

# Board Meeting Minutes

March 6, 2024



## Meeting Attendance

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

## Call to Order/ Opening Remarks

The Virginia Board for People with Disabilities met at the Short Pump Hilton Hotel in Richmond, Virginia, on March 6, 2024.

The Chair, Niki Zimmerman, called the meeting to order at 10:51 a.m. She greeted and welcomed Board members and staff, recognizing the new Board members, Cathy Edwards, Matthew Shapiro, and Conner Cummings. The Chair noted that the EC Committee approved Deanna Parker's attendance at the Board meeting virtually.

## Introductions

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

## Approval of Meeting Minutes

The Chair asked whether there were any changes to the December 6, 2023, Board Meeting minutes. None were noted. The Chair called for a **MOTION** to **APPROVE**. Mr. Frank Carrillo made a **MOTION** to **APPROVE** the minutes, and Mr. Dennis Findley seconded. The **MOTION** carried unanimously.

## Public Comment

The Board received no public comment.

## Appointment of Nominations Committee

The Chair asked for Volunteers for the Nomination Committee. Mr. Matthew Shapiro, Mr. Brandon Cassady, and Mr. Adrian Frierson volunteered. The Chair then gave the Board members a brief description of the committee's duties.

## Presentation: Brain Injury Services; Targeted Case Management, Ann Bevan, Director, Division of High Needs Support, Department of Medical Assistance Services:

Ms. Ann Bevan, Director of High Needs Support at the Department of Medical Assistance, presented a new benefit for Brain Injury Services called targeted case management. She also provided some background information on severe brain injury services, the eligibility criteria and exclusions, and roles and responsibilities. Board members asked questions, which Ms. Bevan answered.

**Note:** Ms. Niki Zimmerman, Chair, needed to leave the meeting for personal reasons. Mr. Dennis Findley, Vice Chair, took over as chair of the Board meeting.

**Developmental Disabilities Awareness Month, what does it mean? Nadia Rauhala, Conner Cummings, Matthew Shapiro, Thomas Leach, Kyle Jones, and Brandon Cassady:**

Ms. Teri Morgan, Executive Director, provided an overview of Developmental Disabilities Awareness Month. Board members Nadia Rauhala, Conner Cummings, Kyle Jones, Matthew Shapiro, Brandon Cassady, and Thomas Leach gave a summary of what Developmental Disabilities Awareness Month means to them, and each member gave some personal information on their successes and achievements.

**Presentation: ENDependence Center of Northern Virginia, Vaccine Access Project, Cherie Takemoto, Director of Disability Justice and Strategic Innovations & Rosalia Fajardo, Director of Multicultural Families:**

Mr. Jason Withers, Grants Manager, introduced Cherie Takemoto and Rosalia Fajardo from the ENDependence Center of Northern Virginia. Mr. Withers discussed their previous grant project entitled Trusted Disability Champions and disability pop-up Covid vaccinations.

Ms. Takemoto and Ms. Fajardo gave a presentation on assisting people with disabilities to live independently, improving their quality of life, and exercise self-advocacy. They discussed how they pushed to get people with disabilities COVID-19 vaccinations through their Trusted Disability Champions grant for popup vaccination sites in marginalized and underserved communities. Ms. Fajardo discussed monthly virtual webinars and the vaccination clinics in Northern Virginia, including the different cultures they worked with and how they reacted to the clinics. In addition to clinics, they went to group homes and assisted living facilities to provide COVID-19 vaccines. Ms. Takemoto noted that they ask people to donate used medical equipment they no longer need so that they can give it to people who can use it. Ms. Fajardo briefly discussed their peer mentor program for people with disabilities.

Ms. Takemoto summarized their new Disability Inclusion Grant, which will disseminate culturally and linguistically competent information to Latino Virginians with disabilities and their families.

## Standing Committee Reports

**Report of the Investment Committee:** Ms. Lindsay Pearse, Chair of the Investment Committee, provided the report. Ms. Pearse stated that they welcomed Mr. Matthew Shapiro to the committee. They reviewed the Executive Committee updates. Mr. Jason Withers provided an overview and update on all current grantees. Ms. Pearse noted that they had a lengthy conversation about a solicited RFP to the Virginia Commonwealth University School of Dentistry. Ms. Nia Harrison stated that Board staff presented the dental care assessment at the December meeting and noted that this idea stems from those assessment recommendations, which will implement one of the recommendations. The assessment found, in short, that Virginians with developmental disabilities have difficulties accessing dental care, and that is because many dental professionals feel unprepared to serve this population. Ms. Harrison stated that this project would give funding to the VCU School of Dentistry to purchase accessible equipment for a new clinic that would be dedicated to treating this population, which is exciting. It would serve the dual purpose of increasing access to dental services for people with disabilities and help provide hands on experience to the dental students that will be required to rotate through the clinic.

