**Virginia Board for with Disabilities**

**Board Meeting Minutes**

***Dec. 4, 2019***

The Virginia Board for People with Disabilities held its regular quarterly meeting on Wednesday, December 4, 2019, at the Four Points by Sheraton Hotel, 4700 South Laburnum Avenue, Richmond, Virginia.

**BOARD MEMBERS PRESENT:** Ann Bevan, Phil Caldwell, Theresa Casselman, Allison Coles-Johnson, Alexandra Dixon, Dennis Findley, Donna Gilles, Felicia Hamilton, John Kelly, Jocelyn Kilgore, Molly Korte, Sarah Kranz-Ciment, Richard Kriner, Donna Lockwood, Eric Mann, Mary McAdam, Dawn Missory, Kate Olson, Deanna Parker, Dr. Ethel Parris Gainer, Eric Raff, Vasantha Rayman, Chandra Robinson, Summer Sage, Matthew Shapiro, Maya Simmons, Alexus Smith, Jamie Snead, Frederique Vincent, Travis Webb.

**BOARD MEMBERS ABSENT:** Dianna Banks, Ray Hopkins, Christopher Nace, Madeline Nunnally, Lindsay Pearse, Caroline Raker, Cindy Rudy.

**CALL TO ORDER, WELCOME AND INTRODUCTIONS:** Board Chair, Dr. Ethel Parris Gainer, called the December 4, 2019, Board meeting to order at 12:36 p.m. The Chair then reviewed the housekeeping notes.

**LUNCHEON PRESENTATIONS:** Ms. Collen Miller, Executive Director, gave a presentation on updates from the disAbility Law Center of Virginia.

**APPROVAL OF September 11, 2019 MINUTES:**

The Chair asked if there were any changes to the September 11, 2019, Board Meeting minutes. The Chair called for a **MOTION** to **APPROVE** the minutes.Ms.Alexandra Dixonmade a **MOTION** to **APPROVE** the minutes, andMs. Allison Coles Johnson seconded. The **MOTION** carried unanimously.

**PUBLIC COMMENT:**

There was no public comment.

**REPORT OF THE GRANT REVIEW TEAM:**

Ms.Alexus Smith, Chair of the Grant Review Team (GRT) deferred to Mr. Jason Withers, Grants, Contracts and Program Information Manager, to provide a report on the grants recommended for funding based on review of the team. The GRT made the following funding recommendations: 1) Department of Behavioral Health and Developmental Services’ project *Enhancing Provider Competence for Individuals with Dual Diagnosis* in the amount of $209,900; 2) The Choice Group’s project *Empowering CSBs to Support Families in Accessing Services that Increase Independence and Integrated Employment Opportunities in Rural Communities* in the amount of $56,121; 3) The Arc of Northern Virginia’s project *Making Financial Education Accessible for People with Developmental Disabilities* in the amount of $97,092; 4) James Madison University’s project *Expanding Access to Post-Secondary Education at JMU for Students with Developmental Disabilities* in the amount of $69,133; 5) The Choice Group’s project *Practical Approaches to Training and Hiring Where Awareness of Accommodations Yields Success (PATHWAAYS)* in the amount of $36,104.94; and 6) Virginia Department for the Deaf and Hard of Hearing’s project *Support Service Provider (SSP) Pilot Program* in the amount of $214,450.

Mr. Jason Withers, Grants and Contracts Manger, informed the Board of the ISP committee’s recommendation that the Board amend the Grant Review Team motion so that approval of the 6 proposals is contingent on a delayed start date for one or more of the projects, as needed, to ensure that the Board does not exceed its State approval. The **MOTION** to amend was approved with recusals from Ms. Donna Gilles, Ms. Deanna Parker, and Mr. Eric Raff.

