## VBPD LogoExecutive Committee Meeting Minutes

**June 7, 2023**

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Phil Caldwell  | Molly Korte | Tara Bethea |
| Sarah Krantz-Ciment (Conference Call) | Dennis Lites | Lorraine Blackwell |
| Dennis Findley |  | Christine Germeyer |
| Lindsay Pearse |  | Nia Harrison |
| Edmond Turner  |  | Jennifer Krajewski |
| Niki Zimmerman (arrived at 8:15) |  | 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 8:07 a.m.

## Review of Executive Committee Meeting Agenda

The Vice Chair greeted and welcomed Board members and staff. The Vice Chair reviewed the EC agenda.

## Electronic Participation

The EC Committee must approve participation for Board members to participate electronically. The Vice Chair called for a motion to approve electronic participation for two Board members, Ms. Jennifer Kelly and Ms. Sarah Krantz-Ciment. The **MOTION** passed.

## Approval of the March 8, 2023 Executive Committee Minutes

The Vice Chair called for a motion to approve the March 8, 2023 EC minutes. Mr. Ed Turner made a **MOTION** to **APPROVE** the meeting minutes. Mr. Phil Caldwell seconded the **MOTION**. The **MOTION** passed unanimously.

## Board Member Attendance

Mr. Henry Street, Director of Administration, noted the attendance tracking attachment EC 3-1. Mr. Street stated that three Board members had resigned this year, Ms. Emmetri Beane, Ms. Cynthia Rudy, and Ms. Gina Ryan. Mr. Street noted that there were no issues with attendance. Ms. Morgan provided a general overview of current Board vacancies.

## Executive Director’s Update and Questions

Ms. Teri Morgan, Executive Director, summarized the activities that had taken place in the last quarter. Ms. Morgan reported on Special Initiatives, Legislative and Policy Work, Workgroup/meetings, and other activities. Ms. Morgan answered questions from the Board members regarding Sentara Healthcare and Vanguard Landing. Ms. Niki Zimmerman, Chair, joined the meeting at 8:15 and took over leading the EC meeting.

## Agency Fiscal Reports

Mr. Henry Street, Director of Administration, provided the committee with an updated fiscal report and briefly summarized the report. Mr. Street shared that the priority is the FY2023 administrative budget. Specifically, to pre-pay some FY2024 expenses in order to fully utilize the remaining state general funds from the Administration budget to avoid forfeiting the funds. Additionally, Mr. Street stated that as of May 1, 2023, the Board has a $2.5 million balance remaining in its federal awards.

**SFY 2024 Operational Budget**

Mr. Henry Street, Director of Administration, summarized the agency’s operational budget for FY2024. Mr. Street stated that he will be presenting the FY2024 operational budget to the Full Board for approval. He noted that the proposed budget is $1,851,483, which is a 1.7% increase from the previous budget, and provided a general overview of the budget categories.

Ms. Niki Zimmerman, Chair, called for a motion to approve the FY2024 Operational Budget. Mr. Dennis Findley made a **MOTION** to **APPROVE** the FY2024 Operational Budget. Ms. Lindsay Pearse seconded the **MOTION**. The **MOTION** passed unanimously.

**Public Awareness Billboard Campaign**

Teri Morgan, Executive Director, provided a summary of a Public Awareness Billboard Campaign that will promote the employment of people with disabilities.

## Committee Agendas

Committee chairs/staff, Mr. Ed Turner, Ms. Lindsay Pearse, and Mr. Phil Caldwell, provided a brief overview of their committee meeting agendas.

## Other Business

## Mr. Ed Turner stated that he will be resigning from the Board and moving to Florida. Mr. Turner shared that he was happy to be involved with the Virginia Board for People with Disabilities since 1985.

There was no other business.

## Adjournment

Mr. Dennis Findley made a **MOTION** to adjourn the meeting. Mr. Ed Turner seconded the **MOTION**. The meeting adjourned at 8:53 a.m.

