

**ATTACHMENT A**  
**Proposal Cover Sheet**

The Mississippi Department of Rehabilitation Services is seeking qualifications from qualified contractors to provide Comprehensive training events for MDRS clients.

Qualifications are to be submitted as listed below, on or before 12:00 PM CST, Thursday, July 10, 2025.

**PLEASE MARK YOUR ENVELOPE:**

**Mississippi Department of Rehabilitation Services**

**Attention: Lee Shirley, Director of Contracts**

**1281 Highway 51 North**

**Madison, Mississippi 39110**

**Request for Qualifications for Comprehensive Training Events for MDRS Clients**

**No. 3120003152**

**Opening Date: 12:00 PM CST, Thursday, July 10, 2025**

**SEALED PROPOSAL PACKAGE – DO NOT OPEN**

**Company Name:** The University of Southern Mississippi Institute for Disability Studies

**Address:** 118 Dupleys Drive #3163

**City/State/Zip:** Ulm, MS 39405

**Telephone:** 601-266-1123

**Fax Number:** 601-266-4112

**E-Mail Address:** erica.kennedy@usm.edu

**Printed Name of Authorized Signer:** Erica Kennedy

**Signature and Date:** [Redacted Signature and Date]



## ATTACHMENT B

### Authorization and Acknowledgements

By signing below, the Company Representative certifies that he/she has authority to bind the company, and further acknowledges on behalf of the company:

1. That he/she has thoroughly read and understands this Request for Qualifications, RFQ 3120003152 and the attachments herein;
2. That the company meets all requirements and acknowledges all certifications contained in this Request for Qualifications, RFQ 3120003152, and the attachments herein;
3. That the company agrees to all provisions of this Request for Qualifications, RFQ 3120003152, and the attachments herein;
4. That the company can and will meet all required laws, regulations, and/or procedures related to confidentiality and represents that its workers are licensed, certified, and possess the requisite credentials to perform the transition services; and
5. That the company has, or will secure, at its own expense, applicable personnel who shall be qualified to perform the duties required to be performed under this Request for Qualifications.
6. That the company understands that should an amendment to this RFQ be issued, it will be posted on the MDRS website ([www.mdrs.ms.gov](http://www.mdrs.ms.gov)) in a manner that all proposers will be able to view. Proposers shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the proposal, by identifying the amendment number and date in the space provided for this purpose on this form. The acknowledgment must be received by MDRS by the time and at the place specified for receipt of proposal. It is the company's sole responsibility to monitor the website for amendments to the RFQ.

Company Name:

The University of Southern Mississippi Institute for Disability Studies

Signature and Date:

Name and Title:

Erica Kennedy, Associate Vice President for Research

## ATTACHMENT C

### Certifications and Assurances

I/We make the following certifications and assurances as a required element of the offer to which it is attached, of the understanding that the truthfulness of the facts affirmed here and the continued compliance with these requirements are conditions precedent to the award or continuation of the related contract(s) by circling the applicable word or words in each paragraph below:

**1. Representation Regarding Contingent Fees.**

Contractor represents that it [ **HAS or** ] retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's proposal.

**2. Representation Regarding Gratuities.**

The Respondent or Contractor represents that it [ **HAS or** ] violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 6-204 (Gratuities) of the Mississippi Public Procurement Review Board Office of Personal service Contract Review Rules and Regulations.

**3. Certification of Independent Price Determination.**

The Respondent certifies that the prices submitted in response to the solicitation [ ] or **HAVE NOT** ] been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other respondent or competitor relating to those prices, the intention to submit a proposal, or the methods or factors used to calculate price.

**4. Prospective Contractor's Representation Regarding Contingent Fees.**

The Prospective Contractor represents as a part of such Contractor's proposal that such Contractor [ **HAS or** ] retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract.

Company Name: The University of Southern Mississippi Institute for Disability Studies

Signature and Date: \_\_\_\_\_

Name and Title: Erica Kennedy, Associate Vice President for Research

*Note: Please be sure to circle the applicable word or words provided above. Failure to circle the applicable word or words and/or to sign the proposal form may result in the proposal being rejected as nonresponsive. Modifications or additions to any portion of this proposal document may be cause for rejection of the proposal.*



## ATTACHMENT D

### Company Questionnaire

*If additional space is needed, please attach supplemental pages as necessary to completely answer all questions.*

#### 1. Corporate Experience and Capacity

Provide the age of your business ☐ IDS - 49 years and USM - 115 years

Describe the experience of the firm in providing the service, give number of years that the service has been delivered, and provide a statement on the extent of any corporate expansion required to handle the service. ☐

The University of Southern Mississippi was founded in 1848 as a small teachers college. Today, the University has grown into a comprehensive doctoral and research-driven institution with a proud history and an eye on the future. With a diverse student body of over 14,000 students annually representing 70+ countries and all regions of the United States and every corner of Mississippi, diversity is celebrated in every sense of the word. Not only is Southern Miss a haven for the arts, but the University maintains a tradition of success in both academics and athletics offering undergraduate and graduate degrees in more than 100 programs. A dual-campus university, Southern Miss serves students on campus in Hattiesburg and Long Beach in addition to two teaching and research sites in Mississippi and Online at Southern Miss. As the premier research university of the Gulf South, Southern Miss takes pride in being classified as a Carnegie R1 research institution. As a comprehensive research university, Southern Miss USM also houses Colleges of Arts and Sciences, Business and Economic Development, Education and Human Sciences, Honors, and Nursing and Health Professions.

The Institute for Disability Studies (IDS) is Mississippi's University Center for Excellence in Developmental Disabilities Research, Education, and Service and has been located at The University of Southern Mississippi for 14 years. IDS' mission is to positively affect the lives of Mississippians with developmental and other disabilities and their families across the life span by promoting increased independence, productivity and community integration. IDS provides an organizational structure which fully supports its mission across emphasis areas and core functions and is a unit under the Office of the Vice President for Research. Also located within the Office of the Vice President for Research is the Office of Research Administration which ensures compliance with all grant restrictions and guidelines. The Chief Operating Officer supervises Financial Affairs, Procurement and Purchasing Services, and Contracts and Grants Accounting. Staff members of all these units assure that correct financial procedures and reporting are followed for all grant-funded projects.

Company Name: The University of Southern Mississippi/Institute for Disability Studies





**ATTACHMENT D**  
**Company Questionnaire (Page 2 of 3)**

*If additional space is needed, please attach supplemental pages as necessary to completely answer*

**2. Service Location**

- ☐ If services are to be provided at a site other than firm's principal place of business (the address given in Attachment A), please specify the place of performance. ☐

Services are provided at community-based locations that will be utilized as training centers and coordinated through each individual school district. In addition, virtually training will be utilized through Zoom as needed.

**3. Personnel**

Attach resumes' of all those who will be involved in the delivery of service (from principals to field technicians) that include their experience in this area of service delivery as well as a list of all principals. Additionally, please provide copies of all applicable permits, professional certifications and/or licenses from the applicable certifying authority, and a list of all principals. ☐

Please see attached condensed resumes/vitae at document end for the following Job Extravaganza team members: Dr. [REDACTED] (includes ACRE National Certificate of Achievement in Employment Services); [REDACTED] (includes ACRE National Certificate of Achievement in Employment Services); [REDACTED] LCSW, [REDACTED] (includes clinical social work licensure, ACRE National Certificate of Achievement in Employment Services and PEERs certification; [REDACTED] (includes social work licensure, ACRE National Certificate of Achievement in Employment Services and peer mentoring certification); [REDACTED] social work licensure and ACRE National Certificate of Achievement in Employment Services; [REDACTED] MSW, [REDACTED] (fluent in Spanish); [REDACTED] (includes ACRE National Certificate of Achievement in Employment Services); [REDACTED] (will serve as Principia Investigator/Lead Coordinator and includes ACRE National Certificate of Achievement in Employment Services and PEERs certification); and [REDACTED] (includes ACRE National Certificate of Achievement in Employment Services).

Company Name: [REDACTED]



## ATTACHMENT D

### Company Questionnaire (Page 3 of 3)

*If additional space is needed, please attach supplemental pages as necessary to completely answer*

#### 4. References

Give at least three (3) references for contracts of similar size and scope, including at least two (2) references for current contracts or those awarded during the past three (3) years. Include the name of the organization, the length of the contract, a brief summary of the work, and the name and telephone number of a responsible contact person.□

(1) [REDACTED] Institute for Disability Studies (COPH) [REDACTED] has been in existence for [REDACTED] years and is currently in the fourth year of a five year grant cycle. [REDACTED] is funded through the U.S. Department of Health and Human Services, Administration on Intellectual and Developmental Disabilities (AIDD) and is a member of the Association of University Centers on Disabilities (AUCD), a network of [REDACTED] interdisciplinary centers in the United States and its territories working to advance policy and practice for and with [REDACTED] individuals with developmental and other disabilities, their families, and communities. [REDACTED] has a variety of programs to assist [REDACTED] individuals with disabilities and their families with the emphasis areas of community living, education and capacity building and family engagement.

