



**Andy Beshear**  
Governor

**Jamie Link**  
Education and Labor Cabinet Secretary

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## Transition Subcommittee

Minutes

February 14<sup>th</sup>, 2023

9:00am – 10:00am

**Members Present:** Jessica Beaven, Chair, Frank Huffman, Co-Chair, Todd Coffey, Tal Curry, Gretta Hylton, Justin Jeter (proxy for Patricia Seybold), and Diana Merzweiler

**Staff Support:** Kentucky Office of Vocational Rehabilitation (KYOVR) Transition Services Branch Manager and staff support, Veronica Dale

**Staff Present:** KYOVR Assistant Director of Field Services, Jonathan White.

Staff support, Veronica Dale, welcomed everyone to the meeting and thanked them for their time. After introductions, Veronica Dale, turned the meeting over to Chair, Jessica Beaven.

### Highlights:

- Transition Toolkit
  - Chair Jessica Beaven stated that she had reviewed notes from the previous council under the Executive Order and stated that she understands there was a 'transition toolkit' that had been in a developmental stage. She stated that she believes she was able to locate the transition toolkit. She noted that during the December 2<sup>nd</sup>, 2022 meeting it was suggested the subcommittee reach out to Kentucky Works and the Kentucky Autism Council to assist with facilitating the toolkit. The chair opened the floor for discussion and asked if any member was involved with the making of the toolkit.
  - Subcommittee member, Tal Curry, stated that he was not on the subcommittee previously, but that he had worked with previous transition subcommittee chair, Jeff White in the interim of establishing the new council. He said there was some interest from the State Advisory Panel for Exceptional Children and their transition subcommittee, because he also serves on that panel, to look at the possibly of what does Kentucky Department of Education (KDE) already have and what is out there from

the University of Kentucky's Human Development Institute (UKHDI), etc. that could be a resource. Mr. Curry said that in the past the subcommittee was looking at partially Kentucky Works, but their website is no longer active. He stated that some of the information is still on UKHDI's website, but he does not have any updates on what type of information is still out there.

- One-Pager

- Mr. Curry then proceeded to state the subcommittee was looking at developing a one-pager that could be utilized during Individualized Plan for Employment (IEP) meetings. He stated he was not sure if this is something that already exists withing KDE or Vocational Rehabilitation but that it would be nice to get the one-pager in the hands of individuals, so they understand what some of the resources are out there and what are some of the resources KYOVR has to offer. Mr. Curry stated he had been working on a very rough draft of a one-pager. Chair Jessica Beaven agreed for the subcommittee to not reinvent the wheel and the subcommittee should look at investigating possible other one-pagers that are out there before developing something. She described her all-inclusive workforce meeting and provided the subcommittee on her perspective as an employer.
- KYOVR Assistant Director, Jonathan White, stated he was there might be a one-pager out there because he believed that he had seen it at one time. Jessica Beaven, stated she would reach out to Jeff White to see if the one-pager is still in existence.

Discussion was held regarding the Kentucky Profile of Transition Practices. Subcommittee member, Gretta Hylton, explained the transition profile further and the purpose of the profile. She stated the transition team wanted a resource out there to hand out to students, school districts, and parents to use as a guide through transition services. She explained it is not a one-pager but a comprehensive profile to assist with transitioning out of high school.

Co-Chair, Frank Huffman, stated when he graduated high school, teachers did not know much about KYOVR and he asked if the teachers are now required to learn about KYOVR before they can become a teacher? Subcommittee member, Todd Coffey, further added, that he is looking for data and how individuals could be placed and if they are not in KYOVR, what data is available. He stated there is a real disconnect to get individuals in the KYOVR process. Staff support, Veronica Dale, asked what kind of data is needed? Mr. Coffey stated there is a blind spot between schools and KYOVR. He continued; how do we look for employment opportunities and following up on those individuals? Mr. Coffey said he would like to use the data to determine how an employer and the supportive agency can collaborate more efficiently and conduct job fairs targeted from the results of the data.

KYOVR Assistant Director of Field Services, Jonathan White, provided clarification on Pre-Employment Transition Services (Pre-ETS) and transition within KYOVR. He stated there are real challenges to get providers and counselors in the schools, specifically in Jefferson County. He continued to state that KYOVR needs to be included in the school communities. He informed the subcommittee members that in some schools there are employment specialists in each school and some schools only have one where the students see every day. Subcommittee member, Todd Coffey, asked if the subcommittee could make a recommendation where there is a standard format to inform schools of KYOVR services? He explained further.

A question in the chat stated, “is there a plan to hire to more KYOVR counselors to outreach to teachers and parents?” Jonathan White explained the agency does not have a plan to hire more counselors but that there is not a hiring freeze at this time. He stated he does not see the plan to hire more counselors any time soon but that it was from a budget standpoint.

Chair, Jessica Beaven, explained that the subcommittee might want to considering converting the Kentucky Profile on Transition Practices into a one-pager.

Co-Chair, Frank Huffman, discussed conducting a vocational assessment earlier. Veronica Dale, clarified that a vocational assessment could be performed as early as when they transition into high school. Jonathan White went on to clarify the processing of receiving Pre-ETS services and that once a student applies for services, then a vocational assessment can be completed. Mr. Huffman suggested including information in the one-pager regarding how individuals can work and still not lose their benefits. Veronica Dale suggested including the website for DB101 on the one-pager.

Subcommittee member, Todd Coffey, suggested asking NEON to assist with streamlining some information with the resources that are available.

Veronica Dale, stated there should be resources centrally located.

Chair, Jessica Beaven, expressed concern and asked how the subcommittee can simplify all the documents that are available. She stated that she would do research on the resources that are available to students and parents. She also stated at the last full council meeting in December, fellow council member, Amanda Owen, shared information about a mentoring program that provides leadership training. The chair stated that she would reach out to Amanda Owen to see what the Advocacy and Education subcommittee is working on to see if their ideas can overlap.

Co-Chair, Frank Huffman, stated he agreed there should be a one-pager and create a group on Facebook and direct parents to the page for more information about transition services. He said this way all the information would be in one location and wondered if it would be helpful. The chair agreed as well as Jonathan White of KYOVR.

Discussion was held on how to obtain data by region. Jonathan White stated OVR could possibly get the data the subcommittee would need. Veronica Dale said she would send the chair data information as well.

Jonathan White stated there were YouTube videos developed by KYOVR and UKHDI describing KYOVR services, Pre-ETS and, Supported Employment. He further stated the videos need

### ***Issues identified:***

- Find the Transition Toolkit and continue to develop the one-pager submitted by previous Chair, Jeff White.
- What types of resources are currently available? Research resources to better inform the subcommittee how to proceed.
- Retrieve data to determine what areas of the state need more job fairs and/or transition resources.

- Disconnect between KYOVR and school systems.

### ***Future Areas of Focus:***

- Transition Toolkit
- Transition one-pager
- Data collection by region/county
- Transition Facebook page

### ***Action Items:***

No motions were made during the meeting.

### ***Next Meeting Date:***

Wednesday, March 15<sup>th</sup>, 2023

2:00pm – 3:00pm

Zoom

The chair entertained a motion to adjourn the meeting. ***Todd Coffey made a motion to adjourn the meeting. Tal Curry, second. Motion carried unanimously.***