



Commission on People with Disabilities

October 14th, 2020

****MEETING WAS HELD VIA ZOOM ****

Welcome and Approval of September 2020 Meeting Summary Minutes:

Seth, Chair, convened the meeting. A motion was made to approve the September 2020 Meeting Summary Minutes. The motion was seconded. A vote was taken and the September 2020 Meeting Summary Minutes were unanimously approved as written. Approved minutes are available online at

www.montgomerycountymd.gov/cpwd.

Status of Employment Programs Serving People with Disabilities – Beth Lash, Regional Director, Region VI, Maryland Department of Education, Division of Rehabilitation Services, and Cynthia Grissom, Director of Business Solutions, WorkSource Montgomery, Inc.

Beth Lash, Regional Director, Region VI, Maryland Department of Education (MDE), Division of Rehabilitation Services (DORS), reported while DORS physical offices are closed, services have been provided full-time virtually since mid-March. Virtual services will continue to be provided for the foreseeable future until Governor Hogan advises state employees otherwise.

In 2014, Congress passed the Workforce Innovation and Opportunity Act (WIOA) which is the federal law that governs Maryland's workforce system. WIOA replaces the Workforce Investment Act of 1998 (WIA) and amends the Rehabilitation Act of 1973. WIOA requires vocational rehabilitation (VR) agencies to set aside 15% of their federal funds to provide pre-employment transition services (PRE-ETS) specifically to "Students with Disabilities." Due to this shift in focus to transitioning students, DORS has reduced capacity and resources to provide services to all individuals determined to be eligible for VR services. The Rehabilitation Act, as amended by WIOA, requires the VR program to serve individuals with the most significant disabilities first when there are not enough resources to serve everyone who is eligible for VR services. Individuals with the most significant disabilities are given a priority over those with less significant disabilities, a process called an "order of selection." To comply with this law, DORS counselors determine the severity of the disability of individuals who are eligible for services, as follows: Category 1: Most Significant Disability; Category 2: Significant Disability; and Category 3: Non-Severe Disability. DORS is required to make an eligibility decision on everyone who applies for services, regardless of whether they have a disability or not. Unfortunately, that does not mean they have the capacity to provide services. Over the last several months, the DORS Category 2 waiting list closed for the foreseeable future and DORS is no longer projecting being able to take people off that waiting list.

Beth said due to these changes it is important that DORS work with other stakeholders and agencies to provide services. American Job Centers (AJC), housed within WorkSource Montgomery (WSM), are WIOA partners and provide employment services to people with disabilities. Beth said DORS has a good working relationship with AJC.

Beth explained there are some automatic qualifiers for category placement. For example, if an individual is receiving Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI) they are automatically at a minimum placed in Category 2 and may qualify for Category 1 depending on the specifics of their medical condition. Most of the time, you would be considered to have a significant disability if you have a physical or mental disability that limits your ability to function in one or more of these areas: the ability to walk; the ability to use your arms and hands; the ability to talk; the ability to take care of your personal needs; the ability to get along with others; and the ability to adapt to the work place. You may be considered to have a most

significant disability if there are substantial limitations in three or more of those areas. Information regarding those limitations are determined through a combination of medical reports as well as self-reporting and limitations that can be directly observed by the counselor. If you are blind or deaf, have moderate or severe cognitive disabilities, or have epilepsy (and have not been seizure-free for two years), you automatically meet the definition of a significant disability. Individuals who receive Developmental Disabilities Administration (DDA) or Behavioral Health Administration (BHA) services are automatically placed in Category 1. Individuals on dialysis or those who are at a 4th grade academic level or below are also automatically placed in Category 1.

Betsy asked if a person who is Deaf that does not have any other issues would be placed in Category 2. Beth said the counselor would determine if there were other-related conditions or psychological information so it is not always the case that the individual would be placed in Category 2.

Betsy said she developed a report that identified all employment programs, resources and funding in Montgomery County. The county wants to know how and what programs to fund. Betsy asked if who is providing assistance to individuals who may have lost their job during this pandemic if DORS is mostly serving transitioning youth. Beth said everyone determined eligible but placed in Category 2 is sent a letter with referral information to WSM that includes the telephone number, address, and website. AJC services are also explained during the initial intake interview and they are encouraged to enroll in services. At this point, it is up to the individual to pursue those services. Beth said DORS could make the referral process simpler and better to ensure people who need the help are connected. Not everyone who does enroll engages with the services or is active within the program.

