

Executive Committee Meeting Minutes – February 27, 2025



Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Allison Coles-Johnson Dennis Findley Jennifer Greene Karen Grizzard Olivia Price Nadia Rauhala Mick Slavic	Matthew Shapiro Mary Vought	Anita Ayres Tara Bethea Nia Harrison Jennifer Krajewski Teri Morgan Henry Street Penni Sweetenburg-Lee Jason Withers

Call to Order/ Opening Remarks

Mr. Dennis Findley, Chair, called the meeting to order at 7:58 a.m.

Review of Executive Committee Meeting Agenda

The Chair greeted and welcomed Board members and staff. The Chair stated that four requests for virtual participation due to personal circumstances were made. The EC Committee must approve the participation of board members electronically. Mr. Findley asked if there were any objections to approving electronic participation for four Board members for personal reasons: Mr. Rob Matuzak, Mr. Cesar Dulanto, Ms. Mary Vought, and Ms. Melanie Rice. Hearing no objections, Mr. Findley called for a vote, and the **MOTION** passed unanimously.

Approval of the December 4, 2024, Executive Committee Minutes

The Chair called for a **MOTION** to **APPROVE** the December 4, 2024, meeting minutes. Ms. Nadia Rauhala made a **MOTION** to **APPROVE**, and Mr. Mick Slavic seconded it. The **MOTION** passed unanimously.

Board Member Attendance

Mr. Henry Street, Director of Administration, noted the attendance tracking attachment EC 3-1. Mr. Street said there was one concern regarding one Board member's attendance he needed to bring to the attention of the Executive Committee. He prefaced his comments by reading Article III, Section 3: Attendance at Meetings from the By-Laws: **Section 3: Attendance at Meetings: *If a member or authorized designee fails to attend two (2) consecutive Board meetings, the matter shall be brought to the attention of the Executive Committee. If a member or authorized designee fails to attend three (3) consecutive meetings, the Executive Director, on behalf of the Chair, shall notify the Director of Appointments within the Governor's Office. While the member missed two (2) consecutive Board meetings, they responded that they would attend today.***

Executive Director's Update and Questions

Ms. Teri Morgan briefly summarized key activities that took place in the last quarter. Ms. Morgan referenced EC 4-2 and reported on special initiatives and workgroup participation, policy work, agency administration and Board operations, communications, grants and contracts, training programs, and alumni development.

Agency Fiscal Report

Mr. Henry Street summarized the agency's fiscal report and provided the balances as of January 30, 2025. He stated that the balance reflects where we should be this time of year. Mr. Street noted that we are at 48% unspent and have two current federal awards (2024 and 2025) from which we are operating.

Ms. Morgan provided an update on the recent federal freeze on grant funds and its temporary impact on VBPD operations. As VBPD is funded through a federal grant from the Administration for Community Living (ACL) and operates on a cost-reimbursement basis, the freeze briefly affected the ability to draw down funds. However, with the freeze now lifted, operations have returned to normal. VBPD has received two Notices of Award totaling \$789,240 toward its FFY 2025 funding and anticipates an additional \$950,000. While ACL is expected to continue funding DD Councils at projected levels, ongoing budget uncertainties in Washington, D.C., remain a concern. There were no questions.

Committee Agendas

Committee chairs Ms. Jennifer Greene, Ms. Karen Grizzard, and Mr. Jason Withers provided a brief overview of committee meeting agendas.

Other Business

There was no other business.

Adjournment

The Chair called for a **MOTION** to adjourn the meeting. Mr. Mick Sladic made the **MOTION** to adjourn the meeting. Ms. Karen Grizzard seconded the **MOTION**. The Chair adjourned the meeting at 8:50 a.m.

