

Minutes

Virginia Board for the Blind and Vision Impaired

[397 Azalea Avenue, Richmond VA 23227](http://www.vbvb.org)

June 27, 2017 at 1:00 PM

Phone Number 804-371-3140

1. Call to Order & Introductions
2. Consent Agenda
 - a. Adoption of Agenda
 - b. Minutes ken moved to accept Debra second all were in favor
3. Public Comment – No Public Comment
4. Request for funding –

Virginia Voice Request - Jim Wark (Virginia Voice)

Mr. Wark gave background on himself. Thanked DBVI and the Board for their support. 40th Anniversary for Virginia Voice will happen next March. He noted that Board support has been used for operating funds as well as projects. We accomplished all of our goals from the funds granted in 2016. We have returned to put in a general request for operating funds proposed last year as well as this year's request. This year is a combination for operating as well as earmark for specific projects. The request this year is for **\$40,000.00**. Virginia Voice would like to launch audio description (live theater) in the programming. Mr. Wark described how the concept works. It is the first new program since 1978.

Breakdown of funding requests:

Virginia Voice Audio Information Program (Ongoing)

- Newspaper & Magazine Subscriptions
- Staff & Volunteer Development
- New Marketing and & Educational Collateral

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- Hardware and Technology
- General Operating Support

Debra Prost moved that we fund the \$40,000.00; Ken seconded; all were in favor.

Reports

- a. Commissioner's Report - Commissioner Ray Hopkins we now have full funding, but not without a few glitches. We did not have enough on hand to continue operations without knowing what funds were coming our way. We are looking closely and operating procedures moving forward. We don't think that the proposed budget from the President will impact our VR FUNDS. When there are not enough resources (funds or personnel) then there is an order of selection imposed. We have not had to do that so far. If 2018 looks anything like 2017, then we may have to implement an order of selection (waiting list). We have level funding at the State level which includes a small raise for employees. No additional funds for program or projects this year. Our Services Division IS SWITCHING TO Summer mode. DOE granted funds to the Career Pathways for individuals with Disabilities to obtain skills to go into careers. Robotics Academy is underway. It will draw a lot of Community attention.
- b. Enterprise Division Report - Deputy Commissioner Matt Koch –
 1. VIB Budget
 - a. Disciplined, collaborative process
 - b. Assumptions and expectations will yield a positive bottom line of \$1.2M
 - c. VIB will continue to fund the majority of the DBVI MOU with DARS and our portion of insurance premiums
 - d. Portsmouth expansion numbers are being refreshed and we may not be able to justify expansion as planned
 - e. Federal receivables are delinquent to the tune of \$1M with half of that owed from DCMA through NIB for our CMS work in Chester (I have/am escalating with NIB this week while I am at the Symposium); another quarter million is from one sale to a Navy EOD Unit whose procurement is

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being reviewed by the Navy Supply Command for propriety on their part – they placed an order through a proper procurement process including a PO, they accepted our delivery, and have since balked at paying due to an internal review

2. BEP finances

a. Highway vending program revenue is coming in above projections which adds more funds to provide health care for our Operators and support the set-aside balance

b. We have a challenge with our Fort Lee full food service contract which is up for renewal. Our existing Operator and we submitted a proposal to win the new contract, but we were informed on Friday afternoon that our proposal was not found to be within the competitive range and we are currently out of the running

c. We are assessing options to protest the decision

d. If the contract is lost, a significant portion of set-aside revenue will be lost to the program – so it is good that Highway Vending is bringing in more than expected

3. NIB Symposium

a. WIOA regulations

b. VA rule

c. Services Division Report – Deputy Commissioner Richard Mitchell – Student events with employers. Focused on what it takes to get jobs at these places and what skill sets they need to have. Boot Camp in Norfolk tidewater area that focused on the use of JAWS. Robotic Academy and hoping that next year staff can duplicate this in other communities. Life 22 and Leap 8 youth programs, different activities and interview and work experience to help them prepare for future careers. VCU for science and math for 5 weeks to help better prepare them for college. Senior adult program later in the summer for learning blindness skills. We are at full capacity for the summer. With the budget restrictions we are re-

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evaluating how to move forward in our VR program. We were able to complete VR manual, also for the Center. Regional offices are being evaluated to be sure we are being sufficient with the funds

- d. Administration Division Report – Deputy Commissioner Wallica Gaines
- e. Endowment Fund Report– Deputy Commissioner Wallica Gaines

5. Action Items

- a. Election of Officers Bob Dendy and Marc Johnson will rotate off, which will leave four members on Board. Ken volunteered to be Chair; Debra Helms as Vice Chair and Lynn Lesko as Secretary.

Motion for the slate of officers: Debra Helms moved, Ken Jessup seconded
Chair, Vice Chair, and Secretary - Required

- Effective July 1, 2017

b. Board By-Laws

- Revise current by-laws to reflect a quorum as a majority of membership instead of 4 members. By-laws to reflect the majority of the Board. Bob motioned that by-laws reflect the change in language. Ken seconded, all were in favor. We had 4 today so there was a majority to consider this decision.

c. Board Appointees

- State Advisory Board for Virginia Industries for the Blind – no discussion

d. Funding Request –

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Bob Dendy commented that the money was given to the Board to be used.

Gaines gave financial report. (Given in writing)

After report, Bob asked that we look at our losses and Gaines will get a more detailed report. Bob recommends that we are generous.

6. Future Action Items

- i. Commissioner invited the Board to attend the Robotics Academy

7. Adjournment

Bob enjoyed being able to serve appreciate the ...pleased to give back and hope to be engaged in the future. Commissioner knowledge Bob's professionalism and ability to serve. We think you have a lot to offer.

Bob motion to adjourn the meeting

Lynn Lesko seconded; all were in favor

The meeting was adjourned