Mr. Richard Kriner asked that the Board recommend, but not require, that the Arc of Northern Virginia reach out to DARS regarding their proposed project. Mr. John Kelly asked that the Board recommend, but not require, that James Madison University speak with George Mason University in order to ensure that they do not reinvent the wheel unnecessarily. Ms. Alexandra Dixon asked that the Board suggest, but not require, that James Madison University consider expanding the age range for the project to 24 or 25 given that people with disabilities sometimes take until the end of age 21 to graduate from high school. The **MOTION** to approve the six recommended proposals carried unanimously, with recusals from Ms. Parker and Ms. Gilles in connection with the proposal from the Department of Behavioral Health and Developmental Services, and a recusal from Mr. Raff in connection with the proposal from the Virginia Department for the Deaf and Hard of Hearing.

**APPROVAL OF THE 2020 STATE PLAN UPDATE:**

Ms. Nia Harrison, Director of Planning, Research, and Evaluation, discussed the requirement that the Board submit an annual update to its State Plan by January 1, 2020. Ms. Harrison provided a summary of the major and minor changes being proposed to the Board’s FFY 2020-1 work plans. Ms. Alexandra Dixon made a **MOTION** to approve the 2020 State Plan Update. This **MOTION** was **SECONDED** by Mr. Matthew Shapiro. The **MOTION** carried unanimously.

**STANDING COMMITTEE REPORTS**

**REPORT OF THE ADVOCACY, OUTREACH, AND TRAINING COMMITTEE:**

Ms. Alison Coles-Johnson, the Committee Chair, made the following report.

**CALL TO ORDER:** Ms. Allison Coles-Johnson, The Committee Chair called to order at 9:19 a.m.

**Review of the Agenda:**

The Chair called for an addition to the agenda, “Selection of the Vice Chair”, be inserted after the 9:15 a.m. "Approval of the September Committee Minutes”.

**Approval of the September Committee Minutes:**

Mr. Matthew Shapiro made a **MOTION** to approve the September Committee minutes as written. Ms. Frederique Vincent seconded the **MOTION**. The **MOTION** carried unanimously.

**Selection of Vice Chair:**

Mr. Benjamin Jarvela, Communications Director, briefly explained the role of the Committee Vice Chair. Mr. Eric Mann volunteered himself as the Committee Vice Chair. Ms. Alexandra Dixon made a **MOTION** to select Mr. Mann to serve as the Committee Vice Chair. Ms. Jocelyn Kilgore seconded the **MOTION**. The **MOTION** carried unanimously.

**Executive Committee Update:**

Mr. Jarvela gave an Executive Committee meeting update covering: the minutes approval, Board members attendance, with a note that one Board member has missed three meetings and that the Governor’s office had been notified. Mr. Jarvela continued with the Executive Director’s update, agency updates, fiscal updates/budget updates, Grant expenditure updates, with a note that the Grant Review Team’s grant proposals up will be up for approval from the Board, and the State Plan progress report and update. Mr. Jarvela noted the time allotted in the Board meeting agenda for the outgoing Executive Director, Ms. Heidi Lawyer’s retirement and recognition during the full Board meeting.

**PIP Update:**

Dr. Penni Sweetenburg-Lee gave an update on the Training Programs department progress this quarter. Based on a series of personal circumstances within the Training Programs staff, they have been understaffed based on various personal leave time. This has led to a goal of restructuring and reorganizing the management of Training Programs.

Dr. Sweetenburg-Lee commented that Partners In Policymaking (PIP) program held three successful sessions and noted the upcoming session in January. Ms. Ronita Wilson, Alumni Development Coordinator, has covered the PIP program procurement process, which had undergone a series of changes. Dr. Sweetenburg-Lee discussed that The Capitol Day program was a success. Partners were able to engage with the agency representatives and legislators who served on the panel. She noted the impact of having Delegate Delores McQuinn present as the keynote speaker, and the Delegate’s direct interaction with the Partners and their advocacy testimonies. Dr. Sweetenburg-Lee discussed the panel participants and the process of engaging with the Partners on their advocacy issues.

