DEED / Vocational Rehabilitation Services

VRS Community Rehabilitation Program Advisory Committee

Friday, December 7, 2018 – 9:00 am – 3:00 pm

VRS St Paul Fairview Office

# VRS CRP Advisory Committee – Meeting on December 7, 2018

Key Messages for the Greater Vocational Rehabilitation Community:

*Note: Key Messages are first distributed via .govdelivery approximately one week after the meeting and posted on the DEED website. They are also included at the end of the official full session notes.*

**VRS Leadership Transition**

* VRS Director Kim Peck retired on November 13. VRS Director of Public Affairs John Fisher has been named interim director until a new director is onboard. The Commissioners’ Office hopes to hire and have the new VRS Director start in early 2019.

**VRS Service Provider Contracts and Processing**

* VRS Director of Community Partnerships Kim Babine provided an update on VRS Professional and Technical (P/T) Contracts focused on invoicing and amendments processes. She also previewed new RSA requirements impacting VRS contracts.
* Contract requirements are impacted by several entities including Rehabilitation Services Administration (RSA), the Minnesota Department of Administration, the Department of Employment and Economic Development (DEED), and the Division of Vocational Rehabilitation Services (VRS).
* The Advisory Committee discussed a variety of ways to effectively communicate and train CRP and LUV providers on VRS P/T Contracts including:
  + Information posted on the DEED website: mn.gov/deed/job-seekers/disabilities/partners/resources;
  + Develop and maintain an FAQ (Frequently Asked Questions) on common topics such as last milestone requirements and interpretation guidance, PBA placement milestone attainment, exception case considerations, etc.;
  + Conduct, record and archive webinars. Questions from the VR community surfaced during webinars can also provide new FAQ content for the website;
  + Share sample completed forms, standard guidance, and VR expectations on requirements by service type;
  + Conduct joint training sessions for VRS staff and provider staff;
  + A list of VR definitions of contract services terminology; and
  + Participate in ongoing and special event meetings e.g. local partners’ meetings.
* The advisory agreed that ongoing training is especially important given the high number of new employees joining CRP providers and VRS team offices throughout the year.
* VRS will be providing information on the upcoming VRS Service Provider Contract updates and changes soon. Look for information through the govdelivery distribution list.
* Questions on VRS P/T Contracts should be directed to Anne Paulson, VRS Rehabilitation Program Specialist at [Anne.Paulson@state.mn.us](mailto:Anne.Paulson@state.mn.us)

**Other Updates**

* A small team of DHS and DEED/VRS staff are meeting on a weekly basis to develop a Memorandum of Understanding (MOU) that will fully replace Interim Guidance for Home and Community Based Employment Services that was published this summer. The goal is to have a signed MOU in place by Spring 2019.
* The Advisory expressed support for greater coordination and collaboration of DHS and DEED/VRS employment-based services to clarify key definitions, roles, and services for individuals served by the programs.

*\* End of Key Messages*