Contact: Sandy Root-Elledge, Interim Executive Director, Association of [REDACTED] University Centers on Disabilities (AUCD) 307.760.9111

(2) [REDACTED] Family Advocacy Network is in its fourth year of operation and is funded through a grant with the Mississippi Council on Developmental Disabilities. Funding is provided on a year-to-year basis with the current and last year ending 06/30/26. [REDACTED] is designed to increase availability and accessibility of community-based peer support to families of children and youth receiving special education services or are unidentified through Local Education Agencies (LEAs) in the state of Mississippi.

Contact: Christy Ashley, Executive Director, Mississippi Council on Developmental Disabilities, 601.359.5533

(3) [REDACTED] Transition of Teens to Adult Life (TOLA) is in its seventh year of operation and is funded through a contract with Mississippi Department of Rehabilitation Services. [REDACTED] equips youth and young adults—both with and without disabilities—with the tools, training, and experiences needed to successfully navigate the move from high school to adult life. The program is grounded in the principle that all young people should have opportunities to contribute meaningfully in their communities. Core focus areas include workplace readiness training, work based learning experiences, job exploration counseling, counseling on postsecondary education and training opportunities and instruction in self-advocacy training.

Contact: Erica Brown, Transition and Youth Career Services Program Coordinator, 601. 853.5390

Company Name:

[REDACTED] The University of Southern Mississippi Institute for Disability Studies



## ATTACHMENT E

### Required Clauses for Service Contracts Resulting from this Request for Qualifications

1. Applicable Law. The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of the State. Contractor shall comply with applicable federal, state, and local laws and regulations.
2. Availability of Funds. It is expressly understood and agreed that the obligation of MDRS to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt the appropriated funds. If the funds anticipated for the continuing time fulfillment of the agreement are, at any time, not forthcoming or insufficient, regardless of the source of funding, MDRS shall have the right upon 10 business days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expense to MDRS of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
3. Compliance with Equal Opportunity in Employment Policy. Contractor understands that the MDRS is an equal opportunity employer and therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, genetic information, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful, and Contractor agrees during the term of the agreement that Contractor will strictly adhere to this policy in its employment practices and provision of services.
4. Compliance with Laws. Contractor shall comply with, and all activities under this agreement shall be subject to, all applicable federal, state, and local laws and regulations, as now existing and as may be amended or modified.
5. Contract Rights. Contract rights do not vest in any party until a contract is legally executed. The MDRS is under no obligation to award a contract following issuance of this solicitation.
6. E-Payment. Contractor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. The Agency agrees to make payment in accordance with Mississippi "Timely Payments for Purchases by Public Bodies" laws, which generally provide for payment of undisputed amounts by the Agency within 45 calendar days of receipt of invoice. Mississippi Code Annotated § 31-7-301, et seq.
7. E-Verification. If applicable, Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act and will register and participate in the status verification system for all newly hired employees. Mississippi Code Annotated §§ 71-11-1 and 71-11-3. Contractor agrees to provide a copy of each verification upon request of MDRS subject to

approval by any agencies of the United States Government. Contractor further represents and warrants that any person assigned to perform services hereafter meets the employment eligibility requirements of all immigration laws. The breach of this clause may subject Contractor to the following: (1) termination of this contract and exclusion pursuant to Chapter 15 of the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations; (2) the loss of any license, permit, certification or other document granted to Contractor by an agency, department, or governmental entity for the right to do business in Mississippi; or (3) both. In the event of such termination, Contractor would also be liable for any additional costs incurred by the Agency due to Contract cancellation or loss of license or permit to do business in the state.

8. Expenses Incurred in the Procurement Process. All parties participating in the procurement process with regard to this solicitation shall bear their own costs of participation, pursuant to Section 1.4.4 of the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations.
9. Minor Informalities and Irregularities. MDRS has the right to waive minor defects or variations of a qualification from the exact requirements of the specifications that do not affect the price, quality, quantity, delivery, or performance of the services being procured and if doing so does not create an unfair advantage for any offeror. If insufficient information is submitted by a offeror, for MDRS to properly evaluate the offer, MDRS has the right to require such additional information as it may deem necessary after the submission deadline, provided that the information requested does not change the price, quality, quantity, delivery, or performance time of the services being procured and such a request does not create an unfair advantage for any offeror. (Information requested may include, for example, a copy of business or professional licenses, or a work schedule.)
10. Paymode. Payments by MDRS using the state's accounting system shall be made and remittance information provided electronically as directed by the state and deposited into the bank account of Contractor's choice. MDRS may, at its sole discretion, require Contractor to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Contractor understands and agrees that the Agency is exempt from the payment of Mississippi taxes. All payments shall be in United States currency.
11. Procurement Regulations. This solicitation shall be governed by the applicable provisions of the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations, a copy of which is available on the Mississippi Department of Finance and Administration's website ([www.dfa.ms.gov](http://www.dfa.ms.gov)). Any offeror responding to a solicitation for personal and professional services and any contractor doing business with a state Agency is deemed to be on notice of all requirements therein.
12. Property Rights. Property rights do not inure to any Offeror until such time as services have been provided under a legally executed contract. No party responding to this RFQ has a legitimate claim of entitlement to be awarded a contract or to the provision of work thereunder. MDRS is under no obligation to award a contract and may terminate a legally executed contract at any time.

13. Representation Regarding Contingent Fees. Contractor represents that it has not retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's proposal.
14. Representation Regarding Gratuities. Offeror represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDRS, a gratuity or offer of employment in connection with any approval, disapproval, recommendation, development, or any other action or decision related to the solicitation and resulting contract. Offeror further represents that no employee or former employee of MDRS has or is soliciting, demanding, accepting, or agreeing to accept a gratuity or offer of employment for the reasons previously stated; any such action by an employee or former employee in the future, if any, will be rejected by offeror. Offeror further represents that it is in compliance with the Mississippi Ethics in Government laws, codified at Mississippi Code Annotated §§ 25-4-101 through 25-4-121, and has not solicited any employee or former employee to act in violation of said law.
15. Required Public Records and Transparency. Upon execution of a contract, the provisions of the contract which contain the personal or professional services provided, the unit prices, the overall price to be paid, and the term of the contract shall not be deemed to be a trade secret or confidential commercial or financial information pursuant to Mississippi Code Annotated § 25- 61-9(7). The contract shall be posted publicly on [www.transparency.ms.gov](http://www.transparency.ms.gov) and shall be available for at the Agency for examination, inspection, or reproduction by the public. The offeror acknowledges and agrees that MDRS and this contract are subject to the Mississippi Public Records Act of 1983 codified at Mississippi Code Annotated §§ 25-61-1, et seq. and its exceptions, Mississippi Code Annotated § 79-23-1, and the Mississippi Accountability and Transparency Act of 2008, codified at Mississippi Code Annotated §§ 27-104-151, et seq.
16. Stop Work Order. MDRS may, by written order to Contractor at any time, require Contractor to stop all or any part of the work called for by this contract. This order shall be for a period of time specified by MDRS. Upon receipt of such an order, Contractor shall forthwith comply with its terms and take all reasonable steps to minimize any further cost to MDRS. Upon expiration of the stop work order, Contractor shall resume providing the services which were subject to the stop work order, unless MDRS has terminated that part of the agreement or terminated the agreement in its entirety. MDRS is not liable for payment for services which were not rendered due to the stop work order.
17. Termination.

*Termination for Convenience.* MDRS may, when the interests of the Agency so require, terminate this contract in whole or in part, for the convenience of the Agency. MDRS shall give written notice of the termination to Contractor specifying the part of the contract terminated and when termination becomes effective. Contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination Contractor will stop work to the extent specified. Contractor



shall complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

*Termination for Default.* If MDRS gives the Contractor a notice that the personal or professional services are being provided in a manner that is deficient, the Contractor shall have 30 days to cure the deficiency. If the Contractor fails to cure the deficiency, MDRS may terminate the contract for default and the Contractor will be liable for the additional cost to MDRS to procure the personal and professional services from another source. Termination under this paragraph could result in Contractor being excluded from future contract awards pursuant to Chapter 15 of the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations. Any termination wrongly labelled termination for default shall be deemed a termination for convenience.

18. Trade Secrets, Commercial and Financial Information. It is expressly understood that Mississippi law requires that the provisions of this contract which contain the commodities purchased or the personal or professional services provided, the price to be paid, and the term of the contract shall not be deemed to be a trade secret or confidential commercial or financial information and shall be available for examination, copying, or reproduction.
19. Approval Clause. It is understood that if this contract requires approval by the Public Procurement Review Board ("PPRB") and/or the Department of Finance and Administration Office of Personal Service Contract Review ("OPSCR"), and this contract is not approved by PPRB and/or OPSCR, it is void and no payment shall be made hereunder
20. Acknowledgment of Amendments. Offerors shall acknowledge receipt of any amendment to the RFQ in writing. The acknowledgement shall be submitted by signing and returning the amendment with the bid, by identifying the amendment number and date in the space provided for this purpose on the bid form, or by letter. Each offeror shall submit a written acknowledgement of every amendment to the Agency on or before the submission deadline.
21. Certification of Independent Price Determination. By submitting a qualification, the offeror certifies that the prices submitted in response to the solicitation have been arrived at independently and without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
22. Offeror's Representation Regarding Contingent Fees. By [responding to the solicitation, the offeror represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the offeror cannot make such a representation, a full and complete explanation shall be submitted in writing [with the offeror's response, to the Agency prior to contract execution].

