

# Board Meeting Minutes

December 6, 2023



## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Marcus Allen	Phil Caldwell	Tara Bethea
Bevan Ann	Conner Cummings	Lorraine Blackwell
Frank Carrillo	Melinda Hanko	Christine Germeyer
Brandon Cassady	Samantha Hollins	Nia Harrison
Allison Coles-Johnson	Sarah Krantz-Ciment	Jamie Liban
Parthy Dinora	Lindsay Pearse	Teri Morgan
Dennis Findley	Rob Matuszak	Linh Nguyen
Frierson, Adrian	Olivia Price	Henry Street
Jennifer Greene	Niki Zimmerman (Chair)	Penni Sweetenburg-Lee
Karen Grizzard		Jason Withers
Kyle Jones		Carnell Lewis
Dennis Lites		
Jennifer Kelly		
Richard Kriner		
Thomas Leach		
Rachel Loria		
Rick Mitchell (Justin Sheetz)		
Deanna Parker		
Eric Raff		
Nadia Rauhala		
Melanie Rice		
Sarah Taylor (Virtual)		
Nicholas Sladic		
Mary Vought		

## Call to Order/ Opening Remarks

A meeting of the Virginia Board for People with Disabilities was held at the Delta Hotels in Richmond, Virginia, on December 6, 2023.

The Vice Chair, Dennis Findley, called the meeting to order at 10:55 a.m. The Chair greeted and welcomed Board members and staff. The Chair recognized the new Board member, Adrian Frierson, to the Board.

## Introductions

The Vice Chair asked Board members and staff to introduce themselves. The Vice Chair reviewed the housekeeping notes.

The Vice Chair made a **MOTION** for electronic participation for Sarah Taylor and Melinda Hanko. The **MOTION** passed unanimously.

## Approval of Meeting Minutes

The Chair asked whether there were any changes to the September 6, 2023, Board Meeting minutes. None were noted. The Chair called for a **MOTION** to **APPROVE**. Mr. Nicholas Slavic made a **MOTION** to **APPROVE** the minutes, and Brandon Cassady seconded. The **MOTION** carried unanimously.

## Public Comment

The Board received no public comment.

## Findings and Approval of Assessment of Geographic Disparities in Access to Community Services and Supports Recommendations; Jennifer Krajewski, Deputy Director of Policy and Legislative Affairs

Ms. Jennifer Krajewski, Deputy Director of Policy and Legislative Affairs, gave a presentation on geographic disparities in access to community services and supports assessment findings and recommendations. Ms. Krajewski summarized the key findings, including background, geographic disparities, barriers to access to telehealth, broadband access, digital literacy, and more. Ms. Krajewski reviewed the assessment recommendations approved by the Board's ad hoc committee. Questions were asked and answered by Ms. Krajewski. There were no changes to the recommendations as presented.

The Vice Chair called for a **MOTION** to **APPROVE** the Assessment of Geographic Disparities in Access to Community Services and Supports recommendations. Mr. Brandon Cassady made a **MOTION** to **APPROVE**. The **MOTION** passed unanimously.

## Findings and Approval of Assessment of Accessibility of Dental Care Recommendations; Nia Harrison

Ms. Nia Harrison, Director of Planning, Research, and Evaluation, gave a presentation on the Assessment of Accessibility of Dental Care key findings and recommendations. Ms. Harrison summarized the barriers to dental care for people with disabilities. Ms. Harrison stated that there are not a lot of studies on special care dentistry and that for the assessment, she

conducted stakeholder interviews and provider focus groups. Ms. Harrison provided statistics on the percentage of people with disabilities who don't have access to dental care. Ms. Harrison summarized the barriers, including lack of education and continuing education opportunities for dental providers on providing dental care to people with disabilities. Ms. Harrison discussed examples of dental offices discriminating against people with disabilities and that additional resources could assist people with disabilities with accessing dental care. Ms. Harrison discussed sedation and anesthesia and ways to improve access for those who need it. Ms. Harrison briefly discussed directories that could be helpful in assisting people with disabilities in finding a dental provider and strengthening Medicaid access requirements and outreach to Medicaid members. In addition, Ms. Harrison reviewed ways to improve oral hygiene for people with disabilities and their caregivers. During the presentation, Ms. Harrison reviewed the assessment recommendations approved by the Board's ad hoc committee. Questions were asked by the Board members and answered. There were no changes to the recommendations as presented.

