**Virginia Board for with Disabilities**

**Board Meeting Minutes**

***March 10, 2021***

The Virginia Board for People with Disabilities held its regular quarterly meeting on Wednesday, March 19, 2021, via Zoom meeting.

**BOARD MEMBERS PRESENT:** Phil Caldwell, Frank Carrillo, Allison Coles-Johnson, Alexandra Dixon, Dennis Findley, Samantha Hollins, Ray Hopkins, Jocelyn Kilgore, Sarah Kranz-Ciment, Richard Kriner, Dennis Lites, Donna Lockwood, Rachel Loria, Eric Mann, Dawn Missory, Madeline Nunnally, Kate Olson, Lindsay Pearse, Eric Raff, Caroline Raker, Vasantha Rayman, Chandra Robinson, Cindy Rudy, Matthew Shapiro, Theresa Simonds, Alexus Smith, Edmond Turner, Frederique Vincent and Niki Zimmerman.

**BOARD MEMBERS ABSENT:** Dianna Banks**,** Ann Bevan**,** Donna Gilles, Felicia Hamilton, Molly Korte, Deanna Parker, Olivia Price and Maya Simmons.

Teri Morgan, Executive Director, stated that Commissioner Jim Rothrock passed and stated that he was a really incredible advocate for people with disabilities. Ms. Morgan stated that Mr. Rothrock was a really strong supporter of the Board and served on the Board. As a youth with a disability, himself, he really took to heart the impact of a system and a society that wasn't accessible to people. He was a strong advocate, incredible public servant, and a person who really made a difference. Ms. Morgan asked that the Board take a moment of silence to recognize Jim and all of the wonderful work that he did and to give our blessings to his family.

**CALL TO ORDER, WELCOME AND INTRODUCTIONS:** Board Chair, Mr. Matthew Shapiro, called the meeting to order. The Chair gave instructions for the protocols for the Zoom Board meeting.

**ROLL CALL/INTRODUCTIONS:** The Chair did a roll call/introduction for the Board members. Ms. Teri Morgan, Executive Director, welcomed everyone to the meeting and did a roll call/introduction for the Board Staff.

**APPROVAL OF December 9, 2020 MINUTES:** The Chair asked if there were any changes to the September 16, 2020, Board Meeting minutes. The Chair called for a **MOTION** to **APPROVE** the minutes.Ms.Frederique Vincentmade a **MOTION** to **APPROVE** the minutes, andMs. Kate Olson seconded. The **MOTION** carried unanimously.

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

**STANDING COMMITTEE REPORTS**

**EXECUTIVE COMMITTEE REPORT:** Matthew Shapiro, Chair, gave an Executive Committee meeting update covering: the minute’s approval, Board members attendance, and the Executive Director’s update. The Chair stated that the Board has been very active.

**APPOINTMENT OF NOMINATIONS COMMITTEE:** The Chair stated that the Board has to appoint new Board leadership at the June Board meeting. The Chair asked if anyone would be willing to volunteer to serve on the Nominations Committee. Mr. Phil Caldwell stated it’s an easy process which will allow you the opportunity to reach out and talk to fellow board members and may beneficial to you in this regard. Ms. Chandra Robinson, Mr. Eric Mann, and Mr. Frank Carrillo volunteered to serve on the Nominations Committee.

**ADVOCACY AND OUTREACH COMMITTEE REPORT:** Allison Coles-Johnson, the Committee Chair, made the following report.

The Chair noted that the agenda was adopted and the minutes were approved.

**Partners in Policymaking (PIP) Program Quarterly Report:** Ms. Ronita Wilson, Alumni Programs Coordinator, provided an update on the upcoming 2021-2022 PIP session which will be held from September 2021-April 2022. She provided an overview of the program plans which include monthly meetings that will be a hybrid virtual and in-person schedule for the duration of the seven months, based on the COVID-19 pandemic. She noted that the application recruitment will conclude March 19, 2021, and at this time 15 applications have been received.

**TRAINING ALUMNI ASSOCIATION (TAA) Program Quarterly Report:** Ms. Wilson provided an update on the upcoming TAA Diversity, Equity, and Inclusion (DEI) panel discussion on the intersectionality of disability that will be held on April 16, 2021 and the upcoming Train the Trainer event that will be held on April 24, 2021. This event is for people with disabilities to learn how to engage in program education and curriculum as facilitators. Ms. Wilson introduced the TAA guests who presented the five year review of the TAA program, which includes four regional chapters.