## Areas of Coverage

██████████ proposes the following central/south/ coverage areas of 36 counties - Warren, Madison, Hinds, Scott, Newton, Lauderdale, Claiborne, Copiah, Simpson, Smith, Jasper, Clarke, Jefferson, Adams, Franklin, Lincoln Lawrence, Covington, Jefferson Davis, Jones, Wayne, Wilkinson, Amite, Pike, Walthall, Marion, Lamar Forrest, Perry, Greene, Pearl River, Stone, George, Hancock, Harrison and Jackson.

Each event will include a minimum of 20 students with an anticipated average of 50 -120 students and a maximum of 150 participants. This range is noted as the training events have to be individualized for a school district or districts when possible.

**Name and Title:** Erica Kennedy, Associate Vice President for Research



## ATTACHMENT G

### Additional Data

The [REDACTED] served as the coordination lead for the first pilot Job Extravaganza training event in the state. This event was held on the Mississippi Gulf Coast and consisted of students from six (6) school districts. This event was completed on November 2022, was hosted in Long Beach and had a total attendance of 59 students representing 6 school districts. Pre-Employment Transition Services consisted of 7 hours per student for total of 413 hours.

[REDACTED] has continued providing Job Extravaganzas since then including:

Pearl - This event was completed on September 27, 2023, was with the one school district of Pearl and had a total attendance of 58 students. Pre-Employment Transition Services consisted of 7 hours per student for a total of 406 hours.

Hattiesburg - This event was completed on September 19, 2024, was with the one school district of Lamar County and had a total attendance of 45 students. Pre-Employment Services consisted of 7 hours per student for a total of 315 hours.

Long Beach - This event was completed on November 19, 2024, was with the school districts of Stone, Pass Christian, Picayune, Biloxi, Hancock, Gulfport, West Harrison, [REDACTED] MS, Gulf Coast Community College Project LINCOS and D'Iberville. Total attendance was 121 students, Pre-Employment Services consisted of 7 hours per student for a total 847 hours.

Laurel - This event was completed on February 21, 2025 with 21 students attending (52 total but not approved for the event in time) with school districts of Laurel, South Forrest, [REDACTED] and Jones County. Pre-Employment Services consisted of 7 hours per student for a total of 147 hours.

Company Name: [REDACTED]

Signature and Date: [REDACTED]

Name and Title: [REDACTED]



## ATTACHMENT H

### Redaction Notice

**Offerors shall acknowledge which of the following statements is applicable regarding release of its qualification as a public record. An offeror may be deemed non-responsive if the offeror does not acknowledge either statement, acknowledges both statements, or fails to comply with the requirements of the statement acknowledged. Choose one:**

\_\_\_\_\_ Along with a complete copy of its qualification, offeror has submitted a second copy of the qualification in which all information offeror deems to be confidential commercial and financial information and/or trade secrets is redacted in black. Offeror acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the MDRS or the Public Procurement Review Board determine redactions were made in bad faith in order to prohibit public access to portions of the qualification which are not subject to Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. Offeror acknowledges and agrees that MDRS may release the redacted copy of the qualification at any time as a public record without further notice to offeror. An offeror who selects this option but fails to submit a redacted copy of its qualification may be deemed non-responsive.

\_\_\_\_\_ Offeror hereby certifies that the complete unredacted copy of its qualification may be released as a public record by MDRS at any time without notice to offeror. The qualification contains no information offeror deems to be confidential commercial and financial information and/or trade secrets in accordance with Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. Bidder explicitly waives any right to receive notice of a request to inspect, examine, copy, or reproduce its bid as provided in Mississippi Code Annotated § 25-61-9(1)(a). An offeror who selects this option but submits a redacted copy of its qualification may be deemed non-responsive.

**Company Name:** The University of Southern Mississippi Institute for Disability Studies

**Signature and Date:** \_\_\_\_\_

**Name and Title:** Erica Kennedy, Associate Vice President for Research



**STATE OF MISSISSIPPI  
DEPARTMENT OF REHABILITATION SERVICES  
CONTRACT FOR PROFESSIONAL SERVICES**

1. Parties. The parties to this contract are the Mississippi Department of Rehabilitation Services (hereinafter "MDRS") and [REDACTED] (hereinafter "Contractor").
2. Purpose. The purpose of this contract is for MDRS to engage Contractor to provide certain professional services as set forth in RFQ 3120003152, issued by MDRS and incorporated herein by reference. Contractor is one of the vendors selected through the above referenced RFQ.
3. General Terms and Conditions. This contract is hereby made subject to the terms and conditions included in Exhibit "A", attached hereto and incorporated herein, captioned "General Terms and Conditions."
4. Scope of Services. Contractor will perform and complete in a timely and satisfactory manner the services described in Exhibit "B", attached hereto and incorporated herein, captioned "Scope of Services."
5. Consideration. As consideration for the performance of the services referenced in Exhibit "B", MDRS agrees to compensate Contractor as provided in Exhibit "B", attached hereto and incorporated herein, captioned "Compensation."
6. Period of Performance. This contract will become effective for the period beginning September 12, 2025 and ending on September 11, 2026, upon the approval and signature of the parties hereto. MDRS has the option to renew the contract for four (4) successive one-year period(s).
7. Notices. All notices required or permitted to be given under this agreement must be in writing and personally delivered or sent by certified United States mail, postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth Exhibit "C", attached hereto and incorporated herein, captioned "Notifications."

In witness whereof, the parties hereto have affixed, on duplicate originals, their signatures on the date indicated below, after first being authorized so to do.

\_\_\_\_\_  
DATE

By: \_\_\_\_\_

Samandra Murphy, Chief of Staff  
Mississippi Department of Rehabilitation Services

[REDACTED]  
DATE

By: \_\_\_\_\_



## EXHIBIT A

### GENERAL TERMS AND CONDITIONS

1. Anti-assignment/subcontracting. Contractor acknowledges that it was selected by the State to perform the services required hereunder based, in part, upon Contractor's special skills and expertise. Contractor shall not assign, subcontract, or otherwise transfer this agreement, in whole or in part, without the prior written consent of the State, which the State may, in its sole discretion, approve or deny without reason. Any attempted assignment or transfer of its obligations without such consent shall be null and void. No such approval by the State of any subcontract shall be deemed in any way to provide for the incurrence of any obligation of the State in addition to the total fixed price agreed upon in this agreement. Subcontracts shall be subject to the terms and conditions of this agreement and to any conditions of approval that the State may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.
2. Applicable Law. The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws provisions, and any litigation with respect thereto shall be brought in the courts of Mississippi.
3. Attorneys' Fees and Expenses. Subject to other terms and conditions of this agreement, in the event Contractor defaults in any obligations under this agreement, Contractor shall pay to the State all costs and expenses (including, without limitation, investigative fees, court costs, and attorney's fees) incurred by the State in enforcing this agreement or otherwise reasonably related thereto. Contractor agrees that under no circumstances shall the customer be obligated to pay any attorney's fees or costs of legal action to Contractor.
4. Availability of Funds. It is expressly understood and agreed that the obligation of MDRS to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt the appropriated funds. If the funds anticipated for the continuing time fulfillment of the agreement are, at any time, not forthcoming or insufficient, regardless of the source of funding, MDRS shall have the right upon 10 business days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expense to the MDRS of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
5. Compliance with Equal Opportunity in Employment Policy. Contractor understands that the MDRS is an equal opportunity employer and therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, genetic information, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful, and Contractor agrees during the term of the agreement that Contractor will strictly adhere to this policy in its employment practices and provision of services.
6. Compliance with Laws. Contractor shall comply with, and all activities under this agreement shall be subject to, all applicable federal, state, and local laws and regulations, as now existing and as may be amended or modified.
7. Conflict of Interest. Contractor represents, to the best of his or her knowledge and belief, that this contract does not present the Contractor with a conflict of interest with respect to any past, current, or potential contract or employment such that the Contractor would be unable to perform impartially and without bias. Contractor must also refrain from using confidential or protected personally identifiable information for any other purpose other than to perform the duties required by this contract.



