

Employment First
_____ Systems Development/Capacity Building _____ Work Group Notes
Date: June 6, 2014

Members Present:

X	Name Debbie Gilmer		X	Name Leticia Huttman		X	Name Gail Fanjoy
	Name Riley Albair		X	Name Kevin Owen		X	Name Bethany Goding
	Name Janine Collins			Name Simonne Maline			Name

Others Present:

Name	Name	Name
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Agenda Item	Discussion	Action to be Taken
Reviewed needs survey	Who hasn't completed the survey; how can we get them to;	We reviewed the agency participation—and identified the agencies that Kevin (for CRPs), Lisa (for WS providers) and Leticia (for LTS providers) will follow up—Debbie will draft the email to go with the link and they will send it out again
Reviewed findings related to agency PD/TA needs	Top priority—multiple ways to get out EF 101 out for gatekeepers, parents, PWD, casemanagers, educators, etc.	Gail and Bethany will draft some concepts to be included in EF 101
Initial Recommendations	<ol style="list-style-type: none"> 1. That Work Support Providers must become CRPs 2. That EF 101 be widely available and accessible in a multitude of ways—face to face; webinars; website; etc. 3. Need to figure out how to move day support providers to WS to CRPs 	These initial recommendations will be shared with the Steering Committee on June 12 th
Next Meeting:	Date: July 29, 2014—11:00-1:00, 41 Anthony Ave.	Agenda Items: Work on mining data from survey