# **VBPD LogoBoard Meeting Minutes**

## June 7, 2023

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Ann Bevan  | Dianna Banks | Tara Bethea |
| Phil Caldwell | Molly Korte  | Kelly Bolden |
| Frank Carrillo | Rob Matuszak  | Lorraine Blackwell |
| Brandon Cassady | Theresa Simonds  | Christine Germeyer |
| Allison Coles-Johnson | Nicholas Sladic | Nia Harrison  |
| Parthy Dinora (Sara Lineberry) |  | Brittany Hughes  |
| Dennis Findley  |  | Jamie Liban  |
| Jennifer Greene |  | Teri Morgan  |
| Karen Grizzard |  | Linh Nguyen  |
| Samantha Hollins |  | Henry Street  |
| Jennifer Kelly (Virtually) |  | Penni Sweetenburg-Lee  |
| Sarah Krantz-Ciment (Virtually) |  | Jason Withers  |
| Richard Kriner |  |  |
| Thomas Leach  |  |  |
| Dennis Lites |  |  |
| Rachel Loria |  |  |
| Rick Mitchell (Justin Sheetz) |  |  |
| Madeline Nunnally |  |  |
| Deanna Parker  |  |  |
| Lindsay Pearse  |  |  |
| Olivia Price |  |  |
| Eric Raff |  |  |
| Nadia Rauhala  |  |  |
| Nicholas Sladic  |  |  |
| Sarah Taylor  |  |  |
| Ed Turner  |  |  |
| Mary Vought  |  |  |
| Niki Zimmerman (Chair) |  |  |

## 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 June 7, 2023.

The Chair, Niki Zimmerman, called the meeting to order at 10:59 a.m. The Chair greeted and welcomed Board members and staff. The Chair reviewed the housekeeping notes. The Chair stated that the EC Committee approved Sarah Krantz-Ciment and Jennifer Kelly for electronic participation.

## Introductions

The Chair asked Board members and staff to introduce themselves.

## Approval of Meeting Minutes

The Chair asked whether there were any changes to the March 8, 2023 Board Meeting minutes. None were noted. The Chair called for a **MOTION** to **APPROVE**. Ed Turner made a **MOTION** to **APPROVE** the minutes and Kyle Jones seconded. **The MOTION** carried unanimously.

## Public Comment

The Board received no public comment.

## Recognition of Outgoing Board Members

The Board recognized outgoing Board members. They were presented with certificates of appreciation and a plaque recognizing their service. Outgoing Board members recognized include Ms. Allison Coles-Johnson, Ms. Lindsay Pearse, Ms. Madeline Nunnally, and Mr. Edmond Turner. In addition, outgoing Board members who were not in attendance were also acknowledged: Ms. Theresa Simonds, Ms. Molly Korte, Ms. Dianna Banks.

## Vote on Slate of Officers

Mr. Richard Kriner stated the Nominations Committee consisted of himself, Mr. Brandon Cassady and Ms. Rachel Loria, who is Chair of the committee. Mr. Kriner presented the slate of officers and at-large members as follows: Niki Zimmerman as Chair, Dennis Findley as Vice Chair, Phil Caldwell as Secretary and Nadia Rauhala, Mary Vought and Olivia Price as At-Large-Members.

The Chair called for a **MOTION** to **APPROVE** the slate of officers. The **MOTION** passed unanimously.

## Presentation of the SFY 2024 Board Operational Budget

Mr. Henry Street, Director of Administration, presented a brief overview of the agency’s proposed operational budget for FY2024, which was recommended by the Executive Committee for approval by the full Board. He noted that the proposed budget is $1,851,483 and provided a general overview of the budget categories.

The Chair asked if there was any further discussion. Hearing none, the Chair called for a **MOTION** to **APPROVE** the SFY 2024 Budget. The **MOTION** passed unanimously.

## Standing Committee Reports

**Report of the Investment Committee:** Ms. Lindsay Pearse, Chair of the Investment Committee, provided the IC report. Mr. Pearse stated that the meeting was called to order at 9:06 a.m. Ms. Pearse provided updates from the Executive Committee meeting.