8. Disputes. Any dispute concerning a question of fact arising under this Contract shall be disposed of by good faith negotiation between duly authorized representative of MDRS and the Contractor. Disputes that cannot be resolved in this manner shall be determined by a court of competent jurisdiction in Hinds County, Mississippi. Pending final decision of a dispute, the Contractor shall proceed diligently with the performance of its obligation in this agreement.
9. E-Payment. Contractor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. The Agency agrees to make payment in accordance with Mississippi "Timely Payments for Purchases by Public Bodies" laws, which generally provide for payment of undisputed amounts by the Agency within 45 calendar days of receipt of invoice. Mississippi Code Annotated § 31-7-301, et seq
10. E-Verification. If applicable, Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act and will register and participate in the status verification system for all newly hired employees. Mississippi Code Annotated §§ 71-11-1 and 71-11-3. Contractor agrees to provide a copy of each verification upon request of the MDRS subject to approval by any agencies of the United States Government. Contractor further represents and warrants that any person assigned to perform services hereafter meets the employment eligibility requirements of all immigration laws.

The breach of this clause may subject Contractor to the following: (1) termination of this contract and exclusion pursuant to Chapter 15 of the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations; (2) the loss of any license, permit, certification or other document granted to Contractor by an agency, department, or governmental entity for the right to do business in Mississippi; or (3) both. In the event of such termination, Contractor would also be liable for any additional costs incurred by the Agency due to Contract cancellation or loss of license or permit to do business in the state.

11. Entire Agreement. This Contract, RFQ 3150003186, and the Contractor's submitted Statement of Qualifications constitute the entire agreement of the parties with respect to the subject matter contained herein and supersedes and replaces any and all prior negotiations, understandings and agreements, written or oral, between the parties relating thereto.
12. Failure to Deliver. In the event of failure of Contractor to deliver services in accordance with the contract terms and conditions, MDRS, after due oral or written notice, may procure the services from other sources and hold Contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that MDRS may have.
13. Failure to Enforce. Failure by MDRS at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of MDRS to enforce any provision at any time in accordance with its terms.
14. Force Majeure. Each party shall be excused from performance for any period and to the extent that it is prevented from performing any obligation or service, in whole or in part, as a result of causes beyond the reasonable control and without the fault or negligence of such party and/or its subcontractors. Such acts shall include without limitation acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters ("force majeure events"). When such a cause arises, Contractor shall notify the State immediately in writing of the cause of its inability to perform, how it affects its performance, and the anticipated duration of the inability to perform. Delays in delivery or in meeting completion dates due to force majeure events shall automatically extend such dates for a period equal to the



duration of the delay caused by such events, unless the State determines it to be in its best interest to terminate the agreement.

15. HIPAA Compliance. Contractor agrees to comply with the "Administrative Simplification" provisions of the Health Insurance Portability and Accountability Act of 1996, including electronic data interchange, code sets, identifiers, security, and privacy provisions, as may be applicable to the services under this contract.
16. Indemnification. To the fullest extent allowed by law, Contractor shall indemnify, defend, save and hold harmless, protect, and exonerate the agency, its commissioners, board members, officers, employees, agents, and representatives, and the State of Mississippi from and against all claims, demands, liabilities, suits, actions, damages, losses, and costs of every kind and nature whatsoever including, without limitation, court costs, investigative fees and expenses, and attorney's fees, arising out of or caused by Contractor and/or its partners, principals, agents, employees and/or subcontractors in the performance of or failure to perform this agreement. In the State's sole discretion upon approval of the Office of the Mississippi Attorney General, Contractor may be allowed to control the defense of any such claim, suit, etc. In the event Contractor defends said claim, suit, etc., Contractor shall use legal counsel acceptable to the Office of the Mississippi Attorney General. Contractor shall be solely responsible for all costs and/or expenses associated with such defense, and the State shall be entitled to participate in said defense. Contractor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General, which shall not be unreasonably withheld.
17. Independent Contractor Status. Contractor shall, at all times, be regarded as and shall be legally considered an independent contractor and shall at no time act as an agent for the State. Nothing contained herein shall be deemed or construed by the State, Contractor, or any third party as creating the relationship of principal and agent, master and servant, partners, joint ventures, employer and employee, or any similar such relationship between the State and Contractor. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of the State or Contractor hereunder creates, or shall be deemed to create a relationship other than the independent relationship of the State and Contractor. Contractor's personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of the State. Neither Contractor nor its employees shall, under any circumstances, be considered servants, agents, or employees of MDRS, and MDRS shall be at no time legally responsible for any negligence or other wrongdoing by Contractor, its servants, agents, or employees. MDRS shall not withhold from the contract payments to Contractor any federal or state unemployment taxes, federal or state income taxes, Social Security tax, or any other amounts for benefits to Contractor. Further, MDRS shall not provide to Contractor any insurance coverage or other benefits, including Worker's Compensation, normally provided by the State for its employees.
18. Insurance. The Contractor represents that it will maintain workers' compensation insurance as required by the State of Mississippi which shall inure to the benefit of all the Contractor's personnel provided hereunder. The Mississippi Department of Rehabilitation Services reserves the right to request from carriers, certificates of insurance regarding the required coverage. Insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.
19. Modification or Renegotiation. This agreement may be modified only by written agreement signed by the parties hereto. The parties agree to renegotiate the agreement if federal and/or state revisions of any applicable laws or regulations make changes in this agreement necessary.
20. No Limitation of Liability. Nothing in this agreement shall be interpreted as excluding or limiting any liability of the Contractor for harm arising out of the Contractor's or its subcontractors' performance under this

agreement.

21. Non-solicitation of Employees. Each party to this agreement agrees not to employ or to solicit for employment, directly or indirectly, any persons in the full-time or part-time employment of the other party until at least six (6) months after this agreement terminates unless mutually agreed to in writing by the State and Contractor.
22. Ownership of Documents and Work Papers. MDRS shall own all documents, files, reports, work papers and working documentation, electronic or otherwise, created in connection with the project which is the subject of this agreement, except for Contractor's internal administrative and quality assurance files and internal project correspondence. Contractor shall deliver such documents and work papers to MDRS upon termination or completion of the agreement. The foregoing notwithstanding, Contractor shall be entitled to retain a set of such work papers for its files. Contractor shall be entitled to use such work papers only after receiving written permission from MDRS and subject to any copyright protections. Notwithstanding anything to the contrary, the above information and/or materials do not include any Contractor Pre-existing Material, including but not limited to material that was developed prior to the Effective Date that is used, without modification, in the performance of the Agreement. "Contractor Pre-existing Material" means curriculum (including but not limited to the Next Up curriculum, its videos, and lesson plans), materials, code, methodology, concepts, process, systems, technique, trade or service marks, copyrights, or other intellectual property right developed, licensed or otherwise acquired by Contractor, independent of the services to be rendered under this agreement. To the extent the above described information and/or materials contain Contractor Pre-existing Material, Contractor hereby grants to MDRS an irrevocable, perpetual, nonexclusive, royalty-free, world-wide license to use, execute, reproduce, display, perform, and distribute copies of Contractor Pre-existing Material, but only as they are incorporated into and form a part of the works developed for MDRS pursuant to this agreement.

Additionally, Contractor assures that any and all information regarding clients of MDRS will be kept strictly confidential pursuant to 34 CFR 361.38 and will become the property of MDRS. Contractor assures that MDRS shall have full access to all information collected. The Contractor is prohibited from use of the above described information and/or materials without the express written approval of MDRS.

Paper documents containing Personally Identifiable Information must be destroyed by burning, pulping, shredding, macerating, or other similar means that ensures the information cannot be recovered. If there are electronic devices and media (for example, computers, disk drives, CD's, Jump/Flash drives, magnetic tape, etc.) that need to be disposed of, please contact MDRS for further guidance on approved methods on destroying electronic devices and related media.

23. Paymode. Payments by MDRS using the state's accounting system shall be made and remittance information provided electronically as directed by the state and deposited into the bank account of Contractor's choice. The MDRS may, at its sole discretion, require Contractor to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Contractor understands and agrees that the Agency is exempt from the payment of Mississippi taxes. All payments shall be in United States currency.
24. Personally Identifiable Information. Contractor will not disclose or release any Personally Identifiable Information (PII) to which the Contractor has access except as required to do so to authorized employees and officials within the scope of the Contractor's duties under this contract. Furthermore, Contractor acknowledges that any unauthorized disclosure of the information provided under this contract may violate the terms of Section 1106 of the Social Security Act and the Privacy Act, 5 U.S.C. 552a and subject the Contractor to penalties.
25. Procurement Regulations. This contract shall be governed by the applicable provisions of the Public





Procurement Review Board Office of Personal Service Contract Review Rules and Regulations, a copy of which is available on the Mississippi Department of Finance and Administration's website ([www.dfa.ms.gov](http://www.dfa.ms.gov)). Any offeror responding to a solicitation for personal and professional services and any contractor doing business with a state Agency is deemed to be on notice of all requirements therein.

