

**WACOSA**  
**Training Requirements for the Board of Directors**  
11/11/08

**Training Requirements:**

**MN Depart of Economic Employment and Development (DEED), Rehabilitation Services Branch (RSB, From 1998 Revised Rule):**

1. 8 hours per year/ over a 3 year period (with 3 year cycle starting at time of last CARF accreditation)
2. Training hours must include
  - a. Legal mandates affecting programs, such as Rehab Act of 1973, ADA, and Extended Employment Program Statutes and Rule
  - b. Practices to improve outcome and increase the availability of extended employment services to persons with the most severe disabilities
  - c. Understanding programmatic and ethical responsibilities of nonprofit organizations to the communities they serve
  - d. Fiduciary Responsibilities of directors of nonprofit agencies (all new directors must have this training within the first 12 months of service on the Board)
3. A minimum of 2/3 of Board and Management must complete training (For us, this means 11 people, i.e. 3 Administrative Team members and 8 Board members).

DEED/RSB mandates that WACOSA be CARF accredited in order to be eligible to receive funding. CARF is a national accreditation organization whose acronym originally stood for the Commission on Accreditation of Rehabilitation Facilities. It now is just referred to as the Rehabilitation Accreditation Commission. Additional requirements include:

1. All new members of the Board of Directors must receive orientation to the agency (does not specify what topics must be covered.)
2. Agencies must adhere to training requirements from both legal and other sources (For WACOSA, this means that our Board must adhere to the training requirements from RSB.)

**Day Training and Habilitation Program Rule:** No mandated training for the Board has been identified in this Rule.