Ms. Pearse stated that Mr. Jason Withers, staff to the committee, provided a grants update and gave the expenditures report.

The IC discussed options for using the annual conference/event support grant funding program in other ways and/or for other purposes. This discussion will continue at the September committee meeting.

The committee received and reviewed an application for conference/event support from Virginia Ability in the amount of $2000. The conference is scheduled for July 20 and will empower human resource professionals regarding diversity and rights under the ADA. The IC brought a motion to the full Board for approval.

1. Motion by IC to recommend that the full Board approve the conference/event support application from the Virginia Ability organization. Ms. Pearse asked if there was any discussion. Ms. Allison Coles-Johnson asked if this was Virginia Ability’s first time doing an event and how many people usually attend. Ms. Pearse stated that the Board approved funding for their event last year. Mr. Withers shared that last year’s event had a different title and focus, but it was the same type of event targeting employers. Mr. Withers stated that they are expecting around 100 people.

Mr. Thomas Leach made a **MOTION** to **APPROVE** funding in the amount of $2,000 to the Virginia Ability event. Mr. Phillip Caldwell seconded the **MOTION**. The **MOTION** carried unanimously.

Ms. Pearse stated that they have a second motion coming from the IC Committee regarding the employment public awareness billboard campaign. Ms. Pearse stated that they will wait until after the presentation this afternoon.

Ms. Pearse stated that the committee discussed future meeting topics and then adjourned.

**Report of the Advocacy, Outreach and Training Committee:** Mr. Ed Turner, Chair of the Committee, provided the AOT report.

The committee discussed the cancellation of the YLA due to low enrollment. Mr. Turner stated that the committee had a conversation on how to improve recruitment efforts and that recruitment is not only the responsibility of the AOT Committee, but also the responsibility of every Board member to help staff recruit YLA and PIP participants and that he hopes Board members will take this seriously.

Dr. Penni Sweetenburg-Lee provided an overview of the Alumni Development Program Plan for FY 2024. Dr. Sweetenburg-Lee stated that after several meetings with staff and hearing from alumni, she is presenting for the Board’s consideration the ADP Plan recommended by AOT for approval. The Plan consists of four primary areas, including educational and informational sharing events. The ADP will no longer engage in advocacy activities and will focus on continuing education, workshops, seminars, webinars, and alumni engagement. Dr. Sweetenburg-Lee stated that during the May 6 TAA retreat alumni shared topics, barriers, and concerns that could be addressed through educational/informational sessions. Dr. Sweetenburg-Lee briefly reviewed the Plan. With no further discussion, a motion was requested.

1. **Motion** by AOT to recommend that the full Board approve the Alumni Development Program’s Plan for SFY 2024. The Chair asked for a **MOTION** to **APPROVE** the ADP Plan for SFY 2024. Rachel Loria made a **MOTION** to **APPROVE** the ADP Plan. The **MOTION** carried unanimously.

Mr. Turner reported that Ms. Lorraine Blackwell, Communications Director, shared information about the public awareness grant with The Arc of Virginia and their marketing strategy. Mr. Turner stated that is the end of his report.

**Report of the Policy Advisory Committee:** Mr. Phil Caldwell, Chair of the Committee, provided the PAC report.

Mr. Caldwell welcomed Ms. Lexi Hill, a Governor’s Fellow working with VDDHH.

Ms. Jamie Liban, Emergency and Disaster Preparedness Coordinator, presented updates on her activities with the Virginia Department of Emergency Management and emergency disaster preparedness.

Ms. Jennifer Krajewski provided an update on liaison activities.

Mr. Caldwell reported that the PAC has two 2024 policy assessment topics to bring forward to the full Board for approval. Mr. Caldwell stated that the proposed topics are 1) Information Ecology of the Disability Service System, and 2) Emergency and Disaster Preparedness for People with Disabilities and Access and Functional Needs. Mr. Caldwell gave a summary of the assessment topics. Hearing no further discussion, a motion for approval was made.

