

UWIN Work Group Minutes

Work Group: Employment Supports

Meeting Date: June 19, 2002

Facilitator: Catherine Carter and Ted Loosli

Minute Recorder: Tamara Keene

Attendees: Catherine Carter, Ted Loosli, Gordon Richins, Bill Young, Nonie Lancaster, Cathy Chambless, Lynne MacLeod, and Tamara Keene

Next Meeting Date and Location

July 3, 2002 from 10:00-12:00 pm at the Judy Buffmire Building in the South Conference Room

Action Item Updates from Past Meetings

<i>Action Item</i>	<i>Status</i>	<i>Who</i>
Additional information on the matrix of services	Gathered basic definitions for reviews between DWS, USOR and Mental Illness	Catherine Carter
Provider qualifications and where the legal opinions\policy stand for E-PAS program	Will begin serving the public on 7/11/2002. Need to develop an application form and screening process	Cathy Chambless Lynne MacLeod

Discussions for Future Meetings

Topic and Summary of Discussion

Reviewing Matrix Definitions (handout)

- 1- Mental Health
 - a. Personal Assistance description/definition
 - i. Teach clients to control symptoms
 - ii. Identification of stressors and management strategies
 - b. Job Coaching description/definition
 - i. Obtain work placement
 - ii. Train the client for the job
 - iii. Coach client while on the job
 - c. Personal Service description/definition
 - i. Daily living activities
 - d. Social Development Skills description/definition
 - i. Interpersonal skills and appropriate behavior

- 2- Division of Work Force Services
 - a. Intensive Level Services to get people employed
 - i. E1 Waiver (no longer available)
 1. Employment Support
 - ii. E2 Waiver Intensive Employment Services
 1. Assessment of significant barriers to employment
 2. Job development

- 3- Vocational Rehabilitation
 - a. Supported Job Based Training
 - b. Supported Employment
 - i. Assists in obtaining and maintaining competitive employment
 - ii. Job development
 - iii. Job placement
 - iv. Job coaching

Application Form Discussion

Timing of question and information gathering

Topic and Summary of Discussion

- 1- Should we get references and counselor contacts with screening tool to help assessor prepare for interview or would it be best retrieved after interview?
 - a. Need for quicker services
 - b. Need for non-essential information at beginning of application
 - c. Possible bias prior to interview
 - d. Broad view and spectrum of consumer to help provide best possible service
- 2- Make a consent form available with application to give the consumer a chance to complete and expedite services, but it's completely optional AT THIS TIME.

Comprehensive Plan Form Discussion

Product of the "team"

Get a list of activities and conditions that would trigger a review

Action Steps

<i>Action Item</i>	<i>Responsible</i>	<i>Target Date</i>
Get further material from NICL conference and send to Cathy Chambless	Gordon Richins	ASAP
Ask John Holt if he could get a draft form up on the web site in PDF format so people could access it.	Tamara Keene	July 15, 2002
Form review meeting at the Judy Buffmire Building	Cathy Chambless Catherine Carter Tonya Keller Kim Rognon-Sato	June 24, 2002
Obtain the Voc-Eval release of information form (USOR's)	Bill Young	July 3, 2002
Make revisions to application and screening forms.	Lynne MacLeod Tamara Keene	July 3, 2002

Recommendations for GOE Group