

**Board for the Blind and Vision Impaired
Minutes for Quarterly Board Meeting
Tuesday, October 11, 2011
DBVI Headquarters Building**

Call to Order: Chairperson Bob Dendy called the meeting to order at 1:00 p.m. He asked Board members and staff for introductions.

Members Present: Bob Dendy, Chairperson; Liza Bruce, Marsha Hester, and Mark Johnson

Staff Present: Ray Hopkins, Commissioner; Bob Burton, Deputy Commissioner for Services; Jim Meehan, General Manager (VIB); Eva Ampey, Special Assistant to the Commissioner; and Marcus L. Byrd II, Agency Program Specialist, Recorder

Guest to include:
None

Agenda: Mr. Dendy called for approval of the agenda. After discussion as to whether changes should be made to the agenda, it was unanimously accepted.

Minutes: Mr. Dendy called for approval of the 12 July 2011 meeting minutes. After discussion; Ms. Bruce made a motion to approve the minutes from the July 12th meeting; Mr. Johnson seconded the motion; there was no further discussion. The motion was passed unanimously.

Public Comment: None

Commissioner's Report: Presented by Commissioner Hopkins

- DBVI ended the fiscal year for federally funded programs with success. Employment trends and successful outcomes increased, which is significant when considering the current state of the economy. The emphasis for individuals that are blind and vision impaired resulted in a 23% percent increase with successful employment outcomes. All of the service categories at the end of the fiscal year remained opened by serving all eligible individuals in Vocational Rehabilitation, The Blind Independent Living program, and Rehabilitation Teaching services. The goal for the upcoming fiscal year is to maintain current services within the agency and continually provide them efficiently.
- The strategic plan for the next biennium has been drafted and is currently awaiting reactions from the Department Planning & Budget and the Governor's Office. DBVI has ensured that priorities and strategies are strategically aligned with those within the Governor's Office.
- DBVI is optimistic that it will not experience any reduction to the general fund base; however it remains to be seen. DBVI has asked for additional funds and is currently being reviewed by the Governor's Office to determine if it will be included in the budget proposal. DBVI has been in contact with the Department of Rehabilitative Services in regards to the Memorandum of Understanding, specifically, the administrative, vocational rehabilitation, and independent living services are working on ways to collaborate more effectively.

Virginia Industries for the Blind: Presented by Jim Meehan

- The Virginia Industries for the Blind and Vision Impaired closed the plant down in order to conduct the 5th and 6th modules of the “Leaders at all Levels” training curriculum which will be lead by Doug Powell (SRC). Mr. Powell will travel to Richmond and conduct a module there as well. The modules will be videotaped and posted to the VIB website for the other VIB locations to view the training as well.
- Jim Meehan attended the National Industries for the Blind event in New Orleans, Louisiana. The employee of the year Greg Balinthee attended and was honored as one of the NIB affiliates.
- Jim Meehan went to the Army National Guard headquarters in Arlington, VA and served dinner to over 300 plus National Guard soldiers that were scheduled to run in the Army 10 mile marathon. The purpose was to spread the word and educate the public about the Virginia Industries for the Blind.
- The Super Serve Mart on the Norfolk Naval Base currently has nine jobs available. The contract to maintain the store will be decided by the Government Accountability Office on December 12th. The Lions Club Office in North Carolina and Home Depot are the frontrunners pursuing the contract as well.

VIB Advisory Board: Presented by Jim Meehan

- Jim Meehan would like to nominate two individuals for the VIB Board. The first nominee is Mark Roane who currently

serves as the treasury for the National Federation for the Blind of Virginia as well as the treasury for the local Richmond Chapter. The second nominee is Rob Cal who currently serves as the Vice President of Marketing for Intelos and Chairman of a non-profit organization Community Foundation of the Central Blue Ridge. After brief discussion, Mr. Deny called for a motion; Mr. Johnson called for approval of both nominees to the board; Ms. Bruce seconded, and it was passed with unanimous voice vote.

