

Employment First Maine Coalition

MEETING MINUTES

First Draft 6/12/13

Date of Meeting	Monday June 10, 2013
Time	10am-noon
Location	DHHS Conference Room, 41 Anthony Avenue, Augusta
Facilitator	Betsy Hopkins

Present

Name/Affiliation	Name/Affiliation
Lisa Soucie, High Hopes Clubhouse	Brad Strause, Alpha One
Leticia Huttman, Consumer Affairs, DHHS	Dennis Fitzgibbons, Alpha One
Drew Bolduc, MVRA	Peter Phair, NAMI Maine
Debbie Gilmer, Maine APSE	Tyler Ingalls, Speaking Up For Us
Rick Langley, Disability Rights Center	Julie Moulton, Speaking Up For Us
Karen Fraser, BRS/DOL	Janine Collins, Maine State Rehabilitation Council
Betsy Hopkins, DVR	Ann Long, Maine Parent Federation
Lisa Sturtevant, DHHS	Gail Fanjoy, KFI
Christine Robinson, DHHS	Jeanie Coltart, CDE
Jim Phipps, Iris Network	

Discussion and Issues

Topic	Next Steps/Notes
<p>1. Update on the status of the Employment First Maine legislation (LD 1352)</p> <p>Betsy reported on the successful public hearing before Labor, Commerce, Research and</p>	<p>Handout (attached): State of Maine Legislature, Summary of LD 1352</p>

<p>Economic Development, where all testifiers were in support of the legislation and compelling testimony was provided by people with disabilities regarding their experiences in seeking to return to work or explore work for the first time. The bill has been amended twice. One amendment removed the consensus model language regarding decision making and replaced it with requirements for majority votes, quorum, meeting notices and the power to adopt bylaws. The other amendment addressed coalition membership, adding the director (or designee) of the Manufacturer’s Association of Maine to the membership list.</p>	<p>Handout (attached): Legislative amendments</p>
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Topic	Next Steps/Notes
<p>2. Update on the newly announced PROMISE grant</p> <p>Betsy presented on this initiative to have Maine join Vermont, Massachusetts, and Connecticut in applying for the grant. This is a joint initiative of US DHHS, DOL, and SSA funding states to “develop and implement model demonstration projects that promote positive outcomes for children who receive Supplemental Security Income and their families...Outcomes include: graduating...ready for college and a career, completing postsecondary education and job training, and obtaining competitive employment in an integrated setting...”</p> <p>The collaborating New England states must enroll 2000 child SSI recipients between the ages of 14-16.</p> <p>Letter of intent is due June 20, 2013, and the grant application is due in August.</p>	<p>Handout (attached): Overview of PROMISE grant</p>

Topic	Next Steps/Notes
<p data-bbox="237 333 1019 417">3. Brainstorming exercise re roles/expectations of participants in coalition going forward</p> <p data-bbox="284 472 1027 598">Karen facilitated this conversation and helped the group identify the following “job description” aspects of coalition roles.</p> <p data-bbox="332 653 548 684">For Members:</p> <ul style="list-style-type: none"> <li data-bbox="284 743 995 957">a. Demonstrate a high level of commitment to the ideal of integrated employment as an opportunity for <i>all</i> people with disabilities, and commitment to the promotion of that ideal <li data-bbox="284 972 829 1003">b. Commitment to attend meetings <li data-bbox="284 1018 1008 1188">c. Commitment to serve as a conduit of information and to share information with your constituency/organization and with the EFM group <li data-bbox="284 1203 1003 1234">d. Participate in election of chair and vice chair <li data-bbox="284 1249 891 1281">e. Participate in at least one workgroup <li data-bbox="284 1295 937 1371">f. Review materials and come to meetings prepared <li data-bbox="284 1386 886 1417">g. Vote on matters before the coalition <li data-bbox="284 1432 971 1463">h. Participate in defined project plan process <li data-bbox="284 1478 959 1554">i. Represent the larger voice of people with disabilities, avoid narrow interests <p data-bbox="332 1570 992 1581">-----</p> <p data-bbox="332 1654 539 1686">For the Chair:</p> <ul style="list-style-type: none"> <li data-bbox="284 1745 959 1776">a. Call meetings with proper advance notice <li data-bbox="284 1791 1008 1822">b. Facilitate or delegate facilitation of meetings <li data-bbox="284 1837 1027 1869">c. Prepare meeting agendas in consultation with 	