Dr. Sweetenburg-Lee noted that the overall program goal is for staff to facilitate Partners’ communication with legislators to create effective policy change. Dr. Sweetenburg-Lee commented that this goal falls in line with the updated PIP 2020 project goal. Currently there are 24 Partners and roughly 78% of them have been able to meet with their legislators and provide a write up on their experience. Dr. Sweetenburg-Lee handed out copies of the PIP 2019/20 program booklet. Mr. Shapiro and Ms. Kilgore commented on the organization and the presentation of the information in the booklet. Mr. Mann asked about an electronic version of the document and whether that could be shared with other organizations and businesses. Mr. Jarvela and Dr. Sweetenburg-Lee agreed that it could be shared. Dr. Sweetenburg-Lee continued the report, and noted the Request for Proposals (RFP) for the vendor providing nursing services for the Training programs. The new vendor, ATC Healthcare Services, have been selected, and the new staff have to be trained for the upcoming PIP sessions (January 10-11, 2020).

**ALUMNI DEVELOPMENT PROGRAM Update:**

Dr. Sweetenburg-Lee commented that Alumni Development Program (ADP) held a Retreat on August 1-3, 2019. The purpose of ADP Retreat was to discuss the mission and vision of the program from this event Training staff were given an agenda from alumni of topics and legislative training events they would like to have. Dr. Sweetenburg-Lee explained that based on the timing of the circumstances resulting in extended personal leaves within the Training Department, their event goals were unable to be met in the time. Staff have communicated with alumni members of the TAA. Dr. Sweetenburg-Lee mentioned the upcoming Developmental Disabilities Advocacy Days during the upcoming General Assembly session. Alumni have requested a brand identity and so there has been an effort to purchase scarves and hats to help identify TAA amongst other organizations participating in DD Day. Dr. Sweetenburg-Lee believes this event is a great networking opportunity for TAA members to connect with other advocates and current Partners.

Dr. Sweetenburg-Lee added that there is an effort to organize alumni to attend a Town Hall event (January 2, 2019) with Delegate Delores McQuinn that would discuss legislative advocacy practices.

**YOUTH LEADERSHIP ACADEMY UPDATE:**

Dr. Sweetenburg-Lee discussed the upcoming Youth Leadership Academy program on July 13-16, 2020 to be held at Virginia State University. Dr. Sweetenburg-Lee explained that the agendas are being developed and the application will be available next Monday, December 9, 2019. Applications will be due by Friday, March 27, 2020 by 5:00PM. Dr. Sweetenburg-Lee requested references and promotion of the application by Board members. There are 25 available slots and all costs are covered by the Board. Ms. Jamie Snead asked about whether the application process has a tracking system of where the applicants found out about the program. Dr. Sweetenburg-Lee explained that applicants are asked but it has not been formally tracked.

**Communications Update:**

Mr. Jarvela gave an update on the Communications Department. Mr. Jarvela discussed the upcoming YLA 2020 recruitment starting Monday, December 9, 2019, and encouraged the Board members to share and promote the YLA application. Mr. Jarvela gave an overview of the Disability History Awareness Month (DHAM) social media campaign, the Governor’s DHAM proclamation, yearly Alumni surveys, and the MeWe social network fee ($2/monthly). Mr. Jarvela mentioned the upcoming proposals of adding an Instagram account to the Board’s social media presence. Ms. Vincent asked for a full social media list of the Board sites be shared with Board members. Mr. Jarvela explained the design and purpose of MeWe as a network, and the downsides to Facebook and its lacking user base for our target audience. Discussion ensued about the importance and impact of various social media networks. Mr. Jarvela gave an update on the Project Living Well grant project’s documents and an overview of the project objective. Ms. Vincent asked for an email or communication when the Project Living Well assets are available online. Mr. Jarvela agreed and explained that there would be a promotional marketing effort for the project as the documents are published. Mr. Shapiro asked about the need for the Assessments with the Project Living Well project on the table. Mr. Jarvela expanded and explained that the Board is statutorily required to produce the Assessments, but that staff is working to redevelop the process of the Assessments and make them more visually accessible.