Cynthia Grissom, Director of Business Solutions, WSM, reported WSM moved to a virtual platform in March and has been providing services during the pandemic. As required by WIOA, certain documentation is required to be served by AJC. WSM now has a secure process in place for individuals to submit that documentation. People with disabilities have disproportionately lost more jobs during the pandemic. Cynthia noted that going forward companies have now recognized that it is a lot easier for people to work remotely than originally thought. This could provide more employment opportunities to people who may have transportation or mobility issues, or for those who could not leave the house to work.

The eligibility requirements to enroll for AJC services remains the same – you must be a U.S. citizen, a resident of Montgomery County, and unemployed. Once in the program, WIOA requires documentation and career advisors are measured on performance and receive audits. Cynthia said she does try to set the expectations of those who enroll as the process can seem invasive. The career advisor checks in with the individuals every two weeks and once the person becomes employed will follow-up with them every month for the next 12 months. This allows the career advisor to intervene if there are issues. For example, if the individual has not had work experience in several years, or they do not get along with another employee, or they are not acclimating to the culture. The career advisor wants the opportunity to work with the employer to address these issues. Career advisors are penalized if the employee does not make it through the 2nd or 4th quarter after employment. It's better if the individual stays in that position in order to get that work experience and use it as a stepping stone to move on to something else. For an individual with a disability it is even more imperative that those communication lines are open with the employer because as it has been mentioned some employers are fearful of hiring people with disabilities. AJCs are trying to educate employers on the benefits of hiring people with disabilities and address those fears.

AJCs offer access and funding for in-demand training opportunities, but there is a lifetime cap on the amount any individual can use. The current funding cap is approximately \$3,500. WIOA had a Disability Employment Initiative (DEI) that provided funding with no cap, but it ended on April 1st, 2020. DEI funding could be used for transportation, work clothes, a tutor, in addition to training and certification courses.

Cynthia reported 1,345 self-disclosed people came through AJC and received service. During DEI, 75 were enrolled in that program. Of those 75, 35 enrolled in career pathways training with 65% completing their certification and training. There were still 11 at the time this past April that were in training to finish, but many had to go virtual. 27 individuals received recognized measurable skill gains. Career advisors have to make sure that

enrollees study and pass their training because they are audited against this as well. This is for any customer, not just for people with disabilities. Cynthia said the program can be onerous but provides fantastic opportunities if someone is willing to take advantage of them.

Cynthia would like to develop more on-the-job training (OJT) opportunities. WSM has a small budget for OJT which involves an employer agreeing to hire an individual at the outset. The employer can find the person on their own and if they are eligible for services they are enrolled. The employer can also hire from a pool of already enrolled individuals. The person that is hired receives OJT for up to three months as well as counseling from career advisors. Their entry level salary is subsidized by WSM and after the 3-month period the salary is bumped up to the incumbent salary of someone already in that position. OJT takes the risk off the employer. If the employee is not working out, the career advisor can meet with human resources to determine any roadblocks that can be ironed out before the employer decides to terminate their employment. The employer then has another opportunity to place another person. Cynthia is always advocating for OJT to employers. For persons with disabilities or individuals who are looking to make a career switch, OJT is a great way to get their foot in the door and gain practical work experience. Cynthia would like to expand the OJT opportunities for persons with disabilities. She added that OJT has to be unique to the business and has to teach skills that are valued by employers. It cannot be for clerical or fast food.

AJC also offers workshops at no cost. Workshops are geared toward anybody, but many are particularly good for people with disabilities and those who are going into the workforce after a long absence. Workshops are currently focusing on how to conduct yourself and prepare for Zoom style interviews, how to use your smartphone or smart device to find a job, what kinds of questions to expect during mock interviews, creating a LinkedIn profile, and how to apply for a federal job. Cynthia said AJC practices mock interviews with SEEC and Project Search candidates and they do a fantastic job. Other workshops include career exploration featuring presentations from individuals in information technology and healthcare. Cynthia noted that they have a hard time filling positions within the biotech and biosciences fields. AJC has discussed offering workshops that teach industry lingo to individuals who want to make a career change. For example, an individual working in technology who wants to switch to biotech can learn the industry lingo to help them communicate with staff. Another example is AJC has an English language learner at Montgomery College who wants to go into nursing and they are learning nursing lingo while also learning English. When this person completes their course, they will already be well-versed and it will make them a more marketable person.

