

Board for the Blind and Vision Impaired
Tuesday, April 14, 2009
DRAFT MINUTES

Ms. Bruce called the meeting to order at 1:00 p.m. She asked board members, staff and guests to introduce themselves.

Members Present: Ms. Liza Bruce, , Mr. Joe DePhillips, Mr. Ashleigh Moody, Ms. Althea Pittman, Mr. Desmond Savill, Mrs. Judy Spears, Mrs. Alice Malbone

Members Absent: None

Staff Present: Mr. Ray Hopkins, commissioner, Mr. Robert C. Berrang, deputy commissioner for enterprises; Mr. Bob Burton, deputy commissioner for services; Mrs. Eva Ampey, special assistant; Mrs. Maryann Belcher, human resource director; and Ms. Kathy Proffitt, board recorder

Staff Absent: None

Guests: Mr. Shawn Haney and Mr. Fred Wunderlich, Bank of America; Mrs. Squig Moore, assistant attorney general

Adoption of Agenda: It was moved, seconded and passed by unanimous vote to adopt the agenda as written.

Action on Minutes of Previous Meeting: It was moved, seconded and passed by unanimous vote to approve the July 8, 2008, October 17, 2008 and January 13, 2009 minutes as amended.

Public Comments: None

Commissioner's Report: Commissioner Hopkins welcomed the members to the meeting and thanked them for their attendance. He announced that on February 17 in the American Recovery and Reinvestment Act (ARRA) stimulus bill, funding was included for vocational rehabilitation programs and for independent living programs. Effective April 1, the Rehabilitation Services Administration (RSA) made funds available to DBVI for the basic vocational rehabilitation program. The allotment that came out on the April 1, 2009 totaled \$754,000. He noted that

another allotment is due at the end of September which will be \$754,000. RSA is advising the agency to consider expenditures that will directly benefit clients in the way of employment; the agency should invest infrastructural changes that will have a lasting effect; and the agency should avoid investing things that will be unsustainable once the funds are used. The funds that the agency receives now, will need to be obligated by September 30, 2009. Mr. Hopkins stated that the intent is to put the funds primarily into direct services so that we can serve individuals who are now on the waiting list for services. He noted that on January 5, DBVI closed the categories 2 and 3 of Order of Selection services which means the agency has only been serving individuals most severely disabled. These funds will essentially allow the agency staff to serve other individuals who would be eligible but do not fall into that category. Mr. Hopkins also noted that the agency received another \$866,000 for the older blind and independent living services. The primary purpose is to serve individuals which the agency has not been able to serve due to budget constraints.

Mr. Hopkins noted several initiatives to improve the services provided to customers and using resources as effectively as possible. He had recently met with Bob Burton, deputy commissioner and Melody Lindsey, center director regarding establishing an advisory committee of agency staff to ensure that the agency has a direct linkage to field staff. Commissioner Hopkins has tasked Susan Payne, program director of vocational rehabilitation services and Glen Slonneger, program director education services with working to give more focus to the transition services which is transition from school to work, or college, etc. Mr. Hopkins opened the floor for questions. Ms. Pittman asked if there were any bills passed regarding consolidation that would affect the agency. He stated there were a couple to impact the Virginia Industries for the Blind. The establishment of a state program which is similar to the Javit's Wagner O'Day program called AbilityOne. Commissioner Hopkins stated there was no legislation relating to consolidation and proceeded to provide a brief update on a bill relating to teachers of the visually impaired in school divisions. The bill requests that DBVI work with the Advisory Board on Teacher Education and Licensure (ABTEL). Mr. Burton and Mr. Slonneger attended the first meeting of ABTEL April 8, 2009.

Virginia Industries for the Blind Report: Mr. Berrang provided the VIB report. He noted that the revenue for the first nine months was slightly below budget with expenses in line with the reduced revenue. Currently, VIB has 98 blind positions filled with openings at the Defense Supply Center Richmond, Forts Eustis and Lee to be advertised in the very near future. VIB staff will start renovating the building

assigned at the Defense Supply Center Richmond in May and expect to have a soft opening of the store there in late June with the grand opening in July. VIB staff expects to beta test their internet commerce site in May and launch shortly thereafter. Mr. Berrang reported that service opportunities are surfacing as a result of the federal government's emphasis on expanding AbilityOne employment. He expects to see job growth in that sector.

