**Virginia Board for People with Disabilities**

**Board Meeting Minutes**

***December 8, 2021***

The Virginia Board for People with Disabilities held its regular quarterly Board meeting on Wednesday, December 8, 2021.

**BOARD MEMBERS PRESENT:** Emmetri Beane,Phil Caldwell, Frank Carrillo, Brandon Cassady, Allison Coles-Johnson, Alexandra Dixon, Dennis Findley, Samantha Hollins, Florence Jones, Jocelyn Kilgore, Molly Korte, Thomas Leach, Dennis Lites, Donna Lockwood, Rachel Loria, Eric Mann, Robert Matuszak, Deanna Parker, Olivia Price, Vasantha Rayman, Eric Raff, Cindy Rudy, Theresa Simonds, Alexus Smith, Edmond Turner.

**BOARD MEMBERS PARTICIPATING VIRTUALLY:** Sarah Krantz-Ciment, Richard Kriner, Frederique Vincent, Lindsay Pearse

**BOARD MEMBERS ABSENT:** Ann Bevan,Dianna Banks**,** Parthy Dinora, Ray Hopkins, Madeline Nunnally, Chandra Robinson, Sarah Taylor, and Niki Zimmerman.

**CALL TO ORDER, WELCOME AND INTRODUCTIONS:** Board Chair, Ms. Alexus Smith, called the December 8, 2021 Board meeting to order at 11:06 a.m. The Chair read the housekeeping notes. The Chair informed the Board that she has received requests from four Board members to participate virtually. The Chair made a **MOTION** for all in favor. The Board **APPROVED**. The **MOTION** carried.

**ROLL CALL/INTRODUCTIONS:** The Chair did a roll call/introduction for the Board members and Board staff.

**APPROVAL OF September 15, 2021 MINUTES:** The Chair asked if there were any changes to the September 15, 2021 Board Meeting minutes. The Chair called for a **MOTION** to **APPROVE** the minutes.Mr.Ed Turner made a **MOTION** to **APPROVE** the minutes, andMs. Alexandra Dixon **seconded**. The **MOTION** carried.

**PUBLIC COMMENT:**  There was no public comment.

**APPROVAL OF REVISED SFY BOARD OPERATIONAL BUDGET:** Mr. Henry Street, Director of Administration reported that the Administration was seeking approval to increase the budget by $17,000 by using the majority of our available appropriations ($17,592). The revision is based on the increased costs of holding in-person meetings. He reported that $18,647 was spent on the September 15, 2021 Board Meeting, $6,000 more than was budgeted for based on 2019 Board meeting cost assumptions.

Also, the Project Living Well program budget will increase due to an additional $6,429 provided by the Partnership for People with Disabilities at VCU. These funds will be used for additional activities associated with the development of trend report comics. The additional funds will also be used for partnering with the Virginia Voice for audio recordings of the comics in English and Spanish that will be used to produce an animated version of the comics.

These revisions will increase the Board operational budget from $1,659,661 to $1,683,090. Board approval for use of this $17,000 in Administration and $6,429 in Project Living Well required.

The Chair made a **MOTION** for all in favor. The Board **APPROVED**. The **MOTION** carried.

**APPROVAL OF REVISED BOARD POLICY 14.0: ELECTRONIC PARTICIPATION AND MEETING POLICY:** Clare Huerta reviewed the draft Electronic Participation and Meeting Policy. Ms. Huerta requested that the full Board grant the EC Committee authorization to allow electronic participation.

The Chair called for a **MOTION** to approve the Revised Electronic Participation and Meeting Policy.

Ms. Alexandra Dixon made a **MOTION** to **APPROVE** the Revised Electronic Participation and Meeting Policy. Mr. Ed Turner **SECONDED** the **MOTION**. The **MOTION** carried.

**STANDING COMMITTEE REPORTS**

**INVESTMENT COMMITTEE:** Mr. Jason Withers, staff on the Committee, made the following report. The IC meeting was called to order at 9:05 am.

**GRANTS AND CONTRACTS EXPENDITURES/MONITORING:**

Mr. Jason Withers, Grants and Contracts Manager, provided updates on recent activities and expenditures.

**UPDATE ON VACCINE ACCESS RFP:**

Mr. Withers discussed that the Grant Review Team elected to award funding to the ENDependence Center of Northern Virginia in the amount of $98,842 ($51,910 matching funds), in response to funding provided from the Centers for Disease Control and Prevention and the Administration for Community Living, that aims to increase access to COVID-19 vaccines for people with disabilities. The project began November 1, 2021 and will end on August 31, 2022. A summary of the project activities was provided.

**UPDATE ON THE APPROVAL OF DSAGR EVENTS SPONSORSHIP REQUEST:**

Mr. Withers stated that the sponsorship request was for $1,500 for the February 2022 event which will take place on weeknights. The IC recommended to increase the $1,500 request to $2,500, given that additional funding was available during state fiscal year 2022.

Ms. Sarah Kranz-Ciment inquired how the Board markets the availability of conference/event funding. Mr. Withers advised that there is a listserv available to advertise funding availability and stated that staff would utilize this listserv more frequently moving forward.

Ms. Allison Coles-Johnson inquired if the Board could propose providing the additional funds with the caveat that they be used to increase the current Zoom capacity of 140 attendees, proposed in the DSAGR event support application. Mr. Withers stated that staff can include this requirement in the award letter, as a condition of funding.

The Chair called for a **MOTION** to approve the DSAGR event sponsorship funding request, provided that the additional funds be used to increase the current Zoom capacity of 140 attendees. Mr. Frank Carrillo made a **MOTION** to **APPROVE** the event sponsorship funding request. The **MOTION** carried.

**ADVOCACY AND OUTREACH COMMITTEE REPORT:** Mr. Eric Mann, Committee Chair, made the following report. Mr. Mann, called the meeting to order at 9:10 a.m.

Mr. Mann gave an update on the Training Alumni, YLA, PIP, and TAA. Mr. Mann stated that YLA’s next program was to start in July 2023.

**Partners in Policymaking (PIP) Program Quarterly Report**: Mr. Mann stated that PIP had a successful Capitol Day in November 2021. 10 elected officials attended and 22 members gave testimonies.

**Training Alumni Association**: Mr. Mann stated that there will be a December 15, 2021 presentation on advocacy. Mr. Mann stated that there are two remaining DEI sessions:

1. A session to be held on February 25, 2022.
2. A session to be held on April 22, 2022.

**Communications REPORT:** Mr. Mann stated the Director of Communications, Lorraine Blackwell, will launch a revamping of the VBPD’s website to allow better accessibility access. The date is TBA.

**POLICY ADVISORY COMMITTEE (PAC):** Mr. Phil Caldwell, Committee Chair, made the following report.

**DISCUSSION ON POLICY VALUES:** Mr. Caldwell stated that the committee reviewed and discussed a draft of proposed policy values. Mr. Caldwell reviewed the language that was added to the policy values by PAC, including a discussion around “dignity of risk.” Emmetri Beane presented a **MOTION** that the language “children” be changed to “people.” The **MOTION** carried.

**CULTURAL AND LINGUISTIC COMPETENCE:** Dr. Vivian Jackson and Ms. Marisa Brown led a presentation and discussion on Cultural and Linguistic Competence.

**OTHER BUSINESS:** The Board expressed their well wishes for Ms. Teri Morgan and her family.

**ADJOURNMENT:** Eric Mann made a **MOTION** to adjourn the meeting. The **MOTION** was SECONDED by Ed Turner. The Chair adjourned the meeting at 3:27 p.m.