1. **Motion** by PAC to recommend that the full Board approve the proposed FY2024 assessment topics: 1) Information Ecology of the Disability Service System, and 2) Emergency and Disaster Preparedness for People with Disabilities and Access and Functional Needs. Mr. Caldwell asked if there were any questions or discussions. Ms. Ann Bevan made a **MOTION** to **APPROVE** the assessment topics for SFY 2024. Mr. Kyle Jones seconded the **MOTION**. The **MOTION** carried unanimously.

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

## Board Members Open Forum Discussion

## Mr. Brandon Cassady stated that there are 13 ways for somebody to qualify for services under IDEA but that the purity for hiring within special education and education generally is very low. Mr. Cassady stated that he has never had a blind teacher and asked how to get DOE to address people with disabilities becoming teachers. Mr. Cassady asked why they are faced with hostile environments when they go for employment. Discussions ensued and Ms. Samantha Hollins, Assistant Superintendent, Department of Special Education Services, provided feedback and answered questions from Board members.

## The Chair shared a quote, “diversity is being asked and invited to the party, inclusion is being asked to dance.”

## Mr. Caldwell pointed out that one of our Board members, Kyle Jones, recently had to resign from his job because of health issues and by the stroke of friendship and the people he knows he now has a new job.

## Mr. Ed Turner remembered his first Board meeting in July 1985, he described what he referred to as remarkable. For the first time, he saw agency heads and self-advocates sitting across the table from each other and that it was a historical event. Mr. Turner shared that even though he is leaving the Board and will be a thousand miles away, if the Virginia Board needs an advocate, he will always be an email or phone call away and thanked everyone for an incredible past 30 years.

## Dr. Sweetenburg Lee asked that the Board take a moment to remember the tragedy that happened last evening in Richmond and asked if we could pause for a moment for the father and son who were killed after the son’s graduation and for others who were injured. The Chair asked for a moment of silence.

## Public Awareness Billboard Campaign, Teri Morgan, Virginia Ability, Joe Rein with LAMAR Advertising

## Ms. Teri Morgan, Executive Director, gave a presentation on a proposal for a Public Awareness Billboard Campaign. Ms. Morgan stated that the billboard campaign will target employers to raise awareness about the benefits of employing people with disabilities. Ms. Morgan gave some background information on the billboard campaign. Ms. Morgan noted that the campaign includes 22 billboards statewide and that there will be different kinds of billboards including electronic billboards.

## Mr. Joe Rein with LAMAR Advertising gave a summary of the campaign strategy and the impact it can have on exposing the initiative for employing people with disabilities to a large audience. Mr. Rein discussed the various types of billboards.

## Mr. Bob Lancaster with Virginia Ability gave some background information on their organization. Mr. Lancaster stated that they will be monitoring and tracking the billboard campaign.

## Ms. Morgan discussed the placement of the billboards and stated that over 3 million people will see them weekly. Ms. Morgan stated that the cost of the campaign is $63,255. Ms. Morgan showed the Board several example billboards promoting people with disabilities working.

## Questions ensued regarding the tracking and design of the billboards and Ms. Morgan responded to questions from Board members. Hearing no further discussion, a motion for approval was made.

**Motion** by Investment Committee (IC) to request that the full Board approve:

1. an appropriation of funds in the amount of $63,255 necessary to carry out a public awareness billboard campaign, and
2. staff to the Board to procure services from and enter into an agreement with Lamar Advertising to conduct the campaign.

Mr. Ed Turner seconded the **MOTION** to **APPROVE** the Public Awareness Billboard Campaign. The **MOTION** carried unanimously.