The Vice Chair called for a **MOTION** to **APPROVE** the Assessment of Accessibility of Dental Care recommendations. Mr. Frank Carrillo made a **MOTION** to **APPROVE**. Ms. Ann Bevan (DMAS), Ms. Rachel Loria (dLCV), Ms. Parthy Dinora (The Partnership for People with Disabilities), Ms. Deanna Parker (DBHDS), and Mr. Marcus Allen (VDH) abstained. The **MOTION** passed.

## Standing Committee Reports

**Report of the Investment Committee:** Mr. Jason Withers, Staff of the Investment Committee, provided the report. Mr. Withers stated that he reviewed the active and recently closed grants with the committee members. He also discussed two action items that were being brought forward to the Board for consideration – a renewal application request from the Virginia Department for the Deaf and Hard of Hearing to expend year 2 project funds, as well as a request from the Grant Review Team to approve funding for two proposal applications.

## Review of VDDHH Grant Renewal Application

Mr. Withers discussed the grant renewal application from the Virginia Department for the Deaf and Hard of Hearing (VDDHH) and explained to the Board members that all grantees whose projects exceed 12-months in length are required to submit an application for renewal to receive 2<sup>nd</sup> year funding. Mr. Withers reviewed the grantee's reported accomplishments and challenges experienced during the first year of the grant project.

The Vice Chair called for a **Motion** for **APPROVAL** on the recommendation from the Investment Committee to approve the VDDHH grant renewal application.

Ms. Ann Bevan made a **MOTION** to approve the VDDHH grant renewal application. The **MOTION** passed unanimously.

## Review of Competitive Proposal Applications

Mr. Withers discussed that seven proposal applications were received in response to the Creating Inclusive Communities (Community Supports) & Strengthening Self-Advocacy RFPs. The Board did not receive any applications in response to its Creating Inclusive Communities RFP, which focused on Education. The total requested funds were approximately \$1,398,879 (exclusive of match dollars). Available funding for this grant cycle was limited to approximately \$600,000. Mr. Withers explained that after extensive review, the Grant Review Team (GRT) chose two proposals to recommend to the Board for funding that total \$400,000, which were received from the ENDependence Center of Northern Virginia and The Arc of Virginia. Mr. Withers provided the Board members with an overview of each proposal.

The Vice Chair called for a **MOTION** for **APPROVAL** on the recommendation from GRT to fund two grant proposals applications.

Mr. Frank Carrillo made a **MOTION** to **APPROVE** the GRT's recommendation to fund the grant proposal submitted by the ENDependence Center of Northern Virginia. Ms. Rachel Loria (dLCV) abstained. The **MOTION** passed.

Ms. Parthy Dinora made a **MOTION** to **APPROVE** the GRT's recommendation to fund the grant proposal submitted by The Arc of Virginia. The **MOTION** passed unanimously.

**Report of the Advocacy, Outreach, and Training Committee:** Ms. Allison Coles Johnson, Chair of the Committee, provided the AOT report.

Dr. Penni Sweetenburg-Lee provided a report on the following programs Partners in Policymaking, Youth Leadership Academy (YLA), and the Alumni Development Program. The Committee learned that the Partners in Policy program has 15 participants and that the class has held several successful sessions. A highlight is the wonderful Capital Day event that was held in November. The keynote speaker was Senator Barbara Favola, Chair of the Virginia Disability Commission.

