

# **SRC Committee Structure**

## **Taken from the Current by-laws:**

- I. Standing Committees – All committees will work together collaboratively rather than stand alone.
  1. Evaluation and Recommendations: This committee will have workgroups tasked with reviewing program data, receiving feedback from the field, and providing the State Plan with the input and advisory responsibility of the SRC. The evaluation of the program feeds into the State Plan work that occurs every 2-3 years. This committee is focused on the VR Program operations.
  2. Comprehensive Statewide Needs Assessment (CSNA) + Consumer Satisfaction Survey. This committee will have workgroups assigned with the creation, distribution, and evaluation of the consumer satisfaction survey as well as assisting the VR Admin team with evaluating the results of the CSNA. Like above, the consumer satisfaction survey feeds the CSNA which feeds the State Plan and Policy. This Committee is consumer focused.
  3. Policy, Budget and Legislative: Policy committee will meet twice a month to review updates and creation of Oregon Administrative Rules that will affect consumers of VR services. Members of this committee also participate in the Legislative Workgroup to address education, responding to, and recommendations in legislation and meeting with elected officials yearly.
  4. Outreach: This committee will do outreach activities like going to other workgroups, participating on other councils or boards, attending workforce meetings, collaborating with the SIL and YTP programs and Business engagement. These activities would assist with membership recruitment, bringing information back to the SRC about what other groups are doing to avoid duplication of efforts, and using that information to advise VR on how partnerships may be created out in the field. During SRC Quarterly meetings, this committee would be meeting with local

business partners and networking to bring support and awareness to businesses who are engaged with VR and providing employment opportunities for Oregonians with disabilities.

5. Executive committee: This committee is made up of the SRC chair, SRC vice chair, committee chairs and co-chairs, as well as the SRC Coordinator (non-voting) and is tasked with sharing information to and from committees and providing opportunities for collaboration. They are the governance body of the SRC, meet with the VR Director monthly, provide input and recommendations to VR and review final drafts of SRC projects before being submitted to make sure the council is fully represented. Chairs and co-chairs of committees are appointed by the SRC Chair.

- Each committee shall be comprised of Council members and may also include ad-hoc members with special interests or expertise. Ad-hoc committee members are not allowed to vote.
  - i. Ad-hoc Members are recommended by the Chair of the committee and appointed by the SRC Chair, voted on at Executive committee meeting to be approved to serve on a committee as needed.
  - ii. Ad-hoc members are not a substitute for a current member and do not serve as chair to the subcommittee.

III. Committee Chairs are appointed by the Council Chair, after discussion with Executive committee.

VI. During regularly scheduled meetings, the Chair of each committee shall report to the Council regarding committee activities.