

# Executive Committee Meeting Minutes – December 3, 2025

## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Allison Coles-Johnson	Matthew Shapiro	Anita Ayres
Conner Cummings	Shay Ruff	Eric Beidel
Jennifer Greene		Tara Bethea
Karen Grizzard		Christine Germeyer
Nadia Rauhala		Nia Harrison
Mick Sladic		Jennifer Krajewski
Erika Rogers		Teri Morgan
<b>Non-EC Board Members:</b>		Linh Nguyen
Amanda Forry-Fino		Penni Sweetenburg-Lee
Kyle Jones		Jason Withers
Thomas Leach		

## Call to Order/ Opening Remarks

Ms. Allison Coles-Johnson, Chair, called the meeting to order at 8:01 a.m.

## Review of Executive Committee Meeting Agenda

The Chair greeted and welcomed Board members and staff. The Chair stated that six requests for virtual participation due to personal circumstances were made. The EC Committee must approve board members electronic participation. Ms. Coles-Johnson asked if there were any objections to approving electronic participation for six Board members for personal reasons: Ms. Mary Vought, Mr. Cesar Dulanto, Ms. Cynthia Pettus, Ms. Deanna Parker, Ms. Cathy Edwards and Mr. Amaan Karim. Hearing no objections, Ms. Coles-Johnson called for a vote, and the **MOTION** passed unanimously.

Ms. Coles-Johnson welcomed the new Executive Committee members, Mr. Conner Cummings and Ms. Shay Ruff. Mr. Conner Cummings introduced himself to the Committee members.

## Approval of June 5, 2025, Executive Committee Meeting Minutes

The Chair asked committee members if they had a chance to review the minutes. The Chair asked if there were any edits or changes to the June 5, 2025, meeting minutes. Hearing none, Ms. Coles-Johnson called for a **MOTION** to APPROVE June 5, 2025, meeting minutes. Mr. Mick Slavic made a **MOTION** to APPROVE, and Ms. Karen Grizzard seconded it. The **MOTION** passed unanimously.

## **Board Member Attendance**

Ms. Teri Morgan, Director, noted the attendance tracking attachment EC 3-1. Ms. Morgan provided a summary of the Board attendance tracking form and encouraged Board members to sign in at the beginning of the meeting and sign in again at lunchtime as morning and afternoon attendance is taken for the attendance record. Ms. Morgan stated that there are no concerns with the Board attendance.

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

Ms. Teri Morgan briefly summarized key activities that took place in the last quarter. Ms. Morgan discussed the agency's move to our new office building at 5620 Cox Road. 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, and training and alumni development programs. Ms. Morgan thanked Ms. Tara Bethea for stepping in and taking on additional tasks while the agency recruited for a new Director of Administration. Ms. Morgan welcomed Jason Withers as the new Director of Administration and Eric Beidel as the new Communications Assistant. Questions were asked and answered.

## **Agency Fiscal Report**

Ms. Morgan summarized the agency's fiscal report and provided the balances. She stated that the balance reflects where we should be this time of year. Ms. Morgan noted that we are currently operating out of our 2025 federal award. Ms. Morgan stated that we are waiting for our 2026 federal award and noted that the delay is likely due to the federal government shutdown. Questions were asked regarding Communications budget, and they were answered.

## **Electronic Meeting and Participation Policy**

Ms. Teri Morgan, Director, reported that the full Board will review the Electronic Meeting and Participation Policy at today's meeting, noting that only minor revisions have been proposed. Ms. Morgan reminded members that we must review the policy annually to confirm the Board's agreement with the policy. Ms. Morgan stated that Mr. Alan Gernhardt from the Virginia Freedom of Information Advisory Council will provide a presentation today and that he has reviewed the policy and found it to be in good shape. Ms. Morgan briefly discussed the reason for having a virtual March Board meeting.

## **All Electronic March Board Meeting**

Mr. Morgan noted that this meeting would be the Board's last meeting at the current venue and that the March Board meeting will be held virtually. She briefly discussed working with DARS to procure a new venue through a forthcoming RFP.