## Ability First Grant Project, Thomas E. Moran, Ph.D., CAPE Associate Professor, James Madison University, Department of Kinesiology

## Mr. Jason Withers, Grants Manager, gave a summary on the Ability First grant. Mr. Withers introduced Dr. Thomas Moran, Ph.D. and Dr. Juntack Oh from James Madison University. Dr. Moran asked the Board to celebrate their abilities. Dr. Moran gave a presentation on Ability First and described their project goals and their objectives. Dr. Moran thanked the Board for supporting their work. Dr. Moran and Dr. Oh discussed barriers to community engagement and participation, and their Thrive Program. Dr. Moran stated that they have kidnastics programs, aquatics and stated that movement matters.

## Dr. Jintack Oh provided and overview of the programs they provide to help people with physical disabilities. Dr. Oh provided statistics about the participants’ physical activities and outcomes.

## Dr. Moran thanked the Board for its support in turning barriers into opportunities. Questions ensued and Dr. Moran responded to the questions.

## Board Assessment of Consumer Directed Services Findings and Recommendations

## Ms. Teri Morgan presented a PowerPoint presentation on the Assessment of Consumer Directed Services. Ms. Morgan provided CD services statistics and discussed the key findings, including the benefits and challenges experienced by people who use CD services. Ms. Morgan reviewed 15 assessment recommendations. Board members provided comments on the recommendations. Discussion ensued, and Ms. Morgan responded to Board members’ questions. Hearing no further discussion, a motion was requested.

## Motion to approve the Assessment of Consumer Directed Services recommendations as presented and/or amended. Mr. Dennis Findley made a MOTION to APPROVE the Assessment of Consumer Directed Services recommendations. Ms. Rachel Loria seconded the MOTION. Ms. Deanna Parker and Ms. Ann Bevan abstained. The MOTION carried.

## Other Business

There was none.

## Adjournment

The Chair called for a motion to adjourn the meeting. Mr. Thomas Leach made a **MOTION** to adjourn. All Board members agreed. The meeting adjourned at 3:48 p.m.

## VBPD LogoAOT Meeting Minutes

**June 7, 2023**

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Allison Coles-Johnson | Dianna Banks | Lorraine Blackwell |
| Jennifer Greene | Jen Kelly | Christine Germeyer |
| Madeline Nunnally | Molly Korte | Brittany Hughes |
| Olivia Price | Robert Matuszak | Nia Harrison |
| Nadia Rauhala |  | Teri Morgan |
| Ed Turner  |  | Penni Sweetenburg-Lee |
| Niki Zimmerman |  |  |
|  |   |  |

## Call to Order/ Opening Remarks

The Advocacy, Outreach and Training Committee meeting was held at the Delta Hotels on June 7, 2023. Mr. Ed Turner called the meeting to order at 9:08 a.m.

## Approval of Minutes

Mr. Turner called for approval of the minutes. Ms. Olivia Price made a **MOTION** to **APPROVE** the March 8, 2023 Board Meeting minutes. Ms. Madeline Nunnally **SECONDED**. The **MOTION** carried unanimously.

## Executive Committee Update

Mr. Ed Turner gave a brief summary on the Executive Committee updates.

## Training Programs

Dr. Penni Sweetenburg-Lee gave an update on the Board’s Training Programs, PIP and YLA. As a result of YLA not meeting its goal of 25 registrants, the program was canceled for this year. Dr. Sweetenburg-Lee plans to keep the 10 registrants engaged by continuing Capitol Day on July 11. Registrants will attend online on Zoom and hear from local legislators. Dr. Sweetenburg-Lee shared a recap of a successful TAA Strategic Planning Retreat and the possibility of returning in-person for the next retreat.

Dr. Penni Sweetenburg-Lee provided an overview of the Alumni Development Program Plan for FY 2024. The Plan consists of four primary areas, including educational and informational sharing events. The ADP will no longer engage in advocacy activities and will focus on continuing education, workshops, seminars, webinars, and alumni engagement. Dr. Sweetenburg-Lee stated that during the May 6 TAA retreat alumni shared topics, barriers, and concerns that could be addressed through educational/informational sessions. Dr. Sweetenburg-Lee briefly reviewed the Plan. With no further discussion, a motion was requested.

