

# Oklahoma Rehabilitation Council

## Strategic Plan for FFY2010

The Mission of the Oklahoma Rehabilitation Council (ORC) is “To facilitate consumer education and empowerment, to assure services are of high quality, and lead to employment of individuals with disabilities within the state of Oklahoma.”

**Goal 1:** The ORC shall comply with the Section 105 (b)(1)(A) of the Rehabilitation Act.

**Objective 1-1:** Maintain a fully constituted Governor appointed diverse council.

**Objective 1-2:** Hold quarterly meetings that comply with the Oklahoma Open Meeting Act.

**Objective 1-3:** Prepare and submit an annual report to the Governor and Commissioner of the Rehabilitation Services Administration (RSA).

**Objective 1-4:** Collaborate with the State Independent Living Council (SILC) and assist with the relationship between the SILC, Centers for Independent Living (CIL) and the Designated State Unit (DSU).

**Goal 2:** Maintain standing committees that address the goals and objectives outlined by the ORC, the DSU State Plan, and the Rehabilitation Act (i.e., Program and Planning Committee, Transition and Employment Committee, and Policy and Legislation Committee). Every ORC member will serve on a committee(s).

### **Transition and Employment Committee:**

**Objective 2-1:** The Transition and Employment Committee will collaborate with the DSU to understand and review transition data currently tracked and available.

*Task 1:* Analyze AWARE data from quarterly reports to identify the number of DRS clients that began their services during their high school transition process, track closure of transition cases, average length of a transition case, and other pertinent data to help determine best practices and other information useful for program planning.

*Task 2:* Collaborate with the DSU Transitional Coordinator to identify schools that have a high drop out percentage of special education

students to assist DSU in proposing plans to such schools that may help reduce the drop out rate.

**Objective 2-2:** The Transition and Employment Committee will encourage increased activity of the Oklahoma Regional Transition Teams.

*Task 1:* Have ORC members participate as members on their local regional transition teams. The Program Manager and DSU Transition Coordinator will facilitate coordination between the Regional Team Leaders and ORC members.

*Task 2:* Collaborate with DSU in planning regional outreach to school districts currently not contracting for transitional services.

*Task 3:* ORC will recruit volunteer ambassadors to work with local DSU counselors to outreach to schools to discuss the benefits of transition services for students with disabilities.

**Objective 2-3:** The Transition and Employment Committee will collaborate with DSU to create and disseminate a statewide list of various resources for families and transitional students to access information to assist with effective transition planning.

**Objective 2-4:** The Transition and Employment Committee will collaborate with DSU on identifying and distributing the Oklahoma Employment Security Commission (OESC) job orders to local counselors and regional transition teams monthly.

**Objective 2-5:** The Transition and Employment Committee will continue to partner with DSU to ensure all aspects of the Career Ready Certification and Work Key process are fully accessible to all individuals with disabilities.

**Policy and Legislative Committee:**

**Objective 2-6:** The ORC will build capacity for consumer advocacy by educating ORC members and other interested parties on disability issues and resources.

*Task 1:* Hold a one day event to include a nationally recognized expert on disability information and resources.

*Action 1:* Recruit nationally recognized speaker with expertise on advocacy issues.

*Action 2:* Identify and partner with other stakeholders to participate in advocacy training.

*Action 3:* Schedule, plan and promote event.

### **Program and Planning Committee:**

**Objective 2-7:** In accordance with Section 105 (A)(c)(i) The Program and Planning Committee will review, analyze and advise the DSU's federal reporting annual performance.

*Task 1:* Field Coordinators will be asked to discuss the impact of the findings and trends of Standards & Indicators, 911 Data, 113 Report, Consumer Satisfaction Report and Comprehensive Needs Assessment and other reports on agency and consumers at quarterly meetings or other appropriate times.

*Task 2:* Meet with the DSU Policy Development Program Standards unit to gain understanding of the federal reporting requirements.

*Task 3:* Report to the council the findings, analysis, and recommendations for program improvement.

*Task 4:* Report to the council quarterly on the DSU efforts with the planning, implementation and reporting of the stimulus money provided as part of American Recovery and Reinvestment Act

**Objective 2-8:** The Program and Planning Committee will develop feedback instruments for clients to gather information regarding the client's progress through the rehabilitation process and have in accessible formats.

*Task 1:* Develop the "Keeping Track of Your Progress" document to assist clients in what to expect during each phase of the process.

*Task 2:* Develop an Informed Choice document to assist in the education of clients of resources.