## **Discussion: Federal Budget/Policy Updates/Concerns/What are People Hearing**

Ms. Morgan provided general information on the federal budget and briefly discussed the federal shutdown. She noted that the federal government is currently operating under a Continuing Resolution (CR) through January 30, 2026, and that Congress must finalize FY 2026 appropriations before the CR expires or enact another CR to avoid a shutdown. Ms. Morgan discussed potential impacts on DD Councils, Housing and Community Living, and rural healthcare. She also provided brief agency updates related to VDOE special education, DMAS waiver operations, and DBHDS Individual and Family Support Program. Questions were asked and answered.

## **Committee Agendas**

Committee chairs Ms. Jennifer Greene, Ms. Karen Grizzard, and Mr. Jason Withers, Grants & Contacts Administrator, 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. Ms. Karen Grizzard made the **MOTION** to adjourn. The Chair adjourned the meeting at 8:57 a.m.

# Board Meeting Minutes – December 3, 2025

## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Ann Bevan Tim Capoldo Allison Coles-Johnson Ginny Conroy Conner Cummings Parthy Dinora (Sarah Lineberry) Cesar Dulanto III (virtual) Cathy Edwards (virtual) Amanda Forry-Fino Adrian Frierson Jennifer Greene Karen Grizzard James Hall Samantha Hollins Kyle Jones Jeffrey Katz Jen Kelly Richard Kriner Thomas Leach Amber Lee Rachel Loria Rick Mitchell (Justin Sheets) Deanna Parker (virtual) Lindsay Pearse Cynthia Pettus (virtual) Nadia Rauhala Erika Rogers Shay Ruff Mick Sladic Dana Taormina Mary Vought (virtual) Kristie Bowie-Young	Marcus Allen Alexander Campbell Melinda Hanko Eric Raff Melanie Rice Matthew Shapiro Amaan Karim	Anita Ayres Tara Bethea Eric Beidel Christine Germeyer Nia Harrison Jennifer Krajewski Teri Morgan Linh Nguyen 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 December 3, 2025.

The Chair, Ms. Allison Coles-Johnson, called the meeting to order at 9:15 a.m. She greeted and welcomed Board members and staff.

The Chair informed Board members that the Executive Committee approved virtual participation for six Board members, Ms. Mary Vought, Mr. Cesar Dulanto, Ms. Cynthia Pettus, Ms. Deanna Parker, Ms. Cathy Edwards and Mr. Amaan Karim, due to personal circumstances. Ms. Coles-Johnson 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. She asked Board members to include their names, where they live, and the seat they fill.

## **Approval of Meeting Minutes**

The Chair asked whether there were any changes to the September 9, 10, 2025, Board Retreat Meeting minutes. Ms. Amanda Forry-Fino stated that she was in attendance during the September meeting, but her name was not recorded in the minutes. Board staff acknowledged the error and said it would be corrected. Mr. Jeffrey Katz made a **MOTION** to **APPROVE** the minutes with the correction noted above, and Ms. Amanda Forry-Fino seconded. The **MOTION** carried unanimously.

## **Public Comment**

There was no public comment.

## **Review & Discuss Draft State Plan**

Ms. Nia Harrison provided an overview of the State Plan development process, which began in the spring of 2025. She shared with Board members the topics they chose as priority during the September Board Retreat and recapped the themes from the retreat discussion. Ms. Harrison then shared staff activities after the retreat to refine input from the Board, including consolidating all retreat notes, internal staff meetings to share general takeaways and discuss ideas, and develop and review draft goals and objective wording. She noted that the draft goals and objectives were shared with VBPD staff, federal technical assistance staff, and the Board Chair. Ms. Harrison briefly discussed guiding considerations for goals and objectives and next steps, including a 45-Day public comment period. She informed Board members that they would be breaking up into small groups for approximately 25 minutes to discuss the goals and objectives.

Following the small group discussion, Board members were asked if they had any feedback or suggested edits. Ms. Rachel Loria raised her hand and was recognized by the Chair. Ms. Loria referenced Health Goal 3, Objective 3-2, and recommended adding “person-centered” to the objective, which would then read: *“By October 2031, the Board will provide education and other support so that Virginians with developmental disabilities can better understand and choose person-centered health and disability services.”*

After brief discussion, the Chair asked if there was any further discussion. Hearing none, the Chair called for a **MOTION** to **APPROVE** the release of the goals and objectives in the amended form for public comment. Ms. Lindsey Pearse made a **MOTION** to **APPROVE** the release of the goals and objectives in the amended form for public comment, and Ms. Amanda Forry-Fino seconded. The **MOTION** carried unanimously.