Dr. Sweetenburg-Lee reminded committee members that there wasn't an official YLA this year due to a low number of applications. There were six applicants and 14 alumni who participated in a successful Capital Day event in July. The keynote speaker was Congresswoman Jennifer McClellan.

Dr. Sweetenburg-Lee discussed the Alumni Development Program workshops. An exceptional workshop on Ableism was held for alumni. There were also two statewide workshops held. One focused on the direct service workforce crisis with 177 people participating virtually. Another workshop was held titled Partnerships that Work and included representatives from the Department for Aging and Rehabilitative Services and the Virginia Department of Education. In addition to many participants at both workshops, hundreds of others accessed the workshops on the Board's Facebook page. The direct service workforce crisis workshop had 1,700 views on Facebook Live. Dr. Sweetenburg-Lee stated that there are upcoming Independent Living workshops focusing on housing and transportation and an additional alumni workshop on transition milestones and accessing services.

The committee also discussed the Alumni Development Program and messaging. The purpose of the discussion was to get feedback from AOT on messaging and branding of the Alumni Development Program and statewide workshops for the VBPD website and other communications.

**Report of the Policy Advisory Committee:** Mr. Kyle Jones, Chair of the Committee, provided the PAC report. The meeting was called to order at 9:04 a.m. Mr. Jones stated that they approved their September meeting minutes. Ms. Jennifer Krajewski gave an update on the policy assessments. Ms. Nia Harrison discussed the dental assessment. In addition, Ms. Krajewski gave an update on policy workgroups and Ms. Jamie Liban presented a summary of emergency management activities. The floor was opened for discussion. Then the meeting was adjourned.

**Executive Committee:** The Chair asked if anyone had any questions from the Executive Committee meeting. There were no questions.

### **VBPD Website Update, Lorraine Blackwell, Director of Communication**

Ms. Lorraine Blackwell, Communications Director, gave a presentation on the Board's new website design. Ms. Blackwell shared that the current website needs to be updated to make it easier to navigate and find information. Ms. Blackwell presented the existing website to the

Board members, pointing out that it is too wordy and not visually appealing. Ms. Blackwell gave a preview of the new VBPD website. Ms. Blackwell stated that many people don't know who VBPD is and what we do. Ms. Blackwell stated that the new website will reflect diversity, highlight our work, such as our goals, grants, and training programs, and include an updated approach to providing resources and information. Ms. Blackwell shared that the goal is to highlight VBPD programs and projects and their impact on people with disabilities. Ms. Blackwell navigated through the website, reviewed different pages, and noted that the website will be accessible on mobile phones. Ms. Blackwell thanked the Board and staff for all their support. Questions were asked by Board members and answered.

### Other Business

Ms. Teri Morgan, Executive Director, responded to a question about the billboard campaign that focused on employing people with disabilities. She shared that the billboard campaign was successful and that the VBPD and Virginia Ability received great press. The campaign was featured in a couple of news articles as well as two major news channels. Ms. Morgan reported data on the increase in Virginia Ability's website traffic due to the campaign.

### Adjournment

Mr. Dennis Findley called for a **MOTION** to adjourn. Mr. Thomas Leach made a **MOTION** to adjourn the meeting. The **MOTION** was seconded by Mr. Kyle Jones. The meeting was adjourned at 3:47 p.m.

# Executive Committee Meeting Minutes

December 6, 2023



## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Allison Coles-Johnson	Nadia Rauhala	Tara Bethea
Dennis Findley	Lindsay Pearse	Lorraine Blackwell
Kyle Jones	Olivia Price	Christine Germeyer
Mary Vought: conference call	Mary Vought	Nia Harrison
Melanie Rice: Guest Board member	Niki Zimmerman	Jennifer Krajewski
	Phil Caldwell	Teri Morgan
		Henry Street
		Penni Sweetenburg-Lee
		Jason Withers

## Call to Order/ Opening Remarks

Mr. Dennis Findley, Vice Chair, called the meeting to order at 8:00 a.m.

