

**Board for the Blind and Vision Impaired
Final Minutes for Quarterly Board Meeting
Tuesday, January 31, 2012
VIB - Charlottesville**

Call to Order: Chairperson Bob Dendy called the meeting to order at 1:10 p.m. He asked Board members and staff for introductions.

Members Present: Bob Dendy, Chairperson; Ron Hamm, Marsha Hester, and Mark Johnson

Staff Present: Ray Hopkins, Commissioner; Bob Burton, Deputy Commissioner for Services; Jim Meehan, General Manager (VIB); Eva Ampey, Special Assistant to the Commissioner; and Henry Street, Staff Assistant, Recorder

Guest to include:
Art Thorne, VIB-Charlottesville

Agenda: Mr. Dendy called for approval of the agenda. Ms. Ampey asked to add to the agenda before approval (Super Summer Camp.) After discussion Mr. Dendy called for a motion to add Super Summer Camp as a discussion item and approval of the agenda.

Minutes: Mr. Dendy called for approval of the 10 October, 2011 meeting minutes. There was no discussion; Mr. Hamm made a motion to approve the minutes; Mr. Johnson seconded the motion; there was no further discussion. The motion was passed unanimously.

Public Comment: None

Commissioner's Report: Presented by Commissioner Hopkins

- Thanked everyone for attending the meeting and for rearranging their schedules to attend.
- Mentioned having sent correspondence to the Secretary of Health and Human Resources. And to the office of the Secretary of the Commonwealth reminding of Board vacancies. Requested that actions be taken to fill those vacancies so the Board can conduct their business. He also mentioned to the Board that Liza Bruce, Board member will rotate off this year as well.
- Discussed the dynamics of the process of presenting information to the Board in that this Board is no longer the governing board of DBVI and that the primary responsibility in the code is to provide advice to the Governor, the Secretary, the Commissioner and General Assembly. This information can be found in what's called the Blue Book.
- The Governor's budget proposal was released in December. Not a lot of harm was done. Highlights:
 1. Reduce a category of funds called Special Funds or what is considered revenues.
 2. Increase appropriations for Virginia Industries for the Blind.
 3. General Funds for purchasing generators for the Azalea Campus
 4. Proposal to transfer the responsibility and funds from the Department for the Blind and Vision Impaired (DBVI) to the Department of Education (DOE) to

reimburse the salaries of the teachers of the blind and vision impaired.

5. Proposed budget amendment to reduce the budget by consolidating DBVI with DRS (new agency) saving the equivalent of the Commissioner's salary.

Mr. Johnson asked if the Board could assist with any General Assembly issues. The Commissioner responded that as a board they are empowered to do so; and if DBVI could assist in any way to let us know. Mr. Dendy recommended a draft letter or talking points to be presented from the Board. The Commissioner agreed to send information to the Board.

Virginia Industries for the Blind: Presented by Jim Meehan

- Fiscal – Business is up to include:
Store Division
- Service Division – Breaking even
- Manufacturing – Business is up quite a bit
- Contracts – VIB received contract for putting together kits for people who are deploying. Located in VA Beach

Opening 2 new stores in April or May – Tyson's Corners and Crystal City

Business Opportunity:

Assembling file cabinets (vertical and lateral) for the General Services Administration (GSA)

Pallet assembly, targeting business that ship products

Division for Services Report: Presented by Bob Burton.

- **Update on Regional Offices personnel**

Bristol- Stable

Roanoke – New Orientation & Mobility Specialist hired; New Rehabilitation Teacher hired; recruiting for an Office Services Specialist, New Education Coordinator position offered

Staunton-Stable

Fairfax-Recruiting for an Education Coordinator position

Richmond - Recruiting for an Education Coordinator position and Office Services Specialist.

Norfolk - Regional Manager Position filled

Headquarters – Recruiting for a new Counselor and Education Coordinator; recruiting for Rehabilitation Technology Specialist

REHAB Center – New Computer Instructor hired; New Orientation & Mobility Instructor hired; recruiting for an Assistant Director for Instruction

Projects - The Center Director and Assistant Director for Administration will be working on changing the class schedule to increase classroom instruction from thirty (30) hours per week to thirty-six (36) hours per week to benefit our students.

Standards and Indicators – We have increased our numbers of successful case closures by 23% from the previous year.

Through a coordinated effort with VIB cell phones are being proved to our field staff.

Update on Endowment Fund Expenditures and Receipts:

Presented By Eva Ampey

Donations = \$3085.00

Expenditures = \$60,951.00

Update on Capitol Projects:

- Library and Resource Center chillers are being installed
- Dormitory generator installation completed
- Fire alarm and sprinkler system is past deadline for completion
- Administration and Activities (AA) building is nearing completion. Punch-list items are being addressed

Ms. Ampey polled Board members on completing and submitting Conflict of Interests forms.

Super Summer Camp – The Camp coordinator Glen Slonneger, DBVI is requesting funding for this yearly event; however this is before the Board submits its annual budget. He cannot contract with Camp Easter SealS without authorization from the Board. He is requesting \$55,000.00 for the 2012-13 fiscal year to fund the camp. This is a precaution before making a commitment with Camp Easter Seal.

Mr. Dendy called for a motion to provide funding for the Super Summer Camp. Mr. Hamm moved that the funds for Super Summer Camp be approved. Mr. Johnson seconded the motion; there was no further discussion. The motion was passed unanimously.

The Board is calling for a better means of coordination for requesting funds for this event. Requesting funds at this time presupposes the process in place which causes complications. Also, is requesting a report on how the funds are spent.

Commissioner Hopkins requested the Mr. Burton have Mr. Slonneger submit a report. Also he extended an invitation to the Board to visit the camp this year.

Chair Comments: Bob Dendy

- Mr. Dendy deferred his time to allow the Board to tour the VIB-Charlottesville facility in order to view its operations, which was one of the purposes for meeting at the plant.

Mr. Johnson asked that a reminder go out to those wishing to request funds to submit in writing for our March meeting and to submit a report for last year's expenditures as well.

Request that reports be submitted to the Board for all funds disbursed by the Board.

Mr. Dendy called for a motion to adjourn the meeting. Mr. Hamm moved that the meeting be adjourned. Mr. Hester seconded the motion. The meeting was adjourned at 2:30p.m.

Mr. Meehan presented tour of facility.

Next Quarterly meeting is scheduled to convene on 10 April, 2012 at DBVI Headquarters at 1:00 p.m.