**Committee Naming Discussion:**

The Chair asked Mr. Jarvela to give an overview of the purpose of renaming the committee. Mr. Jarvela referred to the September 11, 2019, Board meeting and the resulting restructuring of the committee responsibilities and then the discussion developed a list of possible new committee names. Mr. Jarvela reminded the Committee that the committee names and structure were developed/decided based on the staff who chaired the committees, most of these pieces have changed in the past few years and so it was decided to give the committees a chance to update the name. Mr. Shapiro offered the name “ACT: Advocacy, Communications, and Training.” Ms. Dixon agreed with “ACT.” Ms. Snead offered the idea of cutting “advocacy” from the name because all of the committees focus on advocacy, and offered the name “CT: Communications and Training". Mr. Mann commented that he felt that “ACT” is an action word and applies to the committee responsibility. Discussion ensued. The Chair called for a motion to change the committee name. Mr. Shapiro made a **MOTION** to vote on the name (ACT or CT). Ms. Dixon seconded the **MOTION**. Discussion ensued. The Chair called for a vote to change the name to ACT or CT. Mr. Shapiro withdrew his **MOTION** from the table. Discussion ensued. Ms. Snead made a **MOTION** to change the name to Communications and Training Committee. The **MOTION** did not receive a second. Ms. Vincent made a **MOTION** to table the discussion until the March 2020 Board meeting. Ms. Snead seconded the **MOTION**. The **MOTION** passed unanimously.

**ADJOURNMENT:**

The Chair adjourned the meeting at 11:28 a.m.

[For the full details, see the AOT Committee meeting minutes for December 4, 2019.](https://www.vaboard.org/boardmeetings.htm)

**REPORT OF THE POLICY & RESEARCH AND EVALUATION COMMITTEE:**

Committee Chair, Felicia Hamilton, reported the following:

 **CALL TO ORDER:**

The meeting was called to order at 9:18 A.M.

**EXECUTIVE COMMITTEE UPDATE:**

The Chair briefed the Committee on the Executive Committee meeting from earlier in the morning.

**COMMITTEE NAME CHANGE:**

The Committee discussed a name change, and it came to a conclusion. A **MOTION** came from the Committee to change the Policy Research and Evaluation Committee’s name to the Policy Advisory Committee (PAC). As this motion came out of committee, it does not require a second. The Board voted on the motion and it was passed with unanimous support.

**BOARD POLICY UPDATE:**

Mr. Cimino provided an update on the Board’s policy work, including a summary of the number of the Board’s public comment activity over the course of the current state plan and the number of those comments that have resulted in a policy outcome.

**PROJECT LIVING WELL:**

Ms. Linh Thi Nguyen provided an update on progress on the Project Living Well, including some redesign of the online trend report that is underway.

**HEALTHCARE AND MEDICAID ASSESSMENTS:**

Mr. Cimino provided an update on progress towards completing the Assessments on Healthcare and Medicaid. Progress towards these assessments is substantially delayed due to various factors, but it is still anticipated that they will be completed by the end of the state fiscal year, which ends on June 30, 2020.

**ADJOURNMENT:**

The Chair adjourned the meeting at 11:16 A.M.

[For the full details, see the PRE Committee meeting minutes for December 4, 2019.](https://www.vaboard.org/boardmeetings.htm)

**REPORT OF THE INVESTMENT & STATE PLAN OVERSIGHT COMMITTEE:**

Committee Chair, Theresa Casselman, reported the following:

Committee Chair, Ms. Theresa Casselman, noted that Mr. Jason Withers discussed grants and contract expenditures for nine active projects.

**UPDATE ON FFY 2020 COMPETITIVE GRANTS:**

Ms. Casselman noted that the Committee spent substantial time discussing the grants for which GRT recommended funding and which the Board considered earlier.

**APPROVAL OF CA HUMAN SERVICES EVENT SPONSORSHIP APPLICATION:**

Ms. Casselman deferred to Mr. Withers to discuss the event sponsorship application from CA Human Services with committee members. There was discussion as to whether the Board had previously funded CA Human Services. The Board Chair called for a vote on approval of the CA Human Services event sponsorship. The **MOTION** carried unanimously.

**APPROVAL OF DSAGR EVENT SPONSORSHIP APPLICATION:**

Ms. Casselman deferred to Mr. Withers to discuss the event sponsorship application from the Down Syndrome Association of Greater Richmond (DSAGR) with Committee members. The Board Chair called for a vote on approval of the DSAGR event sponsorship. The **MOTION** carried unanimously.