Board Meeting Minutes – February 27, 2025



Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Marcus Allen Ann Bevan Brandon Cassidy Allison Coles-Johnson Conner Cummings Parthy Dinora Cesar Dulanto III (virtually) Cathy Edwards Dennis Findley Adrian Frierson Jennifer Greene Karen Grizzard James Hall Melinda Hanko Samantha Hollins (Cici Reid) Kyle Jones Amaan Karim Jeffrey Katz Richard Kriner Thomas Leach Amber Lee Rachel Loria Rob Matuszak (virtually) Rick Mitchell (Justin Sheets) Deanna Parker Lindsay Pearse Cynthis Pettus Olivia Price Rauhala, Nadia Melanie Rice (virtually) Erika Rogers Shay Ruff Nicholas Sladic Sarah Taylor Mary Vought (virtually) Kristie Bowie-Young	Jen Kelly Eric Raff Matthew Shapiro Tim Capoldo	Anita Ayres Tara Bethea Nia Harrison Brittany Hughes Jennifer Krajewski Teri Morgan Henry Street Penni Sweetenburg-Lee Jason Withers

Call to Order/ Opening Remarks

The Virginia Board for People with Disabilities met at the Short Pump Hilton Hotel in Richmond, Virginia, on February 27, 2025.

The Chair, Dennis Findley, called the meeting to order at 9:15 a.m. He greeted and welcomed Board members and staff.

The Chair informed Board members that the Executive Committee approved virtual participation for four Board members, Mr. Rob Matuzak, Mr. Cesar Dulanto, Ms. Mary Vought, and Ms. Melinda Hanko, due to personal circumstances. Mr. Findley welcomed the Board members who participated via Zoom.

The Chair reviewed the housekeeping notes.

Introductions

The Chair asked Board members and staff to introduce themselves. He asked Board members to include their names, where they live, and the seats they fill and asked agency representatives to include what their agency does.

Approval of Meeting Minutes

The Chair asked whether there were any changes to the December 4, 2024, Board Meeting minutes. Hearing none, the Chair called for a **MOTION** to **APPROVE**. Ms. Rachel Loria made a **MOTION** to **APPROVE** the minutes, and Ms. Nadia Rauhala seconded. The **MOTION** carried unanimously.

Public Comment

Ms. Khianti Martin introduced herself as the ADA Coordinator at the Department of Behavioral Health and Developmental Services (DBHDS). She informed the Board that she is interested in any opportunities to collaborate/partner with the Virginia Board for People with Disabilities on initiatives and possibly some training to better support individuals currently in our state facilities.

Overview of the Permanent Injunction Ending the 12-Year Settlement Agreement between Virginia and the U.S. Department of Justice

Ms. Heather Norton, Deputy Commissioner, Department of Behavioral Health and Developmental Services, provided an overview of the 12-year Department of Justice Settlement Agreement, noting that the Judge officially terminated the agreement on January 15, 2025. She explained that a Permanent Injunction was filed in its place, requiring the Commonwealth to continue addressing outstanding performance indicators. The injunction also mandates ongoing monitoring and reporting to ensure compliance with these remaining requirements. Following her summary, attendees asked questions, which Ms. Norton addressed.

General Assembly 2025 Update

Ms. Jen Krajewski, Deputy Director, provided the Board with key updates from the 2025 General Assembly Session. She highlighted the Board's legislative engagement, including staff-supported bills, public testimony, agency comments, and collaboration with advocacy partners. Ms. Krajewski also reviewed notable budget amendments, funding allocations, legislation related to previous assessment topics, and bills that were passed. Board members asked questions, which she addressed.

With technical difficulties resolved, the Chair invited Board members participating virtually to introduce themselves.

Board Member Input on the State Plan Development Survey Content

Ms. Nia Harrison, Director of Planning, Research, and Evaluation, provided an update on the next steps in the State Plan development process. She began by offering a brief overview of the State Plan and the five areas that the current State Plan addresses. She then briefly summarized the development timeline presented at the December 2024 Board meeting.

Ms. Harrison outlined the logistics of upcoming State Plan development activities, including virtual and in-person town halls, targeted virtual meetings with select groups, and surveys available in both English and Spanish.

Ms. Harrison told Board members she would like their input on a draft public input survey that staff plan to release. Board members then divided into groups to review and discuss the survey content. Each group reported their discussion and provided valuable feedback and suggestions. Ms. Harrison expressed her appreciation for their input and encouraged members to email her with any further suggestions.

Overview of DD Act Requirements for Support of a Self-Advocacy Organization

Mr. Jason Withers, Grant & Contracts Administration, provided a brief presentation on self-advocacy and the Board's requirements under the Developmental Disabilities (DD) Act. He provided an overview of the DD Act, outlining its purpose and relevance to the Board's work.