## **Board Activity**

The Chair facilitated a brief get-to-know you exercise among Board members.

## **Presentation: Overview of Freedom of Information Act Rules for In-Person and Electronic Meetings**

The Chair introduced Mr. Alan Gernhardt, Esq., Director of the Virginia Freedom of Information Advisory Council, to the Board.

Mr. Alan Gernhardt gave a presentation on FOIA policy and rules. He briefly discussed the definitions of public body and of a meeting. He also discussed FOIA rules regarding public meetings; meeting minutes; posting meeting minutes; voting in a meeting; closed meetings procedures; agendas; certification of a closed meeting and electronic meetings. Mr. Gernhardt discussed electronic meetings and noted that electronic meetings must still have an in person quorum and noted that people with disabilities and caregivers participating electronically can be counted as part of the quorum.

Mr. Gernhardt answered questions from the Board members.

## **Annual Review and Approval of Board Policy 14:0 Electronic Participation in Meetings**

Ms. Teri Morgan reminded Board member that per the Code of Virginia, the Board must annually review and adopt a policy to allow electronic participation of members and the public during public meetings. Ms. Morgan referenced attachment BD 2 in the Board packet, Board Policy 14.0: Electronic Participation in Meeting Policy.

Ms. Morgan briefly reviewed non-substantive proposed changes to the policy. The proposed changes are primarily technical in nature or to add clarity. Ms. Morgan noted that there is a section in the policy pertaining to all virtual public meetings and reminded Board members that the March 4, 2026, Board meeting will be an all-virtual meeting.

The Chair asked if there was any discussion regarding the policy and proposed changes. Hearing none, the Chair called for a **MOTION** to **APPROVE** Board Policy 14.0: Electronic Participation in Meetings with the proposed changes. Mr. Kyle Jones made a **MOTION** to **APPROVE** the policy as presented and Ms. Erika Rogers seconded. The **MOTION** carried unanimously.

The Chair called for a **MOTION** to **Adjourn** for lunch. Ms. Shay Ruff made a **MOTION** to **ADJOURN**, and Ms. Nadia Rauhala seconded. The **MOTION** carried unanimously.

## **Lunch Break**

The Board adjourned at 12:05 p.m. for lunch.

## **Reconvene**

The Chair called the meeting to order at 2:45 p.m.

## **Standing Committee Reports**

**Report of the Investment Committee:** Mr. Jason Withers, staff to the Investment Committee, provided the report on behalf of Mr. Thomas Leach, Vice Chair. Mr. Withers provided a brief overview of the committee's discussion. He also discussed two action items that were being brought forward to the Board for consideration – a renewal application request from the Virginia Department for Aging and Rehabilitative Services to continue the Customized Employment grant project for year 2, as well as a request from the Grant Review Team to approve funding for one proposal application submitted in response to the Dental Services RFP.

- 1) Mr. Withers referred to Attachment BD 3 in the board packet. He discussed the grant renewal application from the Virginia Department for Aging and Rehabilitative Services and explained to the Board that all grantees whose projects exceed 12-months in length are required to submit an application for renewal to receive 2<sup>nd</sup> year funding. Mr. Withers reviewed the grantee's reported accomplishments and challenges experienced during the first year of the grant project. Mr. Withers explained that due to procurement-related delays, the grantee had a later than expected start date with some project activities. The procurement related issues have been resolved and the grantee is moving forward with project activities.

Following the review of the continuation proposal, the Chair asked if there was any further discussion; hearing none, she asked for a **Motion to Approve** the DARS proposal, Ms. Ann Bevan made a **MOTION** to **APPROVE** the proposal, Mr. Richard Kriner recused himself. The **MOTION** passed unanimously.

- 2) Mr. Withers referred to the Supplemental packet. He shared that five proposal applications were received in response to the Creating Inclusive Communities

Healthcare – Dental RFP. Mr. Withers explained that after extensive review, the Grant Review Team (GRT) chose Virginia Commonwealth University – Department of Occupational Therapy for funding in the amount of \$200,000. The project is titled Enhancing Inclusive Dental Care in Virginia: Statewide Training and Mobile Demonstration of Sensory-Adapted Dental Environments (SADE). Mr. Withers provided the Board members with an overview of the proposal.

