

# APPENDIX C

## Cummins, Patricia (DARS)

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**From:** Cummins, Patricia (VDA)  
**Sent:** Thursday, May 31, 2012 5:25 PM  
**To:** Barry Lott; 'Linda Matthews'; 'Carole\_Kincaid@experienceworks.org'; 'scechisholm@aol.com'  
**Cc:** Miller, Kathy (VDA); 'Marge Boynton'; 'Scccrigho@aol.com'; 'BarBara Z. Murphy'  
**Subject:** SCSEP State Plan Meeting

Colleagues –

As you may know, DOL has issued instructions for the SCSEP State Plan for PY 2012 – 2015. The due date is September 17, 2012. Attached are a short section of DOL's State Plan TEGl 21-11, which summarizes plan requirements and a two page document from DOL's Integrated Workforce Plan Requirements for SCSEP, which lists requirements in more detail.

DOL expects all grantees operating in the state to take a long term view of the SCSEP program and to work collaboratively to develop a four year strategic plan for statewide provision of community service training for eligible unemployed low-income seniors. Participation by stakeholders and making the plan available for public comment also are part of the process.

VDA would like to convene an initial conference call meeting of all Virginia national sponsors to discuss plan requirements, generate a plan of action, determine how to best involve other stakeholders, and decide how to divide sections of the plan.

**Please let me know as soon as possible of your availability for a conference call on the following dates: Friday, June 8 (am or pm); Tuesday, June 12 (am only @ 10:30); Wednesday, June 13 (am only); Thursday, June 14 (am or pm); Tuesday, June 19 (am or pm).**

As always, we welcome sub-grantee involvement; however, we request that the national sponsor, in addition to its sub-grantee, also participate in the State Plan process.

Thank you and I look forward to hearing from everyone.



SCSEP Section of  
State Plan TE...



SCSEP Plan  
uidance from DOL's.

## Cummins, Patricia (DARS)

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**From:** Cummins, Patricia (VDA)  
**Sent:** Wednesday, June 06, 2012 12:06 PM  
**To:** 'nthomas@vccs.edu'; Steinhauser, Tom (VDSS) (tom.steinhauser@dss.virginia.gov); (info@va-aflcio.org); (h.keogh@vachamber.com); '01- Maxwell, Marilyn'; '02- Sayers, Regina'; '03- Guy, Mike'; '04- King, Tina'; '05 McCroskey, Norma (per Susan Wms)'; '05- Williams, Susan'; '06- Lavigne, Paul'; '07- Palmer, Cindy'; '09- Duncan, Brian'; '09- McFalls, Anna'; '10- Cooper, Cheryl'; '10- Walker, Gordon'; '11- Silverman, Deborah'; '12- Carter, Teresa'; '13- Hinzman, Gwen'; '13- Lake Country'; '14- Dunn, Ronald'; '15- Watson, Thelma'; '16- Schaefer, Jim'; '17- Vesley, Kathy'; '19- Sadowski, David'; '20- Skirven, John'; '21- Massey, Bill'; '22- Musso, Diane'; '8A- Griffin, Maryann'; '8A- Ludington, Debbie (per MaryAnn Griffin)'; '8A- Reynoso, Diana (per MaryAnn Griffin)'; '8B- Ferguson, Carolyn (Arlington)'; '8B- Lynch, Terri'; '8C- Lynn, Sharon'; '8D- Budine, Tricia (per Lynn Reid)'; '8D- Reid, Lynn'; '8E- Tierney, Courtney'; 'Blake, Glenda'; 'Catherman, Tim (VDA)'; 'Eshmont, Leonard (VDA)'; 'Miller, Kathy (VDA)'; 'Roepel, Katie (VDA)'; 'Rothrock, James A. (DRS)'; 'rparks@rrcsb.org'; 'V4A- James, Eldon'; 'V4A- Rowland, Sue'; 'Woods, Jane'  
**Cc:** 'scechisholm@aol.com'; 'Carole\_Kincaid@experienceworks.org'; 'Linda Matthews'; 'Barry Lott'; 'pfunk@meoc.org'; '03- Rhea, Judy'; '12- Trout, K'; '15- Bracy, L'; '17- Wilson, S'; '19 - Tull, Barbara'; '22- Arvidson, Linda'; 'bayagingworks@oasisonline.com'; 'Boynton, Marge'; 'Cummins, Patricia (VDA)'; 'ksheldon@bayaging.org'; 'pholland@raaa16.org'; 'Sanders, Debbie'; 'Wilson-Sprinkle, Cheryl'; '12- Fontaine, Teresa Carter'; '19- Mason, Gladys'; 'dcrowder@pure.net'  
**Subject:** Notification of Development of State Plan