Mr. Withers highlighted that, per the DD Act, Councils are required each year to establish or strengthen a self-advocacy organization led by individuals with developmental disabilities. He provided a brief overview of previous grant projects and then introduced members of the A Life Like Yours (ALLY) Alliance.

Ms. Kate Olson, a self-advocate with the ALLY Alliance, shared insights into the organization's agenda and the founding of the ALLY Alliance.

Ms. Tonya Milling provided an overview of how the ALLY Alliance evolved, including the This Is Us poem, and presented a short video. She also discussed the organization's grants, projects, and structure, along with developing their logo and bylaws. Additionally, Ms. Milling highlighted

CRIP Camp, a documentary featuring youth with disabilities at a summer camp in the 70's, which ALLY Alliance members watched.

Following Ms. Milling, Alliance members Ms. Shay Ruff, Mr. Mark Dixon, Mr. Shawn Kirk, Mr. Jessie Monroe, and Mr. Dick Simon shared their roles and experiences within the program, emphasizing how their involvement has strengthened their self-advocacy skills.

Questions were asked and answered.

Lunch Break/ Reconvene

The Chair called the meeting to order at 2:40 p.m.

Potential Federal Policy & Funding Changes

Ms. Ann Bevan, Director, Division of High Needs Supports, Department for Medical Assistance Services (DMAS), addressed pre-submitted questions regarding potential Medicaid cuts. She acknowledged the concerns about federal policy and funding changes, noting that many proposals face legal challenges and that details about potential cuts remain unclear. DMAS has not taken any specific action but is closely monitoring the situation. She also touched on Virginia's budget and that the General Assembly would need to reconvene should there be cuts to Medicaid funding.

Ms. Samantha Hollins, Associate Superintendent, Virginia Department of Education, addressed questions about federal funding and its impact on special education in Virginia. She explained that special education is funded at the local school level through a combination of federal, state, and local funds, with detailed information available on the Department's website. Ms. Hollins provided an overview of key funding-related inquiries, emphasizing that changes to special education law require congressional action. She also noted that the U.S. Department of Education has not issued any formal communication prompting changes to special education at this time.

Appointment of Nominations Ad Hoc Committee and Appointment of Board Policy Review Ad Hoc Committee

Mr. Dennis Findley, Chair, stated that the Board has two Ad Hoc Committees to convene. Each needs a minimum of three Board member volunteers.

The Chair stated that the first committee is the Nominations Committee, which will prepare a slate of officers for full Board approval at the June meeting. The Chair called for volunteers, and Ms. Rachel Loria and Mr. Kyle Jones offered to serve. Ms. Teri Morgan agreed to reach out to Board members to secure a third volunteer.

The second committee is the Board Policy Review Committee, which will review two policies, 1) a new Language Access Policy, and 2) Board Policy 4.0, Financial Sponsorship of Board Members. The committee will review and bring recommendations pertaining to these policies to the full Board in June. The Chair called for volunteers, and Mr. Brandon Cassady and Mr.

Adrian Frierson offered to serve. Ms. Teri Morgan agreed to contact Board members to secure a third volunteer.

Standing Committee Reports

Report of the Investment Committee: Mr. Jason Withers, staff to the Investment Committee, provided the report. Mr. Jason Withers provided a brief overview of the committee's discussion and brought forward three Motions.