## Review of Executive Committee Meeting Agenda

The Vice Chair greeted and welcomed Board members and staff. After a round of introductions, the Vice Chair acknowledged that there was not a quorum of EC members. Therefore, Motions could not be approved.

## Electronic Participation

There was not a quorum to approve two Board members for electronic participation during the Board meeting. A Motion for approval will be brought to the full Board.

## Approval of the September 11, 2023, Executive Committee Minutes

There was not a quorum, therefore the September EC meeting minutes will be approved at the March 6, 2024, EC meeting.

## Board Member Attendance

Mr. Henry Street, Director of Administration, noted the attendance tracking attachment EC 3-1. Mr. Street noted that there are no attendance issues.

## **Executive Director's Update and Questions**

Ms. Teri Morgan briefly summarized activities that had taken place in the last quarter. Ms. Morgan reported on Special Initiatives, Legislative and Policy Work, Workgroups meetings, Agency Administrative and Board Operations, Programs, Planning, Marketing and Communications, Grants and Contracts, Training Programs and Alumni Development, Conferences, Training, Webinars, and other events.

## **Agency Fiscal Reports**

Mr. Henry Street gave a summary of the agency's fiscal report. Mr. Street provided the balances for November 28, 2023 and noted that we are six months into our state fiscal year and stated that the balance is a good reflection of where we should be this time of the year. Mr. Street stated that we are at 62% unspent and stated that we have two grants this year for 2023 and 2024 and noted that the balance is \$1,657,489.

## **Committee Agendas**

Committee chairs/staff, Mr. Jason Withers, Mr. Kyle Jones, and Ms. Allison Coles-Johnson provided a brief overview of committee meeting agendas.

## **Other Business**

There was no other business.

## **Adjournment**

The Vice Chair adjourned the meeting at 8:16 a.m.



# AOT Meeting Minutes

December 6, 2023



## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Allison Coles-Johnson	Robert Matuszak	Lorraine Blackwell
Jennifer Greene	Melinda Hanco	Christine Germeyer
Jen Kelly	Olivia Price	Teri Morgan
Rachel Loria	Conner Cummings	Penni Sweetenburg-Lee
Nadia Rauhala		
		Anne Chamberlain: Facilitator

## Call to Order/ Opening Remarks

The Advocacy, Outreach and Training Committee meeting was held at the Delta Hotels on December 6, 2023. Ms. Allison Coles-Johnson called the meeting to order at 9:15 a.m.

## Approval of Minutes

Ms. Allison Coles-Johnson did not call for approval of the minutes because there was no quorum. The minutes will be approved at the March 6, 2023 meeting.

## Executive Committee Update

Ms. Coles-Johnson gave a brief summary on the executive committee updates.

## Training Programs

Dr. Penni Sweetenburg-Lee gave an update on the Board's Training Programs, YLA and PIP. She said the Training Program held three successful sessions for the 2023-2024 PIP training class, which has 15 participants. The PIP Capitol Day Legislative Mock Testimony & Panel Discussion was held on Saturday, November 4, 2023, with Senator Barbara A. Favola, Disability Commission Chair, serving as the Opening Keynote Speaker. Delegate Delores McQuinn served as the Moderator of the PIP Capitol Day Legislative Mock Testimony and Panel Discussion.

In addition, the Alumni Development Program held two well-attended Statewide Continuing Education Workshops on September 22, 2023 and November 17, 2023. The two workshops, which were livestreamed on Facebook, received hundreds of views on social media after the sessions.