This is to notify interested parties that the Virginia Department for the Aging (VDA) is in the process of developing a Title V Senior Community Service Employment Program (SCSEP) State Plan as required by Section 503 of the 2006 Older Americans Act (OAA) Amendments.

The OAA requires submission of a State Plan that outlines a four-year strategy for the statewide provision of community services and other authorized activities for eligible individuals under the Title V SCSEP program. Virginia's SCSEP program is operated through VDA and four national grantees (AARP Foundation, Experience Works, Inc., Goodwill Industries International, Inc., and National Council on the Aging, Inc.).

The State Plan is intended to foster short and long-term coordination among national and state SCSEP grantees and sub-recipients operating within the State, and to facilitate the efforts of key stakeholders to work collaboratively, through a participatory process, to accomplish SCSEP's goals. Attached is a section from DOL's Workforce Plan Requirements for DOL Programs that provides additional information.

In developing the State Plan we are soliciting advice and recommendations from designated stakeholders as required by the OAA Amendments. Your agency or organization has been identified as one of those stakeholders. Preliminary feedback on the State Plan process may be provided to VDA at [aging@vda.virginia.gov](mailto:aging@vda.virginia.gov) by June 22.

Following Virginia's upcoming all grantee State Plan meeting, we will provide additional details regarding the process and apprise stakeholders of all opportunities to participate in plan development. Please let me know if there is a specific individual within your organization to which future notices should be directed.

We ask that you forward this email to the appropriate persons in your field offices, state or local boards, and any other affected organization that you deem appropriate.



DOL's WF Plan  
Requirements for...

## Cummins, Patricia (DARS)

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**From:** Cummins, Patricia (VDA)  
**Sent:** Wednesday, June 06, 2012 12:21 PM  
**To:** 'b.duval@vachamber.com'  
**Subject:** FW: Notification of Development of State Plan

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**From:** Cummins, Patricia (VDA)  
**Sent:** Wednesday, June 06, 2012 12:06 PM  
**To:** 'nthomas@vccs.edu'; Steinhauser, Tom (VDSS) ([tom.steinhauser@dss.virginia.gov](mailto:tom.steinhauser@dss.virginia.gov)); ([info@va-aflcio.org](mailto:info@va-aflcio.org)); ([h.keogh@vachamber.com](mailto:h.keogh@vachamber.com)); '01- Maxwell, Marilyn'; '02- Sayers, Regina'; '03- Guy, Mike'; '04- King, Tina'; '05 McCroskey, Norma (per Susan Wms)'; '05- Williams, Susan'; '06- Lavigne, Paul'; '07- Palmer, Cindy'; '09- Duncan, Brian'; '09- McFalls, Anna'; '10- Cooper, Cheryl'; '10- Walker, Gordon'; '11- Silverman, Deborah'; '12- Carter, Teresa'; '13- Hinzman, Gwen'; '13- Lake Country'; '14- Dunn, Ronald'; '15- Watson, Thelma'; '16- Schaefer, Jim'; '17- Vesley, Kathy'; '19- Sadowski, David'; '20- Skirven, John'; '21- Massey, Bill'; '22- Musso, Diane'; '8A- Griffin, Maryann'; '8A- Ludington, Debbie (per MaryAnn Griffin)'; '8A- Reynoso, Diana (per MaryAnn Griffin)'; '8B- Ferguson, Carolyn (Arlington)'; '8B- Lynch, Terri'; '8C- Lynn, Sharon'; '8D- Budine, Tricia (per Lynn Reid)'; '8D- Reid, Lynn'; '8E- Tierney, Courtney'; 'Blake, Glenda'; 'Catherman, Tim (VDA)'; 'Eshmont, Leonard (VDA)'; 'Miller, Kathy (VDA)'; 'Roeper, Katie (VDA)'; 'Rothrock, James A. (DRS)'; 'rparks@rrcsb.org'; 'V4A- James, Eldon'; 'V4A- Rowland, Sue'; 'Woods, Jane'  
**Cc:** 'scechisholm@aol.com'; 'Carole\_Kincaid@experienceworks.org'; 'Linda Matthews'; 'Barry Lott'; [pfunk@meoc.org](mailto:pfunk@meoc.org); '03- Rhea, Judy'; '12- Trout, K'; '15- Bracy, L'; '17- Wilson, S'; '19 - Tull, Barbara'; '22- Arvidson, Linda'; 'bayagingworks@oasonline.com'; 'Boynton, Marge'; 'Cummins, Patricia (VDA)'; 'ksheldon@bayaging.org'; 'pholland@raaa16.org'; 'Sanders, Debbie'; 'Wilson-Sprinkle, Cheryl'; '12- Fontaine, Teresa Carter'; '19- Mason, Gladys'; 'dcrowder@pure.net'  
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DOL's WF Plan  
Requirements for...

