about it, the State office would look at what other accommodations could be provided to meet their needs.

Main points were to look at ASL, video interpreting, and Jeanne saw those as a top priority. For Blind/vision loss, it is hard to keep up with what is required. IWD feels their staff is available to provide this service and their office has the software available. Do other DAC members feel there are any items that could be needed?

Marla – Page is Workforce Program Coordinator and oversees TTW and Disability Services.

When they reviewed the ADA checklist originally it was at a CORE partner meeting and included all CORE partner group, including Ron Axtell from Iowa WORKS Dubuque office.

Margee questions recordings of presentations – what are used and what format, what would be the need of the recording? Are people who want to attend presentations given the opportunity of listen?

Jim – workshops are recorded. The PowerPoint is read to people as well.

Jeanne – when the presentation is being done, the PowerPoint can be read to the blind.

Jim – the presenter, if they know they have a blind individual, they would do the presentation to accommodate that need.

Lisa – presentations are not recorded.

Jim doesn't believe there is a system where they give credit to a person who doesn't attend a presentation. Lisa noted with Promise Jobs there may be accommodations made if needed, rarely.

Perhaps the need isn't strong enough to say it is needed.

Michelle – do people have the opportunity to ask for accommodations?

Jeanne – at her last CORE meeting they will eventually have a list available as people walk in so they know the available accommodations.

Margee feels it would be helpful to have a description of the accommodations and should recommend this.

Jeanne talked with Page about accommodations and would like a training for her staff so they are prepared to talk about accommodations to their JCs.

Jim – at IowaWORKS a new tool will be presented and they make a point at a morning meeting to train staff and they will continue. NCRC and other programs they are offered the accommodations and this is also asked when making referrals.

Lisa has the workshop calendar and it says that auxiliary aids are available.

Jeanne – VR and IowaWORKS have 2 cross-trainings each year with other CORE partners and they had an AT presentation within the last year or so and she would like our group to be aware of what accommodations are available.

Nancy – could we have our AT specialist present at one of our next meeting? Jeanne will discuss with Bob H.

Learning Difficulties – Noise cancelling headsets and note taker are available. Others may be made available on request.

Sandy refers to speech to text which they use at NICC for students for notes, essay exams.

Lynn – there is also software with word prediction which is separate from speech to text.

Margee notes that something for people who are dyslexic would be helpful, such as recorded text or a reading pen.

Lynn – the reading pen, unless changed, doesn't work if you are left handed.

Jim, if you are writing or scanning, does it matter if you are right or left handed or if you don't have use of your write hand?

Speech difficulties, customers can hand-write.

Mobility limitations – they have all 3 accommodations available. Evac chairs are also available for emergency situations.

Jeanne sent the report into Page Eastin to put with all regions results.

October 30, 2018 Disability Awareness Month Event and Reverse Job Fair when VR and IowaWORKS joined together in the morning, starting at 8:30. We had hoped to get government representatives attend. Kristin Dietzel presented for Dubuque Economic Development Group. We had a former JC speak who is working at Prudential and Kelly Wagner from Prudential spoke as well. They are looking at an OJT program. IVRS is nationally known.

Jason Rubel and Keri Maas, VR counselors did disability sensitivity training to IowaWORKS staff and business representatives in attendance.

IVRS had our Reverse Job Fair starting at 10:15 through 12:15. 11 VR JCs participated. They had different career goals, each one setting up their own booth, and VR staff assisted them the 2 weeks before to prepare them. 2 were hired, another is currently doing an OJT at United Clinical Lab, and 1 employer has the intent of starting an OJT.

Jim – do employers who VR is working with attend?

Jeanne – we have a list of JCs and their vocational goal. Staff look at who is motivated to look for work, who is doing connect to success and look at who is ready for the job fair. Our staff are constantly developing business relationships and we look at our people, their goal, and what business relationships have we developed that we want to invite. With IowaWORKS partnership, the event earlier in the day were made aware of the reverse job fair as well.

Jeanne – VR has both trainee and employee OJTs. When there is no relationship between the employer and the JC, the employer can see how the JC does on the job and then can hire the JC if they have an opening. VR helps with OJT stipend/wages.

WINTAC – Jeanne attended a meeting in November for Workforce partners and VR. We are trying to do a service integration to align client services and support with the goal of providing best experience possible. It involves a mixture of partners, different strategies and process of what we can do to help agencies work together. CORE leaders, Jeanne, Marla, Fern Rissman, Ron Axtell, Gisella of Adult Ed at NICC, Jamie Phipps IDB who meet and work on the information and Jeanne will bring the information to the DAC meeting and will then go to State office. DAC wants to make sure that accommodations and disability access, when CORE is working on them, are being talked about and part of the service. The positive impact will be services delivery and performance measures that enhance job seekers, consumer outcomes, provide effective services to employers and what we can do for them.

This will be a system, throughout the state of Iowa, where Regions will be at different levels at a time. The CORE partners may not always be able to be at the same pace.

CORE met last week and looked at the Integration Continuum Major Processes Desk Aid and worked on determining what areas, based levels of collaboration, we will work on to move forward to integration.

Outreach and intake is going well between VR and IWD with referrals.

Assessments – we all have different ways that we do assessments.

Career Services – we think of Promise Jobs and how we are providing career services, resume writing, etc.

