

**Department for Aging and Rehabilitative Services (DARS)  
State Rehabilitation Council Annual Retreat  
November 6, 2024  
Draft Meeting Minutes**

**New Member Orientation:** An optional orientation for newly appointed Council members was held in advance of the SRC Annual Retreat. SRC members in attendance were: Travis Staton, Nick Zweerink, Ryan Mauzy, Ryan Haywood, Joliefawn Liddell, Lillian Garland, Gayl Brunk, Brandy Schantz. Rebecca Ceja also attended as a VDOE representative and Carrie Humphrey as ASL Interpreter. DARS staff in attendance were: Catherine Harrison, Julie Jacobs, Cara Kaufman, and Dale Batten. The orientation session began at 9:31 a.m. and ended at 9:51 a.m. DARS Policy staff provided a welcome with general DARS and Council information, information on travel reimbursement, and information on FOIA requirements applicable to the Council. The orientation session was noticed with the Annual Retreat and no public comments were received.

**Meeting Handouts:**

1. New Member Orientation Presentation
2. Common DSA Acronyms
3. Virginia FOIA Council 2024 Guide for Members of Public Bodies

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**Members Present:** Commissioner Kathy Hayfield, Travis Staton, Christopher Martin, Ryan Mauzy, Ryan Haywood, Nick Zweerink, Joliefawn Liddell, Lillian Garland, Gayl Brunk, Brandy Schantz, Frederick Foard, Talisha McAuley-Davis, Becky Alwood, Heidi Lawyer, and Marco Callender.

**Members Absent:** None.

**Others Present:** Rebecca Ceja, VDOE; Dale Batten, DARS; Catherine Harrison, DARS; Julie Jacobs, DARS; Barbara Burkett, DARS; Meghan Cox, DARS; Cara Kaufman, DARS; Lisa Robertson, DARS; David Leon, DARS; Matt Luther, DARS; Carrie Humphrey, ASL Interpreter.

**Call to Order:** The meeting was called to order at 10:16 a.m.

**Introduction of Members:** Schantz called the meeting to order. All members and others present introduced themselves.

**Approval of meeting agenda:** No changes. Agenda approved by unanimous consensus.

**Matters of Public Comment:** There were no public comments received.

**Commissioner's Remarks:** Commissioner Hayfield welcomed members to the Annual Retreat. The Annual Retreat gives the Council an opportunity to review performance of the VR program and sets the stage for the next year's activities. The Commissioner looks forward to the Council's recommendations and input.

**Presentation: Vocational Rehabilitation 101**

Catherine Harrison with DARS Policy presented to the Council an overview of vocational rehabilitation programs and services. The full presentation is included with the meeting materials.

**Presentation: Evaluating the Effectives of Vocational Rehabilitation Program Performance and Initiatives for Federal Fiscal Year 2024**

Deputy Commissioner Dale Batten and Lead Program Analyst Barbara Burkett presented to the Council an overview of DARS VR Program performance for Federal Fiscal Year 2024. The full presentation is included with the meeting materials.

**DARS Agency Responses to 2023 SRC Recommendations**

The SRC was provided with a copy of their 2023 recommendations to the agency to review and received a status update from Deputy Commissioner Dale Batten on each recommendation. The agency updates assist the SRC in developing its 2024 recommendations. The SRC will work on recommendations to be included in the 2024 Annual Report at the 11/7 SRC Business Meeting.

**Development of 2024 SRC Recommendations**

A discussion on the development of 2024 SRC Recommendations, included on the 11/6 SRC Annual Retreat agenda, was not held due to time constraints. The 2024 SRC Recommendations will be developed and finalized at the 11/7 SRC Business Meeting.

**Matters of Public Comment:** There were no public comments received. Having no further business, the meeting was adjourned at 1:54 p.m.

The SRC Quarterly Executive and Business Meetings will take place on November 7, 2024 at the Department for Aging and Rehabilitative Services Central Office in Henrico.

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**Meeting Handouts:**

1. Proposed Meeting Agenda
2. VR 101 Presentation
3. VR Program Performance FFY 2024 Presentation
4. 2023 SRC Recommendations
5. 2023 SRC Recommendations with Agency Responses