

**MINUTES**  
**DBVI REHABILITATION COUNCIL**  
**Department for the Blind and Vision Impaired**  
**Library & Resource Center**  
**395 Azalea Avenue, Richmond, VA**  
**June 14, 2019**

**SRC Attendees**

Christine Appert, Charlottesville, Vice-Chair, Former Recipient of Vocational Rehabilitation Services; Jeanne Armentrout (via phone), Roanoke, represents the Virginia Workforce Board; Irene Conlin, Virginia Beach, Representative of an Individual who is blind, has multiple disabilities, and has difficulty representing him or herself or is unable due to disabilities to represent him or herself; Wanda Council, Newport News, VA, represents the Virginia Department of Education; Justin Graves, Chair, Fredericksburg, represents Business, Industry and Labor; Ray Hopkins, Richmond, Commissioner, DBVI, Ex-Officio Member; Ken Jessup, Virginia Beach, represents Disability Advocacy Group; Raymond Kenney, Richmond, Representative of the Statewide Independent Living Council; Gina Koke, Richmond, Representative of Disability Advocacy Group; Jenny McKenzie, Roanoke, Business, Industry, and Labor; Julie Akers, Ashland, Representative of Business, Industry, and Labor; Shelesha Taylor, Richmond, represents the federally mandated Client Assistance Program (CAP); Megan O'Toole Hall, Montpelier, Vocational Rehabilitation Counselor; Jill Nerby, Charlottesville, Former Recipient of Vocational Rehabilitation Services; Mark Roane, Richmond, Former or Current Recipient of Vocational Rehabilitation Services.

**Members Absent**

Tammy Burns, Midlothian, represents Virginia's Parent Educational Advocacy Training Center; Larysa Kautz, Alexandria, Representative of Community Rehabilitation Services Program Provider.

**Members of the Public**

None.

**DBVI Staff to the SRC**

Jessica Collette, Staff Assistant, DBVI; Pam Hinterlong, Director of Workforce Services, DBVI; Dr. Rick Mitchell, Deputy Commissioner for Services, DBVI.

**Call to Order**

Vice-Chair Christine Appert called the meeting to order.

**Welcome and Introductions**

Vice-Chair Christine Appert asked members to introduce themselves and welcomed everyone.

**Adoption of Agenda** *(Action Item)*

Mr. Mark Roane moved to adopt agenda; Ms. Irene Conlin seconded and motion passed unanimously.

**Approval of March 2019 Meeting Minutes** *(Action Item)*

Mr. Mark Roane moved to approve the December 2018 meeting minutes; Ms. Julie Akers seconded and motion passed unanimously.

**Public Comment**

No comment.

**Commissioner's Report** – *Commissioner Ray Hopkins*

Written report provided. Additional comments are as follows:

The Commissioner wanted to bring to the attention of the Council that the Office of Disability and Policy is accepting comments in relation to 14c, the provision in the Fair Labors Standards Act that allows entities to pay those with disabilities subminimum wages. This comment period has been extended.

**Deputy Commissioner's Report** – *Dr. Rick Mitchell*

Written report provided. Additional comments are as follows:

Deputy Commissioner Mitchell shared details about the Robotics Academy that will be held on the DBVI Azalea Campus the last week in June. This year the Academy is full with students from both DBVI and DARS. Along with this program, the LIFE program will begin soon. This is a five-week program where students are able to stay at the VRCBVI learn skills of blindness, work experiences and confidence building activities.

**VR Program Update** – *Pam Hinterlong*

Written report provided. Additional comments are as follows:

Ms. Hinterlong shared with the Council about a Reverse Career Fair that was recently held on the Azalea Campus. This was a joint venture between DBVI, VRCBVI and DARS. This Career Fair was a great success with a total number of 20 clients participating and 11 businesses visiting with the clients.

Ms. Hinterlong shared an update regarding Order of Selection. Currently DBVI is serving individuals that are in Category One with applications dated through July 31, 2018.

**Old/ New Business** – *Chairman Justin Graves*

**Recap from National Coalition of State Rehabilitation Councils Conference (NCSRC)** – *Chairman Justin Graves*  
Chairman Graves shared about his experience at NCSRC in April and encouraged members to attend in the future if they have the opportunity.

**Recap from Council of State Administrators Vocational Rehabilitation Conference (CSAVR)** –  
*Chairman Justin Graves & Pam Hinterlong*

Chairman Graves spoke about the positive experience he experienced during CSAVR and how he was able to learn more about the productive interaction as a SRC member.

**Recap from National Council of State Agencies for the Blind Conference (NCSAB)** –  
*Pam Hinterlong & Megan O'Toole*

Discussion took place about the involvement of SRC members in these meetings that were discussed.

**Discussion about the upcoming elections for Chair and Vice-Chair** – *Chairman Justin Graves*

Vice-Chairwoman, Christine Appert, spoke about the responsibilities held of the Vice-Chair position as outlined in the Bylaws. Also, Chairman Justin Graves spoke about the responsibilities held of the Chair position as outlined in the Bylaws.

**Update on Annual Report** – *Vice-Chair Christine Appert*

The Annual Report is due annually on December 30<sup>th</sup>, however, the Council has in recent years tried to always complete this report before this deadline. Ms. Christine Appert wanted to notify members that this project is coming up quickly and members will be asked to pass along any suggestions or comments. Now is the time to

make suggestions, not in December. Ms. Megan Hall volunteered to help gather success stories and Ms. Irene Conlin is available for editing.

**Working Lunch: Business Relation Services** – *Cindy Roberts and team*

Ms. Cindy Roberts, Ms. Diane McBride and Ms. Karen Kahn all shared about their roles in DBVI and how the Business Relations Team works with clients to be placed in successful employment.

Date of next meeting – June 14, 2019

**Adjournment**

Mr. Ray Kenney moved to adjourn the meeting; Ms. Jill Nerby seconded and motion passed unanimously.

After meeting adjourned, members participated in a tour of the Azalea Campus.