Mr. Withers gave examples of what equipment the funding would be used for, such as lifts, mobile dental units, chairs, and other items they felt they would need. Ms. Lindsey Pearse said that the IC is bringing forward two motions for Board consideration:

- 1) Motion by IC to recommend that the full Board approve the solicitation of a sole source project through a Request for Proposal with Virginia Commonwealth University School of Dentistry.
- 2) Designate authority to Board staff to review and approve/disapprove the proposal once received.

The Vice Chair called for a motion to approve the Request for Proposal with Virginia Commonwealth University School of Dentistry. Mr. Frank Carrillo made a **MOTION to APPROVE** the Virginia Commonwealth University School of Dentistry RFP and designate authority to Board staff to approve/disapprove the proposal. The **MOTION** carried unanimously.

Ms. Lindsay Pearse stated that they wrapped up their meeting by discussing future RFP topics and came to an agreement that the Board should consider a future RFP related to employment.

**Report of the Advocacy, Outreach, and Training Committee:** Ms. Allison Coles Johnson, Chair of the Committee, provided the AOT report. Ms. Coles-Johnson shared that she gave a summary of the executive committee updates.

Dr. Penni Sweetenburg-Lee, Director of Training & Alumni Development Programs, provided an update on training programs. She announced that March 10 marks her 9<sup>th</sup> anniversary with the agency and the 1<sup>st</sup> anniversary for Ms. Christine Germeyer. Dr. Sweetenburg-Lee began with a brief history and overview of the Youth Leadership Academy. She then shared her update on Partners in Policymaking, which is a seven-month commitment for self-advocates and parents of children with disabilities. The PIP class of 2023-2024 began September 8-9 at the Holiday Inn Newport News and then rolled into virtual sessions from October through February and returned to in-person for March 2024. Ms. Allison Coles-Johnson, Mr. Eric Raff, Ms. Ann Flippin, and Ms. Teri Morgan were recognized for their participation as a member of the Legislative Projects panel on March 2. Dr. Sweetenburg-Lee shared information about the PIP graduation ceremony on April 6 and distributed invitations. Dr. Sweetenburg-Lee acknowledged that during the December AOT meeting, the decision was made to drop “Association” from the Training Alumni Association. Training alumni agreed with the recommendation. Over 950 graduates from Partners in Policymaking and Youth Leadership Academy are training alumni. The education arm of the Training Unit is increasing its reach through Statewide Educational Workshops that have averaged 150-200 attendees. Dr. Sweetenburg-Lee invited AOT members to attend the April 19 Statewide Educational Workshop on Independent Living: Transportation, before concluding her report.

Ms. Coles-Johnson shared that Mr. Seb Prohn, Assistant Director of Research and Evaluation from the Partnership for People with Disabilities, presented to the committee on Tools for Engaging Youth in Advocacy. Mr. Prohn engaged committee members in discussion. Key takeaways were the importance of storytelling and engagement as advocacy tools. Tools can include Virtual Asset Maps, Photovoice, Arts-Informed Advocacy, and Sharing Stories.

Lastly, Ms. Teri Morgan provided a communications update to the committee. She shared with the committee that the Communications Director left her position in January, but the work has continued. Ms. Morgan has been working with Ms. Brittany Hughes to help launch the new website, maintain the Facebook page, and create graphics. The vacant position has been posted, and the new title is Communications & Information Manager. In addition, the campaign to identify Information Access Champion pledgers has begun.

**Report of the Policy Advisory Committee:** Mr. Kyle Jones, Chair of the Committee, provided the PAC report. The meeting was called to order at 9:02 a.m. Mr. Jones stated they had a guest speaker, Ms. Stephanie Williams, who discussed the Emotional Health Planning Program. Mr. Jones noted that they received various updates. Ms. Jamie Liban presented a summary of emergency preparedness activities. Ms. Jennifer Krajewski gave an update on the policy assessments.