Following the review of the proposal, the Chair asked if there was any further discussion; hearing none, she asked for a **Motion to Approve** the GRT's recommendation to fund Virginia Commonwealth University – Department of Occupational Therapy in the amount of \$200,000 for their grant project. Ms. Jen Kelly made a **MOTION to APPROVE** the proposal. 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, reported that after introductions, she gave a summary of the executive committee meeting. Ms. Anita Ayers introduced Eric Beidel as the new Communications Assistant and provided an update on communications activities. Dr. Penni Sweetenburg-Lee provided updates on the Board's three training programs. Ms. Nia Harrison reviewed the Youth Leadership Academy evaluation results, which were overall very positive. Ms. Greene shared that she had an opportunity to attend the YLA and was very impressed by the quality of the program and feedback she received from delegates and families.

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 stated that she provided an overview of the Executive Committee meeting. The committee reviewed and approved the June 3, 2025, minutes. The committee received an interesting presentation from DBHDS on the Individual and Family Supports Program and Community of Practice for Supporting Families. Ms. Jennifer Krajewski provided an update on the Board assessments and staff liaison activities.

See PAC meeting minutes for additional details.

## **Other Business & Adjourn**

The Board Chair asked if there was any other business. Ms. Kristie Bowie-Young raised her hand and the Chair recognized her. Ms. Bowie-Young shared that through her work and community connections she hears about barriers and challenges that people with disabilities and their families face. She hopes that through our next State Plan, the Board can address some of these barriers. Ms. Bowie-Young provided a few examples, including children who fall outside of the

box and are getting CCC Plus hours cut; this is happening with many people. When hours get cut, people with disabilities and families can lose their attendant care staff and support. People are losing their attendants; this is happening a lot and has a negative impact on people's lives. The Chair thanked Ms. Bowie-Young for her comments.

There was no other business. The Chair called for a **MOTION** to adjourn the meeting. Ms. Shay Ruff made the **MOTION** to adjourn, and Ms. Nadia Rauhala seconded the **MOTION**. The Chair adjourned the meeting at 3:08 p.m.

# AOT Meeting Minutes – December 3, 2025

## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Jennifer Greene Conner Cummings Amanda Forry-Fino Jen Kelly Rachel Loria Nadia Rauhala Shay Ruff Cesar Dulanto III (V) Cathy Edwards (V) Cynthia Pettus (V)	Alex Campbell Melinda Hanko  <b>Guest Attendees</b> Sharon Cummings	Teri Morgan Dr. Penni Sweetenburg-Lee Anita Ayres Eric Beidel Christine Germeyer Nia Harrison  (V) - Virtual Attendance

## Call to Order/ Opening Remarks

The Advocacy, Outreach, and Training Committee met at the Hilton Hotel, Short Pump, on December 3, 2025. Ms. Jennifer Greene, Committee Chair, called the meeting to order at 12:50 p.m. A quorum was met. The Chair asked for introductions from the attendees.

## Review and Approval of Minutes

Ms. Greene asked for approval of the June 2025 meeting minutes. She thanked Ms. Christine Germeyer for preparing the minutes in detail. Ms. Shay Ruff made a **MOTION** to **APPROVE** the June 2025 AOT meeting minutes, and Ms. Jen Kelly seconded. The minutes were **APPROVED** unanimously.

## Executive Committee Update

Ms. Greene gave a summary of the Executive Committee meeting. She acknowledged Mr. Henry Street's absence with sadness and thanked Mr. Jason Withers for stepping into the Director of Administration role. She also welcomed Mr. Eric Beidel as the new Communications Assistant.

Ms. Greene shared that Governor Glenn Youngkin issued a proclamation commemorating October as Disability History Awareness Month. Board members and staff were invited to attend a brief ceremony recognizing this observance.

In reference to the Fiscal Report, Ms. Greene shared that the agency is on track with its spending to date. Although uncertainty remains around federal funding, the Virginia Board for People with Disabilities currently expects to receive \$1.7 million.