1. Mr. Withers summarized a draft Request for Proposal (RFP) that focuses on the area of Self-Advocacy. He stated that per the Developmental Disabilities (DD) Act, Councils are required each year to establish or strengthen a self-advocacy organization led by people with developmental disabilities. Following the review of the RFP, the Chair asked if there was any further discussion; hearing none, he asked for a **MOTION to APPROVE** the release of the RFP, which is a Motion coming out of the Investment Committee. Mr. Adrian Frierson made a **MOTION to APPROVE** the release of the Self-Advocacy RFP. The **MOTION** passed unanimously.
2. Mr. Withers reviewed a continuation proposal from the ENDependence Center of Northern Virginia (ECNV) for the Bienvenidos Todos: Disability Inclusion grant project. Mr. Withers next reviewed the grantee's request for a 5-month no-cost project extension, which would extend ECVN's grant project to December 31, 2025. Following the review of the continuation proposal and the no-cost extension, the Chair asked if there was any further discussion; hearing none, he asked for a **MOTION to APPROVE** ECVN's continuation proposal and no-cost extension, a Motion coming out of the Investment Committee. Mr. James Hall made a **MOTION to APPROVE** the Grantee's continuation proposal and 5-month no-cost extension. The **MOTION** passed unanimously.
3. Mr. Withers reviewed the continuation proposal for the Strengthening Self-Advocacy through the ALLY Alliance grant project received from The Arc of Virginia. Following the review of the continuation proposal, the Chair asked if there was any further discussion; hearing none, he asked for a **MOTION to APPROVE** The Arc of Virginia's continuation proposal, a Motion coming out of the Investment Committee. Mr. Jeffrey Katz made a **MOTION to APPROVE** the continuation proposal, and the **MOTION** passed unanimously.

See IC meeting minutes for additional details.

Report of the Advocacy, Outreach, and Training Committee: Ms. Jennifer Greene, Chair of the Committee, provided the AOT report. Ms. Greene reported that after introductions, she gave a summary of the Executive Committee meeting.

Ms. Greene shared that VBPD is recruiting for YLA and PIP applications. Ms. Greene reported that we currently have 10 applicants for YLA, a program for self-advocates in high school. She asked Board members to encourage high school students with a developmental disability to apply. Ms. Greene stated that the deadline for PIP applications is March 18 and asked Board

members to share recruitment information stating that these programs change lives, and we need people to apply.

Ms. Greene stated that the committee recognized Dr. Penni Sweetenburg Lee's 10-year anniversary as the Director of Training and Alumni Development.

Ms. Anita Ayres, Communications & Information Manager, shared that VBPD is starting a social media campaign for Developmental Disability Awareness Month (DDAM) and that there will be several posts on our social media platform. Ms. Ayres asked Board members who would like to participate and share their thoughts on the theme “Were Here All Year” to contact her.

Ms. Greene shared that five training alumni representing both PIP and YLA presented to AOT committee members on the impact PIP and YLA had on their lives and their success since their participation. The presentations were motivating and demonstrated the impact of these programs.

See AOT meeting minutes for additional details.

Report of the Policy Advisory Committee: Ms. Karen Grizzard, Chair of the Committee, provided the PAC report.

Ms. Grizzard provided an overview of the Executive Committee meeting. The committee reviewed and approved the December 4, 2024, minutes. Ms. Jennifer Krajewski gave an update on the assessments and agency liaison activities. Mr. Matt Luther from the Department for Aging and Rehabilitative Services (DARS) presented on Pre-Employment Transition Services (Pre-ETS).

See PAC meeting minutes for additional details.

Other Business & Adjourn

There was no other business. The Chair called for a **MOTION** to adjourn the meeting. Ms. Karen Grizzard made the **MOTION** to adjourn, and Ms. Rachel Loria seconded the **MOTION**. The Chair adjourned the meeting at 3:14 p.m.

AOT Meeting Minutes – February 27, 2025

Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Allison Coles-Johnson Cathy Edwards Cesar Dulanto III (V) Conner Cummings Cynthia Pettus Jennifer Greene Nadia Rauhala Olivia Price Rachel Loria Robert Matuszak (V) Shay Ruff	Melinda Hanko Jen Kelly Guests Debbie Stachkunas (V) – Presenter Sara Stachkunas (V) – Presenter Catherine Childers – Presenter Laquanta McClinton – Presenter Sharon Cummings	Anita Ayres Brittany Hughes Dr. Penni Sweetenburg-Lee Kellie Vanella (V)
		(V) - Virtual Attendance

Call to Order/ Opening Remarks

A meeting of the Advocacy, Outreach and Training Committee was held at the Hilton Hotel, Short Pump on February 27, 2025. **Ms. Jennifer Greene, Committee Chair**, called the meeting to order at 1 p.m. A quorum was met. The Chair asked for introductions from the attendees.

