**Virginia Board for People with Disabilities**

**Investment and State Plan Oversight (ISP) Committee Meeting Minutes**

***December 14, 2016***

**Committee Members Present:**

Mary McAdam

Cindy Rudy, Chair

Ed Turner

Kathleen Vaughan

Charles Meacham

Atima Omara

Richard Kriner

Theresa Casselman

**Committee Members Absent:**

Michael Carrasco

Jamie Snead

Stephen Joseph

Rick Mitchell

Vicki Beatty

**VBPD Staff Present:**

Jason Withers

Heidi Lawyer

**CALL TO ORDER:** The Investment and State Plan Oversight Committee was called to order by Committee Chair Ms. Cindy Rudy at 9:25 am. Following introductions, the Committee reviewed the Agenda.

**APPROVAL OF COMMITTEE MINUTES:** Ms. Rudy noted that there were a couple of minor corrections needed to the September minutes; specifically a few spelling errors. A **MOTION** was made by Ms. Atima Omara to approve the minutes, with the understanding that the aforementioned corrections would be made. The **MOTION** was seconded by Ms. Mary McAdam. The **MOTION** carried.

**REVIEW OF EXECUTIVE COMMITTEE MEETING:** Highlights from the Executive Committee meeting were provided.

**RECOMMENDATION FOR FUNDING: LAW ENFORCEMENT TRAINING:** Executive DirectorMs. Heidi Lawyer explained a new Department of Criminal Justice Services (DCJS) initiative to develop and implement a statewide Train the Trainer Model for First Responder Disability Awareness Training. This training is designed to improve the response of first responders to people with a variety of disabilities including dementia, traumatic brain injury, developmental disabilities (including intellectual), autism, sensory disabilities and mental health crises. DCJS requires additional funding, outside of its existing programs, to ensure development and implementation of the model for statewide use and it is anticipated that additional funding will be contributed from other agencies. Ms. Lawyer recommended consideration of a contribution of $50,000. A **MOTION** was given by Mr. Ed Turner to approve and the **MOTION** was seconded by Ms. McAdam. The **MOTION** carried. The Committee advised that if the full Board approves the initiative, a recommendation would be made to require a follow-up on information related to the number of people trained as well as progress of the initiative and the Board would be actively involved.

**GRANTS AND CONTRACTS EXPENDITURES/MONITORING:** Mr. Jason Withers reviewed the ABLE: Advocates Building Livable Environments continuation grant and the Leadership for Empowerment and Abuse Prevention (LEAP) grant expenditures with the Committee members. He discussed that the ABLE grant has been progressing nicely. To date, $124,065.66 of the $150,000 award has been spent and is scheduled to end March 14, 2017. LEAP has been a productive grant, but there were some remaining funds left over. As of the project end date of September 30, 2016. $160,053.07 had been spent of the $178,125 award, leaving a remaining balance of $18,071.93. Post-grant monitoring for a period of two years will be required. These projects were referenced in Attachment ISP 3-2.

**LEADERSHIP FOR EMPOWERMENT AND ABUSE PREVENTION (LEAP) GRANT SUMMARY REPORT:** Mr. Withers reviewed highlights from the Virginia Commonwealth University – Partnership for People with Disabilities’ LEAP Grant. The LEAP project team developed a curriculum that consists of four 90-minute sessions aimed at teaching people with developmental and other disabilities about healthy relationships and how to better protect themselves from sexual assault, abuse, neglect and violence. During the grant, 15 people went through a training to become trainers – eight of the trainers have self-identified as a person with a disability. A total of 215 people received the one-session overview of healthy relationships and 253 had received the four-session LEAP curriculum. A total of 519 people were trained with the LEAP Curriculum within a two-hour radius of Richmond, Virginia, which exceeded the initial target of 315 trained. LEAP project staff has also received other funding to further validate the impact of the LEAP curriculum and have spoken to other agencies to secure additional funding and incorporate the LEAP Curriculum as a service for individuals with disabilities.

In addition, efforts are underway to provide a companion training for LEAP for staff and family members. There has been one proposal submitted to the Raliance Foundation, and negotiations are in the works to apply for a Jenkins Foundation grant in the future which would allow this effort to truly make a difference in the lives of people with disabilities.

