



**QUALITY
LinCS**
LINKING INDUSTRY
COMMUNITY & STUDENTS



Urrbrae Skill Centre
505 Fullarton Road,
NETHERBY 5062
Phone: 8372 6945
Fax: 8372 6943

**Quality LinCS/DECS Inner South
Targeted Intervention Action Team**
Thursday May 22nd
4.15pm till 5.30pm
Urrbrae Skills Centre

Minutes

1. WELCOME

Present: Sue Herbert, Dorothy O'Brien, Anne Noble, Lori Hocking, Jill Nichols, Jane Mills, Jenny Bosivert, Taissa Ceric, Greg Brown, Ruth Evans and Vas Dolman.

1.1 Apologies – Peter Leolkes, Glenda Samuel and Dian Naraniecki.

1.2 Accept the minutes from the previous meeting as a true and accurate record.

Moved: Vas Dolman

Seconded: Sue Herbert

2. GENERAL BUSINESS

2.1 Skill Build

Dorothy O'Brien (Executive Manager, Day Options, Minda)

Dorothy spoke to the group about a new Programme titled 'Skill Build'. It has been developed by the Transitional Unit at Minda – the ultimate aim is to build skill development. The Programme will begin in Jan / Feb 2009 with initially 10 clients in the Programme – it will run for the full year. The types of people most suited will those people who have been in supported employment for a long time and hence can be moved on with the appropriate skill development. To be eligible people must have 'Moving On' funding attached to them and be assessed as having a moderate level of disability.

There was some discussion with Dorothy re the cost of the Programme and why applicants must have Moving On funding. Dorothy confirmed that once all information is available it can be forwarded out to Quality LinCS for distribution to this group.

2.1 School Holiday Programme with Minda (Priority 2)

Lori Hocking and Anne Noble (Human Resource Consultant, Disability Recruitment, Minda)

Lori and Anne spoke to two documents – one a two pager with a detailed write up of the Programme and secondly, a timetable outlining the events for the week. Please note – both documents are drafts with some changes still needed / required.

Minda and Quality LinCs have been working together to introduce a school holiday work experience programme for young people with an intellectual disability who are in their final year of school. The programme will run across five days and there will be no cost to the participants. It is intended to make the sessions exciting and interesting whilst containing a strong learning focus. The idea behind a school holiday work experience programme is to introduce young people to future employment opportunities that will enable them to contribute their skills and abilities as part of the workforce and build confidence and self esteem. It will be designed to encourage participants to develop and maintain peer relationships and to set and achieve individual goals.

The week will be structured in such a way that everyone will have fun and it is anticipated they will leave Minda feeling they have had a very positive and enjoyable experience. From a school's perspective the programme will form part of the transitioning process from school to work and for the families of the students the week will provide respite which can often be very difficult for families to obtain.

At this stage, we hope the programme will begin in July school holidays but this is subject to approval from Minda. Lori to keep the group posted but need the support of schools to choose suitable students as places will be limited.

ACTION: Lori to draft application form once approval given for enrolment on the program. Lori to provide to the members of TIAT for distribution and a panel to be formed to select students.

3. ANY OTHER BUSINESS

3.1 Community Development Grant / Post School (end of school year) social event for students and parents. (Priority 4)

Lori Hocking

Lori submitted application to City of Mitcham for a Community Development Grant for \$1500 to help support a 'transition / celebration event' for students – the submission was successful.

After some discussion re the purpose and content of the event, a small working party was established including Vas, Taissa and Greg to help design the event. **A date was confirmed for the event – Wednesday October 29th**. The likely venue is to be the Urrbrae Skills Centre – Lori to work with planning committee (via email and in person) to start planning.

ACTION: Lori to set up meeting with planning committee.

3.2 Survey Drafting (Priority 1)

Lori Hocking

The idea for the survey was discussed – a one page document which targets specific cohorts of students to establish information re what prevents students from accessing VET programmes. Lori asked that schools be responsible for disseminating the survey and that roughly 20 students complete the survey with a cross section across year levels.

ACTION: Lori to draft survey and distribute for comment to members of TIAT.

3.3 Engaging the Network

Lori Hocking

The item was not discussed due to time restrictions.

3.4 Resources

- Futures Connect – Transition Planning Conference

Next Meeting: Term 3, Week 4, Thursday August 14th