AJC is trying different ways to improve a customer's chances in the current market which has had so much upheaval with businesses closing or pivoting to have current staff be retrained to take on other positions. It's making the marketplace very difficult and competitive. It is going to be much harder for certain populations to find employment and just that more important to train people in marketable skills.

Cynthia noted that AJC has seven new staff members, four of which have a background in serving people with disabilities. Since DEI ended it became apparent that there needed to be staff with skills to serve that population. Betsy said with the changes from WIOA everything has evolved and it's hard to know what is really going on with agencies. She would like to get this information out as many people may not know about these changes.

Betsy asked if individuals funded by DDA are placed in Category 1 and will receive services. Beth said anyone who is eligible for DDA day services or supported employment or BHA services are automatically placed or expedited into Category 1. While not everyone who receives SSI or SSDI are automatically placed in Category 1, it is a pretty high benchmark for significant disability determination. Staff are advised to collect and review all documentation for individuals receiving SSI or SSDI to ensure Category 1 criteria are being met.

Triish Gallalee, Vice-Chair, asked what specific employers WSM works with. Cynthia said they work with all employers in the county. She noted that when she hosts events that are specific to hiring persons with disabilities the same employers, including CVS, Melwood, and Big League, tend to participate. She would like to see more of WSM's board members and alliance partners work with the chamber of commerce to speak to employers about the different populations WSM serves and how those employers can assist and help.

Marybeth Dugan, Commissioner, asked if WSM has volunteers (current employees and retirees) that can volunteer their time to help with the organization to assist with the interview process, discuss career choices, and offer their unique experiences. Cynthia said there is a great need for volunteers to serve as career mentors or advocates. WSM is challenged to serve every population in all of the county. Six staff are located at headquarters with 30 staff located at the AJCs. Those 30 staff are business account managers, career advisors, follow-up coordinators, and intake. Career advisors are the staff that are day-to-day helping an individual preparing to find and locating employment. Individuals interested in volunteering can contact Cynthia at cgrissom@worksourcemontergomy.com.

David Rice, Commissioner, asked about the percentage of individuals who completed OJT and continued in that position after the three months. Cynthia said individuals who have been in an OJT have stayed employed. The program has been very successful and once an employer has been in the program they want to repeat the process. She added that there have been very few OJTs as businesses find the application process burdensome and are wary of the government. OJTs are a win-win for both the employer, who does not have to commit to an employee immediately, and the employee, who can start a new career or in a new company with assistance from a career advisor.

Betsy asked whose needs are not being met and what types of services and funding is needed. Cynthia said they are missing the Disability Employment Initiative funding, which would also cover sign language interpreting services. Many individuals who enroll in WIOA perceive they can get training, but the funding for training is subject to availability. Staff also have to determine if the individual's educational wants are in line with their skillset and their job goals. Funding needs to be stretched which is why WMS started cohort training where 7 to 10 people can receive the same training at a reduced price. However, it is hard to get seven people who want the same training at the same time at the same place. Funding is always an issue and Montgomery County has the smallest staff size out of all the counties.

Beth said the one-on-one job support in their community rehabilitation programs is valuable. It helps to personalize the experience, to motivate and maintain optimism, and identify and pursue job opportunities in a skilled way. She said it is important to make sure the basics such as job coaching are in place and having access to minor funding for transportation and clothing to get them started. Many individuals, with and without disabilities, can benefit from having a job coach. Individuals who need more extensive help in those areas most likely will be in the DORS Category 1 for services. WIOA emphasizes credentials and individuals can pursue training through the AJC and they can also be encouraged to use their tuition waiver at Montgomery College. Beth encouraged Commissioners that if they know someone who is in Category 2 and they think that individual should be in Category 1 to assist and support those individuals to make their case with DORS.

Betsy would like to continue a close dialogue with DORS and WSM and for the agencies to let the Commission know where the needs are and how the Commission can advocate on their behalf. The county will be tweaking its employment initiatives to provide more outcomes. Betsy will be working with Carly Clem, Staff, to develop an employment section on the Disability Services website that details all the various programs and resources available.