**UPDATE ON LETTERS OF INTEREST (LOIs) FOR COMPETITIVE RFP:** Mr. Withers advised that nineteen LOIs were received (one was incomplete), in connection with the Board’s Competitive Request for Proposal (RFP) document – *Creating Inclusive Communities*. The Grant Review Team (GRT) met on November 10, 2016 to discuss the LOIs and of the eighteen reviewed, the Grant Review Team (GRT) selected seven to submit full proposals. Full proposals are due by January 17, 2017, at 4:00 PM. The GRT will convene in February to discuss the proposals and make funding recommendations. At the March 15, 2017, Board Meeting, the funding recommendations will be presented to the full Board for approval. A motion will be needed to approve.

**2017 GRANTEE UPDATES:** The ISP Committee members heard updates from the two current grantees:

Ms. Tracy Lee, the Family Engagement Specialist with the Virginia Department of Education, discussed the *Adult Curriculum on Critical Decision Making Points for Students with Disabilities* grant*.* Ms. Lee discussed areas related to the curriculum, including attendance, assessments and credit accommodations. In addition, she discussed the following components of the training: the printing of the training guides in English & Spanish, a web-based training component employing nano-learning, eight parent training events and three train-the-trainer trainings. Ms. Lee advised that one focus group was held on December 5, 2016 and a second meeting was scheduled for January 20, 2017.

Ms. Betsy Archer, the Project Coordinator with the Virginia Hospital Research and Education Foundation (VHREF), discussed the Virginia NICU Early Intervention Collaborative grant. Ms. Archer discussed various aspects of the project, including expansion of NICU referrals and follow up, enhancing policies and practices, monitoring outcomes through data, connecting local and statewide resources, conducting a needs assessment of current practices versus desired practices and developing a change package. As of December 2016, nine of the anticipated twenty hospitals have formally committed to join the collaborative.

**DISCUSSION OF 2012-2017 STATE PLAN:** Due to time constraints during the meeting, the Committee did not discuss the 2012-2016 State Plan.

**DISCUSSION OF THE 2017-2021 STATE PLAN:** Mr. Withers discussed that the 2017-2021 State Plan was submitted the Administration on Intellectual and Developmental Disabilities (AIDD) in July of 2016. Based on the feedback received from AIDD in connection with the submitted plan, it was noted that the requirement to establish or strengthen a statewide self advocacy organization run by individuals with developmental disabilities (DD) was listed as an activity. It is required to be a goal or objective. To address this compliance issue, staff proposed eliminating Activity 2.1.1 (establish or strengthen a program for the direct funding of a state self-advocacy organization led by individuals with DD) and creating a new objective to read:

**Objective 2-4**: **By 2021 establish or strengthen by direct funding a self-advocacy organization led by individuals with DD.**

Mr. Withers and Ms. Rudy reminded the Committee that the change to the objective was a federal requirement. A **MOTION** was made by Ms. Kathleen Vaughan to approve the addition of Objective 2.4, as proposed. The **MOTION** was seconded by Ms. Omara. The **MOTION** carried. Ms. Rudy advised the motion to approve Objective 2.4 would be presented to the full Board.

Mr. Withers also discussed that, based on feedback received from AIDD in connection with the submitted State Plan, a change was needed to consolidate the activities in Objective 1-8. Staff learned that Virginia would not be adopting ABLE Act regulations and therefore, the activity needed to be changed to reflect the agency’s role in guidance and dissemination of information. The new activity under Objective 1-8 would now read: *Provide guidance to ensure VA 529 develops user-friendly, accessible information and support the dissemination of information.* Mr. Withers advised Committee staff that this change did not require motion of approval from the Committee.

**WRAP UP AND POTENTIAL MEETING TOPICS:** Committee members had the following recommendations for potential future meeting topics: host a speaker to discuss Employment First, review and discussion of state plan findings on employment and voting rights for individuals with disabilities.

**ADJOURNMENT:** The Chair called for meeting adjournment at 11:19 AM. A **MOTION** to adjourn was made by Mr. Turner. The **MOTION** was seconded by Ms. Theresa Casselman. The **MOTION** carried.