The Committee Chair called for discussion on the presentation and TAA. The Board Chair noted the impressive advocacy efforts of the TAA and thanked them for their dedication to the program’s development and growth. The Committee Chair thanked the guests for presenting on the programs efforts and applauded the personal sacrifices and time dedicated.

**YOUTH LEADERSHIP ACADEMY (YLA) Program Quarterly Report:** Ms.Wilson provided an update on the upcoming YLA program session which will be held July 12-15, 2021 and likely be a virtual format due to the COVID-19 pandemic. She noted that the application recruitment will conclude April 2, 2021, and at this time 15 applications have been received.

Ms. Vincent asked about the YLA program applicant age range based on the program’s educational and informational content, and whether there a chance for the Board to develop a similar program that would be for an older group of individuals and include community, personal and professional development. Discussion ensued. Mr. Mann

asked what the Training Programs staff’s ideal participant number is for each program. Ms. Wilson replied stating that it is 25 students for YLA, and 25 for PIP. Mr. Mann asked what Board members can to do increase the number of applicants. Mr. Benjamin Jarvela, Director of Communications, replied that the programs’ recruitment is pushed far and wide and specifically via Facebook and email networks and reiterated that Board members should continue to share and promote it to their own networks.

**Communications REPORT:** Mr. Jarvela provided an update on the Communications Unit work and projects including, the Training Programs applications recruitment and program materials, the Project Living Well document development and promotion, Developmental Disabilities Awareness Month social media campaign, including a request for a Governor’s Proclamation for March 2021, IT Agency updates on policies review request.

**OTHER BUSINESS**: The Chair called for any additional comments, discussion or other business. Ms. Nikki Zimmerman requested any resources from other committee members for psychologists that can work with persons with disabilities for VA reevaluations in Northern Virginia. Ms. Jocelyn Kilgore replied commenting that she is a civilian psychologist but can engage with Ms. Zimmerman on this topic. Ms. Wilson called attention to the question asked by Ms. Kilgore of the TAA guests for their “wishlist” of goals of the program for the next year and how the Board can help and engage. Ms. Childers noted the shift that in coordination to the Board staff made a big difference in the momentum of the efforts of the alumni leaders. Ms. Barnhill noted her goal of further engagement of self-advocates and alumni in the events and putting more skills in play to provide opportunities in their communities.

The Chair emphasized this point and the fact that AOT developed this program for the Board and she encouraged committee members to continue to follow the TAA’s efforts. Ms. Dean commented that the funding and support from the Board makes an impact on the program’s abilities to produce events. The Chair and Mr. Jarvela noted that there were a lot of regulatory changes made in the previous federal administration but that hopefully there will be changes to allow for the promotion and marketing. Discussion ensued.

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

The Chair stated that on behalf of all of the members of the Policy Advisory Committee he gave a big shout out and thank you to all the board staff for the presentations that they have provided.

The Chair noted that they approved their meeting minutes from the December Board meeting. The Chair noted that they had a presentation by Dana Tranam, Disability Law Center of Virginia on supportive decision making.

**PROJECT LIVING WELL UPDATE:** Ms. Linh Nguyen updated the Committee about the status of Project Living Well and provided information on people downloading the reports and people viewing the website.

**POLICY/LEGISLATIVE UPDATE:** Ms. Harrison and Ms. Clare Huerta, Deputy Director, provided a policy update for this hybrid session this year on behalf of the Virginians with Disabilities.

**ASSESSMENT UPDATE:** Ms. Nia Harrison and Clare Huerta, gave an update on the assessment process for the Residential, Day and Employment, and Institutional Supports assessment. Mr. Caldwell stated that they needed some volunteers for the Ad Hoc Committee that will meet in the first week of May. Frederick Vincent, Donna Lockwood, Ed Turner and Alexus Smith volunteered for the Ad Hoc Committee.

**INVESTMENT COMMITTEE:**

**CALL TO ORDER:**

The Chair, Ms. Alexus Smith, called the meeting to order at 10:35 am.

**GRANTS AND CONTRACTS EXPENDITURES/MONITORING:** Mr. Jason Withers, Grants and Contracts Manager, provided a brief overview on the LOI’s for the Competitive RFP’s.