**APPROVAL OF ISP COMMITTEE NAME CHANGE:**

Ms. Casselman informed the Board that the ISP Committee is recommending their name be changed to the Investment Committee. The Board Chair called for a vote on the name change. The **MOTION** carried unanimously.

**ADJOURNMENT:** The Chair adjourned the meeting at 11:15 AM.

[For the full details, see the ISP Committee meeting minutes for December 4, 2019.](https://www.vaboard.org/boardmeetings.htm)

**AGENCY REPORTS:**

Agenda representatives who were present provided oral reports. The agency reports are incorporated into the minutes below as submitted by the agencies.

**Department of Behavioral Health and Developmental Services**

Ms. Deanna Parker, Agency Designee

**DBHDS Independent Housing Outcomes as of October 31, 2019\***

* Baseline # of People in Settlement Agreement Population Living in their own home **343**
* Number of People in Settlement Agreement Population Living in their own home **661**
* TOTAL # of People in Settlement Agreement Population Living in their own home **1004**
* GOAL for People in Settlement Agreement Population Living in their own home by end of FY 2019 **1205**
* Percentage of Independent Living Goal Met to Date **83%**
* # of individuals in Application, Intake or Housing Search Process **104**
* # of Rental Assistance Resources Set-Aside for the Settlement Agreement Population **798**
* Goal for Rental Assistance Resources Set-Aside for the Settlement Agreement Population by end of FY 2019 **682**
* Percentage of Resource Goal Met **117%**

**Training Center Census**

 **12/2/2019**

* CVTC= 16
* SEVTC=75
* **Total: =91**

**IFSP Updates**

* TheIndividual and Family Support Program (IFSP)is designed to assist individuals on the DD Waiver Waiting List and their families access short-term, person/family centered resources, supports and services to assist and individual in establishing and maintaining an independent life in the community. DBHDS established the Individuals and Family Support Community Coordination Program to assist families and individuals with developmental disabilities with making local connections to resources and supports that maintain community living. This effort is a partnership led by families who have formed councils covering the five DBHDS service regions.
* DBHDS continues to address issues associated with the IFSP Funding Portal. The portal was online for 16 minutes before it was shut down on October 1st, the date when people could submit applications. The portal will continue operations off-line until DBHDS is assured that all issues have been identified. There are several key updates:
* Completed applications submitted on October 1, 2019 before 9:16 a.m. are being reviewed in accordance with the IFSP regulations.
* People who successfully submitted an application on October 1, 2019 before the portal was closed at 9:16 a.m., were sent a corrected confirmation email on or before October 21, 2019. There is no need for those who received a confirmation email to do anything at this time.
* DBHDS will contact those who were logged into the portal attempting to submit an application and those who had a previously saved draft at the time the site went off-line. The email will explain how to complete the submission process. DBHDS uses login records to determine who was logged into the Portal.
* DBHDS will directly contact those who were logged into the portal attempting to submit an application but did not have a saved draft application before the site went off-line. An email with additional information on how to complete an application will be sent no later than December 12, 2019.
* DBHDS is working to develop an alternative application process for those who were not logged into the portal at the time it was closed and still wish to submit an application for FY20 IFSP funding. All announcements about this process and the Portal will be sent through the IFSP Listserv once that process has been established.
* To stay informed, please join the[IFSP Listserv](https://visitor.r20.constantcontact.com/d.jsp?llr=6hrdjh6ab&p=oi&m=1130894574845&sit=xyqtdyrmb&f=d342e401-afa6-4173-9c57-7083b4ea3d4d).