26. Property Rights. Property rights do not inure to Contractor until such time as services have been provided under a legally executed contract. Contractor has no legitimate claim of entitlement to the provision of work hereunder and acknowledges that the MDRS may terminate this contract at any time for its own convenience.
27. Record Retention and Access to Records. Provided Contractor is given reasonable advance written notice and such inspection is made during normal business hours of Contractor, the State or any duly authorized representatives shall have unimpeded, prompt access to any of Contractor's books, documents, papers, and/or records which are maintained or produced as a result of the project for the purpose of making audits, examinations, excerpts, and transcriptions. All records related to this agreement shall be retained by Contractor for three (3) years after final payment is made under this agreement and all pending matters are closed; however, if any audit, litigation or other action arising out of or related in any way to this project is commenced before the end of the three (3) year period, the records shall be retained for one (1) year after all issues arising out of the action are finally resolved or until the end of the three (3) year period, whichever is later.
28. Recovery of Money. Whenever, under the contract, any sum of money shall be recoverable from or payable by Contractor to MDRS, the same amount may be deducted from any sum due to Contractor under the contract or under any other contract between Contractor and MDRS. The rights of MDRS are in addition and without prejudice to any other right MDRS may have to claim the amount of any loss or damage suffered by MDRS on account of the acts or omissions of Contractor.
29. Representation Regarding Contingent Fees. Contractor represents that it has not retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's bid or proposal.
30. Representation Regarding Gratuities. Contractor represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDRS a gratuity or offer of employment in connection with any approval, disapproval, recommendation, development, or any other action or decision related to the solicitation and resulting contract. Contractor further represents that no employee or former employee of MDRS has or is soliciting, demanding, accepting, or agreeing to accept a gratuity or offer of employment for the reasons previously stated; any such action by an employee or former employee in the future, if any, will be rejected by contractor. Contractor further represents that it is in compliance with the Mississippi Ethics in Government laws, codified at Mississippi Code Annotated §§ 25-4-101 through 25-4-121, and has not solicited any employee or former employee to act in violation of said law.
31. Requirements Contract. During the period of the contract, Contractor shall provide all the service described in the contract. Contractor understands and agrees that this is a requirements contract and that the Mississippi Department of Rehabilitation Services shall have no obligation to Contractor if no services are required. Any quantities that are included in the scope of work reflect the current expectations of the Mississippi Department of Rehabilitation Services for the period of the contract. The amount is only an estimate and Contractor understands and agrees that MDRS is under no obligation to Contractor to buy any amount of the services as a result of having provided this estimate or of having any typical or measurable requirement in the past. Contractor further understands and agrees that MDRS may require services in an amount less than or in excess of the

estimated annual contract amount and that the quantity actually used, whether in excess of the estimate or less than the estimate, shall not give rise to any claim for compensation other than the total of the unit prices in the contract for the quantity actually used.

32. Right to Audit. Contractor shall maintain such financial records and other records as may be prescribed by MDRS or by applicable federal and state laws, rules, and regulations. Contractor shall retain these records for a period of three years after final payment, or until they are audited by MDRS, whichever event occurs first. These records shall be made available during the term of the contract and the subsequent three-year period for examination, transcription, and audit by the Mississippi State Auditor's Office, its designees, or other authorized bodies.
33. Severability. If any part of this agreement is declared to be invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision of the agreement that can be given effect without the invalid or unenforceable provision, and to this end the provisions hereof are severable. In such event, the parties shall amend the agreement as necessary to reflect the original intent of the parties and to bring any invalid or unenforceable provisions in compliance with applicable law.
34. Stop Work Order. The MDRS may, by written order to Contractor at any time, require Contractor to stop all or any part of the work called for by this contract. This order shall be for a period of time specified by the MDRS. Upon receipt of such an order, Contractor shall forthwith comply with its terms and take all reasonable steps to minimize any further cost to the MDRS. Upon expiration of the stop work order, Contractor shall resume providing the services which were subject to the stop work order, unless the MDRS has terminated that part of the agreement or terminated the agreement in its entirety. The MDRS is not liable for payment for services which were not rendered due to the stop work order.
35. Termination.
- Termination for Convenience.* The MDRS may, when the interests of the Agency so require, terminate this contract in whole or in part, for the convenience of the Agency. The MDRS shall give written notice of the termination to Contractor specifying the part of the contract terminated and when termination becomes effective. Contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination Contractor will stop work to the extent specified. Contractor shall complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.
- Termination for Default.* If the MDRS gives the Contractor a notice that the personal or professional services are being provided in a manner that is deficient, the Contractor shall have 30 days to cure the deficiency. If the Contractor fails to cure the deficiency, the MDRS may terminate the contract for default and the Contractor will be liable for the additional cost to the MDRS to procure the personal and professional services from another source. Termination under this paragraph could result in Contractor being excluded from future contract awards pursuant to Chapter 15 of the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations. Any termination wrongly labelled termination for default shall be deemed a termination for convenience.
36. Trade Secrets, Commercial and Financial Information. It is expressly understood that Mississippi law requires that the provisions of this contract which contain the commodities purchased or the personal or professional services provided, the price to be paid, and the term of the contract shall not be deemed to be a trade secret or confidential commercial or financial information and shall be available for examination, copying, or

reproduction.

37. Required Public Records and Transparency. Upon execution of a contract, the provisions of the contract which contain the personal or professional services provided, the unit prices, the overall price to be paid, and the term of the contract shall not be deemed to be a trade secret or confidential commercial or financial information pursuant to Mississippi Code Annotated § 25- 61-9(7). The contract shall be posted publicly on [www.transparency.ms.gov](http://www.transparency.ms.gov) and shall be available for at the Agency for examination, inspection, or reproduction by the public. The contractor acknowledges and agrees that the MDRS and this contract are subject to the Mississippi Public Records Act of 1983 codified at Mississippi Code Annotated §§ 25-61-1, et seq. and its exceptions, Mississippi Code Annotated § 79-23-1, and the Mississippi Accountability and Transparency Act of 2008, codified at Mississippi Code Annotated §§ 27-104-151, et seq.
38. Waiver. No delay or omission by either party to this agreement in exercising any right, power, or remedy hereunder or otherwise afforded by contract, at law, or in equity shall constitute an acquiescence therein, impair any other right, power or remedy hereunder or otherwise afforded by any means, or operate as a waiver of such right, power, or remedy. No waiver by either party to this agreement shall be valid unless set forth in writing by the party making said waiver. No waiver of or modification to any term or condition of this agreement will void, waive, or change any other term or condition. No waiver by one party to this agreement of a default by the other party will imply, be construed as or require waiver of future or other defaults.
39. Approval Clause. It is understood that if this contract requires approval by the Public Procurement Review Board ("PPRB") and/or the Department of Finance and Administration Office of Personal Service Contract Review ("OPSCR"), and this contract is not approved by PPRB and/or OPSCR, it is void and no payment shall be made hereunder.



## EXHIBIT "B"

### SERVICES AND COMPENSATION

#### SCOPE OF SERVICES

In fulfillment of the purposes of this Agreement, the Contractor shall provide MDRS with the professional services needed to create and host comprehensive training events for MDRS clients. Services shall be provided in accordance with the terms set forth in the Request for Qualifications RFQ 3120003152 issued by MDRS, and are further described in Exhibit "D", captioned "Statement of Qualifications", attached hereto and made a part hereof by reference.

#### COMPENSATION

In furtherance of the performance of the services referenced above, MDRS agrees to compensate the Contractor at the rates listed below. Purchases under this Agreement shall be subject to any limitations contained in Exhibit D. Contractor agrees to ensure the funds subject to this Agreement are used in accordance with conditions, requirements and restrictions of federal, state and local laws, as well as any terms and conditions set forth in the Request for Qualifications.

Pre-Employment Transition Services	Group Rate	Individual Rate
Workplace Readiness Training	\$75.00 per unit/per student	\$85.00 per unit/per student
Work Based Learning Experience	\$100.00 per unit/per student	\$110.00 per unit/per student
Job Exploration Counseling	\$75.00 per unit/per student	\$85.00 per unit/per student
Counseling on Post Secondary Education and Training Opportunities	\$75.00 per unit/per student	\$85.00 per unit/per student
Instruction in Self- Advocacy Training	\$75.00 per unit/per student	\$85.00 per unit/per student

The Contractor shall invoice MDRS monthly as needed. The final invoice to MDRS shall be sent within thirty (30) days after the Agreement ending date. The invoice should have appropriate documentation substantiating actual expenses.

It is expressly understood and agreed that in no event will the total compensation to be paid hereunder exceed the specified amount of **XXXXXXXX Dollars (\$XX.XXX.XX)**.



## EXHIBIT "C"

### NOTIFICATIONS

Notices. All notices required or permitted to be given under this agreement must be in writing and personally delivered or sent by certified United States mail, postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth below. Notice shall be deemed given when actually received or when refused. The parties agree to promptly notify each other in writing of any change of address.

For MDRS: Billy Taylor, Executive Director  
Mississippi Department of Rehabilitation Services  
Post Office Box 1698  
Jackson, Mississippi 39215-1698

[with Copy to Contract Coordinator]

For the Contractor:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



## EXHIBIT D

### Statement of Qualifications

As previously noted, [REDACTED] has provided five Job Extravaganza events in the state since 2022 including the first ever Mississippi offering. In addition, a sixth event is scheduled for July 19 at [REDACTED] location. Through the planning, developing, implementing and evaluating of all aspects of these events combined with direct consultation with various Mississippi Department of Rehabilitation Services (MDRS) staff, [REDACTED] staff has continued to learn from each event in order to increase overall effectiveness, services and satisfaction of all parties involved.