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

### **General Assembly 2024 Update & Agency Comments, Jen Krajewski:**

Ms. Jennifer Krajewski, Deputy Director of Policy and Legislative Affairs, gave an overview of the legislative session, including bills that the Board supported through public testimony, agency comment, and work with advocacy partners. She provided budget highlights, including funding for 3,440 waiver slots. Additional highlights included bills relating to Medicaid services, education, voting, the Information Technology Access Act, and more. Following the presentation, the Vice Chair asked if there were any questions. Hearing none, the presentation concluded.

### **Other Business**

Mr. Frank Carrillo stated that he had some concerns with ADA regulations in some bathrooms, including Wawa and Food Lion, where the bathrooms are not ADA accessible. The Vice Chair stated that he had seen places that were not accessible. Ms. Rachel Loria noted that they work with that and that you can contact them by phone or online.

The Vice Chair called for a **MOTION** to adjourn. Mr. Matthew Shapiro made a **MOTION** to adjourn the meeting. The **MOTION** was seconded by Ms. Naudia Rauhala. The meeting was adjourned at 3:07 p.m.

# Executive Committee Meeting Minutes



March 6, 2024

## Meeting Attendance

| Board Attendees                      | Board Members Absent | Staff Attendees       |
|--------------------------------------|----------------------|-----------------------|
| Phil Caldwell                        | Niki Zimmerman       | Tara Bethea           |
| Allison Coles-Johnson                |                      | Christine Germeyer    |
| Dennis Findley                       |                      | Nia Harrison          |
| Kyle Jones                           |                      | Jennifer Krajewski    |
| Lindsay Pearse                       |                      | Teri Morgan           |
| Olivia Price                         |                      | Henry Street          |
| Nadia Rauhala                        |                      | Penni Sweetenburg-Lee |
| Mary Vought                          |                      | Jason Withers         |
| Brandon Cassady (Guest Board member) |                      |                       |
| Conner Cummings (Guest Board member) |                      |                       |

## Call to Order/ Opening Remarks

Mr. Dennis Findley, Vice Chair, called the meeting to order at 8:06 a.m.

## Review of Executive Committee Meeting Agenda

The Vice Chair greeted and welcomed Board members and staff.

## Electronic Participation

The EC Committee must approve electronic participation so that board members can participate virtually. The Vice Chair called for a **MOTION** to APPROVE electronic participation for Ms. Deanna Parker, who is in Philadelphia and supporting a family medical situation. The **MOTION** passed.

## Approval of the September 11, 2023, and December 6, 2023, Executive Committee Minutes

The Vice Chair called for a **MOTION** to APPROVE the September 11, 2023, and December 6, 2023, meeting minutes. Ms. Allison Coles Johnson made a **MOTION** to APPROVE the September 11, 2023, and December 6, 2023, 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 pointed out that there were no immediate concerns except for Mr. Rob Matuszak, who had been absent due to illness. Ms. Teri Morgan will consult with the Secretary's office.

## Board Member Appointments & Vacancies

Mr. Henry Street, Director of Administration, referenced attachment EC 4-1 and noted a correction. There are five current vacancies and not six as shown. The following comprise the current vacancies: Technology Representative, Manufacturing Representative, Immediate Relative/Guardian of Adult, and Person with DD (2). In addition to current vacancies, Mr. Street noted seven upcoming vacancies due to Board members' terms ending on June 30, 2024. Six of the seven Board members are eligible for reappointment.

## Executive Director's Update and Questions

Ms. Teri Morgan briefly summarized key activities that had taken place in the last quarter. Ms. Morgan referenced EC 5 and reported on special initiatives, legislative and policy work, workgroup meetings, agency administration, Board Operations, communications, grants and contracts, training programs, and alumni development. Ms. Morgan discussed moving the VBPD office from the Washington Building to the Ratcliff Building on the campus of the Department for Aging and Rehabilitative Services (DARS) in June. Ms. Morgan shared the reasons for the move, including reduced cost and rightsizing the VBPD office space, and shared that the VBPD will be included in DARS office space procurement for another move in 2025. Ms. Morgan briefly discussed the two new assessments with the committee.

## Agency Fiscal Reports

Mr. Henry Street gave a summary of the agency's fiscal report. He provided the balances as of February 26, 2024, and noted that we are in the last quarter of our state fiscal year. He stated that the balance reflects where we should be this time of the year. Mr. Street noted that we are at 41% unspent, that we have two current federal awards (2023 and 2024) that we are operating from, and that the balance is \$1,657,489.

## Committee Agendas

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

## Other Business

There was no other business.



