



Interagency Council of Brevard

## Meeting Minutes

**Date:** August 14, 2013

**Meeting held at:** East Coast Contract Industries 3550 South Washington Ave., Suite 6 Titusville, FL 32780

**Attendees:** Jaimee Antinore, Teresa Barrett, Laura Bingham, Jennifer Duros, Sherrie Fries, Jack Giordano, Lori Goodwin, Robert Gramolini, Kathy Lowe, Heather Mack, Cathy Osaisai, Laura Pichardo, Mariann Sampieri, Lynda Schuchert, Patty Smith, Nancy Taback, Heather Theobald, Cindy Wickham, Tricia Woods, Maryjane Wysocki

**Minutes taken by:** Tricia Woods

**Welcome and Introduction:** Lynda Schuchert opened the meeting.

**Mission Statement:** Read by Jennifer Duros.

**Reviewed last months minutes:** Tricia Woods reviewed June's meeting minutes.

**Treasurer's Report:** As of this meeting we have \$2871.64, which includes the remainder of the \$1500 grant money from Project Ten Connect.

- The remainder of the \$1500 grant money from Project Ten Connect must be spent by the end of October 2013. New flyers, a banner for transition fairs, updated Spectrum booklets and the Directory of Services brochure are all being updated and printed using the remainder of the grant money. This was approved by the committee.

### **Order of new business:**

- Discuss emailing – Who should be on the list?
  - ⊖ The question arose and was discussed by the council who all agreed that all members, past or present could receive emails regarding ICB meetings. The goal is to keep them updated so they may return as an active member.
- Kathy Lowe reported that she will be retiring this year.
- Discussion on marketing materials –
  - Heather Theobald provided everyone who attended the meeting with 10 copies of flyers regarding the next transition fair to be held on October 18<sup>th</sup>.
  - Kathy Lowe is currently updating the Spectrum Pamphlets. She reports that they seem to be the document everyone likes. Again, these will be printed

- using the remainder of the grant money. (BCC has now become Eastern Florida State College and will be listed in the pamphlet as EFSC ,formerly BCC.)
- Kathy recommends that the committee establish a marketing committee when she retires to ensure all materials are kept up to date.
  - Heather Mack reported that Indian River ICB has basically copied our Spectrum packet because it is such a good source of information. Palm Beach County has also requested a copy.
- Heather Mack informed the council that the Project 10 yearly update, Winter Institute, will be held the 3<sup>rd</sup> week of January. Everyone is invited and encouraged to attend. It will be held in Indian River County this year.
  - Chamber of commerce Involvement
    - Heather Theobald reported that ICB was represented both in May and June by our members. Kathy Lowe and Heather Theobald went to Wednesday Friends day in May and Donald Blair attended Wednesday Friends day in June.
    - She informed the committee that it was time for renewal at the cost of \$175.00 for the year. She reported that we did not obtain any new members and/or new employers. The committee voted to not continue the Chamber membership; this was approved by Kathy Lowe and seconded by Robert Gramolini.
  - Kathy discussed the ICB Transition Activity Data sheet that she has requested that everyone completes and returns to her on a monthly basis. Beginning at age 14, all agencies should be invited to IEP meetings, and we need to accurately report to the state how often this is occurring. Dr. Patricia Frame wanted to ask everyone, “What do you think your role is when you attend an IEP?” The committee reported that it is a time to share information and discuss how to access services.
    - Laura Bingham reported that ECCI has never been invited to an IEP meeting.
    - Robert Gramolini from BAC reported that he is not being invited as much as he used too.
    - Lynda Schuchert of Voc Rehab reported that she is meeting parents/families outside of IEP meetings. This activity is going to be added to the data sheet as well.
  - The committee discussed that there are many changes that may be affecting the decrease in IEP attendance. Some of the factors may be due to the increase in IEP paperwork and the change in diploma requirements.
  - 2 suggestions were recommended by Maryjane Wysocki
    - 1- Agencies to meet with the teachers.
    - 2- Develop a folder with everyone’s pamphlets and give it to ESE teachers.
  - Lynda Schuchert and Robert Gramolini informed the committee that legislators are not available to attend the September special meeting because it is being held on September 11<sup>th</sup> in the morning. Robert informed the committee that Jason Klazon

from CARD offered to present at the meeting. The committee requested that we contact our legislators and ask if they can attend on the 11<sup>th</sup> at a later time in the day or October 9<sup>th</sup> (before we commit to having Jason). The committee would still like to invite Jason to a regular meeting if this does not work out.

**Task Force break out sessions:**

- Employment task force
  - o Maryjane Wysocki reported that the committee discussed holding an employment fair. She is going to explore options to find someone to fund the insurance which will cost \$400.00 if done at the Merritt Island Mall. The committee continues to feel the mall is a better option due to walk through and marketing for the companies. They are more willing to attend. Looking at April or May 2014.
  - o Maryjane questioned the committee on whether the form used to refer consumers for disability mentoring day should continue to have ICB logo in it. The committee felt it should remain.
- Transition task force
  - o Kathy made sure everyone who wants a table for the October 18<sup>th</sup> transition fair signed up.
  - o Recommended that all arrive around 8-8:15am, because people will start to arrive around 9am. 11:30 will be the drawing for people who turn in the survey.
  - o There will be a professional photographer this year.

**Announcements:**

- Mary Jane Wysocki informed the committee of 2 employment award ceremonies (central Florida & Brevard County) and provided us with a sign up sheet for October 3 at Holmes Regional Hospital.
- Social Security Work Incentives workshop to be held on October 22<sup>nd</sup> from 5-7pm at Holmes Regional.

**The next meeting will be held on September 11<sup>th</sup> at Brevard Achievement Center.**