In order to facilitate additional Job Extravaganza events, [REDACTED] proposed the following guidelines:

- [REDACTED] will partner with a local school district(s) to enroll participants in each event. The participants must be eligible for Pre-Employment Transition Services and will have completed the MDRSTY-04A Potentially Eligible Student Pre-ETS Referral Form before participating in the event.
- [REDACTED] will work with MDRS Counselors to enroll the student participants by confirmation of Pre-ETS eligibility status and authorizations.
- [REDACTED] will provide participants with a one-hour pre-event session to review agenda and overall expectations and a one-hour post-event session to review recent activities. The post-event session will focus on the businesses that attended, skill opportunities and interests, and next steps for learning.
- [REDACTED] will secure a site for the program with adequate space, accessibility, and parking to accommodate the activities of the event. [REDACTED] will also secure all needed equipment and/or supplies for the event including participant, vendor and peer mentor incentives as appropriate and warranted.
- [REDACTED] will work with the local school district(s) to arrange transportation for the students to the five-hour training event site.
- [REDACTED] will work with MDRS to coordinate publicity for the event on social media, newspaper, and television.
- [REDACTED] will utilize peer mentors for each student group during the in-person event.
- [REDACTED] will recruit businesses to set up mock workstations at the event that simulate the work environments at the actual businesses. Businesses encompassing a variety of work environments will be invited to participate and will receive publicity for participation. Program participants will experience the workstations as individuals in small groups. Each participant will have many opportunities to visit every workstation.
- [REDACTED] will cover any travel costs (lodging, mileage, etc.) incurred by businesses or speakers attending the event.
- [REDACTED] staff will provide and facilitate two Pre-ETS breakout sessions for each participant during the event. These sessions will focus on at a minimum of two of the the five pillars of Pre-ETS.
- [REDACTED] will accommodate recruited individual(s) and businesses for mock workstation to function.
- [REDACTED] will provide a detailed itinerary and list of program participants to MDRS prior to the event. In addition, IDS will provide a completed MDRS-VR-61 Pre-ETS Provision Form for each program participant.
- [REDACTED] will provide the MDRS State Office Staff with an invoice for Pre-ETS provided to the students after event is fully completed.

## JERRY RENE ALLISTON

118 College Drive, 5163, Hattiesburg, MS 39406-0001

601.266.5975 | jrm@aouds.edu

### EDUCATION

- 2010 Doctor of Philosophy (PhD), Higher Education Administration, The University of Southern Mississippi, Hattiesburg, MS  
Dissertation: *Postsecondary education of students with disabilities: review of faculty and of students with disabilities perceptions for training*
- 1999 Master of Social Work, The University of Southern Mississippi, Long Beach, MS
- 1993 Bachelor of Science, Psychology, The University of Southern Mississippi, Hattiesburg, MS
- 1991 Associate of Arts, Mississippi Gulf Coast Community College, Perkinston, MS

### WORK HISTORY

- 2018-present Associate Director, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS
- 2017-2018 Interim Associate Director, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS
- 2015-2018 Community Education Director, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS
- 2005-2015 Project Coordinator, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS
- 2001-2004 Social Worker/Case Manager, Humana Military Healthcare Services, Biloxi, MS
- 2000-2001 Medical Social Worker, Hancock Medical Center, Bay St. Louis, MS
- 1995-2000 Early Intervention Service Coordinator, MS State Department of Health, Gulfport

### ACADEMIC APPOINTMENTS

- 2023-present APSE to the Top Leadership Team, The University of Southern Mississippi, Hattiesburg, MS
- 2022-present Workday Service Site Leader, The University of Southern Mississippi, Hattiesburg, MS
- 2022-present Honors Thesis Advisor, The University of Southern Mississippi, Hattiesburg, MS
- 2022-present Application Reviewer, Honors and Workday Student Applicants, The University of Southern Mississippi, Hattiesburg, MS
- 2020-2024 Chair, Doctoral Dissertation Committee, Educational Leadership Student, Belhaven University, Jackson, MS
- 2006-present Adjunct Instructor, The University of Southern Mississippi, Hattiesburg, MS

### PROFESSIONAL MEMBERSHIPS (SELECTED)

- 2024-present Chair, Mississippi Association of People Supporting Employment First
- 2023-present Mississippi Alliance for Inclusive Postsecondary Education Programs
- 2021-present The Association of People Supporting Employment First (APSE)
- 2019-present Association for Higher Education and Disability
- 2018-present Department of Mental Health Bureau of Intelligence and Developmental Disabilities Advisory Council
- 2018-present Employment Special Interest Group, Association of University Centers on Disabilities
- 2017-present Southeastern Postsecondary Education Alliance (2018-2022 Awareness Day Chair; 2017-2022 MS Representative, Board of Directors; 2017-2019 Annual Conference Planning Committee)
- 2017-present Communications Special Interest Group, Association of University Centers on Disabilities
- 2017-present Disability Studies Special Interest Group, Association of University Centers on Disabilities



**RICH BAKER**

8 College Drive, 5153 Hattiesburg, MS 39406-0001

601.266.6288, r.baker@usm.edu

## **EDUCATION**

2014 Master of Science, Assistive Technology, California State University,  
Northridge, CA  
1989 Bachelor of Science, Management/Computer Information Systems, Park  
College, Parkville, MO

## **WORK HISTORY**

2002-present Technology Coordinator, Institute for Disability Studies, The University of  
Southern Mississippi, Hattiesburg, MS  
1999-2002 Assistant Professor, Aerospace Studies, The University of Southern Mississippi,  
Hattiesburg, MS  
1996-1999 Air Force Communications Squadron Branch Chief, Scott Air Force Base, IL  
1992-1996 Chief, Database Implementation Team, United States Strategic Command,  
Offutt Air Force Base, NE  
1982-1992 Team Supervisor, Computer Maintenance Office,  
Shift Supervisor, Telecommunications Maintenance

## **CERTIFICATIONS/TRAININGS**

Advanced Communications Officers Training (184 hours)  
Air University Academic Instructor School  
Software Project Management  
SYBASE Relational Database Design, Physical Database Design, System and DB Administration  
Data Modeling  
Software Engineering (32 hours)  
C Programming (120 hours)  
CA-IDMS Defining a Database, Integrated DB Implementation and Control  
Introduction to Unix (40 hours)  
Communications-Computer Systems Programming and Analysis Officer Course (742 hours)  
Assembler Language (160 hours)

VANTRELL COLEMAN

730 East Beach Boulevard #5128 Long Beach, MS 39560  
228 214 3281 | vcolemans@gmail.com

## EDUCATION

- 12/2015 Bachelor of Science, Psychology, The University of Southern Mississippi, Gulf Park Campus, Long Beach, MS
- 01/2012 Associate of Arts, Criminal Investigations, Everest College, Mesa Online, Phoenix, AZ

## WORK HISTORY

- 2024-present Transition Specialist, Institute for Disability Studies, The University of Southern Mississippi, Gulf Park Campus, Long Beach, MS
- 2021-2024 Employment Specialist, Mississippi Department of Employment Securities, Gulfport, MS
- 2019-2021 Licensure Specialist I, Mississippi Child Protective Services, Gulfport, MS
- 2016-2019 Counselor, Mississippi Department of Rehabilitation Services, Gulfport, MS
- 2006-2016 Deputy Court Clerk, Harrison County Youth Court, Gulfport, MS
- 2004-2006 Correctional Officer, Harrison County Sheriff's Department, Gulfport, MS

## CERTIFICATIONS

- 12/2001 Office Systems Technology Certification, Mississippi Gulf Coast Community College, Long Beach, MS

## ROBERT "TAYLOR" CARLEY

8 College Drive, 5183 Hattiesburg, MS 39406-0001

601 266-4763 | usm.edu/rdc

### EDUCATION

2022-present

RISE TO THE TOP Southern Miss Inclusive Postsecondary Education Program

- Eagle Connections 2024- present
- SO College Southern Miss 2022-present

2011

Occupational Diploma, Sumrall High School, Sumrall, MS

### WORK HISTORY

2015-present

Self-Advocacy Coordinator, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS

- Hosts YouTube series titled, Chat Chat Thursday with Taylor that focuses on disability happenings in Mississippi
- Shares person story through various advocacy activities
- Provides informal peer mentoring to other self-advocates
- Develops, schedules and creates various videos of self-advocates, business sites and more

2013-2014

Gas Station Attendant, Sam's Club, Hattiesburg, MS

2011-present

Contract Laborer, Rental and Leasing, Hattiesburg, MS

### FEATURED PRESENTATIONS

Carley, R. (2024). Hosted Job Extravaganza Events, Long Beach and Hattiesburg, MS.