## Adjournment

The Vice Chair called for a **MOTION** to adjourn the meeting. Mr. Phil Caldwell made **MOTION** to adjourn the meeting. Mr. Kyle Jones seconded the **MOTION**. The Vice Chair adjourned the meeting at 8:31 a.m.

# Investment Committee Meeting Minutes



**March 6, 2024**

## 1 Meeting Attendance

| <b>Board Attendees</b>        | <b>Board Members Absent</b> | <b>Staff Attendees</b> |
|-------------------------------|-----------------------------|------------------------|
| Marcus Allen                  | N/A                         | Jason Withers          |
| Brandon Cassady               |                             | Nia Harrison           |
| Adrian Frierson               |                             |                        |
| Richard Kriner                |                             |                        |
| Thomas Leach                  |                             |                        |
| Dennis Lites                  |                             |                        |
| Lindsay Pearse                |                             |                        |
| Melanie Rice                  |                             |                        |
| Matthew Shapiro               |                             |                        |
| Justin Sheets (Rick Mitchell) |                             |                        |
| Mick Sladic                   |                             |                        |

## Call to Order/ Opening Remarks

A meeting of the Investment Committee was held at the Hilton Hotel in Short Pump on March 6, 2024. Investment Committee Chair, Lindsay Pearse, called the meeting to order at 9:04 am. Members introduced themselves and Ms. Pearse summarized highlights from the Executive Committee meeting.

## Approval of Minutes

Mr. Withers, Grants Manager, asked if there were any questions/concerns with the December 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 December 2023 meeting minutes, and Mr. Matthew Shapiro **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 five active grant projects: Mapping Information Ecology grant with George Mason University; the Diversity, Inclusion & Visibility public awareness campaign project with The Arc of Virginia; Support Service Provider (SSP) Pilot Project with the Virginia Department for the Deaf and Hard of Hearing (VDDHH); Strengthening Self-Advocacy through the ALLY Alliance grant with The Arc of Virginia; and Bienvenidos Todos: Disability Inclusion grant with the ENDependence Center of Northern Virginia. Mr. Withers noted that the projects

were in a good place, except for some challenges encountered by the VDDHH grant as described in attachment EC-6.

### Approval of Solicited Request for Proposal

Mr. Withers provided a summary of a potential project with the Virginia Commonwealth University School of Dentistry, referencing attachment BD-2. Board members suggested various project considerations including cultural competency, evidence-based models, operational commitments, and the opportunity to share lessons learned. They also inquired about student and patient outreach as well as the provision of training by self-advocates in the classroom setting. Ms. Harrison provided context and comments in response to the suggestions. Mr. Withers called for a motion to recommend approval of the solicited Request for Proposal and designate authority to Board staff to approve or disapprove the proposal once it is received. Mr. Marcus Allen made this **MOTION**, and Mr. Sladic **SECONDED**. The **MOTION** was carried unanimously.

### Wrap-up & Potential Future Meeting Topics

Mr. Withers shared three potential topics for future Requests for Proposals, based on the Board's State Plan: Training parents about their rights to free and appropriate public education, training stakeholders about competitive, integrated employment, and supporting dental professionals so they can improve their accessibility. Several Board members emphasized the link between education and employment, but ultimately decided to prioritize employment in the event that only one topic could be pursued. Mr. Richard Kriner noted that a lot of employment initiatives are underway, and members agreed that it will be important to hear presentations in June about what is currently going on to inform where the Board can add value. Members agreed to revisit dental care access later.

### Adjournment

The Chair adjourned the meeting at 10:43 am.

# AOT Meeting Minutes

March 6, 2024



## Meeting Attendance

| Board Attendees              | Board Members Absent | Staff Attendees       |
|------------------------------|----------------------|-----------------------|
| Allison Coles-Johnson, Chair | Jen Kelly            | Penni Sweetenburg-Lee |
| Connor Cummings              | Robert Matuszak      | Christine Germeyer    |
| Cathy Edwards                |                      | Brittany Hughes       |
| Jennifer Greene              |                      |                       |
| Melinda Hanko                |                      |                       |
| Rachel Loria                 |                      |                       |
| Olivia Price                 | <b>Guests</b>        |                       |
| Nadia Rauhala                | Ms. Cummings         |                       |
| Niki Zimmerman               | Seb Prohn            |                       |
|                              |                      |                       |
|                              |                      |                       |

## Call to Order/ Opening Remarks

The Advocacy, Outreach and Training (AOT) Committee meeting was held at the Hilton Richmond Hotel/Short Pump on March 6, 2024. Ms. Allison Coles-Johnson, Committee Chair, called the meeting to order at 9:00 a.m. A quorum was met. The Chair asked for introductions from the attendees.

