

Employment First Maine Coalition

MEETING MINUTES

Date of Meeting	Monday, July 8, 2013
Time	10am - noon
Location	DHHS Conference Room, 41 Anthony Avenue, Augusta
Facilitator	Betsy Hopkins

Present

Name/Affiliation	Name/Affiliation
Betsy Hopkins, Division of Vocational Rehabilitation	Christine McKenzie, Maine Medical Center
Rick Langley, Disability Rights Center	Maggie Carr, Turtle Cove Consulting & New Directions for Maine Families
Lisa Sturtevant, Dept. of Health & Human Services	Debbie Gilmer, APSE & Syntiro
Jeanie Coltart, Commission on Disability & Employment	Christine Robinson, Dept. of Health & Human Services
Terry Morrell, Division for the Deaf, Hard of Hearing & Late Deafened	Avery Olmstead
Rachel Dyer, Maine Developmental Disabilities Council	Gail Fanjoy, KFI
Sitara Sheikh, Division of Vocational Rehabilitation	Ann ____, Goodwill
Jim Phipps, Iris Network	
Carrie Lemos, Unlimited Solutions Clubhouse	
Lisa Soucie, High Hopes Clubhouse	
Leticia Huttman, Dept. of Health & Human Services	

Discussion and Issues

Topic	Next Steps/Notes
<p>1. Introductions/Announcements</p> <p>Betsy announced that L.D. 1352, the Maine Employment First bill, was officially passed on June 22, 2013. (It will go into effect as law 90 days after the end of this legislative session.)</p> <p>Debbie presented an update regarding the national APSE conference she and Betsy attended in Indianapolis, where Employment First was of course the major focus. Debbie presented there on public policy and EF, and cited Maine’s recent activities and successes. Maine is a “dark blue” state on APSE’s map symbolizing the state of the nation in EF: we have both policy directives <i>and</i> legislation supporting our efforts.</p> <p>Betsy reported that some states in attendance were struggling with state funded sheltered workshops. Maine is in a great situation by comparison. Good questions regarding policy development in Maine.</p>	

Topic	Next Steps/Notes
<p>2. Bylaws draft review</p> <p>Jeanie facilitated a detailed review of the draft document. Jim made detailed recommendations regarding restating text from the enabling act in the bylaws document rather</p>	<p>Handout: EFM Coalition Bylaws (June 28, 2013 draft)</p>

<p>than just referencing the act. For example, he proposed that the Article 1, Section 2 statement of purpose not summarize but restate all subsections regarding coalition duties from the act. The duties would encompass section A-F of the act, and include additional sections regarding definitions, that the coalition may submit an annual report, etc. After some discussion, it was agreed to adopt Jim’s edits into the revised draft and to review this document at the next coalition meeting.</p>	
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Topic	Next Steps/Notes
<p>3. Work group discussion</p> <p>It was agreed to add to the list of workgroups:</p> <ul style="list-style-type: none"> e. data group f. quality improvement/capacity building group <p>Re the Communication group, it was agreed that the best working model for that group was one where all other workgroups feed into that – allowing for transparency of information, dissemination of information to the coalition/public, etc.</p> <p>Additionally, it was agreed that workgroups will have projects and activities flowing from the coalition work plan. The Communication group will get information from the other work groups and merge those plans. Workgroups will maintain minutes and report back to the coalition. Workgroups will have defined project</p>	<p>Discussed but not clarified:</p> <p>Will work groups require a quorum of their own to meet/act?</p> <p>Will the minimum of 50% participation by people with disabilities requirement apply to both full coalition and workgroups?</p> <p>Workgroup membership is yet to be determined.</p>

plans as approved by the coalition.	
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Topic	Next Steps/Notes
<p>4. Officer elections discussion</p> <p>It was agreed that membership invitation letters would be prepared and sent to entities listed in statute, requesting them to designate official members for the master membership list by a certain date.</p> <p>It was agreed that at the first official coalition meeting in October we will revisit the discussion of responsibilities of offices, and then between then and November ask people to nominate and volunteer to run.</p> <p>Karen Fraser will serve in an ongoing capacity as coalition facilitator beginning in October.</p>	

Topic	Next Steps/Notes
<p>5. Scheduling of future meetings</p> <p>It was agreed that meetings will be held: Monday August 12, 2013 Monday September 9, 2013 and then starting in October meetings will move to second Friday's of the month: Friday October 11, 2013 Friday November 8, 2013 Friday December 13, 2013</p> <p>Additionally, it was agreed that meeting times, beginning in October, will be:</p>	

<p>Workgroup meetings (as scheduled) 930-11am Full Coalition meeting 11am-1pm Hopefully this arrangement will be easier to maintain, allowing for less travel.</p>	
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Action Items

Action	Assigned Person	Due Date

Next Meeting

Date of Meeting	Monday, August 12, 2013
Time	10am-noon
Location	DHHS, 41 Anthony Avenue (Room C)