## Cummins, Patricia (DARS)

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**From:** Cummins, Patricia (VDA)  
**Sent:** Wednesday, June 13, 2012 9:31 AM  
**To:** 'jschuyler@vacap.org'  
**Subject:** FW: Notification of Development of State Plan

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**From:** Cummins, Patricia (VDA)

**Sent:** Wednesday, June 06, 2012 12:06 PM

**To:** 'nthomas@vccs.edu'; Steinhauser, Tom (VDSS) ([tom.steinhauser@dss.virginia.gov](mailto:tom.steinhauser@dss.virginia.gov)); ([info@va-aflcio.org](mailto:info@va-aflcio.org)); ([h.keogh@vachamber.com](mailto:h.keogh@vachamber.com)); '01- Maxwell, Marilyn'; '02- Sayers, Regina'; '03- Guy, Mike'; '04- King, Tina'; '05 McCroskey, Norma (per Susan Wms)'; '05- Williams, Susan'; '06- Lavigne, Paul'; '07- Palmer, Cindy'; '09- Duncan, Brian'; '09- McFalls, Anna'; '10- Cooper, Cheryl'; '10- Walker, Gordon'; '11- Silverman, Deborah'; '12- Carter, Teresa'; '13- Hinzman, Gwen'; '13- Lake Country'; '14- Dunn, Ronald'; '15- Watson, Thelma'; '16- Schaefer, Jim'; '17- Vesley, Kathy'; '19- Sadowski, David'; '20- Skirven, John'; '21- Massey, Bill'; '22- Musso, Diane'; '8A- Griffin, Maryann'; '8A- Ludington, Debbie (per MaryAnn Griffin)'; '8A- Reynoso, Diana (per MaryAnn Griffin)'; '8B- Ferguson, Carolyn (Arlington)'; '8B- Lynch, Terri'; '8C- Lynn, Sharon'; '8D- Budine, Tricia (per Lynn Reid)'; '8D- Reid, Lynn'; '8E- Tierney, Courtney'; 'Blake, Glenda'; 'Catherman, Tim (VDA)'; 'Eshmont, Leonard (VDA)'; 'Miller, Kathy (VDA)'; 'Roeper, Katie (VDA)'; 'Rothrock, James A. (DRS)'; 'rparks@rrcsb.org'; 'V4A- James, Eldon'; 'V4A- Rowland, Sue'; 'Woods, Jane'