Case Management – Promise Jobs at IWD, WIOA Youth/Adult programs. Lisa and Ron have mutual clients they meet with. When Jim was doing Youth Career Connect, they still follow up with IWD Youth, TTW also with active case management.

Career Pathways – coming from Sector Boards, NICC, and programs they are doing and partnering with high schools.

Business Engagement – working with Workforce Alliance with meetings being held to determine common ground, with colleges, CRPs.

The basic purpose was that the state office wanted us to tally as to where we feel our level is at. Three areas the CORE leaders will work on are Career Services (Medium), Case Management with main priority being Business Engagement (Medium High). The State office is interested in having all regions work on Business Engagement.

We will need to meet more often. The State office gives deadlines and they want us to maybe meet monthly to get things going. With this in mind, Jeanne addressed the 3 new committee members if they are still interested in moving forward with the committee.

Nancy noted this information can be used in VR relations with the colleges when they are working with our JCs and the colleges are referring students to VR.

Jeanne had talked earlier this quarter about the need to make better connections with the area colleges. She has liaison staff for each college who will also work with colleges to develop a better relationship and how we can work together to get our JC/students ready for work.

Questions on the WINTAC?

Margee – what is the next step for our DAC?

Jeanne – look at our priorities and the biggest is working on the business services. They just had a meeting to get people on board, employers, CRPs. When VR has people who needs services, we refer to one of the programs and meet as a team to decide what the JC needs for interest, skills, etc. VR may pay a CRP to do the discovery to pinpoint what the JC might like to do vocationally.

Sandy – have you found gaps where you are not getting services?

Jeanne – yes but when have meetings we want CRP representative on the business services committee to work on the 3 areas and to grow the committee.

Sandy – what is our role?

Jeanne – we need to make sure that as the business services committee is moving forward that they are looking at accessibility, accommodations, and if businesses have the necessary accommodations.

Michelle – how long will the meetings last?

Jeanne – we try to keep to 1.5 hours.

Margee – do we have to be physically at a meeting or can the information be sent out by email?

Jeanne – Marla, how do you see this? If we meet in January, will we have anything new to talk about?

Marla – we have to have next steps done by February and we want to be sure the DAC is okay with the next steps. The next steps need to be developed. The CORE is looking at 3 and DAC can tell them they need to only work on 2. CORE needs to complete spreadsheet as to what their goals are, etc. and then bring it to the DAC for input/approval.

Sandy – what are the ratings and why you chose them?

Jeanne – Career Services – Low Coordination with overall Medium rating. Case management was high coordination with low collaboration and also came as a Medium. Business Engagement was low collaboration at Medium High.

Margee – what is the outcome goal? Coming out to Integration or moving forward?

Marla – overall goal is Integration but not all can be done at one time. How do we move forward and then what do we need to work on? Business Engagement is top priority as it aligns with Future Ready Iowa and also goes with priorities with Veterans and other business services. Then we can continue to move forward with others.

They also have a new computer system coming out in May at IWD that focuses on business and career services and want to make sure we are all on the same page. We are already doing some things good and need to look at what we need to do to get to integration.

Margee recommends focusing on 2 – case management and business services. CM is already further along.

Lisa – when you came up with ratings was it based on staff input?

Marla – VR had already rated it and IowaWORKS had not so the CORE leadership talked about where they were with it and compared them. We were pretty close to being on the same page with VR and IowaWORKS.

Jim – he understands the 3 but clearly the first one is really close so we need today the categories and how many so CORE can get to work and putting information together for DAC in January. Do we get them to integration before we take on more? Not sure if that is doable and if we do in pairs, can we go to a second pair in 3-5 months or a year?

Marla – she has not heard an overall timeframe. We want to keep working hard on this, so maybe 6-9 months and may hear more when we get the first step done. Is there DAC input as to where we want them to be?

Margee – as long as we are making progress towards integration is success.

Jim – FRI is aggressive with IowaWORKS as well. Can CORE realistically move forward? Margee recommended 2 and the third one has the lowest score.

Jeanne likes CM and BS and Career Services kind of ties in with it.

Margee – if you have good CM you will be seeing natural improvement in other areas.

Nancy asked if they have a definite date the first step is due in February 2019.

Marla – no definite date but they do have a state meeting scheduled for sometime in February.

Jeanne – Vote on what we will decide for areas.
Business Engagement and Case Management – All in favor.

Margee – is excited that we have 3 new members and what will keep them a part of this group.
Are they willing to commit to the group? Lynn would be in favor.

Lisa asks if we meet more frequently, would it change later that we may not have to meet monthly.

Jim – there are times when we met monthly and then backed off, but now CORE needs us to respond quickly. Can CORE get information back to us by January 8th?

Jeanne – they meet the morning of January 8th.

Marla – CORE will try to meet weekly and will they have them done by the 8th? Can we back off meeting to the end of the month, as DAC needs to look over and approve it in order to send it in in February?

Jim – if DAC has feedback, the CORE will need to meet again and then provide it to DAC again in February.

Marla – maybe provide information on January 8th and then provide update as to where we are. January 22nd to meet to review CORE information, making the accommodation for January meeting.

Then continue with February 12th and continue with 2nd Monday of each month as needed.

Nancy will check on stipulations with emails in consideration of the CORE needs.

Move to adjourn meeting at 3:10 – Lisa Farley and seconded by Margee Woywood.