Division for Services Report: Presented by Bob Burton.

- The Vocational Rehabilitation Program had 176 successful closures during the 2011 federal fiscal year as opposed to 143 in 2010 which resulted in a 23% increase.
- The DBVI is also evaluated by the Rehabilitation Services Administration on the percentage of closures for employment outcomes. Thus the total numbers of successful closures are compared to the unsuccessful. The percentage of successful closures in FFY 2011 was 62% as opposed to 51.1% in FFY 2010. The standard is 68.9%, a goal in which VR is striving to obtain.
- The VR has also struggled in previous years in terms of ratio and the average state wage compared to the average wage of closed cases with an employment outcome. During FFY 2010 the ratio was .76 as opposed to .80 in FFY 2011; which is an indication that we are moving in the right direction. The average state wage is \$19.44/hour and the average wage of our closed cases for individuals earning a wage is \$15.61; which is an increase of .90 cents an hour over the previous year. The aforementioned increase in numbers places VR in an admirable position to pass the

Standards and Indicators that have been established for Vocational Rehabilitation Programs across the country.

- The Rehabilitation Teaching Program closed a total of 825 cases successfully in FFY 2011, as opposed to 844 in FFY 2010.
- **Update on Regional Offices personnel**

Bristol- No Changes

Roanoke – New O&M Specialist; recruiting for an Education Coordinator and Rehabilitation Teacher

Staunton-No Changes

Fairfax-Recruiting for an Education Coordinator position

Richmond -Recruiting for an Education Coordinator and Office Specialist.

Norfolk-Recruiting for the Regional Manager position

Headquarters – Keith Holzbach is retiring (IT personnel with headquarters).

REHAB Center-O&M Specialist and Computer Instructor; and the assistant director for administration is retiring next month. Currently recruiting for the Assistant Director for Instruction.

**Endowment Fund Expenditures and Receipts Report: Presented
by Eva Ampey:**

**VA Department for the Blind and Vision Impaired
Endowment Fund Expenditures
Quarter Ending September 30, 2011**

Date	Program	Vendor	Amount
July 2011	454-04	Drivers Wages & Fringes	3,304.41
"	454-07	Drivers Wages & Fringes	13,546.09
Aug. 2011	454-04	Drivers Wages & Fringes	6,479.91
"	454-07	Drivers Wages & Fringes	7,920.77
"	454-07*	Virginia Voice	25,000.00
"	454-07	NFB of Virginia	10,000.00
Sept. 2011	454-04	Drivers Wages & Fringes	8,247.06
"	454-07	Drivers Wages & Fringes	7,335.32
"	191-02	Easter Seals	45,616.15
TOTAL EXPENDITURES FOR THE QUARTER			\$ 127,449.71

* will be changed to 142-02

Update on Capitol Projects: Presented By Eva Ampey

- Substantial completion of the AA building should be done by mid November.
- The fire alarm and sprinkler system project is a continuous project and meetings are scheduled in the very near future to rectify the issue.
- The Virginia Industries for Blind (Richmond) new building is fully operational and occupied by staff.

Chair Comments: Bob Dendy

- No comments until after the presentation by the Bank of America Representatives.

Investment Review: Presented by Charlotte B. McGee (CTFA) and Thomas M. Gates (CTFA)

The following topics were discussed in detail as they relate to the Department for the Blind and Vision Impaired.

- Current Asset Allocation
- Asset Allocation vs. Target
- Investment Performance
- Investment Performance (Annualized)
- Fixed Income Portfolio Characteristics
- Portfolio Holdings

Other Items: Presented by Bob Dendy

- There was discussion on having the next board meeting in Charlottesville, VA, and was agreed upon.

*Next Quarterly meeting is scheduled to convene on 10
January 2011 in Charlottesville, Virginia at 1:00 p.m.*