**Cc:** 'scechisholm@aol.com'; 'Carole\_Kincaid@experienceworks.org'; 'Linda Matthews'; 'Barry Lott'; [pfunk@meoc.org](mailto:pfunk@meoc.org); '03- Rhea, Judy'; '12- Trout, K'; '15- Bracy, L'; '17- Wilson, S'; '19 - Tull, Barbara'; '22- Arvidson, Linda'; 'bayagingworks@oasonline.com'; 'Boynton, Marge'; 'Cummins, Patricia (VDA)'; 'ksheldon@bayaging.org'; 'pholland@raaa16.org'; 'Sanders, Debbie'; 'Wilson-Sprinkle, Cheryl'; '12- Fontaine, Teresa Carter'; '19- Mason, Gladys'; 'dcrowder@pure.net'

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DOL's WF Plan  
Requirements for...

## Cummins, Patricia (DARS)

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**From:** Cummins, Patricia (DARS)  
**Sent:** Tuesday, August 07, 2012 6:57 PM  
**To:** 'Barry Lott'; 'Linda Matthews'; 'Carole\_Kincaid@experienceworks.org'; 'scechisholm@aol.com'  
**Cc:** 'mboynton@youraaa.org'; 'Gale Vest'; 'Scccrigho@aol.com'; 'BarBara Z. Murphy'; Bonessi, Donna (DARS); Miller, Kathy (DARS); 'Najmah Thomas'  
**Subject:** SCSEP State Plan and Process

Hello Everyone -

This week I began working part-time for the newly created Department for Aging and Rehabilitative Services (DARS). One of my responsibilities is to work with you, as national grantees, and with stakeholders on the development of the State Plan. As you know the due date is September 15. DARS has not received a response to its request to DOL for an extension of the due date; however, we will continue to pursue that.

I am reviewing the feedback that you provided to Kathy Miller following our June all-grantee conference call meeting and incorporating it into a first draft. I would like to schedule a State Plan meeting for national sponsors and stakeholders during the week of August 20 at DARS in Richmond and hope we can come up with a date that works for everyone. **Please let me know if you are availability for a 10:00 meeting on Tuesday, August 21 , Wed., Aug. 22, or Thursday, Aug. 23.**

After an initial meeting, I can send subsequent drafts for your review and, if necessary, we can schedule an additional conference call meeting. Let me know if this works for everyone.

Thanks for your participation. I look forward to working with all of you once again!

My new phone number is 804 662-7081.

## **Cummins, Patricia (DARS)**

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**From:** Cummins, Patricia (DARS)  
**Sent:** Wednesday, August 15, 2012 7:58 PM  
**To:** Steinhauser, Tom (VDSS); (info@va-aficio.org); jschuyler@vacap.org; Najmah Thomas; h.keogh@vachamber.com; pfunk@meoc.org; 01- Maxwell, Marilyn; 03- Guy, Mike; 12- Fontaine, Teresa Carter; 12- Trout, Kathy; 15- Boynton, Marge; 16- Schaefer, Jim; 17- Sheldon, K; 19- Mason, Gladys; 19- Sadowski, David; 22- Musso, Diane; Cummins, Patricia (DARS); Eshmont, Leonard (DARS); Miller, Kathy (DARS)  
**Cc:** Bonessi, Donna (DARS); Miller, Kathy (DARS); Debra Crowder; dsanders@meoc.org  
**Subject:** Stakeholders Meeting on the SCSEP State Plan

This is a follow up to the Virginia Department for the Aging's (VDA) June 6 email notification regarding development of the Title V Senior Community Service Employment Program (SCSEP) State Plan. Effective July 1, the former VDA became part of the newly created Virginia Department for Aging and Rehabilitative Services (DARS).

As noted in our earlier email, we are soliciting advice and recommendations on the State Plan as required by the 2006 Older American Act Amendments.

This is to notify interested parties that DARS has scheduled a plan development meeting of all Virginia Title V grantees on Thursday, August 23 at 10:30. As an identified stakeholder, you or your representative are invited to attend. The meeting will be held at the Rehabilitative Services Division of DARS located at 8004 Franklin Farms Drive in Richmond, Conference Room 101.

If you are planning to attend the meeting, please let us know by responding to this email **by Friday, August 17**.

Thank you.