Ms. Greene said that following the federal government's 45-day shutdown, a Continuing Resolution was passed that will keep housing choice vouchers in place. She also said there are concerns about how Medicaid funding cuts could affect rural hospitals. Virginia has applied for \$1 billion in federal funding through H.R. 1. This funding would help people in rural areas use artificial intelligence and other tools to improve health care. It would also support training programs through community colleges and universities to help grow the health care workforce, and support hybrid care models, which are especially helpful in rural areas. Ms. Greene said that there were no disruptions or cuts to the Virginia Department of Education's funding. Finally, she noted that as of November 2025, over 6,500 Virginians remain on the Priority 2 Waiver Waitlist, and over 4,900 are on the Priority 3 Waitlist.

Ms. Greene ended her update by reminding the Committee that this would be the last meeting at the Hilton Hotel in Short Pump. The next quarterly meeting in March will be fully virtual.

## **Communications Activity Report**

Ms. Anita Ayres opened her communications report by welcoming Mr. Beidel and said he has jumped right in by working on the Information Access newsletters, social media content, and other assignments. Ms. Ayres said the agency gained 344 new Facebook followers since the June meeting and audience engagement has remained consistent. The agency also gained 11 new LinkedIn followers and 12 new YouTube followers in the last quarter.

Ms. Ayres shared that the Communications team provided marketing and livestream support for the Training and Alumni Development Program's September, October, and November Statewide Continuing Education Workshops, and communications support for other agency initiatives and announcements.

She also said the team helped organize the ceremony to accept the Governor's Disability History Awareness Month proclamation. The observance is recognized in Virginia thanks to advocacy from Youth Leadership Academy (formerly Forum) alumni, including Board member Mr. Matthew Shapiro, who was able to attend the ceremony.

Ms. Greene opened the floor for questions. Ms. Nia Harrison asked if it would be possible to break down Facebook followers by language spoken, as the information could be helpful when sharing survey information in other languages. Ms. Ayres responded that she would check the analytics information and let her know.

## **Training & Alumni Development Programs Update**

Dr. Penni Sweetenburg-Lee opened her presentation by acknowledging the 19 delegates who graduated from Youth Leadership Academy in July. She also shared the schedule for the

Partners in Policymaking sessions that will take place from 2026 to 2027 in a hybrid virtual and in-person format.

Dr. Sweetenburg-Lee said that 25 students were accepted into Partners in Policymaking prior to the cancellation of the 2025 program due to uncertainty around federal funding. These students will receive priority to join the 2026-2027 program. Depending on how many accept this invitation, Dr. Sweetenburg-Lee and her team will evaluate how to proceed with recruitment.

Dr. Sweetenburg-Lee also shared information from the three Training Alumni-Alumni Development Program Statewide Continuing Education Workshops held so far, all of which have been well attended and well received.

The first Statewide Educational Workshop of the quarter was held on Friday, September 26, on Virginia's HCBS Waiver Programs. The session was presented by Mr. Jason Perkins, Program Manager for DD Waiver Operations at the Virginia Department of Medical Assistance Services. The session had 531 registrants, 322 attendees, and 642 Facebook views.

The second monthly Statewide Educational Workshop was held on Friday, October 24, on advocacy skills development. The session was presented by Ms. Heidi Lawyer, Parent Educational Advocacy Training Center Deputy Director and former VBD Executive Director. The session had 195 registrants, 97 attendees, and 447 Facebook views.

The third Statewide Educational Workshop was held on Friday, November 21, on the DD Act Network. The session was presented by Ms. Teri Morgan, VBD Executive Director; Ms. Colleen Miller, Executive Director of the disAbility Law Center; and Dr. Parthy Dinora, Executive Director of the Partnership for People with Disabilities, Virginia's University Center for Excellence in Developmental Disabilities. The session had 220 registrants, 123 attendees, and 368 Facebook views. The three DD Network Directors gave an informative and interactive presentation and agreed to share the same presentation during the upcoming Partners in Policymaking program.

The tentative topics and dates for the next three sessions are Quality/Respite Care on February 20, 2026; Information Access on March 20, 2026; and Traversing the General Assembly's Activities on April 17, 2026.

Dr. Sweetenburg-Lee concluded her presentation by acknowledging the coordinated efforts of staff and vendors to make each program and session a success. She also celebrated the Board members who are alumni: Amanda Forry-Fino, a PIP graduate; Alex Campbell, a YLA graduate; and Allison Coles-Johnson, a PIP graduate.