<p>“steering committee”</p> <ul style="list-style-type: none">d. Ensure minutes are taken, distributed/postede. Call for votesf. Maintain current list of coalition membersg. Work to build consensus around issuesh. Represent the coalition, serve as point of contacti. Serve one year term at leastj. Coordinate workgroup activities <p>-----</p> <p>For Vice Chair:</p> <ul style="list-style-type: none">a. Assume duties of chair if chair not availableb. Serve at least one year termc. Assist chair in performance of duties <p>-----</p> <p>For Disability Rights Center:</p> <ul style="list-style-type: none">a. Serve as active voting memberb. Provide logistical support, including website/listserv maintenancec. Provide administrative supportd. Provide accommodation/support to participants <p>-----</p> <p>For Workgroup participants:</p> <ul style="list-style-type: none">a. Agree to work within defined project plan process <p>-----</p>	<p>-----</p> <p>It was discussed and agreed that workgroups may include invited participants who aren't coalition members, but workgroup leaders will be coalition members.</p> <p>-----</p>
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<p>For Steering Committee members:</p> <p>a. Advise chair re agenda development</p>	<p>It was discussed and agreed that steering committee would be comprised of chair, vice chair, and leaders of workgroups.</p>
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Topic	Next Steps/Notes
<p>4. Brief discussion of workgroup areas</p> <p>In previous discussions the group has identified possible workgroups as:</p> <p>Legislation/rule change Data Transition/children's issues Communication group Business/Employer group</p> <p>Workgroups will have defined project plans, within their scope, and will coordinate information and activities with the larger group. Bylaws will need to address workgroup structure, membership, etc.</p>	

Topic	Next Steps/Notes
<p>5. Discussion of group structure and bylaws development</p> <p>Karen facilitated a wide-ranging discussion that raised the following issues:</p> <p>a. Should the coalition membership comprise a minimum of 51% people with disabilities and</p>	

<p>family members?</p> <p>b. How does the coalition fulfill its requirement to “strive to ensure that at least ½ of the coalition members are person with disabilities?”</p> <p>c. Must workgroup/steering committee membership comprise a makeup of 50% of people with disabilities as well? If not, does that threaten the integrity of the process?</p> <p>d. How is membership determined? Can a member named in statute designate one or several designees to attend? How will the group’s work proceed smoothly if different people are coming in and out of the discussions? What are the responsibilities of designees/alternates to be fully briefed and prepared? Must an organization name a member/designee for purposes of compiling an official membership list?</p> <p>e. Will the vice chair head a workgroup?</p> <p>f. It was agreed that Rick, Betsy, and Jeanie would comprise a group to develop draft bylaws for review/edit/approval by the group incorporating possible solutions to these questions.</p>	<p>LD 1352, Part B, Sec. B-1</p>
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Topic	Next Steps/Notes
<p>6. Discussion of regular fixed meeting time</p> <p>It was agreed that the coalition would meet on the second Monday of the month at 10am-noon.</p>	

Action Items

Action	Assigned Person	Due Date
<p>Develop Bylaws draft for group review</p>	<p>Rick, Betsy, Jeanie</p>	<p>7/8/13</p>

Next Meeting

Date of Meeting	Monday, July 8, 2013
Time	10am-noon
Location	DHHS, 41 Anthony Avenue (Conference Room C), Augusta

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