

NH Employment Leadership Committee

Minutes, May 15, 2019

Attending: Annie Clark (Independent Services Network), Miranda Brown (The Moore Center), Jennifer Meyer (The Moore Center), Deb Bogle (Pathways of the River Valley), Isadora Rodriguez-Legendre, (NH Council on Developmental Disabilities), Jo Moncher (Division of Long Term Supports and Services, DHHS), Laura Feldman (Gateways Community Services), Maggie Hinkle (PLUS Company), Denise Roy-Innarelli (NH Employment Security), Shannon Warren (Easterseals NH), Brent Cote (Volunteer), Ben Adams (Easterseals NH – by phone), Tobey Partch-Davies (Institute on Disability, UNH), Jess Smith (Northern Human Services) and Rocky Morelli (Opportunity Networks).

Minutes

April Minutes were approved.

Miscellaneous Updates

- Jo presented to the NH Legislative State Rehabilitation Council (SRC) on ELC for about 40 minutes. The presentation and discussion went well. Jo and Isadora spoke about the possibility of providing a brief SRC overview to the ELC – possibly after the SRC Chair Chuck Saia and Jo meet to discuss partnership opportunities between the two groups. Isadora will provide an overview/presentation to the ELC at an upcoming meeting in late summer.
- During the SRC meeting, Jo mentioned the importance of the DOE/VR and DHHS Memorandum of Understanding (MOU) to the DOE Commissioner and Assistant Commissioner. Jo and Lisa will be meeting soon to discuss.
- Jo didn't go to the Family Support Conference, but several did go and they heard at the conference that the NH Employment Security (NHES) is partnering with the ELC. Positive comments were shared about this new partnership. Denise from NHES is sharing ELC info with her management team/field offices.
- Deb Scheetz is the Director of the Division of Long Term Supports and Services (Jo's boss). She recommended that we add "workforce" in the center of the fact sheet "circle/diagram". Jo made that change and distributed updated and final ELC Fact Sheets to ELC.
- ELC is encouraged to broadly disseminate the ELC Fact Sheet.
- Workforce Coalition sheet is also approved. VR took the lead on that and the document is current.

ELC Membership

- Jo welcomed Brent Cote to the ELC. Brent attended a SRC meeting, where Jo and Brent discussed ELC work. Brent is from the Nashua area and interested in supporting a possible Workforce Coalition.
- Jo asked for possible ideas/contacts on securing mental health representation on this committee. Over the last several months, ELC members have noted the mental health vacancy on ELC. Nancy Rollins (at the last SRC meeting) also suggested we need mental health in our membership. Jo spoke with the director of Behavioral Health, but did not receive any ideas or contacts.
- Tobey indicated that mental health agencies used to have representation at the workforce coalitions and also suggested possibility of START being a resource. Here is a link to START: <https://iod.unh.edu/projects/center-start-services>.
- Other members of interest would be the business community.
- Deb thinks we should include a person that represents a large employer group; Jo has been busy on the state plan on aging, but her time will free up soon and she will focus her time on following up with members on these business action steps.

Employment Data Report – Introductory Letter

- Tobey reported that a draft of the Employment Data Report should be ready by the end of next week.

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- Jo reminded ELC that we have discussed (over the last several meetings) the need to include an introductory letter at the front of the Employment Data Report.
- Jo presented a draft introductory letter for ELC to review. ELC members provided a few minor edits and then approved the letter. Jo will present the draft letter to Sandy Hunt to determine appropriate letterhead (DLTSS, BDS or ELC).
- We may want to do an email blast of the Employment Data Report.

