



## Division of Rehabilitative Services

### Employment Service Organization Steering Committee (ESOSC)

Due to the active state of emergency, this is an electronic meeting pursuant to Item 4-0.01 of the 2020 Appropriation Act.

Tuesday, July 21, 2020

10:00 a.m. – 1:00 p.m.

#### Minutes

**Members Present:** Shirley Lyons, Chuck McElroy, Alan Hargraves, Joanne Aceto, Megan Bergen, Chris Lavach, Jason Harper, Robin Metcalf, Jim Fenerty, Teresa Hall

**Guests Attending:** The ESOSC meeting was streamed live to You Tube for public viewing.

[www.youtube.com/vadrs/videos](http://www.youtube.com/vadrs/videos)

**DRS Staff Attending:** Kathy Hayfield, Dale Batten, Donna Bonessi, Anita Mundy

#### Full Committee Call to Order and Introductions

**Shirley Lyons, Chair**

Chair Shirley Lyons called the meeting to order at 10:05 a.m. and welcomed members and guests. Shirley asked members and expected guests to acknowledge they were present when called.

#### Approve Meeting Minutes from January 7, 2020

**Shirley Lyons, Chair**

The Committee reviewed a draft of the Meeting Minutes dated January 7, 2020. There were no corrections to the Minutes. A motion was made by Chuck McElroy to approve the Minutes as written. Joanne Aceto seconded the motion. The Committee members voted unanimously by roll call to approve the Meeting Minutes.

#### Public Comment

**Shirley Lyons, Chair**

Public notice was posted prior to the meeting. Public comment was solicited and requested to be submitted by July 17, 2020. ESO Executive Directors, LTESS/EES Vendor Admins, and those who had previously requested to be on the email distribution list were notified that public comment was being accepted. No members of the public submitted public comment.

**LTESS/EES - FY 20 Reallocations, FY20 End of Year Statistics  
FY 21 Allocation Methodology  
DARS Update regarding Provider Rates**

**Donna Bonessi  
Deputy Director,  
Employment Services &  
Special Programs, DRS**

Donna Bonessi provided an update on LTESS/EES Reallocations, FY20 End of Year Statistics, FY 21 Allocation Methodology, and a brief update that there will be no rate adjustment this year for Providers. Reallocations were done and all LTESS/EES expenses for FY 20 were paid to providers. Donna Bonessi

also reviewed the FY 2020 LTESS/EES annual statistics. However, this is a new system and the first year for reports. As a result, there are a few minor calculations that need to be reviewed to ensure accuracy. Several ESOs merged their vendor agreements in beginning FY 21 and that caused the system to combine data from FY 20. Once the data is reviewed, a final report will be sent to members.

Donna Bonessi presented an alternate allocation methodology to calculate the 3 year rolling average for FY 21 for both LTESS and EES using the 3<sup>rd</sup> quarter projections for FY 20 rather than FY 20 actual expenditures. Many organizations stopped providing services immediately in late March 2020 resulting in both funds being significantly impacted. The 3<sup>rd</sup> quarter projections more accurately reflect organizations potential spending pre COVID-19. Shirley Lyons requested that a motion be made to accept the alternate allocation methodology presented by Ms. Bonessi. Chuck McElroy made the motion and Joanne Aceto seconded the motion. A vote was called and it was unanimously decided by the Committee to accept the motion.

#### **COVID-19 Emergency Relief Funds**

**Donna Bonessi**

Donna Bonessi reviewed how Emergency Relief Funds were distributed. A total of \$811,105.40 was distributed to ESO's for Round One and \$763,482.34 was released to ESO's in Round Two.

#### **LTESS/EES Policy Effective Date April 1, 2020**

**Shirley Lyons**

The Committee briefly discussed the new LTESS/EES Policy Manual dated April 1, 2020. Changes to the previous policy were recommended to the Commissioner at the last meeting. These recommendations were approved by the Commissioner and added to the current policy manual.

#### **ESOSC Committee Member Replacement**

**Shirley Lyons**

Shawn Smith, Virginia Goodwill Network Appointee, resigned his position with the ESOSC due to his position being eliminated with Goodwill Industries. Senator Mamie Locke, Chair of the Senate Rules Committee was notified and a replacement was requested.

#### **Commissioner's Update**

**Kathy Hayfield, DARS Commissioner**

The Commissioner updated the Committee on the agency's response to COVID-19. Approximately ninety percent of DARS staff are teleworking. Almost 200 staff at Woodrow Wilson was furloughed. DRS is currently not providing face-to-face services. The Division's target date to return to face-to-face services is September but that is still up in the air. DRS is hosting biweekly ESO update calls to keep everyone informed on how the agency is moving forward through this pandemic.

The Commissioner stated that it appears as though DARS will be looking at a 5 -7 percent reduction in its state general fund. There is some latitude on how this will be handled and she is seeking feedback from ESO's on how to manage this so that these numbers do not affect client services.

#### **Discussion of Addition of New LTESS Providers**

**Donna Bonessi**

One of the additions that was made to policy last year was the ability to decide on an annual basis if DRS would add new LTESS providers, based on any perceived fund balances. In FY 20, there was a projected balance of 1 million dollars in LTESS and EES combined (pre COVID-19). Since there was a large balance, DRS is recommending that three organizations currently on the LTESS wait list and who are CARF accredited, be added to the list of organizations that may access LTESS funds. Jason Harper made a motion that the three organizations on the waiting list to receive LTESS funding be approved and that each organization will receive a \$10,000 allotment for this fiscal year. Alan Hargraves seconded

this motion and the motion was passed unanimously by the Committee. The organizations are The Opus Network, Brighton Gardens, and Employment Advocates. Funding will be available beginning August 1, 2020.

**Future Meeting Dates, Upcoming Agenda Items, and Other Business**

**Shirley Lyons**

The next meeting of the Employment Service Organization Steering Committee is scheduled for October 6, 2020.

**Adjourn**

The meeting adjourned at 11:15 a.m.