COVID-19 Pandemic Critical Program Issues

Beth Shuman, Senior Legislative Aide, Councilmember Gabe Albornoz, reported that developmental disability group homes did not fit in the same category as the state's congregate living facilities which have received specialized care and supplies from the state. These group homes also did not have the support staff already in place to provide certain medical services. The county is aware of the challenges occurring in these group homes and recognized there needed to be a unique solution due to the population being served and how these group homes are staffed.

Dr. Greenberg, a Commissioner, is the parent of a young adult with a disability who lives in a facility in the county. He is also a full-time physician and cardiologist and has been working with COVID. When the pandemic started, Dr. Greenberg said the county needed to have resources for all congregate living situations in the county. These

are settings with the most at-risk and vulnerable individuals where resources need to be deployed immediately. At the beginning of the pandemic, he informally assisted various facilities with training staff, acquiring the appropriate equipment, developing isolation and quarantine policies and working with leadership. Over the months he has been continually called upon as a resource. As the crisis went on it became clear that due to state mandates and lack of state funding critical supports needed to be provided to these group homes including contact tracing, PPE, and fit testing. Group home staff are not medically licensed and had to manage this crisis all on their own.

Betsy reported she received a call from a constituent who cannot leave her house due to her immune system and it has been a challenge finding a caregiver during this time. She does not qualify for the Medicaid Waiver program due to her income. Betsy said we need to address the issue of people who are living independently that are struggling and need care. Beth agreed and it is a huge issue within the adult medical day programs as well.

Establish Commission Top 2 Policy Priorities to be Submitted to the County Council HHS Committee by November 3rd

While the HHS Committee asks for two policy priorities, this Commission is often hard pressed to limit it to those numbers. During this year with the pandemic it will be even more difficult. Seth said from his viewpoint employment is a major issue for all persons with disabilities. There are also individuals who are no longer transitioning or have lost a job and are in need of assistance in finding employment. Another issue is pedestrian safety which has been a major topic of discussion for this Commission over the last two years.

Seth opened the floor to discussion.

Karen Morgret, Commissioner, reported Scott Dennis, DORS, spoke at the Developmental Disabilities Advisory Committee (DDAC) last week and discussed the funding challenges within DORS and their ability to meet the employment needs of individuals with disabilities. DORS continues to see an increase in individuals applying for services, but due to staff and funding restraints they will not be served.

Betsy discussed the priorities that were included in the budget testimony given in April 2020. The first priority was pedestrian and bicycle safety as it relates to people with disabilities and Vision Zero. This has been a major focus of many of our Commission meetings this year. The next priority was the Transportation Services Improvement Fund. The third priority was an initiative to improve early screening, diagnosis, and intervention for infants and toddlers with developmental delays. The fourth priority was caregiver support respite care.

Eric Cole, Commissioner, suggested including food security for people with disabilities especially for those individuals who have a mental illness. Many organizations that provide food are consistently running out. It is unknown how many are unable to get this food due to lack of transportation. Eric said many of these issues have been exacerbated by the pandemic. He suggested transportation be included with safety.

Karen Goss, Commissioner, said housing and the opportunity for adults with disabilities to live independently is a huge issue in our county. There are also concerns from aging parents of adults with disabilities of where their children will live.

It was suggested pedestrian and bicycle safety be one topic. The American Council of Blind (ACB) has written a letter to the County Executive and County Council as they want a moratorium on designated bicycle lanes. The Commission may also want to ask that sidewalks be installed especially in school areas. Sidewalk safety is really critical and it is not addressed in Vision Zero. Betsy noted that Eric met with Gabe Albornoz and showed him in person the difficulties his son faces when he wants to go out for a walk. Eric said he can meet with Betsy, Seth, and Beth Shuman to share his firsthand experiences with how to improve sidewalks without involving DOT. Betsy added that the neighborhood where her grandson goes to school installed a sidewalk that now connects the main artery to the school. Vision Zero needs to include basic guidelines to make the community safe. Sidewalks are needed by everyone.

Betsy also suggested having a COVID-related priority issue as it relates to housing, food insecurity, behavioral health, employment as well as direct care workers. Marybeth suggested that the COVID pandemic be one big topic that could include other issues mentioned such as employment, food insecurity, housing, and behavioral health. She also suggested expanding the COVID pandemic topic to disaster relief to cover future issues. Eric said the County Executive and County Council are already thinking of COVID-related issues, but this Commission wants to ensure the needs of people with disabilities are considered.