**APPROVAL OF RADFORD UNIVERSITY BUDGET AMENDMENT REQUEST:** Mr. Withers discussed the approval of Radford University Budget amendment. Mr. Withers stated that this approval will afford RU the ability to spend the remaining funds, as well as complete the remaining project activities.

The Chair called for a **MOTION** to approve the funding reallocation request for Radford University. Mr. Frank Carrillo made a **MOTION** to approve. The **MOTION** carried unanimously.

**UPDATE ON THE VIRGINIA DEPARTMENT OF CRIMINAL JUSTICE SERVICES (DCJS)**

Mr. Jason Withers gave an update on the Virginia Department of Criminal Justice Services *School Crisis Planning, Preparation, Response and Recovery for Students with Disabilities* grant project. Mr. Withers noted that staff have reviewed multiple versions of the Model School Crisis Plan and have expressed continued concerns with DCJS about the lack of substantive incorporation of students with disabilities into the draft Model Plan. This is required to fully meet the intended outcomes of the grant. Mr. Withers stated that DCJS reported unanticipated delays at the outset of the project as well as having to secure new contractors, which caused significant delays with meeting project deliverables. For this reason, DCJS has requested to withdraw from the grant project. DCJS did affirm their commitment to continue the work of the project, without Board funding, and offered to send developed materials to Board staff for review and comment. Mr. Withers stated that the Board originally awarded grant funds to DCJS in the amount of $213,718. Grant funds have been expended by the grantee at this time; therefore, these funds will be reallocated to other grant projects.

**APPROVAL TO DEVELOP AND RELEASE AN RFP TO EXPEND 2019 AWARD FUNDS BY SEPTEMBER 30, 2021 AND TO DELEGATE AWARD MAKING AUTHORITY TO VBPD STAFF:** Jason Withers provided a recommendation from the Investment Committee to approve the release of a solicited Request For Proposal (RFP) to the disAbility Law Center of Virginia (dLCV) which would allow Council to appropriately expend remaining 2019 award funds by September 30, 2021. Mr. Withers stated that the committee is proposing to the Board a sole-source contract to dLCV in the amount of $100,000 to develop a database management system for the management, storage, retrieval, and reporting of abuse, neglect, and exploitation data that's provided by the Department of Behavioral Health and Developmental Services to dLCV. Mr. Withers answered questions regarding fidelity and accountability of the funds.

The Chair called for a motion to recommend approval to use the funds for the disAbility Law Center of Virginia and approval to delegate award-making authority to Board staff. Alexus Smith made a **MOTION** to **APPROVE.** Frank Carrillo and Rachel Loria abstained. The **MOTION** was **APPROVED**.

**DISCUSSION OF 2022 – 2026 STATE PLAN PUBLIC COMMENT AS IT RELATES TO PLAN:** Ms. Harrison provided an update on the development of the new State Plan. The Board released the State Plan for a 45-day public comment period in December and January. Ms. Harrison stated that the request for public comments was widely seen, and that they received four comments and an additional comment from a Board member. Ms. Harrison summarized the three comments that suggested changes to the State Plan, and provided staff recommendations on whether the changes were needed. Ms. Harrison stated that the Board must review and determine whether any additional changes are needed to the State Plan goals or objectives, and approve their submission to the federal government by August 2021, in current or amended format.

The Chair called for a **MOTION** to approve the State Plan goals and objectives, amended, for submission to the federal government. Mr. Ed Turner made a **MOTION** to approve. Mr. Phil Caldwell **SECONDED** the **MOTION**. The **MOTION** carried unanimously.

**LEGISLATIVE UPDATE:** Ms. Clare Huerta, Deputy Director, provided an informational Legislative Session Overview. Ms. Huerta briefly discussed Board supported Bills; Community Supports; Criminal Justice Education; CSA Bills; Employment; Healthcare; Supportive Decision Making and Voting Rights. Ms. Huerta and Ms. Morgan answered questions regarding waivers.

**OTHER BUSINESS:** The Chair stated that staff will be sending out a survey following the Board meeting to get input from Board members on the virtual Board meetings.

Ms. Morgan stated that another survey will be sent to Board members in May to get some broader feedback and additional input from Board members.

**ADJOURNMENT:** The Chair thanked Board staff, Interpreters and CART for all of their hard work. The Chair adjourned the meeting at 2:10 pm.