

**Board for the Blind and Vision Impaired**  
**Minutes for Quarterly Board Meeting**  
**Tuesday, July 12, 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 Ron Hamm

**Staff Present:** Ray Hopkins, Commissioner; Bob Burton, Deputy Commissioner for Services; Jim Meehan, General Manager, VIB; and Henry Street, Administrative Staff Assistant to the Commissioner, Recorder

**Guest to include:**  
None

**Agenda:** Mr. Dendy called for approval of the agenda. After discussion Ms. Bruce made a motion to approve the agenda with time corrections; Mr. Hamm seconded; there was no further discussion. The motion was passed unanimously.

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

**Public Comment:** None

## **Commissioner's Report:** Presented by Commissioner Hopkins

- Suggests that the Board consider ways to garner public comment (via website or any other general means) to the extent of changing meeting location if necessary.
- DBVI has received the Monitoring Report from the Rehabilitation Services Administration, and have been asked to put together a document with highlights identifying places where we might have input or involvement. That document is forthcoming.
- Announced the death of a VRCBVI consumer.
- DBVI is ending state fiscal year 2011 and is working on new budget; used all of the state resources that were available to us.
- DBVI is addressing its strategic plan for the 2012-2013 biennium, focusing on goals and tactics.
- The Commissioner of Health, Karen Rehmley and Marty Kilgore, Director of the Virginia Foundation for Healthy Youth visited the Azalea Complex to meet with Commissioner Hopkins and David Kennedy, Business Enterprise Program Director. The discussion centered on the HHR Obesity and Nutrition Task Force.
- Submitted the annual state plan for Vocational Rehabilitation Council to the federal government. Also, submitted the Rehabilitative Services Administration (RSA) monitoring report and responses; and are waiting on a response from the RSA. Along with a technical assistance plan that is addressed by the George Washington University.

- DBVI is working with the Virginia Disability Commission which serves as a clearinghouse in providing information to the General Assembly. We are asking the commission to endorse actions by the General Assembly. The inclusion of special education students who are blind or vision impaired in the standards of quality. Particularly with classroom standards and the rate at which teachers are paid to be commensurate with other Special Education professionals.

**Virginia Industries for the Blind:** Presented by Jim Meehan

- VIB Richmond is now occupying its newly renovated building. A few items are on the punch-list and are being resolved.
- Staff has increased; recently hired 4 key people: marketing manager, plant manager, Mark Center store manager and a customer service representative.
- In August; will open a new base office supply store in the new Mark Center called Pentagon South and will be the first occupant. This is good for DBVI and the Business Enterprise Program (BEP). We are starting with 2 employees and hope to hire 2 more once the building is occupied.
- The National Industries for the Blind (NIB) overall sales increased by .9 percent. VIB store sales up approximately 2.1/2 percent.

Nominated the following names for approval from the Board to serve on the VIB Advisory Board:

1. **Lynwood Spindle:** current Deputy Director, Division of Purchases & Supply (DP&S). Linwood is a past member of the VIB Advisory Board and has provided important guidance to VIB enabling us to supply new products to State agencies. His efforts have resulted in expansion of production employment levels. He will be an important member of the board as VIB enters into additional e-commerce ventures.
2. **Steve Waldron:** currently a Community Work Incentives Coordinator with Va Accesses. Steve provided critical assistance to VIB manufacturing employees when the Governor provided a bonus in lieu of pay raises in 2010. Steve has continued to provide assistance and a liaison to the Social Security Administration on benefit issues.
3. **DeeDee Friend:** She has a blind son who is graduating from Monticello High School this year (Charlottesville). DeeDee is a strong advocate for her son and works in the Travel Agency field with extensive experience in the call center, customer service and switchboard operations which are areas VIB is looking to expand into.

Mr. Dendy asked for a motion that the three nominees be accepted. Ms. Bruce made a motion that the three nominees be accepted. Ms. Hester seconded. The motion was passed unanimously.

**Division for Services Report:** Presented by Bob Burton.

- Update on Regional Offices personnel

**Roanoke** – 1 personnel removed

**Fairfax** - new O&M Specialist

**Richmond** – recruiting for O&M Specialist

**Headquarters** –

Marcus Byrd hired replacing LaDonna Rogers;  
Recruiting for VR Compliance and Customer Satisfaction  
Analyst

**VRCBVI –**

Assistant Director for Administration Carol Koger retiring in  
September after 42 years;  
Computer Instructor Charles Bruce retiring in November;  
New O&M Specialist hired who is visually impaired

- Successful employment outcomes resulting from the job development and placement funding by the Board. Four of the six positions have been filled in Roanoke, Norfolk, Fairfax, and Richmond.
- (ESO) Employment Service Organization, I.e. Goodwill. Provide employment opportunity for some of our clients. Because of their limited interactions with the blind, DBVI will be planning to provide training to the ESO this fall.

**Capitol Project Update:** Presented By Bob Burton

- Significant progress on the renovations and roof for VRCBVI
- Fire alarm and sprinkler system installation and updates campus wide
- Wireless FM loop system to be installed to assist with hearing impairments in our headquarters large conference room and the conference room at the LRC

Mr. Hamm asked to be excused at 2:35

Prior to Mr. Hamm leaving the Board discussed dates for the upcoming year. (The first Tuesday of the first month of every quarter)

Mr. Dendy asked for a motion to adopt the usual proposed schedule for Board meetings. Ms. Hamm made a motion that the proposed schedule be accepted. Ms. Bruce seconded. The motion was passed unanimously.

### **ACTION ITEM**

- Plan for a future Board meeting to convene at VIB Richmond or Charlottesville.
- One page summary of endowment fund report to Board members
- Agenda item: Protocol for organizations requesting funds
- Check to see when was the bank's last visit to the Board

The meeting was adjourned at 2:54 P.M.

**Next Quarterly meeting is October 11, 2011 at 1:00 P.M.**