Mr. Turner called for a vote for a motion to present the Alumni Development Program’s Plan for SFY 2024 to the full board. Ms. Olivia Price made a **MOTION** to **APPROVE**. Ms. Nadia Rauhala **SECONDED**. The **MOTION** carried unanimously.

## Communications

Communications Director, Ms. Lorraine Blackwell, gave a brief update of the Board’s website redesign. Currently, the website progress is on pause as procurement resolves an issue. Ms. Blackwell shared an upcoming public awareness project in partnership with Arc of Virginia. This project is a video series of stories on the impact of including people with DD in all aspects of community life. The Arc has contracted the video series to Silfies Media, an Ohio videography company that specializes in showcasing stories featuring people with disabilities.

## Other Business

There was no other business.

## Adjournment

The Chair called for a **MOTION** to adjourn the meeting. Madeline Nunnally made the **MOTION** to adjourn and Niki Zimmerman **SECONDED** the motion. The meeting adjourned around 10:45 a.m.

**Investment Committee Meeting Minutes**

## June 7, 2023

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Lindsay Pearse | Theresa Simonds |  Jason Withers |
| Frank Carrillo | Mick Sladic |   |
| Dennis Lites |  |   |
| Thomas Leach |  |   |
| Brandon Cassady |  |  |
| Richard Kriner |  |  |
| Justin Sheets (Rick Mitchell) |  |  |
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## Call to Order/ Opening Remarks

A meeting of the Investment Committee was held at Delta Hotels by Marriott on June 7, 2023. Investment Committee Chair, Lindsay Pearse, called the meeting to order at 9:06 am. Ms. Pearse provided members with a brief overview from the Executive Committee meeting. The Investment Committee inquired about the status of reappointments to the Board through the Governor’s office. Ms. Pearse and Mr. Withers advised the members that Ms. Teri Morgan, Executive Director, would be following up with the Governor’s office for an update on the status of the new appointments.

## Approval of Minutes

Ms. Pearse asked if there were any questions/concerns with the March 2023 meeting minutes. Hearing none, she called for a motion to approve the minutes, as presented. Mr. Richard Kriner made a **MOTION** to approve the March 2023 meeting minutes, and Mr. Frank Carrillo **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 in Virginia grant with The Arc of Virginia; Trusted Disability Champions + Disability-Centered Pop-Up Vaccinations = A Winning COVID-19 Vaccination Combination with the ENDependence Center of NOVA; and the Support Service Provider (SSP) Pilot Project with the Virginia Department for the Deaf and Hard of Hearing (VDDHH). Mr. Withers advised that staff to the Board have had additional discussions with the CATS grantee about being able to liquidate their remaining grant funds by the time their grant project ends in July 2023. He advised, however, that based on those discussions, the grantee is confident that a majority or all of the funds are anticipated to be spent and that staff would be reviewing the developed assistive technology training videos once they are received from the grantee.

Mr. Withers also advised that based on a recent suggestion from Ms. Pearse, Investment Committee Chair, he would include a page or two in the board packet going forward which provides a brief overview of the active grant projects. The committee members liked this idea.

## Review of the Virginia Ability Event Support Application

Mr. Withers discussed the application received from the Virginia Ability organization with committee members for their event titled, “A Legal Catalyst for Inclusive Change: Recalibrating Expectations for Accessibility, Accommodation and Self-Advocacy under the ADA” on July 20, 2023. Mr. Withers discussed that the applicant is requesting $2,000 from the Board for their conference and that this educational program will review how legal challenges brought under the ADA have recalibrated expectations for accessibility, accommodation, and self-advocacy in the disability community, especially for employment opportunities. The presenter will review key landmark and recent cases under the ADA that have served as a springboard for best practices by employers. The program will also discuss the limitations of the ADA in addressing more inclusive hiring practices. Mr. Brandon Cassady inquired about how the event would attract individuals with disabilities if the primary intended audience are human resources managers. Mr. Kriner advised that the intention of the event is to empower human resource professionals to make needed changes within their organization regarding diversity. Further discussion ensued.