## Approval of Minutes

Ms. Allison Coles-Johnson called for approval of the September and December 2023 minutes, individually. Ms. Olivia Price made a **MOTION** to **APPROVE** the September 2023 AOT meeting minutes, Nadia Rauhala seconded. September 2023 minutes were **APPROVED**, unanimously. Ms. Nadia Rauhala made a **MOTION** to **APPROVE** the December 2023 AOT meeting minutes, Rachel Loria seconded. December 2023 minutes were **APPROVED**, unanimously.

## Executive Committee Update

Ms. Coles-Johnson gave a brief summary on the executive committee updates. It included the number of vacancies on the board, the agency office moving and training program updates.

## Training Programs

Dr. Penni Sweetenburg-Lee, Director of Training & Alumni Development Programs, announced that March 10 is the 9<sup>th</sup> anniversary for her with the agency and the 1<sup>st</sup> anniversary for Ms. Christine Germeyer. Dr. Sweetenburg-Lee spoke about the training programs: Youth

Leadership Academy previously known as Youth Leadership Forum, Partners in Policymaking, and the Alumni Development Program.

Beginning with YLF becoming Youth Leadership Academy eight years ago is where Dr. Sweetenburg-Lee kicked off her report. She then shared her update on Partners in Policymaking; it is a seven-month commitment for self-advocates and parents of children with disabilities. The Class of 2023-2024 PIP training began September 8-9 at the Holiday Inn Newport News and then rolled into virtual sessions from October through February and returned to in-person for March 2024. Thank you to Ms. Allison Coles-Johnson, Mr. Eric Raff, Ms. Ann Flippin, and Ms. Teri Morgan for participating on the Legislative Meeting Projects Panel this past weekend. Beginning six years ago Partners needed to establish a relationship with their legislators and report on that process. Dr. Sweetenburg-Lee then distributed invitations to the committee members to attend the fifteenth Graduation in April.

Dr. Sweetenburg-Lee acknowledged that during the December AOT Meeting the decision was made to drop “Association” from the Training Alumni. The Training Alumni agreed with the recommendation to drop the word “Association”. Over 950 graduates from Partners in Policymaking and Youth Leadership Academy help make up the Training Alumni. The education arm of the Training Unit is increasing its reach through the Statewide Educational Workshops that average 150-200 attendees. Dr. Sweetenburg-Lee invited AOT members to attend the April 19 Statewide Educational Workshop on Independent Living: Transportation, before concluding her report.

Ms. Niki Zimmerman questioned what systems are in place to accommodate individuals with disabilities communicating with their legislators. Recommend members of the General Assembly be educated on making and requesting accommodations.

## **Presentation**

Mr. Seb Prohn, Assistant Director of Research and Evaluation from the Partnership for People with Disabilities introduced himself and shared a presentation on Tools for Engaging Youth in Advocacy. Mr. Prohn asked us to pair up and discuss the impacts of previous trainings and what it was about those trainings that stuck with us. Storytelling and engagement were key takeaways. Tools can include Virtual Asset Maps, Photovoice, Arts-Informed Advocacy, and Sharing Stories. Mr. Prohn asked for questions and provided his contact information before concluding his presentation.

Ms. Jennifer Greene asked how to keep up with the activities coming out of the Partnership for People with Disabilities. Mr. Prohn shared resources with the committee members that included: MAPS, Inclusion Project, Project PEACE, and Healing Narratives.

## Communications

Ms. Teri Morgan provided an update to the committee. She shared with the committee that the Communications Director left her position in January, but the work has continued. Ms. Morgan has been working with Ms. Brittany Hughes to help launch the new website, maintain the Facebook page, and create graphics. The position has been posted and the title will be Communication and Information Manager with a greater emphasis on developing accessible documents. There are two assessments available: Accessibility of Dental Assessment and Geographic Disparities in Healthcare Access. The campaign to identify Information Access Champion pledges has begun.

## Other Business

There was no other business.

## Adjournment

The Chair called for a **MOTION** to adjourn the meeting. Ms. Rachel Loria made the **MOTION** to adjourn and Ms. Nadia Rahula **SECONDED** the motion. The **MOTION** to adjourn at 10:30 a.m., carried unanimously.

