

# Disability Committee Meeting Minutes

## Friday, January 22, 2021

Meeting Location: Meeting held via Microsoft TEAMS

### **Call to Order**

The meeting was called to order by Darreth Roby, Committee Chair, at 9:04 a.m.

### **Attendance**

Robin Cone  
Cristie Freeman  
Barbara Mosley  
Darreth Roby

Trenise Smith  
LuWanna Williams  
Steve Williams

### **Adoption of the Agenda**

Darreth Roby reminded everyone that the agenda for today's meeting was emailed out to everyone. Middle Georgia Consortium staff member Trenise Smith made a motion to adopt today's agenda as sent. The motion was seconded by LuWanna Williams. No questions were asked and the motion was approved unanimously and the agenda was adopted/approved as sent.

### **Approval of Minutes**

Darreth Roby reminded everyone that the agenda for minutes for the last meeting held on October 15, 2020 was emailed to everyone. Darreth Roby asked if there were any corrections to the minutes. There were no corrections voiced regarding the October 15, 2020 minutes. Committee member LuWanna Williams made a motion to adopt the minutes for the October 15, 2020 meeting. The motion was seconded by Trenise Smith. No questions were asked and the motion was approved unanimously and the minutes were approved as distributed.

### **Topics for Discussion**

First topic for discussion was the Interview Intake Questions – how to determine if customer has a disability and if so what type of disability. A list of intake questions was emailed to committee members prior to the meeting for review. There were 37 questions on the drafted list. Darreth Roby suggested the list be shortened to a one-

pager. LuWanna Williams informed the committee that she was open to the suggestions of the committee as this was not the area she works in. Robin Cone agreed that the 37 questions was too lengthy and during intake, we do not want to frustrate or discourage the customer and there was some overlap in the questions. Steve Williams suggested looking at the top 10 questions and the other questions could be asked in a second interview. Steve Williams suggested asking directly what type of disability do they have and their concerns so that we are not trying to pinpoint the disability and/or concern ourselves and focusing on what the customer feels is the major problem and/or issue. Steve Williams suggested asking “tell us what is going on with you”. Robin Cone informed the committee that she would be willing to work on editing/shortening the intake questions. Barbara Mosley agreed to assist Robin Cone with shortening the document. Committee decided to look at top five or ten questions with leading questions such as “explain further, could you explain that, or do you have a copy of your IEP or psychological evaluation”.

Second topic (new business) for discussion was the committee doing a Disability Awareness Training. Darreth Roby informed the committee that she emailed the committee members information from one of the One Stop partners (In the Door) has scheduled a Disability Awareness Sensitivity and Etiquette Training on February 5, 2021. Darreth Roby informed the committee that she would be a presenter during this training along with her Vocational Rehabilitation colleagues. Darreth Roby informed the committee that the focus of the training would be exactly with the committee had discussed previously: sensitivity when working with individuals with disabilities and work place accommodations. Steve Williams suggested that the committee members collaborate with In the Door and/or attend the meeting to get the information since it was one of the things the committee was thinking of doing. LuWanna Williams will contact the Fort Valley State University’s (FVSU) Disability Coordinator in reference to possibly presenting information regarding how students can make contact with the Disability Coordinator and/or how accommodations are requested and/or handled on their campus. Darreth Roby will have Paul Allen with In the Door contact LuWanna Williams to coordinate the presentation. Robin Cone informed the committee that shared the training information with her colleagues and that this is information that her agency very much needs and can benefit from hearing. Barbara Mosley agreed that this information is needed and should be shared with her agency.

Darreth Roby informed the committee that GVRA has moved from service areas to districts. The Macon and Warner Robins Vocational Rehabilitation (VR) offices are now in District 5 and are aligned with the Columbus, LaGrange, and Americus offices. Darreth Roby also informed the committee that Wilcox County will now be a part of District 5 and will be served out of the Warner Robins office. Darreth Roby informed the committee that VR now has closed Priority Categories 2 and 3 and individuals that fall into one of those categories are now placed on a waiting list and are given information and referrals to other agencies that may be able to assist them.

### **Plan of Action**

Upcoming meeting review the list of revised/shortened questions to ask individuals when they come in to assist with identifying if they have a disability.

### **Adjournment**

Committee member Steve Williams made a motion to adjourn the meeting at 9:29 a.m. The motion was seconded by LuWanna Williams. The motion passed unanimously. The next meeting is scheduled for April 20, 2021 at 9:00 am.