Ms. Rachel Loria praised the two workshop sessions that she attended. Ms. Jennifer Greene congratulated the Training & Alumni Development Programs team on their successful programs and praised the most recent Statewide Continuing Education Workshop, which she also attended.

## Youth Leadership Academy Evaluation

Ms. Nia Harrison, Director of Planning, Research, and Evaluations, shared feedback and evaluation results from the Youth Leadership Academy (YLA), which was held at Virginia State University in July 2025. 19 youth with disabilities graduated from the program.

Ms. Harrison explained that participants completed surveys before and after participating in the program. The surveys are the primary way the team learns about the experiences of delegates, alumni staff, and parents.

Overall, YLA delegates, alumni staff, and parents gave positive feedback. They liked the program's impact, content, and the support from Board and alumni staff. Most delegates said they felt more confident, empowered, and excited about their futures. Many said they gained leadership skills and felt more able to make their own choices. They also said the content was helpful and interesting, and most were very happy with the presenters.

Some concerns were raised about logistics, such as the food, number of breaks, and early start times. Some alumni staff were not satisfied with the meeting spaces, sleeping rooms, and restrooms. Dr. Penni Sweetenburg-Lee said they try to add more breaks each year, but it remains a common concern. Dr. Sweetenburg-Lee also said that since YLA is held at a university with residence hall accommodations, it is typical for participants to miss the comfort of their homes after a few days, but it is important for students to experience a university environment. Parents also gave very positive feedback, especially about support from staff. About 75% of alumni staff said they would like to return. Dr. Sweetenburg-Lee said mentors met with her team several times before YLA. Ms. Amanda Forry-Fino, who participated as staff, said those meetings helped her understand her role better.

Ms. Shay Ruff praised the program and the Training & Alumni Development staff for their efforts. Dr. Sweetenburg-Lee said it takes six to eight months of work and 50 to 60 people to coordinate YLA. This includes hiring eight residence hall coordinators, a residence hall director, and five to eight communications partners and health care providers. She also said this was the first year that braille materials were requested. The team hired a braille vendor and another vendor to support a delegate who used a letterboard.

Dr. Sweetenburg-Lee thanked Ms. Jennifer Greene for speaking at the graduation ceremony. Ms. Greene said she was amazed to see the program in person. She praised the participants and said she felt proud to be part of what she described as a life-changing experience for them.

Dr. Sweetenburg-Lee concluded the report by discussing Capitol Day, where attendees met virtually with legislators. Ms. Greene asked if these meetings help with funding or legislative decisions. Dr. Sweetenburg-Lee confirmed that legislators are positively impacted by their participation and follow up on issues discussed during Capitol Day. She also said it was helpful to have the Speaker of the House attend Capitol Day this year. Ms. Teri Morgan agreed that these relationships make a difference. For example, testimony during the General Assembly

helped lead to a change that allows parents of minor children and spouses to be paid caregivers. Ms. Christine Germeyer added that legislators stay involved even after Capitol Day.

## Future Meeting Topics

Ms. Jennifer Greene opened the floor for discussion on future meeting topics. Dr. Sweetenburg-Lee suggested that the Committee could look at mental health and self-care to help provide opportunities to let people know about available resources and support. She shared that she had recently been affected by learning that a YLA alumnus had experienced a mental health crisis that resulted in suicide. Ms. Shay Ruff said that the topic of mental health is not talked about enough even though it is something that many members of the disability community struggle with. She said she would like to be a part of any activity the Committee undertakes on the topic. Ms. Teri Morgan said this could also be a topic for a full Board meeting discussion, and that it aligns with the Governor's Right Help, Right Now initiative.

Ms. Nadia Rauhala mentioned that getting counseling can be incredibly challenging with both transportation and insurance barriers. She and Ms. Ruff both noted that it can be hard to find professionals who understand disabilities and a person's unique needs and situation. Dr. Sweetenburg-Lee added that research shows a high correlation between people with autism and suicidal ideation. Ms. Nia Harrison suggested that the Board could conduct a mental health parity assessment for people with disabilities, and research crisis response, prevention, and diagnostic overshadowing.

## Other Business

There was no other business.

## Adjournment

The Chair called for a **MOTION** to adjourn the meeting. Ms. Shay Ruff made the **MOTION** to adjourn, and Ms. Nadia Rauhala **SECONDED** the motion. The **MOTION** to adjourn at 2:12 p.m. carried unanimously.

