



Andy Beshear
Governor

Jaime Link
Education and Labor Cabinet Secretary

Provider Capacity Committee **Minutes**

November 17th, 2023
11:00am – 12:00pm
Zoom
Meeting ID: 857 3913 4338

Members Present: Chair, Jeff White, Katie Wolf Whaley and Lori Norton

Additional Members Present: Cathy Anderson, John Carr

Members Absent: Staci Cain, Todd Coffey, Annette Jett, Cora McNabb and Leslie Hoffman

Staff Present: Kentucky Office of Vocational Rehabilitation (KYOVR) Administrator, Nanci Howard, KYOVR Administrative Specialist, Pepper Caudill,

Staff Absent: KYOVR Manager, Ron O'Hair

Welcome, Introductions and Agenda Review:

Administrator, Nanci Howard welcomed everyone to the meeting and explained the items on the agenda before turning the meeting over to Chair, Jeff White.

Chair Report:

Chair, Jeff White stated that changes were made to the outcome plan based upon information from the previous day and he would send the updated copy to Administrator, Nanci Howard and Administrative Specialist, Pepper Caudill as soon as the meeting was over.

Strategic Plan:

Chair, Jeff White screen shared the Strategic Plan pdf and began discussions of the Goals listed therein. He explained that a separate standing meeting of collaborators had been gathering for the past two months and shared some of the realizations from that group, with the committee. Jeff went Goal by Goal through the Strategic Plan and briefly identified how those Goals pertain to the Provider Capacity Committee and its scope of work. He then began to screen share and explain in detail the PC outcome plan word doc, which was developed by the group of collaborators in the separate standing meetings. Jeff stated one of the elements to be addressed by the Provider Capacity Committee could be to find or develop an assessment/screening tool to determine the appropriate starting point for participants and there was discussion amongst the group regarding this matter and how it pertains to pre-vocational services. There was further discussion on this matter and whether

the specific “assessment or screening” language used to communicate the committee’s goal was in alignment with the Employment First Council’s primary outcome for employment to be the first and primary goal for consumers. It was decided that the terms “assessment or screening” should not be used in this context. There was discussion of developing a process to ensure that case managers are obtaining guardian approval and how that matter impacts the Provider Capacity Committee. There was discussion regarding milestone payments for completion of a second placement and job development. There was discussion of how this committee would accomplish the points listed in the PC outcome plan word doc, which Jeff went over in detail during the meeting. It was decided that the committee would prioritize the points of this document at their next meeting in 2024 and decide which tasks can be accomplished through the work of the Employment First Council and its Committees. Jeff stated that he would reach out to members directly to solicit the development of work teams that could begin to prioritize the points of the PC outcome plan. There was discussion about developing a survey to help determine which tasks to prioritize. There was further discussion about removing some of the listed items as they were already being tackled through other means.

Standing Meeting 2024:

It was decided that the committee would meet every month there are no Council meetings, on the second Tuesday of the month, from 2:00 – 3:00pm EST, beginning on February 13th, 2024.

Annual Report:

Chair, Jeff White stated he would like to share outcomes and not necessarily the tasks that the committee has identified and is working to accomplish, in the Annual Report. He also stated that the Council had approved a demographic earlier in 2023 and that could be shared in the Annual Report. There was discussion amongst the group about what could be included in the Annual Report.

Future areas of focus:

- Chair, Jeff White stated that changes were made to the outcome plan based upon information from the previous day and he would send the updated copy to Administrator, Nanci Howard and Administrative Specialist, Pepper Caudill as soon as the meeting was over.
- There was discussion of how this committee would accomplish the points listed in the PC outcome plan word doc, which Jeff went over in detail during the meeting. It was decided that the committee would prioritize the points of this document at their next meeting in 2024 and decide which tasks can be accomplished through the work of the Employment First Council and its Committees.
- Jeff stated that he would reach out to members directly to solicit the development of work teams that could begin to prioritize the points of the PC outcome plan.

Next Meeting Date:

Friday, January 12th, 2024

1:00pm – 3:00pm

Hybrid Format

Location: Kentucky Transportation Cabinet
Conference Room # C107
200 Mero Street
Frankfort, KY. 40601

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