

**Board for the Blind and Vision Impaired
Minutes for Quarterly Board Meeting
Tuesday, March 28, 2017
DBVI Headquarters**

Call to Order: Bob Dendy, called the meeting to order at 1:05 p.m.

Approved- Motion to make Bob Dendy chair for a meeting; Ken Jessup seconded; all were in favor.

Introductions: Bob Dendy

Members Present: Ken Jessup; Debbie Helms; Bob Dendy; Marsha Hester

Members Absent: Marc Johnson; Lynn Lesko

Staff Present: Ray Hopkins, Commissioner; Matt Koch, Deputy Commissioner for Enterprises; Rick Mitchell, Deputy Commissioner for Services; Wallica Gaines, Deputy Commissioner for Administration; Henry Street, Staff Assistant; and Jessica Collette, Executive Assistant, Recorder

Adoption of Agenda: *Bob Dendy*

Adopted as provided.

Approval of February 10, 2015 Minutes: *Bob Dendy*

Approved as provided.

Public Comment: *Bob Dendy*

None.

Action Items

Adoption of meeting calendar – *Wallica Gaines*

June 27, 2017

September 26, 2017

December 12, 2017

Add March 27, 2018 and June 28, 2018. Bob moved, Debbie accepted; motion approved.

DBVI Funding Request - *Ray Hopkins, Commissioner*

Request from agency to fund \$215,000 for fiscal year ending June 30, 2017 and \$215,000 for fiscal year ending June 30, 2018 to support Super Summer Camp program and drivers for blind staff.

Ken Jessup motioned to approve funding request, Marsha Hester seconded; all approved. Motion approved.

Board By-laws – *Wallica Gaines, Deputy Commissioner for Administration*

Wallica asked to update the current by-laws to reflect a quorum as a majority of membership instead of 4 members.

Move forward- Marsha Hester motioned to move forward and the by-laws to be revised at the next meeting; Bob Dendy seconded; all approved. Motion passed and will be revised at next meeting.

Future Action Items- *Wallica Gaines*

Election of officers effective July 1, 2017 (next meeting)

Amendment of by-laws, subject to approval of amendment in action items (next meeting)

Appointments to the State Advisory Board for the Virginia Industries for the Blind

Request for funding from Virginia Voice

Commissioner's Report - *Ray Hopkins, Commissioner*

REPORT PROVIDED IN WRITING. Additional comments are as follows:

DBVI has been working on a new promotional video for Workforce Services and a General DBVI video. The video will be available online and the Board will be given a link to the DBVI YouTube site.

Enterprise Division Report- *Matt Koch, Deputy Commissioner for Enterprises*

REPORT PROVIDED IN WRITING. Additional comments are as follows:

Matt showed the Board several new items that are being produced by the Virginia Industries for the Blind.

Services Division Report–*Richard Mitchell, Deputy Commissioner for Services*

REPORT PROVIDED IN WRITING.

Dr. Mitchell reviewed the information given in report.

Administration Division Report–*Wallica Gaines, Deputy Commissioner for Administration*

REPORT PROVIDED IN WRITING. Additional comments are as follows:

Wallica reviewed the information given in report.

Endowment Fund Report– *Wallica Gaines, Deputy Commissioner for Administration*
REPORT PROVIDED IN WRITING. Additional comments are as follows:

Account value ending 02/28/2017 \$6,279,804.98
Change in value since 02/01/2017 \$133,115.70

Portfolio Allocation	Market Value	Distribution	Current Yield
Cash	\$ 757,188.50	12%	0.310%
Equities	\$ 3,761,855.19	60%	1.700%
Fixed Income	\$ 1,440,343.77	23%	3.030%
Real Estate	<u>\$ 320,417.52</u>	5%	4.500%
	\$ 6,279,804.98		

Donations from July 1, 2016 to March 24, 2017 \$202,308.75
Expenditures from July 1, 2016 to March 24, 2017 \$122,646.01

Program Spotlight - *Caren Phipps, Education Services for Children*

DBVI currently has a total of 2,312 open cases classified as students to Ed Coordinators. The breakdown of ages includes 0-5 years old: 339, with 0-2 year olds making up 100 cases. DBVI wants to reach out to the families earlier to be able to see us as a valuable partner with their child. Education Services have three full-time and three part-time Education Coordinators who serve all of the six regional offices.

The Education Coordinators provide the following services for children and students:

- perform functional vision assessments;
- support parents and professionals who are involved in homeschooling children and students;
- attend IEP/IFSP/Eligibility meetings upon request;
- facilitate access to adaptive developmental /educational materials through the Library and Resource Center (LRC);
- and provide training and consultative services.

Examples of outreach efforts in 2016-17 for children age 13 and younger and their families that DBVI has collaborated on include:

- Audible Easter Egg Hunts, which were held in five of the six regions;
- two Sounds of the James River and nature related activities;
- two Fishing Derbies; other nature related programs;
- Assistive Technology demonstrations;
- information fairs;

- an open house for home schooled students and families at DBVI in Richmond with hands on activities relating to vision loss and blindness;
- and science programs by Jefferson Lab in Newport News in three regions.

In addition, DBVI has an initiative under way to provide Sensory Quilts to every family of a child age 0-3 during the home visit in order to assist in developing rapport and to provide the family with a tangible reminder of our commitment to assist them in accessing resources. The quilt has the added advantage of being able to be used not only by the family as a teaching tool, as the back of the quilt is black for contrast, but also for other professionals to use as they work with the child and family.

Education Services also supports a camp experience for blind, vision impaired and deafblind students age 8 through 18 every summer. The enrollment at Super Summer Camp increased this year over last year and an Open House will be held on the first day of camp to allow students and families to visit and increase their comfort level before the student attends camp. Several volunteer Counselor in Training (CIT) positions are being put in place for older students who are interested in building mentoring skills and having a work experience.

Adjournment

Ken motioned to adjourn, all accepted.