Beth Shuman said COVID has highlighted and accentuated glaring issues and the struggles with employment, housing and behavioral health existed before the pandemic. It is important that we focus on new and creative ways to connect people to services. Beth said going forward any policies need to include these kinds of services and supports. When COVID relief issues are discussed there should be an extra thought for people with disabilities as they are even more vulnerable than any other population.

Larry said behavioral health is an across the board issue for every population right now. Betsy said framing those issues in particular for persons with disabilities will be critical. We have to figure out ways to engage people and give people hope.

The four policy priorities will be transportation, COVID-related issues, employment, and developmental disability supports. Betsy added that the policy priorities need to be made into a one-page document.

Chair and Vice-Chair Report:

Seth reported he attended a listening session on September 24th that was convened by the Maryland Department of Disabilities (MDOD), Maryland Department of Transportation (MDOT), Maryland Transit Administration (MTA), and Baltimore City Department of Transportation (BCDOT) to hear feedback on the accessibility and user experience around floating bus stops from other jurisdictions and stakeholders. Also in attendance were Betsy, Eric, and Pat Sheehan, ACB. They along with Seth all made powerful statements on behalf of this Commission. The Montgomery County's Department of Transportation (MCDOT) also participated. During the meeting it was noted that the floating bus stop designs differ in jurisdictions and there is no uniformity on how they should be installed. It was suggested gates be installed at floating bus stops that would prevent bicycles from passing when pedestrians are crossing. A summary from this meeting was to be sent out to participants, but Seth has not received it yet. Betsy said there are many ways that this issue might be resolved including moving designated bicycle lanes so they are not up against the sidewalk.

Trish reported that the City of Rockville is installing five-foot wide sidewalks with ramps in her neighborhood. These are much needed as the streets are narrow with cars parked along both sides making it difficult to see pedestrians. Betsy said the City of Rockville passed legislation requiring sidewalks within the city limits. When Betsy discussed this issue with Council President Katz, he said there is no legislation requiring them in Montgomery County. Trish said she served on the City of Rockville's Human Right's Commission and was one of the advocates to have the legislation passed.

The November Commission meeting will be held the 3rd Wednesday of the month on November 18th as the 2nd Wednesday of the month is Veterans Day and County offices are closed.

Seth suggested having a Steering Committee meeting next Wednesday, October 21st to further discuss the budget priorities and other issues.

Ex-Officio Member Reports:

Susan Smith, Housing Opportunities Commission (HOC), reported Department of Housing and Urban Development (HUD) has announced another voucher application opportunity for non-elderly disabled. HOC has until the end of the calendar year to apply. HOC received 99 non-elderly disabled vouchers from the last application and she said Betsy was very helpful with writing the application.

Announcements:

Beth Shuman reported the County Council HHS Committee will be presenting a proclamation next Tuesday, October 20th at 9:30am for National Disability Employment Awareness Month. Seth will be present. Betsy will send a link with information to access the online Council meeting.

Karen Goss, Mid-Atlantic ADA Center, spoke recently with Kim McKay, Director of Communications, MDOD about this Commission's work on floating bus stops and transportation issues. She was advised that the state level is also dealing with some of the same issues. It was suggested that Carol Beatty, Secretary, MDOD, and Bong Delrosario, Director of Transportation Policy, MDOD, speak at a future meeting to discuss these issues and other topics of interests that the state is working on that could impact the county. Betsy will reach out to Carol and Bong to invite them to the November meeting.

**Montgomery County Commission on People with Disabilities
November 2020 Meeting and Events Calendar**

Developmental Disability Advisory Committee – Monday, November 9th
4pm to 5:30pm to be held via Zoom – link to be announced

Veterans Day – Wednesday, November 11th
County Observed Holiday – Offices are closed

Full Commission Meeting – Wednesday, November 18th
****Please note meeting is held the 3rd Wednesday of the month****
6pm to 7:30pm to be held via Zoom – link to be announced

Submitted by: Carly Clem, Administrative Specialist I
Betsy Tolbert Luecking, Community Outreach Manager

Montgomery County Commission on People with Disabilities Attendance Report December 2019 – October 2020