## Discussion on Rebranding TAA/Alumni Development & Engagement Messaging

The committee discussed messaging and branding for the Alumni Development Program (ADP) and statewide workshops. Anne Chamberlain, a trained facilitator, facilitated the discussion. The discussion included background information on the Training Alumni Association (TAA), a review of ADP's new focus on continuing education and statewide workshops, and, taking into consideration the new focus, the goal of consistent, clear, and inclusive messaging for the VBPD's redesigned website. The committee reviewed and discussed the significant accomplishments and strengths of the TAA. It was also acknowledged that with the new focus, the original vision of creating an association no longer applied. Committee members provided feedback on the purpose of ADP and the statewide workshops, the engagement of training program alumni, and discussed messaging ideas and the development of a new logo. Some discussion ensued. Ms. Chamberlain took flip chart notes and will provide them to the Executive Director, Teri Morgan.

## Other Business

There was no other business.

## Adjournment

The Chair called for a **MOTION** to adjourn the meeting. A **MOTION** to adjourn was made and **SECONDED**. The meeting adjourned around 10:45 a.m.

# Investment Committee Meeting Minutes

December 6, 2023



## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Dennis Lites	Lindsay Pearse	Jason Withers
Mick Sladic		
Marcus Allen		
Thomas Leach		
Brandon Cassady		
Richard Kriner		
Justin Sheets (Rick Mitchell)		
Melanie Rice		
Adrian Frierson		

## Call to Order/ Opening Remarks

A meeting of the Investment Committee was held at Delta Hotels by Marriott on December 6, 2023. Investment Committee Vice Chair, Thomas Leach, called the meeting to order at 9:03 a.m.

## Approval of Minutes

Mr. Withers, Grants Manager, asked if there were any questions/concerns with the September 2023 meeting minutes. Hearing none, he called for a motion to approve the minutes, as presented. Mr. Mick Sladic made a **MOTION** to approve the September 2023 meeting minutes, and Mr. Richard Kriner **SECONDED**. The **MOTION** was carried unanimously.

## Grants and Contracts Expenditure Monitoring

Mr. Withers, Grants and Contracts Manager, provided updates on recent activities and expenditures regarding six grant projects: Assistive Technology grant with Children's Assistive Technology Service (CATS); Ability First grant with James Madison University; Mapping Information Ecology grant with George Mason University; Strengthening Self-Advocacy through the ALLY Alliance grant with The Arc of Virginia; the Support Service Provider (SSP) Pilot Project with the Virginia Department for the Deaf and Hard of Hearing (VDDHH), and the Diversity, Inclusion & Visibility public awareness campaign project with The Arc of Virginia.

## Review of VDDHH Grant Renewal Application

Mr. Withers discussed the grant renewal application from the Virginia Department for the Deaf and hard of Hearing (VDDHH) and explained to committee members that all grantees whose projects exceed 12-months in length are required to submit a continuation funding request to the Board for consideration in order to receive approval to expend year 2 funds. Mr. Withers

reviewed the grantee's reported accomplishments, as well as challenges experienced during the first year of the grant project. Additional discussion ensued.

Mr. Brandon Cassady made a **MOTION** to recommend that the full Board approve the renewal application received from VDDHH. Mr. Marcus Allen **SECONDED**. The **MOTION** was carried unanimously.

### Review of Competitive Proposal Applications

Mr. Withers discussed that seven proposal applications were received in response to the Creating Inclusive Communities (Community Supports) & Strengthening Self-Advocacy RFPs. The Board did not receive any applications in response to its Creating Inclusive Communities RFP, which focused on education. Total requested funds were approximately \$1,398,879 (exclusive of match dollars). Available funding this grant cycle was limited to approximately \$600,000. Mr. Withers explained that after extensive review, the Grant Review Team (GRT) chose two proposals to recommend to the Board for funding that total \$400,000, which were received from the ENDependence Center of Northern Virginia and The Arc of Virginia. Mr. Withers provided committee members with an overview of each proposal. Additional discussion ensued.

