

Oklahoma Rehabilitation Council

Transition Committee Meeting Minutes

Tuesday, March 21 2017

3:00pm – 5:00pm

Present: Renee Sansom, Terrisha Osborn, Jane Ciorba, Lori Chesnut, Tiffany Davis, Larry Hartzell, Kim Osmani and Carolina Colclasure

- Transition Report / Discussion.
- The OTI teams have been scheduled for May and August quarterly meetings, Tulsa and Enid will be presenting. They will be giving a report on what their teams are doing at the meeting and with this the Committee will have met this goal.
- Process Improvement Unit. The PI Unit met with Renee Sansom, Melinda Fruendt and Linda Jaco to discuss Objective 1.3: The ORC will promote and share in demand occupations that could be a potential job match for consumers. The update to the Job outlook will not be done this year because this doesn't change significantly from year to year; it will updated for the Statewide Assessment. If more information is needed in this regard, the on demand occupations seminars have a lot of new information and might be a good resource if the Committee needs it. Renee emailed the Committee the On Demand Report sent by the PI unit. Also the Carrier Index plus can be used if needed.
- PI Unit. Activity 7: ORC will collaborate with the PI Unit staff to develop a needs assessment instrument to determine the needs of youth. Tiffany gave the Committee members a draft of the survey and she mentioned that if the results are expected by the end of this fiscal year she would need to send the survey out before the end of the school year because a portion of it is designed for school staff. The groups that will asked to complete the survey are:
 - Transition Aged Youth age 18-24
 - School and Partner Agencies Staff
 - Counselor Transition
 - Parent or Guardian
 - Employer
- The survey draft will be reviewed by the Committee and the feedback from the members will help decide which questions will be used. If there are any new questions that need to be added the information will have to be given to the PI Unit. If specific projects need to be included, a small explanation of it needs to be included with the questions, for example Project Search.
- Once all the questions and information has been received by the PI Unit they will send the Committee a link with the draft of the final survey and the Committee will review it before it goes live.
- This will be an anonymous public survey, so the Committee will need the help of all the members to make sure it's available to as many people as possible.
- Activity 8: The PI Unit will conduct a needs assessment to determine the needs of youth and share the results in a final report. As soon as the final report from the survey is ready Tiffany will email them to Renee and she will distribute to the Committee.

- Activity 9: ORC will utilize the needs assessment on transition services final report in the next state planning update. This goal will be met when the report is ready.
- Strategic Plan
 - Objective 1.1
 - Ongoing – DRS and all committee members will continue to increase the transition resource links on the DRS website
 - Objective 1.2
 - The PI Unit provided some information and Renee will ask Rod if he can provide some information in regards to this.
 - Objective 1.3
 - Ongoing – There is a plan in place for this objective.
 - Activity 1
 - Two teams have been scheduled for May and August, there is one more team and it will probably come in November.
 - Activity 2
 - Lori has completed this with the Post School Outcomes – Lori shared the power point with the Committee in January and since then she received the new version and she will share the updates on the next meeting.
 - Activity 3
 - Ongoing – Renee has been attending meetings
 - Activity 4
 - Ongoing - Highlight Success stories of transition students
 - Activity 5
 - Annually review the Child count. Completed.
 - Activity 6
 - Begin to research resources for disability specific categories. Amber McConnell OU grad student could compile specific information. Kim Osmani will reach to Amber and will get the information for the following meeting.
 - Activity 7
 - Ongoing
 - Activity 8
 - Ongoing
 - Activity 9
 - Ongoing
- Tiffany provided a website from the Department of Labor that provides information on Soft Skills that could help with the transitions students.
- ABLE Tech online Video for Transition Students. Allyson has been in contact with Karen Reed and she shared a Power Point presentation that has embedded videos of students from the School for the Blind and several of them will be very appropriate; however they are trying to find a way to get a copy of the videos because the power point presentation is not very accessible. Allyson is also trying to get a video of an actual IPE, but the schools are worried that the confidentiality laws for that client will be broken if it is recorded and used in a video.

- Kim Osmani sent out to the DRS counselors' information regarding the Sub Minimum Wage employment. These documents are for internal use only but there will be a version of them that will be available for the public soon.
- Next Steps:
 - Lori Chesnut will send Tiffany the definitions needed for the survey. She will also give the update on Post School Outcomes report.
 - All the Committee members will submit their comments, ideas or corrections to the survey as soon as possible.
 - Kim Osmani will contact Amber McConell to try to get more information on her research.
- From now on the Committee meetings dates will be set by Renee Sansom and she will email them to the participants with the time and place. For 2018 in November when the calendar is created all the dates will be included and the members will have them in advance.
- Adjourn