Mr. Thomas Leach made a **MOTION** to recommend approval of the conference/event support request in the amount of $2,000 received from Virginia Ability. Mr. Cassady **SECONDED**. The **MOTION** was carried unanimously.

## Review of the Conference and Event Support Program

Mr. Withers discussed with committee members the conference/event support grant funding program, explaining that $10,000 is allotted by the Board every state fiscal year to fund conferences and events which assist the Board with meeting goals and objectives from its five-year state plan. He advised that applications are reviewed up to four times each year with funding requests limited to $2,500 per event, depending on the availability of funds. Mr. Withers advised that staff have discussed repurposing these funds to other areas due to a variety of reasons, including 1) conferences/events that are funded are typically 1-2 days in length; 2) staff to the Board have to create a reporting structure that is tailored to each project (no one-size-fits-all template) due to nature of events/conferences; 3) staff to the Board often are required to do much of the “heavy lifting” to develop one or more surveys that allows grantees to report both short-term outputs and long term outcomes; and 4) outcomes received from grantees are usually limited as they often have limited knowledge of developing surveys to obtain outcome data. Mr. Withers discussed two ideas with the committee to repurpose these funds, such as providing scholarships to self-advocates to attend annual conferences from organizations like The Arc of Virginia or funds that would allow Training Program alumni to attend conferences. Ms. Pearse advised that perhaps the new program direction could be tried for a year to see if there is interest in the scholarships. The committee agreed and indicated that they liked the ideas presented. Mr. Withers advised that staff to the Board would bring more concreate ideas to the Board to consider at the September meeting. Additional discussion ensued.

## Approval of Public Awareness Billboard Campaign Project

Ms. Morgan provided the committee with a brief overview of the billboard campaign project, stating that if approved, the Board would be working with Lamar Advertising and Ability Virginia to develop a comprehensive campaign that includes the strategic placement of 22 billboards in high-visibility areas across the state. The billboards will feature compelling messages and visuals highlighting the talents, skills, and contributions of people with disabilities in the workplace. She stated that the project idea was initially developed due to concerns with the ability to spend down the Board’s remaining 2022 federal award. Mr. Withers provided the committee with visual examples from the agency’s communications team, of what the billboards and associated messaging could look like. Ms. Morgan advised committee members that the billboards would primarily be placed along some of the major interstate corridors to receive the highest number of weekly views, which are expected to be 3,265,261. Mr. Cassady inquired why there were only two anticipated billboards along the I-81 interstate corridor. Ms. Morgan advised that many of selected locations were due to availability of the billboard panels during the project timeline. Mr. Carrillo stated that perhaps other additional methods could be utilized to promote the benefits of employing individuals with disabilities. Additional discussion ensued.

Mr. Carrillo made a **MOTION** to recommend approval to the Board for an appropriation of $63,255 to carry out the Public Awareness Billboard Campaign project and for staff to the Board to procure services from, and enter into an agreement with Lamar Advertising. Mr. Leach **SECONDED**. The **MOTION** was carried unanimously.

## Wrap-up & Potential Future Meeting Topics

As a follow-up to the committee’s discussion that occurred in March 2023, Mr. Withers advised that Dr. Thomas Moran and Dr. Juntack Oh, from James Madison University, will be presenting today to the full Board on the outcomes from their grant project entitled “Ability First: Transforming Homes and Communities in Rural Areas of the Shenandoah Valley.” Mr. Withers also advised that at the Board’s September 2023 meeting, he would like to recommend inviting Virginia Commonwealth University to attend and present on the outcomes from their TIDE (Training on Inclusion, Diversity and Equity) grant project.

Mr. Dennis Lites recommended putting together a networking event for past Board grantees to come together to discuss that various needs of individuals with disabilities in the state. Mr. Withers advised he would discuss further with Ms. Morgan. Additional discussion ensued.

## Adjournment

The Chair adjourned the meeting at 10:34 am.