Carley, R. (2024). Panelist on Transition for Persons with Autism Discussion Panel, Featured Session, 10th Annual Creating Your Own Path Conference.

Carley, R. (2024). Advocacy and Employment Guest on All Years People First Self-Advocacy YouTube series

Carley, R. (2023). Employment and Advocacy, Virtual Self-Advocacy Summit.

Carley, R. (2023). Hosted Job Extravaganza Events, Long Beach, MS.

Carley, R. (2023). My Personal Story, Honors 303 Seminar Class, The University of Southern Mississippi, Hattiesburg, MS

Carley, R. (2023). Panelist on Transition for Persons with Autism Discussion Panel, Featured Session, 10th Annual Creating Your Own Path Conference.

Carley, R. (2023). Employment and Advocacy, Virtual Self-Advocacy Summit.

Carley, R. (2022). Featured Host at Mississippi disAbility MegaConference, Jackson, MS.

Carley, R. (2022). My Personal Story, Honors 303 Seminar Class, The University of Southern Mississippi, Hattiesburg, MS

Carley, R. (2022). Self-Advocacy Story, My Personal Story, Honors 303 Seminar Class, The University of Southern Mississippi, Hattiesburg, MS



[REDACTED] of Southern Mississippi, Hattiesburg, MS

Carley, R. (2021). My Personal Story. [REDACTED] Summer Class. [REDACTED] University of Southern Mississippi, Hattiesburg, MS

Carley, R. (2020). My Personal Story. [REDACTED] 2020 Summer Class. [REDACTED] University of Southern Mississippi, Hattiesburg, MS

Edwards, T., Carley, R., and Johnson, T. (2019). [REDACTED] Pressing the Start Button on Live-Streaming, Concurrent Session. Mississippi disAbility MegaConference, Jackson, MS.

Carley, R. (2017) My Personal Story, Panelist. Mississippi disAbility MegaConference, Jackson, MS

Carley, R. (2016). My Personal Story, Concurrent Session. [REDACTED] Association of University Centers on Disabilities National Conference, Washington, DC.

## VOLUNTEER/COMMUNITY SERVICE

2014-2015  
2011-2013      Member, [REDACTED] American [REDACTED] University of Southern Mississippi, Hattiesburg, MS

- Completed three years of national service
- Shared personal story on transition
- Performed in various disability transition and financial skills skits

2012-present      [REDACTED] [REDACTED] University of Southern Mississippi, Hattiesburg, MS

- President and Co-Treasurer [REDACTED] [REDACTED] [REDACTED]
- Office Volunteer

## AWARDS

2025      Featured Writer for [REDACTED] edition of [REDACTED] of [REDACTED] a collection of short stories from self-advocates

2024      [REDACTED] [REDACTED] Southern Miss [REDACTED] [REDACTED] University of Southern Mississippi Center for Civic Engagement

2015      [REDACTED] [REDACTED] Recognition Award [REDACTED] [REDACTED] University of Southern Mississippi

2014      Breaking Barriers Award, Recognition of Leadership and Advocacy

2014      Recognizing Advocacy, [REDACTED] [REDACTED] (newspaper article)

2013      Student Group Award, [REDACTED] Center for Community and Civic Engagement



JOANIE E. INNES

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## EDUCATION

05/2023 Long Beach High School, Long Beach, MS

## WORK HISTORY

08/2024-present

Self-Advocacy Coordinator, Institute for Disability Studies, The University of Southern Mississippi Gulf Park Campus, Long Beach, MS

- Develops virtual training sessions and workshops for enhancing self-advocacy skills
- Produces educational videos and PowerPoint presentations to improve student engagement
- Coordinates inclusive programs with community leaders, integrating students with disabilities into mainstream settings

## HONORS AND AWARDS

08/2024

Heart of Service Award, AmeriCorps

Recognized for exceptional dedication to community service and advocacy programs

## VOLUNTEER/COMMUNITY SERVICE

09/2023-08/2024

Service AmeriCorps Member, Training, Resources and Information for the Advancement of Disability (TRIAD) AmeriCorps, The University of Southern Mississippi Gulf Park Campus, Long Beach, MS

- Provided more than 1,700 hours of community service, focusing on health-related education
- Designed and instructed self-advocacy and health education lessons across multiple schools

## SKILLS

- Advanced proficiency in Canva and Microsoft Office
- Works effectively in independent and team-based projects
- Quickly adapts to new technologies and software platforms
- Competent in multitasking and meeting deadlines

**JOSEPH KING**

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**EDUCATION**

2020 Master of Social Work, University of Alabama, Tuscaloosa, AL  
2013 Bachelor of Science, Social Work, Mississippi State University, Starkville, MS

**WORK HISTORY**

2024-present Executive Coordinator for Transition to Adulthood Services, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2022-2023 Transition Specialist, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2021-2022 Licensed Clinical Therapist, Pine Grove Behavioral Health, Hattiesburg, MS  
2021 Qualified Mental Health Professional, Wexford Health, Springville, AL  
2017-2021 Senior Social Worker, Alabama Department of Human Resources, Oneonta, AL  
2014-2016 Practice Model Coach, Mississippi Department of Child Protection Services, Jackson, MS  
2014 Firehouse Subs, Hattiesburg, MS  
2013-2014 Intern, Christian Encounter Ministries, Grass Valley, CA  
2012-2013 Student Intern, Wesley Foundation, Starkville, MS  
2010-2013 Summer Camp Counselor, Camp Wesley Pines, Gallman, MS  
2005-2009 Server, Porches Restaurant, Wesson, MS

**VOLUNTEER/COMMUNITY SERVICE**

2020 Children's Aid Society of Alabama, Birmingham, AL  
2013 Grace Community Homes, Henderson, NE  
2010-2012 Wesley Foundation, Starkville, MS  
2010 Emerson Family Center, Starkville, MS  
2001-2008 Wesson Public Library, Wesson, MS

**CERTIFICATIONS AND LICENSURES**

2025 Licensed Clinical Social Worker, Mississippi #C14999  
2023 Association of Community Rehabilitation Education (ACRE) Certification in Employment Services  
2022 Program for the Education and Enrichment of Relational Skills (PEERS)  
2021 Licensed Master of Social Work, Mississippi  
2020 Licensed Master of Social Work, Alabama  
2020 Trauma Informed Care (TIC) Training

**MEMBERSHIPS**

2024-present National Association of Social Workers (NASW)  
2009-2013 National Honor Society

**AWARDS**

2020 Master Scholar Award, University of Alabama, Tuscaloosa, AL

**ALYSSA DANIELLE MULLINS**

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**EDUCATION**

2018 Master of Social Work, The University of Southern Mississippi, Hattiesburg, MS  
2015 Bachelor of Social Work, The University of Southern Mississippi, Hattiesburg, MS

**WORK HISTORY**

2024-present Executive Coordinator for Transition (MSE to Life) for Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2022-2024 Transition Coordinator, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2018-2022 Transition Specialist, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2018 Total Employment Specialist, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2017-2018 Intern, Southern Care Hospice, Hattiesburg, MS  
2016-2018 Graduate Assistant, LEND Trainee and Intern, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2015 Intern, Mississippi Children's Home Services, Jackson, MS

**RESEARCH**

2017-2018 LEND Trainee, Proposal for Postsecondary Program for Students with Intellectual Disabilities at USM, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2017 Research Graduate Assistant, Gaining Opportunities in Leadership Development (GOLD) Program, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS

**CERTIFICATIONS AND LICENSURES**

2023-present Disability Mentoring Certification  
2020-present CPR/AED for Professional Rescuers with First Aid  
2018-present Licensed Master's Social Worker (License #M9382)  
2014-present Collaborative Institutional Training Initiative

**MEMBERSHIPS**

2023-present Member, Mississippi Inclusive Postsecondary Education Alliance  
2022-present Board Member, Southeastern Postsecondary Education Alliance  
2015-present Member, Larkspur Citizenship Scholarship Committee, The University of Southern Mississippi, Hattiesburg, MS  
2011-2015 Member, Larkspur Leadership Team and Mentor, The University of Southern Mississippi, Hattiesburg, MS  
2015, 2018 Phi Alpha Social Work Society, The University of Southern Mississippi

**VOLUNTEER/COMMUNITY SERVICE**

2012-2015 The Arc, Hattiesburg, MS  
2012 Hope House (grant proposal development)  
2008-2011 Make a Wish Foundation, Hattiesburg, MS

**AWARDS**

2018 AUCD Emerging Leader for Mississippi, Institute for Disability Studies, The University of Southern Mississippi  
2017 Nellie B. Hutchinson Scholarship, The University of Southern Mississippi



**SCOTT N. MULLINS**

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**EDUCATION**

2018 Master of Social Work, The University of Southern Mississippi, Hattiesburg, MS  
2013 Bachelor of Science, Social Work, The University of Southern Mississippi, Hattiesburg, MS

**WORK HISTORY**

2018-present Transition Specialist, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2018 Employment Skills Trainer, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2013-2016 Family Protection Specialist, Mississippi Department of Human Services, Department of Child Protection Services, Pearl River County, MS