### Wrap-up & Potential Future Meeting Topics

Mr. Withers advised that he would like to see future presentations from grantees regarding their projects and committee members liked this suggestion. Mr. Adrian Frierson inquired about what specific materials would be available to the public in connection with the GRT. Mr. Withers explained that all review documents, including scores from the reviewers, are considered public information. Committee members also requested that staff to the Board consider re-releasing the education focused RFP, as this is an important topic. Mr. Withers advised we could consider this in the future, but staff would also recommend releasing an RFP that aligns with the Board's work around dental care, as it would be timely with the assessment pertaining to dental care. Mr. Justin Sheets also discussed work in the area of a statewide needs assessment, and he would provide Mr. Withers with additional information via email.

### Adjournment

The Chair adjourned the meeting at 10:42 a.m.

# Policy Advisory Committee Meeting Minutes

December 6, 2023



## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Ann Bevan Frank Carillo Parthy Dinora Dennis Findley Karen Grizzard Kyle Jones Deanna Parker Eric Raff Mary Vought	Phil Caldwell Samantha Hollins Sara Kranz-Ciment Sara Taylor	Nia Harrison Jennifer Krajewksi Jamie Liban Linh Thi Nguyen

## Call to Order & Introductions

A meeting of the Policy Advisory Committee was held at Delta Hotels by Marriott on December 6, 2023. The Chair, Mr. Kyle Jones called the meeting to order at 9:04 a.m.

## Approval of September 11, 2023 Minutes

Ms. Jennifer Krajewski asked the committee for amendments to the September meeting minutes. Ms. Ann Bevan made a **MOTION** to approve the minutes without amendments. Mr. Dennis Findley **SECONDED**. The minutes were approved unanimously.

## Executive Committee Update

Ms. Krajewski informed the committee that the executive committee did not have a quorum. The executive committee did not pass any scheduled action items, but Executive Director Ms. Teri Morgan did report that the Board is working on federal and end of year reports.

## Update on Policy Assessments

Ms. Krajewski stated that the policy assessments on 1) Geographic Disparities in Community Services and Supports 2) and Dental Services are nearly complete. The assessments will be published on the Board website this month and printed for the 2024 General Assembly session. The 2024 policy assessments on Emergency Management and Information Ecology are underway.

## Discussion of Options Post-dental Assessment

Ms. Nia Harrison explained to the committee that the Board plans to establish a work group and to fund activities to support the assessment on Dental Services. She presented two options

for funding consideration: 1) requests for proposal on education or technical assistance for public and private providers statewide, and 2) provision of funds to establish a Virginia Commonwealth University dental school dedicated to treating people with developmental disabilities. Committee members discussed the benefits of each funding option and the amount of available funds. The committee concluded that both options are favorable.

### **Emergency and Disaster Preparedness Update**

Ms. Jamie Liban presented a summary on emergency and disaster preparedness activities. In the past quarter, she participated in partial activation of the Virginia Emergency Team, the Virginia Public Health Emergency Preparedness Summit, the Virginia Department of Emergency Management Fall Forums, the Commonwealth Shelter Strategy Working Group, and more. The Board proposed that the 2024 Virginia Emergency Management Symposium include the perspective of people with lived experience, and that the Access and Functional Needs Advisory Committee change language that would allow access to the Shelter Upgrade Fund. Both proposals were accepted. Additionally, Ms. Liban invited members to volunteer for the Access and Functional Needs Focus Group shelter strategy meeting in January 2024.

### **Update on Liaison Activities**

Ms. Krajewski reported on the 15 workgroups in which she, Ms. Harrison, and Ms. Morgan participated. Of note was the Board's co-signing of John Hopkins University's letter disagreeing with the National Advisory Council on Minority Health and Health Disparities' recommendation to the National Institutes of Health (NIH) to not designate people with disabilities as a health disparity group. Other Developmental Disability network partners, including the Virginia Commonwealth University Partnership for People with Disabilities, also co-signed the letter. As a result of said letter, NIH designated people with disabilities as a health disparity group.

### **Discussion: Committee Member Issues, Topics, Feedback, Presentation Requests**

Ms. Krajewski opened the floor for further discussion, feedback, and requests.

### **Adjournment**

Mr. Jones adjourned the meeting at 10:13 a.m.