VOTING MEMBERS ☒ Volunteer Form on File with Risk Management E = Excused V = Virus P = Present / P* = Alternate Attended / A = Absence / C = Conference Call W = Waived Absences by County Executive / R = Waiver Requested			DEC	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	SEPT	OCTOBER	ABSENCES
1.	Al-Mohamed, Deena ☐	Person w/ Disability Rep. 1 st term expires 9/2020	A	P	P	C	V	C	C	E	A	C	2
2.	Anderson, Jametta ☐	Person w/ Disability Rep. 1 st term expires 9/2022	P	A	P	C	V	C	C	C	C	A	2
3.	Bram, Larry ☐	Agency Rep. 2 nd term expires 9/2022	P	P	P	C	V	C	C	E	C	C	0
4.	Carter, Neal ☐	Person w/ Disability Rep. 2 nd term expires 9/2022	P	P	P	C	V	A	C	C	C	C	1
5.	Coffield, Myra ☐	Person w/ Disability Rep. 1 st term expires 9/2020	P	A	P	C	V	C	C	E	C	C	1
6.	Cole, Eric ☐	Agency Rep. 1 st term expires 9/2022	P	P	P	C	V	C	C	C	C	C	0
7.	DuGoff, Benjamin ☒	Person w/ Disability Rep. 1 st term expires 9/2020	P	P	P	V	V	C	C	C	C	C	0
8.	Gallalee, Patricia ☐	Person w/ Disability Rep. 1 st term expires 9/2020	P	P	P	C	V	C	C	C	C	C	0
9.	Goss, Karen ☒	Agency Rep. 1 st term expires 9/2021	P	P	P	C	V	C	C	C	A	C	1
10.	Greenberg, Michael ☐	Parent Rep. 1 st term expires 9/2022	P	P	A	C	V	C	C	E	C	C	1
11.	Hunger, Scott ☒	Person w/ Disability Rep. 2 nd term expires 9/2022	P	P	P	V	V	C	C	C	A	A	2
12.	Hurtado, Luis ☒	Person w/ Disability Rep. 2 nd term expires 9/2021	A	P	A	C	V	C	C	C	C	C	2
13.	Jenn Lynn ☐ <i>RESIGNED</i>	Person w/ Disability Rep. 1 st term expires 9/2020	A	A	P	C	V	C	C	C	X	X	X
14.	Liniak, Tom ☒	Agency Rep. 2 nd term expires 9/2021	P	P	P	V	V	C	C	E	C	C	0
15.	McLaughlin, Shonda ☐	Person w/ Disability Rep. 1 st term expires 9/2022	P	A	P	C	V	C	C	C	C	A	2
16.	Morgan, Seth ☒	Person w/ Disability Rep. 4 th term expires 9/2021	P	P	P	C	V	C	C	C	C	C	0
17.	Morgret, Karen ☐	Agency Rep. 2 nd term expires 9/2020	P	P	P	C	V	C	C	C	C	C	0
18.	Peyer, Anne ☐	Agency Rep. 2 nd term expires 9/2020	P	P	P	C	V	C	C	C	C	C	0
19.	Prather, Carl ☐	Person w/ Disability Rep. 2 nd term expires 9/2020	P	P	P	C	V	C	C	C	C	C	0
20.	Rice, David ☐	Person w/ Disability Rep. 1 st term expires 9/2022	E	P	P	C	V	C	C	C	C	C	0
21.	Robinson, Steve ☐	Agency Rep. 1 st term expires 9/2020	P	P	A	V	V	C	C	E	C	C	1
22.	Roe, Teri ☐	Parent Rep. 1 st term expires 9/2021	P	P	A	C	V	A	C	C	C	C	2
23.	Shapiro, Avner ☐	Parent Rep. 1 st term expires 9/2020	P	P	P	C	V	C	C	C	A	C	1
24.	Shermanski, Richard ☒	Agency Rep. 1 st term expires 9/2021	A	P	P	C	V	C	C	C	C	C	1
25.	Whittle, John ☐	Agency Rep. 1 st term expires 9/2022	P	P	P	C	V	C	C	C	C	A	1

Attendance Policy: A Voting Member may miss up to 3 meetings within a one year rolling period. Voting Members who miss more than 3 meetings in that period or who miss 3 consecutive meetings will be automatically removed. Waivers may be requested for absences caused by extenuating circumstances.

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