Executive Committee Update

Ms. Jennifer Greene gave a summary from the Executive Committee meeting, including updates on the positive reception of the Bills of the Week, progress on the Board Assessments and dates for the September Board Retreat. She also shared that Executive Director Teri Morgan, along with GA Leadership and other Disability Partners, attended the Open Court Hearing that ended the 12-year DOJ Settlement Agreement and put in place a Permanent Injunction on January 15, 2025.

Several Board members and Training Alumni engaged in discussion about the hearing and wanted to know who was present from the GA to hear the Judge’s instructions. VBPD Board Chair Dennis Findley, who was present during this discussion, shared that the Judge was stern and firm in directing GA Leadership to follow this new order.

Review and Approval of Minutes

Ms. Jennifer Greene called for approval of the December 2024 meeting minutes. **Ms. Olivia Price** made a **MOTION** to **APPROVE** the December 2024 AOT meeting minutes, and **Ms. Shay Ruff** seconded. The December 2024 meeting minutes were **APPROVED** unanimously.

Training Programs

Dr. Penni Sweetenburg-Lee gave a brief AOT Report that only referenced the request for Board members to recommend at least one Youth Leadership Academy (YLA) applicant to apply for 2025 YLA. Dr. Sweetenburg-Lee informed Board Members that there were only 10 YLA applications received thus far, so any assistance in recruiting would be appreciated because the YLA Training Program admits 25 participants.

Dr. Sweetenburg-Lee also requested assistance with PIP recruitment and informed Board members that 25 applications had been received to date, but many were still in the process of being completed. Deadlines for both YLA and PIP applications are in March 2025.

Dr. Sweetenburg-Lee then yielded the remainder of her time to AOT Chair Jennifer Greene to facilitate the Training Alumni Presentations.

Communications

Ms. Anita Ayres provided a brief report on the VBPD Developmental Disabilities Awareness Month Social Media Campaign, whose 2025 theme is “We’re Here All Year.” Developmental Disabilities Awareness Month begins March 1, 2025, and Ms. Ayres asked the AOT Board members if they would provide reflections on the theme to be shared during the month-long campaign. She then yielded the rest of her time to the Training Alumni Presentations.

Youth Leadership Academy and Partners in Policymaking (PIP) Alumni Presentations

The Training & Alumni Development Program Director invited five ADP Training Alumni representing both YLA and PIP, and the four regions of Virginia, to present at the AOT Subcommittee Meeting, per the request of **AOT Chair Ms. Jennifer Greene**, who desired to hear from PIP graduates.

Prior to introducing the Training Alumni Presenters, the AOT Chair acknowledged the Director of Training & Alumni Development Programs Dr. Penni Sweetenburg-Lee on her 10-year Anniversary with the Virginia Board for People with Disabilities. This acknowledgement was accompanied by a beautiful PPT slide designed by the **Communications and Information Manager Ms. Anita Ayres**, showcasing photos of Dr. Sweetenburg-Lee over her 10-year tenure.

Ms. Greene congratulated the honoree for her commitment and service and presented her with a gift. **Dr. Sweetenburg-Lee** was shocked and surprised by the recognition and tearfully thanked **Ms. Greene and the other Board members** for remembering and recognizing her 10th Anniversary.

Chairperson Greene then introduced the invited Training Alumni Presenters:

- **Ms. Debbie Stachkunas, PIP 1995 (NOVA)**
- **Ms. Sara Stachkunas, PIP 2024 and YLA 2018 (NOVA)**
- **Ms. Jennifer Spangler, PIP 2020 (CVA) (unable to participate due to family emergency)**
- **Ms. Laquanta McClinton, PIP 2024 (TARC)**
- **Ms. Catherine Childers (SW)**

The individual presentations, accompanied by an outstanding PPT designed by **Training Programs Coordinator Ms. Kellie Vanella**, addressed three primary questions: Why did they participate in either the Youth Leadership Academy (YLA) or the Partners in Policymaking (PIP) Training Program? What impact did YLA or PIP make in their lives? What advocacy engagements and/or successes have they experienced because of participating in either YLA or PIP? Each presenter focused on their individual experiences as either Self-Advocates or Parents and provided an educational, informative and engaging Training Alumni Session.