**INTERNSHIPS**

2016-2018 Project SEARCH and FORWARD and TRAD AmeriCorps, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2013 Lamar County Health and Human Services (DHS), Division of Family and Children's Services, Lamar County, MS  
2010 Family Network Partnership Agency, Hattiesburg, MS

**CERTIFICATIONS, LICENSURES, AND TRAININGS**

2020-present CPR/First Aid Certification, American Red Cross  
2019 Developmental Disabilities and Sexuality Educator and Trainer Course  
2018 Master of Social Work Licensure (License Number M9506), Association of Social Work Boards (ASWB)  
2018 Person-Centered Planning Training  
2015 Family-Centered Focus Training

**MEMBERSHIPS**

2020-present Advisor/Staff Liaison, Step Up to Leadership Advisory Council, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2018-2020 Assistant Advisor, Step Up to Leadership Advisory Council, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2018-present Lead Advisor/Coordinator, Special Olympics College, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS

**VOLUNTEER/COMMUNITY SERVICE**

2001-2009 Volunteer, Mission trips to assist needy populations in various areas throughout Kentucky, Mississippi, and Tennessee  
2013 Volunteer, Worked with the School of Social Work at The University of Southern Mississippi to assess need for services of clients/victims after the tornado  
2003 BSA Eagle Scout

**AWARDS**

2009-2013 Leadership Scholarship, The University of Southern Mississippi, Hattiesburg, MS  
2003 BSA Eagle Scout Award

**MICHAEL RAMOS**

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## EDUCATION

2025 Master of Social Work, The University of Southern Mississippi, Hattiesburg, MS  
2024 Bachelor of Social Work, The University of Southern Mississippi, Hattiesburg, MS

## WORK HISTORY

2024-2025 Social Work Internship, PEERS Skills Coaching Program, Institute for Disability Studies, The University of Southern Mississippi, Gulfport, MS  
2020-present Family Support Specialist, Family to Family Program, Institute for Disability Studies, The University of Southern Mississippi, Gulfport, MS  
2018-2020 Bus Driver, First Student, Inc., Gulfport, MS  
2015-2017 Case Aid and Safety Officer, Volunteers of America Service Center, San Diego, CA

## COMMUNITY SERVICE/VOLUNTEER WORK

2022-present The Arc of Mississippi, Gulfport, MS  
2019-present Northwood Church, Long Beach, MS  
2015-2017 Volunteers of America

## MEMBERSHIPS

2022-present Vice President, Bachelor of Social Work (BSW) Club  
Chairperson, STRIDE  
2022-present Alumni Association

## AWARDS AND HONORS

2022-present Phi Alpha Honor Society  
2022-present Staff Council Scholar  
2022-present President's List  
2022-present Katharine L. Guice Scholar  
2022-present Supp Education Opportunity Grant

## CERTIFICATIONS, LICENSURES, AND TRAININGS

2020-present Procurement Card and SOARFIN Training, The University of Southern Mississippi  
2020-present Psychological First Aid (PFA)  
2020-present Skills for Psychological Recovery (SPR)  
2020-present Council of Parent Attorneys and Advocates  
2020-present Seizure Recognition and First Aid Certification  
2020-present Medical Assistance, HIPAA, Transition Assessment: Putting It Into Action  
2010-2011 Medical Assistant, Home Health, Office Unit Clerk, Physical Therapy Aid, Occupational Therapy Aid, Phlebotomy Lab, CAN, HIPAA, EKG, CPR, Kaplan College, San Diego, CA

AYSHA ROBERTSON

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## EDUCATION

2024 Master of Social Work, The University of Southern Mississippi, Hattiesburg, MS  
2022 Bachelor of Social Work, The University of Southern Mississippi, Hattiesburg, MS  
2020 Associate of Arts, Mississippi Gulf Coast Community College, Perkinston, MS

## WORK HISTORY

2024-present Transition Specialist, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2023-2024 Social Work Intern, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2021-2022 Customer Service Representative and Sales Agent, Smarter Call Center (Remote)  
2018-present Personal Care Assistant, Ability Works, Hattiesburg, MS

## MEMBERSHIPS

2022 Member, Bachelor of Social Work Club, The University of Southern Mississippi, Hattiesburg, MS

## VOLUNTEER/COMMUNITY SERVICE

2023-2024 LEAD Trainee, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2022-2023 Member/Volunteer, TRIAD AmeriCorps, Special Olympics College, Institute for Disability Studies, The University of Southern Mississippi, Hattiesburg, MS  
2022-2023 Volunteer, Eagles Nest Pantry, The University of Southern Mississippi, Hattiesburg, MS

## AWARDS AND HONORS

2024 Youth Commissioner, Volunteer Mississippi  
2022 Scholar Excellence Award, Afro-American Student Organization, The University of Southern Mississippi, Hattiesburg, MS  
2022 Nominee, Who's Who, The University of Southern Mississippi, Hattiesburg, MS  
2022 Dean's List, Bachelor of Social Work, The University of Southern Mississippi, Hattiesburg, MS

BETH ROBERTSON

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## EDUCATION

2010 Master of Arts, Biblical Counseling, Southeastern Baptist Theological Seminary  
1993 Interpreter Training Program, American Sign Language Studies, Bishop State  
Community Collegé, Mobile, AL  
1992 Bachelor of Science, Education for the Hearing Impaired, University of  
Montevallo, Montevallo, AL

## WORK HISTORY

2023-present Executive Coordinator for Transition to Adulthood Services, Institute for Disability  
Studies, The University of Southern Mississippi, Long Beach, MS  
2019-2023 Transition Coordinator, Institute for Disability Studies, The University of Southern  
Mississippi, Long Beach, MS  
2017-2019 Program Manager/Evaluator II, Ability Works, Inc. Job Readiness Program,  
Mississippi Department of Rehabilitation Services, Gulfport, MS  
2016-2017 Women's Counselor, Home of Grace, Women's Campus, Gautier, MS  
2010-2015 Vocational Rehabilitation Counselor, Mississippi Department of Rehabilitation  
Services, Gulfport, MS  
2009-2010 Bookkeeper, Mission Landscapes, Wake Forest, NC  
2008-2010 Coordinator and Interpreter for the Deaf, North Wake Church, Wake Forest, NC  
2008 Bookkeeper/Financial Secretary, Open Door Baptist Church, Raleigh, NC  
2003-2007 Medical Billing Clerk, Golden Triangle Radiology, Columbus, MS  
2001-2002 Administrative Support, Columbus Personnel Inc., Columbus, MS  
1998-2000 Interpreter for the Deaf, Occupational Safety Associates, Mobile, AL  
1997-1998 Teacher for the Sensory Impaired, Baldwin County Schools, AL  
1997 Tutor for the Deaf, Mobile County, AL  
1994-1997 Interpreter, Volunteers of America, Inc., Mobile, AL  
1993-1994 Teacher for the Deaf, Regional School for the Deaf and Blind, Mobile County, AL

## VOLUNTEER/COMMUNITY SERVICE

2007-2010 Volunteer Counselor, Hope Counseling Center, Wake Forest, NC  
2015-2021 Volunteer Counselor, First Baptist Church Gulfport, Gulfport, MS

## Awards

2022 Gulf Coast State Excellence Award, The University of Southern Mississippi, Long  
Beach, MS

## CERTIFICATIONS AND LICENSURES

2024 The Program for the Education and Enrichment of Relational Skills (PEERS)  
PEERS Certified Trainer, UCLA Semel Institute  
PEERS Adolescents Certified, UCLA Semel Institute  
PEERS Telehealth Certified, UCLA Semel Institute  
2020 Association of Community Rehabilitation Educators (ACRE) Certification in  
Employment Services  
2015 Sign Language Proficiency Interview (SLPI)

LAURA CLEMENTS THOMAS

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## EDUCATION

2013 Master of Science, Psychology, Grand Canyon University, Phoenix, AZ  
2001 Bachelor of Science, Psychology, The University of Southern Mississippi, Hattiesburg, MS  
1997 Associate of Applied Sciences in Marketing Management Technology, Jones College, Ellisville, MS

## WORK HISTORY

2020-present Transition Specialist, Institute for Disability Studies, The University of Southern Mississippi, Long Beach, MS  
2015-2020 Counselor III, Mississippi Department of Rehabilitation Services, Gulfport, MS

## VOLUNTEER/COMMUNITY SERVICE

1997, 2003-2004, 2014 Special Olympics, Hattiesburg, MS  
2020-present RIAD AmeriCorps, Hattiesburg, MS

## MEMBERSHIPS

2000-2001 Psi Chi Honor Society, The University of Southern Mississippi, Hattiesburg, MS  
1995-1997 DECA Secretary/Treasurer, Jones College, Ellisville, MS  
1995-1997 Letter J Awards, Jones College, Ellisville, MS  
1993 Choir, Jones College, Ellisville, MS  
1993 Maroon Typhoon Percussion, Jones College, Ellisville, MS