**DBHDS Updates**

* The Quarterly Settlement Agreement Stakeholders meeting was held in October where stakeholders provided meaningful feedback on the importance of measuring individual outcomes.  The Settlement Agreement Document Library Index is under development.
* DBHDS announced the awarding of contracts for completion of the Supports Intensity Scale (SIS) assessment for those receiving DD waiver services.  The contract went to Ascend Innovations and Telligen, Inc., who will divide the regions of the state.
* The Waiver Slot Assignment Committees have completed their work for the FY20 Community Living and Family & Individual Supports waiver slots.  Building Independence waiver slots will continue to be assigned to those seeking independent, integrated living over the course of the fiscal year.
* DBHDS is working with VCU to conduct National Core Indicator (NCI) surveys designed to gauge individual, family, and guardian satisfaction with the quality of services being provided and the ability of services and supports to meet the needs of the individuals served.
* DBHDS is in the process of transitioning dental services for individuals formerly receiving dental care at the Southwest Virginia Training Center (SWVTC) into an integrated setting through the Health Support Network of DBHDS. DBHDS is also creating a plan for the funding of the Mobile Dental Program under a new legislative proposal.
* The Regional Support Unit is preparing to offer SIS Training to Support Coordinators in December and January. More information on the training will be sent via the DBHDS Constant Contact e-mail distribution list.
* The proposed permanent DD Waivers regulations are under final review at the Office of the Attorney General.
* DMAS and DBHDS continue work developing the waiver provider manual to reflect the most current information in the regulations.
* DBHDS is piloting the three training modules developed for the Community Housing Guide service with CSB’s, housing providers and other testers.
* DBHDS is working with The Arc of Virginia and the VCU Partnership for People with Disabilities, to recruit agencies interested in providing the Peer Mentor Supports and individuals interested in becoming trained as Peer Mentors. DBHDS is aiming to have potential Peer Mentors trained and some providers signed up by April 2020.
* Provider Development at DBHDS is pleased to announce the availability of the My Life My Community Provider Database and Provider Designation Process. Four surveys have been prepared that assist providers through the opportunity to identify and receive public recognition for having program features that support Accessibility, Autism, Complex Health Supports, and Complex Behavioral Supports. These four areas are assessed through voluntary surveys available to members who are registered on the database.
* DBHDS DDS is recruiting for a full-time contractor position to conduct validations of provider owned and operated waiver settings across the state for compliance with the HCBS settings regulation. The contract is for one year at the P14 level. Candidates must possess a QDDDP certification or related experience and a bachelor’s degree. Interested applications should email Deanna Parker.
* DBHDS is still soliciting volunteers to serve as back-up Waiver Slot Assignment Committee members. For more information, please contact Joan Bender at DBHDS (804) 774-4469.
* Alison Land has been appointed as the new Commissioner for the Department of Behavioral Health and Developmental Services (DBHDS) following an extensive three-month search for a new Commissioner after the passing of Dr. Hughes Melton.

 **\*Definitions and Key Terms:**

**Settlement Agreement Population**- Individuals with developmental disabilities who are included in the target population under the Commonwealth’s Settlement Agreement with the U.S. Department of Justice [United States V. Commonwealth of Virginia, United States District Court for Eastern District of Virginia (Civil Action No. 3:12 CV 059)] are as follows: (1) individuals currently reside at any of the Commonwealth’s training centers, (2) individuals that meet the criteria for Developmental Disability Waiver (includes individuals who currently have BI, FIS or CL waivers), or (3) individuals who currently reside in a nursing home or ICFIDD.

**Own Home**- Non-provider owned or operated housing that is leased or owned by an individual in the target population.

**Rental Assistance Set-aside**- rental assistance that is made available specifically individuals who are in the target population.

**Application/Voucher Intake/Housing Search Process**- process in which individuals in the target population: have been referred to a PHA and are completing a program application and submitting required documentation; 2) the individual has submitted an application and associated documents that are under review by the PHA determine program eligibility; 3) the individual has received rental assistance and is actively looking for housing.

