

# Oklahoma Rehabilitation Council

## Transition and Employment Committee Meeting Minutes

Date: Tuesday, January 12, 2016 Time 2:00 pm - 3:30 pm

Location - State Office – 2<sup>nd</sup> Floor Conference Room

**Members Present:** Renee Sansom, Linda Jaco, Jane Ciorba, Rick DeRenneaux, Audrey Farnum, Lisa Graven, Ginger Jagers, Terrisha Osborn, Elizabeth Reeve, Kim Osmani

**Members Absent:** Jackie Millspaugh, Tina Spence

**Others Present:** Mark Kinnison, Rene Axtell

### Review State Plan Portion of the T&E Committee:

- Objective 1-1
  - Find an OU Masters student to create website
  - Dana Tallon will create a login for student to access DRS website and create the page to be reviewed before it goes live
  - Designate committee members to keep up with current information on the website
  - Brett Jones with DRS could create eye catching graphics for webpage
  - Rather than reinventing the wheel, the OU Masters student will now research statewide applicable data and the T&E web page will link to already develop appropriate links; this will ensure better accuracy and reduce T&E maintenance efforts over time.
- Objective 1-2
  - Renee will send out a follow up email to DRS PDPS unit to gather information
- Objective 1-3
  - Can complete once information is received from objective 1-2
- Activity 1
  - Get list of “active” teams from Kim who will be able to give a presentation at the ORC quarterly meetings. Kim will advise Renee regarding which teams to invite to ORC 1/4ly meetings moving forward.
- Activity 2
  - Has been requested but no response yet; Rene Axtell will check into this and update the Committee.
- Activity 3
  - Currently an ongoing activity
- Activity 4
  - Renee has started contacting individuals and will follow up for a response
- Activity 5
  - Records have been requested but still awaiting a response; Rene Axtell will check into this and update the Committee.
- Activity 6
  - Invitations have been sent for the February meeting and awaiting a response
- Activity 7
  - Work to gather content intended for the project and then we can determine size of paper or folder needed. Jane Ciorba will provide an update on the status of an OU Masters student taking on this project during the 2016 spring term.

### Next Steps:

- Invite OU Masters student to next committee meeting

**Time and location for the next meeting/ discussion: TBD**

**Adjourn**