## VBPD LogoPolicy Advisory Committee Meeting Minutes

## June 7, 2023

**Meeting Attendance**

|  |  |  |
| --- | --- | --- |
| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| Ann BevanPhil CaldwellDennis FindleyKaren GrizzardKyle JonesRachel LoriaDeanna ParkerEric RaffSara TaylorMary Vought Lexi Hill (VDDHH Fellow) | Parthy DinoraSamantha HollinsSara Kranz-Ciment | Jennifer KrajewksiJamie LibanTeri MorganLinh Thi Nguyen |

## Call to Order & Introductions

A meeting of the Policy Advisory Committee was held at Delta Hotels by Marriott on June 7, 2023. The Chair, Mr. Phil Caldwell, called the meeting to order at 9:18 a.m.

Committee members introduced themselves. The committee welcomed Ms. Lexi Hill, a Governor’s Fellow interning at the Virginia Department for the Deaf and Hard of Hearing (VDDHH).

## Approval of March 8, 2023 Minutes

Ms. Karen Grizzard made a **MOTION** to approve the March meeting minutes as presented in the June Board packet. Ms. Rachel Loria **SECONDED**. The **MOTION** was carried unanimously.

## Executive Committee Update

Mr. Caldwell shared updates from the Executive Committee. Updates included news on the Virginia Health and Human Resources grant for language and disability access, Board advocacy against Vanguard’s intentional community, the Board’s budget and the Board’s upcoming billboard campaign.

## Update on Policy Assessments

Ms. Jennifer Krajewski provided updates for the policy assessments on 1) Consumer-Directed Services, 2) Geographic Disparities in Community Services and Supports and 3) Dental Services. The Consumer-Directed Services assessment should be published by July 1, and the others by the end of the year.

Mr. Eric Raff suggested behavioral health as a future policy assessment topic.

## Emergency and Disaster Preparedness Update

Ms. Jamie Liban gave a presentation on the Virginia Inclusive Emergency Management Initiative. She highlighted the need to provide guidance on emergency preparedness for people who do not meet the Federal Emergency Management Agency’s definition of “access and functional needs” (AFN).

Ms. Liban discussed the CMIST (Communication, Maintaining Health, Independence, Support/Self-Determination, Transportation) framework.

Ms. Liban also briefed the members on Board participation in inclusive emergency management activities at the state and national level. Activities included participation in the Virginia Department of Emergency Management’s AFN Guidance for Local Emergency Managers, Virginia Emergency Management Equity Working Group and more. Ms. Liban recommended that committee members participate in the National AFN Symposium.

Ms. Liban opened the floor for discussion. Committee members expressed interest in Board advocacy for a permanent AFN officer position and in providing an emergency management guide to providers.

## Discussion: Proposed 2024 Policy Assessment Topics

Ms. Teri Morgan announced the proposed topics for the 2024 policy assessments. The topics are 1) Emergency and Disaster Preparedness for People with Disabilities and Access and Functional Needs and 2) Information Ecology of the Disability Services System. Assessments on these topics would build on Ms. Liban’s work and a Board-funded George Mason University project.

Ms. Grizzard made a **MOTION** to present these proposed topics to the full Board. Ms. Ann Bevan **SECONDED**. The **MOTION** was carried unanimously.

## Update on Liaison Activities

Ms. Krajewski reported board participation in 12 work groups, including the State Special Education Advisory Council and Committee. The Board also provided formal comments for the Department of Medical Assistance Service’s renewal application for the Family and Individual Support waiver.

## Open Discussion

Mr. Caldwell opened the floor for suggestions of future presentation topics and other discussion. Ms. Parker and Ms. Loria proposed working together to present on supported decision-making. Ms. Liban suggested a presentation about ADA-covered communication, such as communication devices.

Ms. Loria invited committee members to participate in the disAbility Law Center of Virginia’s (dLCV) public input survey and the dLCV virtual summit.

## Adjourn

The Chair adjourned the meeting at 10:30 a.m.