Division for Services Report: Mr. Burton reported that the Roanoke office is scheduled to move in June. He also provided an update on personnel issues in the regional offices. In the Roanoke office a rehabilitation teacher position remains vacant and the manager had recently processed retirement papers for John McHugh, education coordinator, for September 2009. The manager of the Staunton office is preparing for the retirement of Peter Del Priore on June 1, 2009, and will begin recruitment for that position in the very near future. Mr. Del Priore will be retiring with over 41 years of service to the agency. The Fairfax manager is currently recruiting for two rehabilitation teachers positions, has an education coordinator position vacant and an orientation and mobility position vacant. The Richmond office has a vacant rehabilitation teacher position and an office services specialist position. Currently, the office is using a part-time individual to handle the work. The Norfolk office has a vacant rehabilitation teacher position and has hired a vocational rehabilitation counselor who will begin employment on May 10. Bristol office has no vacancies. The rehabilitation center director is recruiting for assistant director, orientation & mobility specialist, and a personal home management instructor. A vocational evaluator/counselor was recently hired and will start in June. Mr. Burton stated that the policy analyst (formerly John Granger's position) remains open.

Presentation on Investments & Endowment Fund Account: Ms. Bruce welcomed Mr. Shawn Haney and Mr. Fred Wunderlich of Bank of America's Private Investment Section. Mr. Haney provided an overall review of the market index and distributed a copy of the current investment portfolio. Mr. Wunderlich provided an overview of the board's investments, performance, and market conditions for the period ending March 31, 2009. He opened the floor for questions. Discussion followed. Mr. Wunderlich offered that BOA Private Wealth Management advisers may make some suggestion for changes to the Board's investment policy in the coming months for the Board's consideration.

Endowment Fund Receipts and Expenditures: Mrs. Ampey reported for the quarter ending March 31, 2009, the Department accepted on behalf of the Board,

endowment donations totaling \$ 3,676.63. Endowment fund expenditures for the quarter ended March 31, 2009 totaled \$ 80,338.70.

Proposed Budget July 1, 2009 - June 30, 2010: Mrs. Ampey reviewed the proposed endowment fund budget as follows:

Estimated Interest Income (as of March 31, 2009)	\$ 101,158.63
Proposed Expenses	
Washington Ear	\$ 15,000
Dreamcatchers	\$ 5,000
Paid Drivers for Rehabilitation Teachers	\$ 85,000
Summer Camp	\$ 50,000
CapTel Services	\$ 10,000
TOTAL PROPOSED BUDGET	<u>\$ 165,000</u>

Over/(Under) Estimated Interest Income (\$ 63,841.37)

Election of Officers for 2008-2009: Mrs. Bruce opened the floor for nominations for the positions of secretary, vice chair and chair.

MOTION: Mr. Savill nominated Mr. DePhillips for the position of secretary. Hearing no other nomination, closed the floor to nominations. It was moved, seconded and passed by unanimous vote that Mr. DePhillips serve as secretary for the upcoming term.

MOTION: Mr. DePhillips nominated Ms. Pittman for the position of vice chair. Hearing no other nomination, closed the floor to nominations. It was moved, seconded and passed by unanimous vote that Ms. Pittman serve as vice chair for the upcoming term.

MOTION: Ms. Pittman nominated Ms. Bruce for the position of chair. Hearing no other nomination, closed the floor to nominations. It was moved, seconded and passed by unanimous vote that Ms. Bruce serve as chair for the upcoming term.

Adjournment: There being no further business, it was moved, seconded and passed by unanimous vote to adjourn the meeting at 3:15 p.m. The next meeting will be held on July 14, 2009, at 1:00 p.m. at the DBVI headquarters building.

Date Approved: _____

Ms. Liza Bruce
Chair

Mr. Joseph A. DePhillips
Secretary