



## ACTIVITY 1:

# List of essential meetings

**INSTRUCTIONS:** There are a few critical meetings that VRS/SSB staff should plan to hold or participate in when working with a person on a waiver. Think through each step in VRS/SSB services (e.g., IPE development, service delivery, etc.) and answer the questions below.

---

**1. What are the essential meetings you should plan for during VRS/SSB services? Write a list of these meetings below:**

---

**2. While it's ideal for everyone on a person's employment team to attend essential meetings, that's not always possible given busy schedules and workloads. If one of the E1MN partners isn't able to attend an essential meeting, what are ways you can keep them updated?**