



Division of Rehabilitative Services

Employment Service Organization Steering Committee (ESOSC)

Tuesday, October 10, 2023

10:30 a.m. – 2:00 p.m.

In-Person Meeting Location: 8004 Franklin Farms Drive Henrico, VA 23229

Minutes

Members Present: Alan Hargraves, Joanne Aceto, Chris Lavach, Jim Fenerty, Stephanie Hoer, Chuck McElroy

Members Absent: Shirley Lyons (medical), Jason Harper (medical)

Committee Vacancies: 4

DRS Staff Attending: Anita Mundy, Dale Batten, Dionca Coleman, Julie Jacobs, John Stewart

Full Committee Call to Order and Introductions

Alan Hargraves, Vice Committee Chair

Alan Hargraves called the meeting to order at 10:30 a.m. and welcomed members and guests.

Approve Meeting Minutes from July 11, 2023, and Current Agenda

Alan Hargraves

The Committee reviewed a draft of the meeting minutes dated July 11, 2023, and the agenda for today's meeting. A motion was made by Jim Fenerty and seconded by Stephanie Hoer to accept the Minutes as written. Hargraves, Aceto, Lavach, Fenerty, Hoer voted in favor. Chuck McElroy abstained. The motion carried. Chuck McElroy made a motion and seconded by Stephanie Hoer to accept the agenda as proposed. All members present voted to approve the agenda as proposed.

Public Comment

Alan Hargraves

The ESOSC offered three opportunities during the meeting for public comment. No members of the public requested an opportunity to address the Committee at any of these occasions. Public notice was posted prior to the meeting with the opportunity for the public to submit written public comment via a variety of means by October 9, 2023. Anita Mundy reported that no members of the public submitted public comment prior to the meeting.

Update on Reappointment Status of ESOSC Committee Members,

Anita Mundy, DARS Provider

Anita Mundy reported that, as of this meeting, there have been no additional formal Committee Appointment/Reappointments by the Senate or House of Representatives. There is currently one application submitted for approval of a Senate vaACCSES nominee, one application submitted for approval from the House of Representatives for a family member appointment, and one application

submitted for Virginia Goodwill Network for a House appointment. The Committee is also waiting for reappointment notice for 3 members originally appointed by the House of Representatives.

Ms. Stephanie Hoer submitted her resignation to the Committee during this meeting. This will be Ms. Hoer's last meeting. She will work with the Virginia Goodwill Network to put forth a replacement to the Senate Rules Committee for approval, prior to her departure from the organization. Including Ms. Hoer's resignation, the Committee has four vacancies.

Status Update on Recommendations Previously Made by the Committee

Anita Mundy

10/11/2022 Recommendation 7 (Approved/Ongoing)

The Committee recommends that stipends in the amount of \$2,500 each be paid to ESOs for each staff member who successfully completes the WISA training to compensate ESOs for lost revenue due to staff time away from billable activities and is contingent on the availability of funds. (Motion put forth by Chris Lavach and seconded by Shirley Lyons. All members present voted in favor. Motion carried).

Update 10.10.2023- Individuals have until the end of November to complete their case studies. DARS will determine what organizations are eligible to receive stipends based on the successful completion of the WISA credential.

01/10/2023 Recommendation 1 (Approved/Completed)

The Committee recommends that DARS offer grants of up to \$50,000 per organization, up to \$1,000,000, to be used for capacity building for employment services personnel. The application process should be simple and justify how the funds will be used for capacity building. Outcomes will be reported at the end of 6 months. Additionally recommended that a second round of disbursements if funds are available. The first round to be paid out by April 30 and second round to be paid out by June 30, 2023, pending the availability of funds. (Recommendation made by Shirley Lyons, seconded by Jim Fenerty. All members present voted in favor of this recommendation-Lavach, Harper, Hargraves, Fenerty, Aceto, Lyons, Hoer, and McElroy.)

Update 10/10/2023- As reported in July, DARS disbursed \$883,546.03 in funds to aid organizations in building capacity. As stated in the application for these funds there is a requirement that ESOs submit a Spending Report to DARS accounting for how these funds were spent. The due date for the First Round Spending Report was August 30 and the deadline for the Second Round Spending Report was September 30. There were a few organizations that requested extensions, however, more than half of ESOs have not submitted their Spending Reports to account for the receipt of these funds. Anita Mundy will be reaching out to these ESOs to request these reports.