The youngest of the Training Alumni Presenters was **Ms. Sara Stachkunas, Self Advocate**, a graduate of both the Youth Leadership Academy (YLA, 2018) and Partners in Policymaking (PIP, 2024) who expressed that her motivation to participate in both YLA and PIP was a result of her being the eldest of two siblings who are persons with disabilities and the need to advocate for them. She further shared that following in the footsteps of her mother, Training Alumni Debbie Stachkunas, influenced her dedication to advocating and strengthening the Town of Colonial Beach's commitment to the ADA.

Ms. Debbie Stachkunas and her daughter, Sara Stachkunas, shared that they are Co-Founders of the Colonial Beach Explorers, a committee with the Town's Parks and Rec Department. Their mission is to design six or more recreational activities each year, to include all skill levels and ages. Additionally, Ms. Debbie and Sara Stachkunas shared that they are currently engaged in advocating for an adult changing station in the Town's Boardwalk Bathroom.

Ms. Laquanta McClinton, Self Advocate, shared about her diagnosis with childhood Lupus and the doctor's notification to the family that her lifespan would be no more than 21 years. **Ms. McClinton** proudly shared that she has outlived that timeframe and that she is currently 36 years old, because of her faith and commitment to living and making a difference in the world. **Ms. McClinton** talked extensively about her grassroots advocacy work in the Tidewater Alumni Regional Chapter area, and about her strong relationships with her local and state legislators in specifically the Norfolk community. **Ms. McClinton**, a well-known and respected Disabilities

Advocate, was selected to attend the Democratic National Convention (DNC) and shared how often she is invited at no cost to meetings, dinners and events by her legislators because of her advocacy work on behalf of people with disabilities.

Ms. Catherine Childers, a parent of a child with multiple disabilities shared the challenges and the almost unbearable expectations required of a parent to perform before her daughter could be released from her five-month NICCU stay. **AOT Board Member Ms. Cathy Edwards** talked about her lack of knowledge about Waiver resources for people with disabilities during the birth and early stages of her child's development despite being a special education teacher in the public school system.

AOT Board Member and Vice Chair of the Board Ms. Allison Coles-Johnson talked about her knowledge of Waivers due to her connection with the disability community that resulted in her daughter receiving the waiver at age 9 (she is now in her mid-30's). Ms. Coles-Johnson shared that she was also a proud PIP graduate and that she has served four terms on the Board and has seen many changes over the years. She acknowledged that the one of the major achievements in the Partners in Policymaking Training Program was the Capitol Day Legislators and 3-Minute Testimony Session that now includes legislators actively participating in the sessions that did not exist prior to the last 10 years.

Ms. Childers shared that she participated in the 2016 Partners in Policymaking Training Program and became actively involved in grassroots advocacy to protect and gain access to resources to support her daughter and other people with disabilities. Ms. Childers triggered an engaging discussion from **AOT Board Members from the Southwest Region: Ms. Shay Ruff, Ms. Nadia Rauhala and Ms. Olivia Price**, about the ongoing issues pertaining to transportation, lack of broadband access and dental care. Each of the Board members shared antidotes about their personal experiences with the lack of access in Roanoke and Covington in the Southwest Region, and how difficult their journeys as Self-Advocates have been over the years. However, all of them agreed, along with Training Alumni Presenter Ms. Catherine Childers, that progress has been made but there is still a long way to go.

Dr. Sweetenburg-Lee reminded the group that the VBPD has addressed the transportation issue through the assessment process and that the ADP addressed this issue during the 30th Anniversary of the ADA with the then Co-Chairpersons of the GA Transportation Committee and that the agency continues to advocate for the Southwest Region.

Both **Ms. Debbie Stachkunas (PIP 1995) and Ms. Catherine Childers (PIP 2016)**, representing the longest active Training Alumni since the establishment of the Alumni Development Program (2016), shared challenges and issues that are ongoing in their respective regions that have led to their non-stop involvement in grassroots advocacy. Both of these ladies brought perspectives as parents who faced insurmountable challenges with little support for their children with

disabilities, until they became participants in Partners in Policymaking and were exposed to resources to help people with disabilities.