# IC Meeting Minutes – December 3, 2025

## Meeting Attendance

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

## Call to Order/Introductions

A meeting of the Investment Committee was held at the Hilton Hotel in Short Pump on December 3, 2025. Investment Committee Vice Chair, Thomas Leach, called the meeting to order at 12:57 p.m.

## Approval of Minutes

Mr. Jason Withers, Grants & Contracts Administrator, asked if there were any questions/concerns with the June 2025 meeting minutes. Hearing none, he called for a motion to approve the minutes, as presented. Ms. Kristie Bowie-Young made a **MOTION** to approve the June 2025 meeting minutes, and Mr. Mick Sladic **SECONDED**. The **MOTION** was carried unanimously.

## Review of Competitive Proposal Application

Mr. Withers discussed that five proposal applications were received in response to the Dental Care RFP. Total requested funds were approximately \$929,876 (exclusive of match dollars). Available funding this grant cycle was limited to approximately \$200,000. Mr. Withers explained that after extensive review, the Grant Review Team (GRT) chose a proposal to recommend to the Board for funding that totaled \$200,000, which was received from Virginia Commonwealth University, Department of Occupational Therapy. Mr. Withers provided committee members with an overview of the proposed grant project. Additional discussion ensued.

## DARS Continuation Proposal

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 advised that due to the 2-day Board Retreat meeting in September, review of DARS' continuation proposal was delayed until the December 2025 meeting. He reviewed

the continuation proposal, received from the Department for Aging and Rehabilitative Services (DARS) with committee members. Mr. Withers explained that due to procurement-related delays, the grantee had a later than expected start date with some project activities. Mr. Richard Kriner also discussed project related delays with committee members and provided a brief overview on customized employment. Mr. Kriner also offered to provide more information to the committee about customized employment during an upcoming Board meeting. Additional discussion ensued.

Mr. Adrian Frierson made a **MOTION** to recommend that the full Board approve the continuation proposal received from DARS. Ms. Bowie Young **SECONDED**. Mr. Tim Capoldo voted not to approve the continuation proposal request. The **MOTION** was carried, with only one member, Mr. Tim Capoldo, voting no.

## **Grants and Contracts Expenditure Monitoring**

Mr. Withers provided updates on recent activities and expenditures regarding four grant projects, referencing attachment IC 3-1: Expanding Capacity for Customized Employment Services to Virginians with Disabilities grant with the Virginia Department for Aging and Rehabilitative Services; From Foundation to Future: Advancing Self-Advocacy through Local Advisors grant with The Arc of Virginia; and Bienvenidos Todos: Disability Inclusion grant with the ENDependence Center of Northern Virginia (ECNV). Mr. Withers noted some project disruptions, referencing attachment EC 5-2.

## **Wrap-Up & Potential Future Meeting Topics**

Mr. Withers discussed with committee members that staff would like to work to draft an RFP in the area of public awareness, which would educate the news media about individuals with developmental and other disabilities. Committee members felt that Board funding could be better utilized though releasing an RFP that would target Pre-Employment Transition Services (PreETS) for people with developmental disabilities. Additional discussion ensued. Mr. Withers advised that he would discuss further with relevant staff to the Board and would bring a draft RFP for committee and Board approval at the March 2026 meeting.

## **Adjournment**

The Vice Chair adjourned the meeting at 2:18 p.m.

# PAC Meeting Minutes – December 3, 2025

## Meeting Attendance

Board Attendees	Board Members Absent	Staff Attendees
Ann Bevan Allison Coles-Johnson Ginny Conroy Karen Grizzard Kyle Jones Amber Lee Sarah Lineberry (designee for Parthy Dinora) Deanna Parker (online) Lindsay Pearse Erika Rogers Mary Vought (online)	Eric Raff Samantha Hollins	Jennifer Krajewksi Teri Morgan Linh Thi Nguyen

## Call to Order & Introductions

A meeting of the Policy Advisory Committee was held at Hilton Hotel at Short Pump on December 3, 2025. The Chair, Ms. Karen Grizzard called the meeting to order at 12:48 p.m. The Chair invited members and the presenter to introduce themselves.

## Approval of June 5, 2025, Minutes

Ms. Erika Rogers made a **MOTION** to approve the minutes as written. Mr. Kyle Jones **SECONDED**. The motion was passed unanimously.