07/11/2023 Recommendation (Approved/Ongoing)

The Committee recommends that DARS conduct a pilot to increase employment services to individuals with Medicaid Waiver funding. This pilot will allow LTESS funding to be utilized to fund staff travel that is over one hour, one way, from the employment staff's starting point. Current LTESS providers who serve Medicaid Waiver participants are eligible. Providers that participate in this pilot will sign an agreement stating that they will continue services if LTESS funds can no longer support staff travel. The pilot will be reviewed quarterly by the ESOSC and DARS. (Motion put forth by Shirley Lyons and seconded by Alan Hargraves. All members present voted in favor. Motion carried and was immediately approved by the DARS Commissioner, Kathy Hayfield).

UPDATE 10.10.2023- DARS developed the E6030 service description for Staff Travel Unfunded by Medicaid Waiver. This code is now available to be used in the requisitioning system.

Staff Travel Unfunded by Medicaid Waiver

Service Description Code: E6030

Hourly Rate Reimbursement

Eligible ESOs may use this service code to bill Long-Term Employment Support Services (LTESS) funds for staff travel when providing employment supports to participants accessing Long-Term Follow Along (LTFA) services through Medicaid Waiver.

This piloted service aims to increase employment services to individuals accessing LTFA services through Medicaid Waiver funding and will allow LTESS funding to be utilized to fund staff travel that is over one hour, one way, from the employment staff's starting point. Current LTESS providers who serve Medicaid Waiver participants are eligible.

Providers that use this service code agree that they will continue to provide LTFA services to Medicaid waiver participants if LTESS funds can no longer support staff travel. The E6030 pilot will be reviewed quarterly by the Employment Service Organization Steering Committee (ESOSC) and DARS to determine the projected availability of funds.

Staff travel time is not compensated by Medicaid waiver. This code is specific to LTFA services for individuals whose employment services are funded by Medicaid waiver.

Eligible ESOs must make a request to the DARS Provider Program Specialist that this service description be added to their Provider Agreement. Additionally, because this is an atypical service code in the system, ESO Vendor Admins/Staff will receive a review on how this service should be requested in the system.

LTESS-EES SFY24 First Quarter Spending Report, Comparisons, and Projected Balances

Anita Mundy

Ms. Mundy reviewed the LTESS-EES SFY24 Quarter 1 Spending Report, Comparisons, and Projected Balances. Quarter 1 total LTESS-EES projected balance is \$460,306.01.

EES expenditures for Quarter 1 were at 15% of what was anticipated. LTESS expenditures for Quarter 1 reflect 22% of what was expected for the Quarter. These amounts are very similar to the expenditures reported in SFY2023.

First Quarter Ending August 31, 2023			
	EES	LTESS	Total
Expected Expenditure	\$642,784.00	\$ 1,546,892.00	\$ 2,189,676.00
Actual Expenditure	\$374,329.25	\$ 1,355,040.74	\$ 1,729,369.99
Balance on 8/31/23	\$268,454.75	\$ 191,851.26	\$ 460,306.01
Final 1st Qtr Balance			\$ 460,306.01

SFY24 Projected Balances, Future Use of Funds, and Recommendations to DARS

Alan Hargraves and Committee

The Committee discussed alternatives for the utilization of projected balances. Topics included start up grants for rural areas, bringing on ESOs to the LTESS roles, additional ACRE training using the reimbursement process, and additional training for CE, WISA, SE/PreETS Documentation Training. No formal recommendations were made by the Committee.

Commissioner’s Update

Dale Batten, DARS Deputy Commissioner

Dale Batten provided an update on behalf of Commissioner Kathy Hayfield. Ms. Batten informed the committee that the state budget has been approved. Ms. Batten provided an overview of DARS activities that are occurring across the state to celebrate National Disability Awareness month and the 50th Anniversary of the Rehabilitation Act of 1973. She also provided an update on the Corrective Action Plan that DARS submitted to RSA. The plan was accepted by RSA and the first report is due for submission by the end of this month. DARS is reviewing caseload distribution for PreETS services and Vocational Rehabilitation to determine the best way to move forward in providing timely and effective services.

Upcoming Agenda Items and other Business

Committee

The Committee is requesting that John Stewart provide an update to the Committee on the EPIC grant and that Matt Luther be in attendance to provide an update on PreETS services. Anita Mundy will coordinate their attendance.

Adjournment

The meeting adjourned at 12:54 p.m.

The next meeting of the Employment Service Organization Steering Committee is scheduled for January 9, 2024. The Committee will meet from 10:30 a.m. – 2:00 p.m. or until all business has been conducted.