Following the presentations, a robust question and answer session occurred, and the Training Alumni Presenters responded to numerous questions about their continued involvement in the Alumni Development Program. The ADP Training Alumni Presentation session ended with the **AOT Subcommittee Chair Ms. Jennifer Greene** expressing her appreciation to each Presenter and complimenting them on how proud she and the other AOT Board members were of all of their achievements as advocates for people with disabilities.

Other Business

There was no other business.

Adjournment

The Chair called for a **MOTION** to adjourn the meeting. **Ms. Olivia Price** made the **MOTION** to adjourn, and **Ms. Rachel Loria** **SECONDED** the motion. The **MOTION** to adjourn at 2:26 p.m. carried unanimously.

Investment Committee Meeting Minutes – February 27, 2025

Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Marcus Allen Adrian Frierson James Hall Thomas Leach Rick Mitchell (Justin Sheets) Mick Sladic Richard Kriner Amaan Karim Jeff Katz Kristie Bowie-Young Toni Hayes (VDH guest)	Matthew Shapiro Melanie Rice Tim Capoldo	Jason Withers Nia Harrison

Call to Order/ Introductions

A meeting of the Investment Committee was held at the Hilton Hotel in Short Pump on February 27, 2025. Investment Committee Vice Chair, Thomas Leach, called the meeting to order at 1:07 pm. Following a call to order, Mr. Leach had committee members, including staff, introduce themselves.

Approval of Minutes

Mr. Jason Withers, Grants & Contracts Administrator, asked if there were any questions/concerns with the December 2024 meeting minutes. Hearing none, he called for a motion to approve the minutes, as presented. Mr. Jeff Katz made a **MOTION** to approve the December 2024 meeting minutes, and Mr. James Hall **SECONDED**. The **MOTION** was carried unanimously.

Self-Advocacy RFP Review and Approval

Mr. Withers discussed with committee members a Request for Proposal (RFP) that had been developed, which focuses on the area of Self-Advocacy. He reminded committee members that per the Developmental Disabilities (DD) Act, Councils are required each year to establish or strengthen a program for the direct funding of a self-advocacy organization led by people with developmental disabilities. Mr. Withers walked committee members through each section of the RFP and discussed funding amounts for each and associated timelines. Mr. Withers advised members that language regarding collection of sexual orientation and gender identity demographics had been removed from the RFP, due to the President’s recent Executive Order, which banned DEI-focused initiatives. Additional discussion ensued.

Mr. Marcus Allen made a **MOTION** to recommend that the full Board approve the release of the Request for Proposal. Mr. Mick Sladic **SECONDED**. The **MOTION** was carried unanimously.

Request for Grant Review Team Volunteers

Mr. Withers explained that Grant Review Team (GRT) volunteers would be needed in order to review applications received in connection with the self-advocacy focused RFP. Mr. Withers provided a brief overview of the GRT process. He advised that the review team typically consists of five volunteers and the meeting to review applications would likely take place during the first week of May 2025. Mr. Thomas Leach, Ms. Kristie Young, Mr. Richard Kriner, Mr. Jeff Katz, and Mr. Adrian Frierson volunteered to serve on the GRT. Mr. Withers thanked the members for volunteering.

ECNV Continuation Proposal and No-Cost Extension Request

Mr. Withers advised that all grantees whose project period exceeds 12-months are required to submit a continuation funding proposal to the Board for approval, in order to expend year two funds. Mr. Withers reviewed the continuation proposal, received from the ENDependence Center of Northern Virginia (ECNV) with committee members. Mr. Withers next reviewed the grantee's requested 5-month no-cost project extension, which would extend ECVN's grant project to December 31, 2025. He explained that the grantee had a later than expected start with some of the project activities, as well as unanticipated time devoted to an unrelated grant project. Additional discussion ensued.

Ms. Kristie Bowie-Young made a **MOTION** to recommend that the full Board approve the continuation proposal and 5-month no-cost extension request from ECVN. Mr. Marcus Allen **SECONDED**. The **MOTION** was carried unanimously.

The Arc of Virginia Continuation Proposal Request

Mr. Withers reviewed the continuation proposal, received from The Arc of Virginia with committee members. He reviewed the grantee's year one progress as well as challenges experienced. Additional discussion ensued regarding the grantee's continuation request.

