



## Interagency Employment First Advisory Committee

The **Interagency Employment First Advisory Committee** is a voluntary 14-member committee representing diverse stakeholders' perspectives from around the state. This committee was created to work together and provide strategic advice and consultation to DHS and DEED-VRS/SSB to implement Minnesota's Employment First policy and fulfill agreements in the [September 2019 joint memorandum of understanding](#). Meetings will be hosted on Thursdays from 9:00am to 12:00pm on the following dates:

- May 21, 2020 - Kickoff
- July 16, 2020
- September 17, 2020
- November 19, 2020
- January 21, 2021
- March 18, 2021
- May 20, 2021
- July 15, 2021

### Session Notes for May 21, 2020 Kickoff Meeting

**Date:** Thursday, May 21, 2020      **Time:** 9:00 am – 12:00pm

**Location:** Zoom Video Meeting

#### **Committee Co-Chairs in alphabetical order:**

- Natasha Jerde, Director, State Services for the Blind (DEED)
- Lesli Kerkhoff, Human Services Manager, Disability Services Division (DHS)
- Chris McVey, Director of Strategic Initiatives, Vocational Rehabilitation Services (DEED)

#### **Membership and Stakeholder Representation on page 2**

**Facilitation and Documentation:** Holly Johnson, Lanterna Consulting, Inc. contracted through Management Analysis & Development, Minnesota Management and Budget

#### **Kickoff Meeting Objectives**

The first meeting of the new Interagency Employment First Advisory Committee is focused on:

1. Getting acquainted with the diversity of committee member talents and perspectives to help establish good working relationships and a shared purpose in our work together,
2. Sharing a brief overview of the guiding purpose and vision established by the September 2019 Memo of Understanding (MOU) as well as key implementation components for transforming the spirit of the agreement into a new reality of improved competitive, integrated employment services by summer of 2021, and
3. Providing an open forum for initial questions on the Committee's role and responsibilities as well as gathering insights on how to best engage with the committee as a source for strategic advisory and consultation in the months ahead.



## Interagency Employment First Advisory Committee

### Membership attendance in alphabetical order:

Name	Stakeholder Representative Appointment	Attended	Did Not Attend
<b>Jon Alexander</b>	Association of People Supporting Employment First (APSE)	✓	
<b>Tim Dickie</b>	Minnesota Organization for Habilitation and Rehabilitation (MOHR)	✓	
<b>Jessica Eggert</b>	People receiving services & their families or supports	✓	
<b>John Filek</b>	Deaf Blind service provider	✓	
<b>April Ildvad</b>	Broader stakeholder community (Mental health, brain injury specialist)	✓	
<b>Danielle Mahoney</b>	University of Minnesota's Institute on Community Integration	✓	
<b>Alicia Munson</b>	Advocacy organization for people with disabilities (The Arc Minnesota)	✓	
<b>Jillian Nelson</b>	Advocacy organization for people with disabilities (Autism Society of Minnesota / The Minnesota Governor's Council on Developmental Disabilities)	✓	
<b>Julie Peterschick</b>	VRS Community Partners Committee (CPC), formerly known as VRS Community Rehabilitation Program (CRP) Advisory Committee	✓	
<b>Kristina Petronko</b>	Client Assistance Project (CAP), Minnesota Disability Law Center	✓	
<b>Yekaterna (Kate) Probert Fagundes</b>	Minnesota Association of County Social Service Administrators (MACSSA) Metro Minnesota representative	✓	
<b>Phyllis Reller</b>	Minnesota Association of County Social Service Administrators (MACSSA) Greater Minnesota representative	✓	
<b>Rita Wiersma</b>	Association of Residential Resources in Minnesota (ARRM)	✓	
<b>Barb Ziemke</b>	People receiving services & their families or supports	✓	



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### DEED VRS/SSB and DHS staff attendance in alphabetical order:

Name	Agency and Responsibility	Attended	Did Not Attend
<b>Beth Grube</b>	Benefits Planning Coordinator for Disability Services Division (DHS)	✓	
<b>Amanda Jensen-Stahl</b>	Program Specialist for Vocational Rehabilitation Services (DEED)	✓	
<b>Natasha Jerde</b>	Director of State Services for the Blind (DEED)	✓	
<b>Leslie Kerkhoff</b>	Human Services Manager, Disability Services Division (DHS)	✓	
<b>Chris McVey</b>	Director of Strategic Initiatives for Vocational Rehabilitation Services (DEED)	✓	
<b>Ryan Merz</b>	Employment Planning and Resource Coordinator for Disability Services Division (DHS)	✓	

### Call to Order

The meeting was called to order at 9:00am by facilitator Holly Johnson who provided a brief overview of the kickoff meeting agenda and committee meeting guidelines.

### Kickoff Recap

Following individual introductions by all committee members, interagency committee co-chairs, Lesli Kerkhoff, Chris McVey, and Natasha Jerde, provided grounding reflections on the vision and scope of the committee’s work. The committee is an important part of a statewide approach to fulfilling the interagency agreement between Minnesota’s Department of Employment and Economic Development and the Department of Human Services that was formalized with a Memo of Understanding (MOU) in September 2019.

The committee’s role is an advisory role established to assist and inform the interagency collaboration in the complex systems work of creating more seamless disability employment services for individuals on HCBS waivers seeking competitive integrated employment. The committee is designed to represent the broad base of people and stakeholder entities connected with these services including providers, recipients, and their families. The committee will meet bi-monthly to assist the interagency work for the next 12-18 months as the current interim guidance is replaced and enhanced interagency services are implemented in 2021.

## Interagency Employment First Advisory Committee

Interagency staff members Beth Grube, Amanda Jensen-Stahl and Ryan Merz provided a brief overview of the interagency MOU structure, process, and timelines. The process places a high priority on engaging stakeholders along the work timeline to gather reactions and ideas for improvement that can be incorporated into the interagency staff work groups.

One of the ways stakeholders can actively participate in the process is through PIPEin. PIPEin is a flexible online tool that will be used to provide opportunities for feedback to DHS and DEED-VRS/SSB as they work to the coordination and delivery of services to people who receive Home and Community-Based Services (HCBS) waivers seeking competitive, integrated employment.

The first interagency staff workgroups, which began in January 2020, have been reviewing existing processes and points of transition and confusion to develop more consistent, person centered services in alignment with Minnesota's Employment First policy. A key strategy in aligning and improving service delivery is an expansion of the employment exploration service, a waiver service.

In June, DHS and DEED-VRS/SSB plans to use PIPEin to gather input to help improve the future HCBS Waiver Employment Exploration Service. The committee is encouraged to sign up for participation in PIPEin if they are not already enrolled and to encourage others to take advantage of the feedback opportunities over the coming months.

### Next Steps

1. Links referenced during the Kickoff Meeting were emailed out to the committee following the meeting and are included here:
  - [DHS/DEED Memorandum of Understanding \(MOU\)](#) page is the place where all Advisory Committee info will be
  - [PIPEin Overview/Information sheet](#) (for professionals)
  - [PIPEin Application](#)
  - [Virtual Insight Panel \(VIP\) Overview/Information sheet](#) (for people using VR/SSB and Waivers and their families)
  - [VIP Application](#)
  - [VIP Outcomes](#) (summary of recent VIP activities – examples of what's been done)
2. Committee members are encouraged to sign up for PIPEin and enlist others.
3. The committee's next meeting is scheduled for July 16, 2020.

### Meeting Adjourned

The meeting was adjourned at 12:00p.m.

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