

**MINUTES**  
**DBVI STATE REHABILITATION COUNCIL RETREAT**  
**VA Department for the Blind and Vision Impaired**  
**Headquarters Building**  
**397 Azalea Avenue, Richmond, VA**  
March 18, 2016

**SRC Attendees**

Christine Appert, Charlottesville, Former Recipient of Vocational Rehabilitation Services; Rebecca Bridges, Vice-Chair, SRC, represents Business, Industry and Labor; Linda Broady-Meyers, Richmond, Former Recipient of Vocational Rehabilitation Services; Wanda Council, Newport News, VA, represents the Virginia Department of Education; Isaac Crisp, VR Counselor, Richmond Regional Office, DBVI, Ex-Officio Member; Nicole Drummond, Falls Church, represents Virginia's Parent Educational Advocacy Training Center; Justin Graves, Fredericksburg, represents Business, Industry and Labor; Ken Jessup, Virginia Beach, represents Disability Advocacy Group; Jeanette McAllister, Franklin, represents Disability Advocacy Group; Jill Nerby, Charlottesville, Former Recipient of Vocational Rehabilitation Services; Kim Shick, Winchester, Former Recipient of Vocational Rehabilitation Services; Shelesha Taylor, Richmond, represents the federally mandated Client Assistance Program (CAP);

**Members Absent**

Jeanne Armentrout, Roanoke, represents the Virginia Workforce Council; Ray Hopkins, Richmond, Commissioner, DBVI, Ex-Officio Member; Judy Swystun, Hampton Roads, represents Community Rehabilitation Services Program; Valerie Walker, Newport News, represents Business, Industry and Labor.

**Members of the Public**

Fred Schroder, NFB President

**DBVI Staff to the SRC**

Jessica Collette, Executive Assistant, DBVI; Susan Payne, Policy & Training Coordinator, DBVI.

**Welcome and Introductions**

Chairwoman Bridges called the meeting to order. Members introduced themselves.

**Overview & Impacts of the Workforce Innovation and Opportunity Act (WIOA)**

Dr. Frederick Schroeder explained the history of rehabilitation services and how WIOA was created. This legislation focuses on integrated employment for consumers. Dr. Schroeder discussed the removal of a "homemaker" as an employment classification. Section 511 was discussed and how consumers must first have an opportunity to prepare for integrated employment before going into a sheltered work environment and being paid subminimum wage. Transition Services were discussed as it adheres to WIOA. Afterwards Dr. Schroeder fielded multiple questions from council members.

### **FOIA & its impact on the SRC** *Susan Payne*

FOIA is mainly about providing transparency of public body meetings. A “meeting” is a simultaneous communication. Email communication is not directly addressed; however, best practice is when communication goes out, the receiver only replies *ONLY* to the sender. Also, for in-person meetings, a quorum must be met. A quorum is defined as half plus one; meaning for the current SRC members nine must be present. SRC members need to review the Bylaws, Section 5: Appointments, Terms and Duties of Committee Chairs.

Within FOIA, there is an exception for members to attend remotely only if an emergency occurs. The SRC member must notify the Chair of emergency and the reason must be included within the minutes. Members are only allowed to attend remotely once a year. A member with a significant disability can participate remotely if notification is given to Chair, and this reasoning must also be recorded within the minutes. If one of these exceptions occurs, the member remotely can participate in votes since a quorum is present. Councils are allowed to vote, but the vote must be recorded. Councils cannot do secret ballots, however, polls are acceptable, but it is used for voting.

### **Roundtable Discussion: What do you know about the SRC and why did you decide to join? – All**

Members had a chance to speak about their knowledge of the SRC and why they initially decided to join.

### **SRC Overview and Member Expectations – Rebecca Bridges**

Chairwoman Bridges expressed her expectation of members to be engaged and eager to learn about what DBVI is doing and how to learn more. Members voiced concerns about the FIOA requirements and how it could stump growth.

### **SRC/DBVI Trivia – Jeanette McAllister**

Ms. McAllister asked for members to break up into teams to begin looking at questions of DBVI Trivia.

### **Roundtable Discussion (cont.): What skills and contributions do you intend to bring to the SRC during your tenure? – All**

Ms. Council mentioned her knowledge of public education and transition services for students. She is willing to keep the Council up-to-date about what is occurring in public schools and post-secondary education. Ms. Shick mentioned she is working toward a great collaboration with disability learning centers. Mr. Jessup mentioned the Randolph-Sheppard Program. Ms. McAllister wants to bring a higher level of advocacy for clients, the services they receive and their experience, good, bad and anything in between.

### **Next Steps and Action Items**

Chairwoman Bridges mentioned the need for the Council to revisit the committee structure to ensure compliance with FIOA.

### **Adjournment**

Chairwoman Bridges adjourned the meeting.