Ms. Kristie Bowie-Young made a **MOTION** to recommend that the full Board approve the continuation proposal received from The Arc of Virginia. Mr. Jeffrey Katz **SECONDED**. The **MOTION** was carried unanimously.

Grants and Contracts Expenditure Monitoring

Mr. Withers provided updates on recent activities and expenditures regarding four grant projects: Expanding Capacity for Customized Employment Services to Virginians with Disabilities grant with the Virginia Department for Aging and Rehabilitative Services; 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 (ECNV). Mr. Withers noted that the projects were in a good place and spending funds appropriately.

Wrap-Up & Potential Future Meeting Topics

Mr. Withers advised committee members that he would check to see if any grantees would be able to attend the June 2025 Board meeting and provide an end of year summary to the committee or full Board.

Adjournment

The Vice Chair adjourned the meeting at 2:30 pm.

Policy Advisory Committee Meeting Minutes – February 27, 2025

Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Ann Bevan Brandon Cassady Parthy Dinora Dennis Findley Karen Grizzard CiCi Reid (for Samantha Hollins) Kyles Jones Amber Lee Deanna Parker Lindsay Pearse Erika Rogers (with Jessa Rogers) Sarah Taylor	Eric Raff Mary Vought	Jen Krajewski Teri Morgan

Call to Order & Introductions

A meeting of Policy Advisory Committee was held at Hilton Hotel at Short Pump on February 27, 2025. The Chair, Ms. Karen Grizzard called the meeting to order at 1:02 p.m.

Members gave introductions.

Approval of December 4, 2024, Minutes

Ms. Grizzard asked members to review the December 4 meeting minutes. Ms. Sarah Taylor made a **MOTION** to approve the minutes as written. Ms. Parthy Dinora **SECONDED**. The motion was passed unanimously.

Executive Committee Update

Ms. Jen Krajewski provided a report from the Executive Committee meeting. She reported some highlights from the Executive Director’s report including the significant time spent on General Assembly activities, attendance at the hearing on the DOJ settlement agreement and continued work on the dental information exchange. She reminded everyone that March is Developmental Disabilities Awareness Month and this year’s theme is “We’re Here All Year.” In addition, she reported that the Executive Committee took some time to review the committee structure and duties of each committee.

Presentation: Pre-ETS

Mr. Matt Luther from the Department for Aging and Rehabilitative Services (DARS) presented on Pre-Employment Transition Services (Pre-ETS). Mr. Luther explained how DARS and the schools work together to provide services to students. He explained that pre-ETS are available to any student age 14 or older with a disability. Mr. Luther described each of the five pre-ETS activities: job exploration counseling, work-based learning experiences, postsecondary education counseling, workplace readiness training, and instruction in self-advocacy.

Mr. Luther also gave a brief overview of the transition from pre-ETS to Vocational Rehabilitation (VR) services. He shared links to resources including the DARS website and the Pre-ETS and VR Transition Services page. Mr. Luther then answered some questions for committee members clarifying how to obtain pre-ETS services and what happens when those services are completed and the transition to VR services.

Update on Assessments

Ms. Krajewski informed members of her progress on the 2025 policy assessments: 1) Pre-Employment Transition Services (Pre-ETS) within the School System and 2) Competitive, Integrated Employment Post-High School. She stated that she has interviewed a number of stakeholders with the intention of holding focus groups in the coming months. She then gave an overview of the assessment approval process emphasizing the importance of the ad hoc committee that will need to review the final assessment key points and recommendations. She also requested volunteers to serve on the ad hoc committee. The following members volunteered: Parthy Dinora (or Seb Prohn), Deanna Parker, Brandon Cassady, Erika Rogers, and Kyle Jones.

Update on Liaison Activities

Ms. Krajewski reported that Board staff have been busy with workgroup meetings even with the General Assembly in session.

Adjournment

Ms. Krajewski made two announcements to wrap up the meeting. She requested committee members to think about potential future assessment topics. She also asked the committee if anyone had any contacts with employers engaged in competitive, integrated employment that they would be willing to share. Ms. Parker indicated that she would send some names and contact information. Ms. Grizzard thanked members for their attendance and engagement. She adjourned the meeting at 2:23 p.m.