# Policy Advisory Committee Meeting Minutes



March 6, 2024

| Board Attendees   | Board Members Absent  | Staff Attendees   |
|---|---|---|
| Phil Caldwell<br>Frank Carillo<br>Dennis Findley<br>Karen Grizzard<br>Melinda Hanko<br>Kyle Jones<br>Eric Raff<br>Sarah Taylor<br>Mary Vought | Ann Bevan<br>Parthy Dinora<br>Samantha Hollins<br>Sarah Kranz-Ciment<br>Deanna Parker | Jennifer Krajewski<br>Jamie Liban<br>Teri Morgan<br>Linh Thi Nguyen |

## Call to Order & Introductions

A meeting of the Policy Advisory Committee was held at Hilton Hotel at Short Pump on March 6, 2024.

The Chair, Mr. Kyle Jones called the meeting to order at 9:02 a.m. Members introduced themselves.

## Approval of December 6, 2023 Minutes

Members reviewed the December 2023 meeting notes. Ms. Karen Grizzard made a **MOTION** to pass the minutes as presented. Mr. Dennis Findley **SECONDED**. The motion was passed unanimously.

## Executive Committee Update

Ms. Jennifer Krajewski gave a report from the Executive Committee.

Ms. Krajewski and Ms. Teri Morgan met with legislators and attended General Assembly committee meetings. Ms. Morgan is on the Board's Information Access Steering Committee, which recently launched the Information Access Champions initiative. The updated Board website is now live. The Board has a one-year lease for a new office space. Seven Board member positions will be open for nominations after today's Board meeting. Mr. Phil Caldwell will be serving his final term this year.

## Emotional Health Planning Program – Chesterfield County CSB

Guest speaker Ms. Stephanie Williams presented on the Emotional Health Planning Program, which she created and established. Chesterfield County Community Services Board (CSB), in

partnership with Robin's Hope, runs the program. The program is funded by the Department of Behavioral Health and Developmental Services' Behavioral Health Equity Grant. The program serves adults with developmental disabilities (DD), who often lack access to mental health services. The program challenges the belief that people with DD are unable to retain skills that they learn from therapy.

The program is made up of five sessions about: 1) Introduction to Identifying Trauma and Suicide Prevention, 2) Communicating Your Emotions to Caregivers, 3) Coping Skills, 4) Self-esteem and Substance Use Prevention and 5) Developing a Plan. Participants must attend all five sessions to get a certificate of completion. Staff use graphics, cartoons and videos to teach session concepts. Participants learn coping techniques. They also receive a coping toolkit and an Emotional Health Planning Workbook.

The program is very successful. Caretakers report that participants are happier and calmer. The program received an Achievement Award from the National Association of Counties (NaCo) in 2023. This year, the program expanded to include peer support. Chesterfield County is also seeking state approval and funding to share program materials statewide, so that other organizations can run the program themselves.

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

Ms. Jamie Liban reported on the Board's work in emergency management. She continues to attend different workgroups, including the Equity Management Workgroup, Commonwealth Shelter Strategy Working Group and Access and Functional Needs Advisory Committee. The Commonwealth Shelter Strategy Working Group is hosting focus groups on access and functional needs in sheltering. Ms. Liban is concerned that few people with lived experience have attended focus groups. Their direct perspective has been lacking in emergency preparedness discussions. Ms. Sarah Taylor and Ms. Mary Vought expressed interest in attending the Access and Functional Needs Advisory Committee meeting with the Electric Water Association.

Ms. Liban conducted research and focus groups to inform the upcoming assessment on Emergency Management Preparedness. Mr. Eric Raff attended a focus group and gave key feedback for policy recommendations. Ms. Liban expects to present the recommendations in June.

### **Update on Policy Assessments and Liaison Activities**

Ms. Krajewski thanked Ms. Liban for providing an update on the Emergency Management Preparedness assessment. George Mason University continues to work on their information



ecology project, which they will use to write the Information Ecology assessment. In the June PAC committee meeting, Ms. Krajewski will request 2025 assessment topics.

Ms. Krajewski, Ms. Morgan and Ms. Nia Harrison attended work groups. Ms. Harrison discussed the Board's recent assessment on Accessibility of Dental Care. Other activities include a stakeholder meeting on Social Security Disability Insurance eligibility and a call with the Centers for Medicare and Medicaid Services on the Home and Community-Based Settings Rule.

### **Adjournment**

Mr. Jones adjourned the meeting at 10:22 a.m.