## Executive Committee Update

Ms. Jennifer Krajewski provided highlights from the Executive Committee meeting: The Board office has moved to a new location on Cox Road in Innsbrook. Funding has been approved for plain language training for 2026 and 2027. (This is the same training that was hosted by the Board, led by RTI International and offered to Health and Human Resources staff earlier this year.) The Board welcomes Mr. Jason Withers as the new Director of Administration and Mr. Eric Beidel as the new Communications Assistant. During the Executive Committee meeting, Ms. Teri Morgan also provided an update on the impact of the federal shutdown on the Board's budget.

## Presentation: IFSP and Community of Practice for Supporting Families

Ms. Heather Hines from the Virginia Department of Behavioral Health and Developmental Services presented on Virginia's Individual and Family Support Program (IFSP) and Virginia's Community of Practice for Supporting Families of Individuals with Intellectual and Developmental Disabilities.

Members learned that IFSP supports people with developmental disabilities and their families, especially people on the developmental disabilities (DD) waiver waitlist. IFSP is meant to be a bridge between people on the waitlist and available resources that are not tied to DD waivers. IFSP provides support through a funding program, which is allocated by the Virginia General Assembly; IFSP state and regional councils, of which a majority of members are people with lived experience; communications such as a monthly digest, mailer campaigns, social media and flyers/pamphlets like “IFSP First Steps;” [peer mentoring](#) with The Arc of Virginia and [family mentoring](#) with Virginia Commonwealth University’s Center for Family Involvement. Ms. Rogers stated that she received feedback from a doctor that the IFSP flyers developed through the IFSP councils are very helpful and informative. In response to Ms. Grizzard’s question about whether community services boards should be promoting the family mentoring program, Ms. Hines explained that support coordinators are overburdened with information and do not currently prioritize the family mentoring program when referring families to resources. DBHDS is working on how to best shift referral priorities among support coordinators. Ms. Rogers commented that people often better receive evidence from others with lived experience, rather than a professional worker without lived experience.

Ms. Hines provided a demonstration of the [My Life, My Community website](#). She highlighted how to use the search engine on the front page; how to use the life stage pages and the Resources for Individuals and Families, which includes information on the IFSP program. Ms. Hines explained that the service providers listed on the My Life, My Community website are licensed and vetted by DBHDS. Members provided feedback and had a brief discussion on non-electronic and electronic resources. Ms. Grizzard pointed out that some people do not have computers. Ms. Ann Bevan mentioned that some people do not prefer electronic/online resources, even if they have a computer.

Ms. Hines concluded the presentation with a brief explanation of Virginia’s Community of Practice (CoP) for Supporting Families of Individuals with Intellectual and Developmental Disabilities. This CoP consists of staff from DBHDS, Virginia Commonwealth University and the Board. They work collaboratively to create practical solutions from broad ideas. Recently, they learned about the values and treatment of people with lived experience in a “shared values session” and a “listening session.”

## **Update on Assessments**

Ms. Krajewski stated that she will likely begin to prioritize work on the Board’s policy assessments on 1) Barriers to Navigating the Developmental Disability (DD) Waiver Wait List and 2) Support for Family Caregivers of Adults with DD after the 2026 General Assembly Session.

## **Update on Liaison Activities**

Ms. Krajewski provided a brief update that Executive Director Teri Morgan and Director of Planning, Research, and Evaluation Nia Harrison and Ms. Krajewski participated in 14 workgroups. Activities included a webinar on federal updates with stakeholder organizations and assistance on the Virginia Department of Medical Assistance Services' flyer on Social Security Disability Insurance (SSDI) income disregard for people with a DD waiver.

## **Other Business/Discussion**

Ms. Grizzard complimented Ms. Krajewski on her great work organizing committee meetings and bringing in presenters. Ms. Grizzard asked members for suggestions for future presentations. Ms. Ginny Conroy suggested a presentation from Lucy Beadnell from The Arc of Virginia, who is an expert on disability policies. Ms. Bevan recommended working with The Arc of Virginia's Executive Director Tonya Milling to schedule this presentation.

Finally, Ms. Grizzard reminded members that the March Board meeting will be held virtually.

## **Adjournment**

Ms. Grizzard adjourned the meeting at 2:16 p.m.