*Task 3:* Update and reinstate the use of the “How Are We Doing” postcard consumer input. Report the findings during the quarterly ORC meeting.

*Task 4:* Collaborate with DSU Administration to promote the consumer use of these and other possible documents to provide consumer feedback.

*Task 5:* Include questions on Consumer Satisfaction Survey on the use and helpfulness of these feedback instruments.

**Objective 2-9:** The Program and Planning Committee will develop and provide a webinar training on “Special Optional Hiring” process for all DSU appropriate field staff.

**Goal 3:** Maintain the Assistive Technology Ad-hoc committee to review, analyze and make recommendations to the council.

**Objective 3-1:** Update and collaborate with all committees on progress toward recommendation and changes in implantation of the evaluation, procurement and training to consumers on needed assistive technology.

## On-Going Activities from Each Committee

---

### **Transition and Employment:**

- |            |  |
|------------|--|
| Activity 1 | Invite transition teams to present the progress of their team plans, including best practices, at the quarterly ORC meetings.  |
| Activity 2 | The DSU Transition Coordinator will share Indicator 14 – Post-School Outcomes reports provided by the Oklahoma State Department of Education, Special Education Services with the committee. |
| Activity 3 | ORC will support participation of Oklahoma Transition Council to the National Secondary Transition Technical Assistance Center conference.   |
| Activity 4 | Highlight Success Stories of transitional students.  |

### **Policy and Legislation:**

- |            |  |
|------------|--|
| Activity 5 | Promote and increase the number of Consumer Success Stories to be distributed to key stakeholders at the DSU Disability Awareness Day, Council of State Administrators of Vocational Rehabilitation capitol hill visits annually, shared at ORC quarterly meeting and posted quarterly on the ORC website. |
| Activity 6 | Review and update the Advocacy ToolBox as needed to included DSU legislative updates, updated legislative links, accessible list of state legislators and accessible information on How A Bill Becomes Law.  |
| Activity 7 | Continue its participation and input with VR/VS Division Staff to ensure the DSU policies are in alignment with the Rehabilitation Act, Oklahoma consumer needs and employment outcomes.   |
| Activity 8 | Provide public comment on proposed state plan and policy changes, review policy changes with full council, promote consumer attendance at all public hearings, distribute flyer with summary of proposed changes and information on public hearings.   |
| Activity 9 | Partner and participate with the DSU on Disability Awareness Day at the Capitol by participating on planning committee, being legislative guides and exhibitor, and marketing of the event.  |

- Activity 10 Collaborate with other consumer advocacy groups to host the Meet the Candidates Forum, as events occur.
- Activity 11 The ORC will partner with the Council of State Administrators of Vocational Rehabilitation (CSAVR) and National Council of State Administrators of the Blind (NCSAB) on federal legislative initiatives.) by attending the spring and/or fall meetings and participate in national sub-committee activities and provide update to full council.
- Activity 12 Collaborate with the DSU to visit the US Congressional local offices and provide informational materials.

**Program and Planning:**

- Activity 13 Ask the DSU Representative to provide an update on performance activities using the report template at the quarterly ORC meetings.
- Activity 14 Participate with the DSU throughout the RSA monitoring and review process.
- Activity 15 Collaborate with the DSU on the analysis of the comprehensive needs assessment for program improvement planning.
- Activity 16 Maintain ORC website and maintain the customer feedback document.
- Activity 17 Collaborate with the DSU through the state plan process.
- Activity 18 Review progress updates on the accomplishments of the DSU Corrective Action Plan and provide feedback as appropriate.
- Activity 19 Maintain current data on the ORC website to include DSU State Plan, ORC Strategic Plan and customer feedback documents.

**Program Manager:**

- Activity 20 Meeting with DSU Division Administrators and the State Director to maintain regular communication and collaborate on the development of the agenda.

- Activity 21      As a Council vacancy arises, the Program Manager will recruit, recommend, and consult with the Governor's Deputy of Appointments to ensure membership compliance with the Rehabilitation Act.
- Activity 22      Actively recruit and outreach with businesses and disability organizations.
- Activity 23      Continue to coordinate with the DSU Division Administrators to ensure attendance of Field Coordinators and committee liaisons to attend quarterly meetings.
- Activity 24:      The Program Manager will participate on the DSU's WIB Team.
- Activity 25:      The ORC will send at least one representative to the SILC quarterly meetings and a SILC representative will attend and report to the ORC on SILC activities.
- Activity 26:      Explore opportunity of orienting the SILC members on the role of the ORC.