ELC Info on DHHS Website

- Jo connected with the DHHS webmaster about adding an ELC webpage to the DHHS/BDS website. ELC briefly reviewed DHHS webpages.
- It was noted that the Employment Data Report is difficult to find on the DHHS website. Jo will discuss better “placement” with DHHS webmaster.
- Group discussed the employment positioning statement. Jen Meyer shared that ELC spent 2 years on drafting this document. Group formulated an idea about retitling the position statement to “Why Work”. ELC agreed that this document will remain on the DHHS website.
- Website will also host the ELC/BDS powerpoint presentation to the Quality Council.
- MEAD info was discussed. Jo will ask Sandy about the point person for the MEAD program and secure any updated info.
- ELC briefly reviewed BDS Training Calendar. Jo asked if members are using the Training Calendar, and encouraged members to access the calendar for important trainings.
- Frequently Asked Questions (FAQ) about data. Jo will touch base with Cris Philipson on FAQs.

Employment Trainings

- Jen Meyer shared that Heather Young from CSNI reached out to her to help coordinate an employment training for families. Jen asked if anyone from ELC could assist. Possible members to partner with Jen and Heather include: Dee Johnson, Jessica Smith and Deb Bogle. Jen Meyer will reach out to interested ELC members via email.
- Isadora shared a training opportunity on September 22, 2019 – Advocate NH training; a 90 minute training. Isadora clarified that it doesn’t have to be from ELC specifically but pairing a self-advocate being with an employment provider would be a good idea. It may be Kelly E and PLUS collaborating for a possible training. Isadora said she will have Vanessa Blaise contact Maggie from PLUS and Kelly about a possible breakout.

NH Employment Security – Denise Roy-Innarelli

- NHES is working to identify a staff person to attend an ACRE training, and to serve as a DD Liaison within NHES.
- Denise hopes to include this new “DD responsibility” within the job description for a new hire.
- NHES is sending representatives/liasons from the various offices to attend Workforce Coalition meetings.
- Denise is providing ELC updates at the NHES management meetings.
- Denise informed the group that the NHES Nashua office may be able to host the Nashua Workforce Coalition meetings. Laura Feldman will follow up with Denise to obtain a monthly day/time that would be available for a group to meet consistently throughout the year. Laura will bring that information to the ELC for next steps.

Business Cultivation of Top 12

- In previous meetings, ELC has discussed business cultivation to specific statewide or regional employers who have a history and reputation for hiring individuals with developmental disabilities. Cris Philipson presented several

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business/data reports to ELC to help ELC identify specific NH businesses to target. ELC identified and agreed to reach out to 12 businesses across NH.

- Group reviewed Jo's draft introductory letter to send to the top 12 businesses.
 - Discussed edits and proper recipients of the letter (CEO's, HR, local store managers)
- ELC members were asked to provide Jo with local contact information for the following list of employers:
 - Dartmouth-Hitchcock
 - Dunkin Donuts
 - Hannaford
 - Home Depot
 - Marshall's
 - McDonald's
 - Omni Mt. Washington Hotel
 - Shaw's Supermarket
 - Sodexo
 - T.J. Maxx
 - Walmart
 - Wendy's
- Jo will make suggested edits and bring to next meeting.
- Jo will also share letter with Sandy Hunt and Deb Scheetz for additional feedback and approval.
- Jess Smith brought up work they are doing with the NHVR and Project E3 to engage employers, families. Jess shared with these documents/reports and the handouts will be helpful for those meetings.

Employment Leadership Awards (ELA) – Isadora Rodriguez-Legendre

- The period to submit nominations for the 2019 Employment Leadership Awards has officially closed.
- There were 26 nominations submitted for the Employment Leadership Awards.
- The ELA Committee is setting up a site visit and interview for each of the nominees.

Next ELC Meeting

We need to move the location of the next ELC meeting because there is a conference taking place in the Fox Chapel.

Isadora has graciously offered to host the next ELC meeting at The NH Council on Developmental Disabilities.

****NOTE**: Location change of next ELC Meeting**

Wednesday, June 19th 2-4pm
The NH Council on Developmental Disabilities
2 ½ Beacon Street
Concord, NH 03301

Minutes provided by Tobey Partch-Davies, with assistance from Laura Feldman.