**Department for the Deaf and Hard of Hearing**

Eric Raff, Director

**Fiscal Year 2020**

**First Quarter Report**

**July 1, 2019 – September 30, 2019**

**Executive Management**

Statewide Interagency Team (SIT) comprises of four agencies, the VDDHH, the Department of Aging and Rehabilitative Services (DARS), the Department for the Blind and Vision Impaired (DBVI) and the Valley Community Service Board. The SIT hosted a town hall meeting on August 10 in Abingdon. The town hall meetings is part of SIT ongoing effort to develop a needs assessment and identify new priorities. There will be two (2) more town hall meetings scheduled for the rest of 2019:

Oct 19 – Martinsville

Nov 2 – Staunton

Administrative Assistant – A job bulletin and recruitment campaign resulted in several applications for the Administrative Assistant position. The first round of interviews narrowed the applicant pool. After consultation with the interview panel, Virginia Melville was appointed as the new Administrative Assistant. She brings experience as receptionist as well as some sign language fluency. She reports to Rhonda Jeter, Business Manager

VDDHH Advisory Board - On Wednesday August 7, VDDHH hosted its’ quarterly meeting of the 9-member advisory board. The agenda included board and agency reports. The board also focused on reviewing and discussing the strategic plan.

**Virginia Relay**

Virginia Relay Manager – After 2 months with VDDHH, VA Relay Manager David Bahar had accepted a similar job in Maryland, citing a closer commute from his Maryland home. Previously, he was commuting 2 hours each way between his home and VDDHH central office. VDDHH posted another job bulletin and initiated another recruitment campaign for a new Virginia Relay Manager. Unfortunately, there were no applicants with the minimum qualifications. It was decided to wait until January before reinitiating recruitment again.

**Technology Assistance Program**

Request for Proposal (RFP) - VDDHH contracts with various nonprofits including those specializing in deaf services and other Centers for Independent Living (CILs) to provide TAP and Community Services. These contracts will expire on December 31 and cannot be extended. VDDHH staff drafted the statement of need, redefined regional boundaries by eliminating the legacy ‘planning districts’, and reclassified TAP Specialists to Deaf/Hard of Hearing Specialists as acknowledgement that they perform duties related to both TAP and Community Services. In collaboration with the Department of Aging and Rehabilitation Services (DARS) procurement staff, a Request for Proposal (RFP) was released. A pre-bid conference was held at VDDHH to answer the questions that prospective bidders had about the RFP.

**Interpreter Services Program (ISP)**

Judicial Conference and Clerks Conference Training – The ISP Manager provided training on court access for persons who are deaf and hard of hearing at the Judicial Conference (8/28/19) and the Court Clerks’ Conference (9/17/19). This was the first time that such a presentation has been provided at these conferences. With 30 minutes on the schedule, the focus in both sessions was on understanding the role of the interpreter, access for persons who do not know sign language and cooperation between the courts and VDDHH. Both presentations were well received and may be repeated on at least a biennial basis.

Developing Training for Court Sign Language Interpreters – On September 25 and 26, the ISP Manager attended training provided by the Supreme Court of Virginia for spoken language interpreters. The intent is to use the training model used for spoken language interpreters to develop a similar training for sign language interpreters. The ISP Manager will be working with the ADA Coordinator at the Supreme Court of VA to develop a training for all sign language interpreters who wish to work in Virginia Courts. That training may involve information about the operation of courts in Virginia, basic court vocabulary and the role of the interpreter in the courtroom and outside of the courtroom.

Shift from ISP Contract to Services Agreement – Implementation of the new ISP Services Agreement was delayed while the ISP Manager was out on Family Leave. All current contract interpreters have been notified of the upcoming change to a Service Agreement and have been encouraged to ensure that their eVA and SWAM registrations are up to date. The current contract does not expire until June 2020. The Service Agreement should be distributed before December 1, 2019.

Department of Professional and Occupational Regulation (DPOR) Study on Whether to Regulate Sign Language Interpreters – VDDHH provided technical and logistic support to the DPOR regarding its’ public hearings including locations, stakeholder relations, accommodations, and marketing. The Director made a vlog explaining the study and importance of public comments. During September, DPOR held four public hearings in Norfolk, Fairfax, Richmond and Roanoke to invite public comments about the quality of interpreters and its’ adverse impact it may have had on deaf people’s daily lives. VDDHH staff attended all of the public hearings except Roanoke.

**Community Services**

Virginia Commonwealth University/Partnership for People with Disabilities/I-CAN! Accessibility Project – VDDHH agreed to support the I-CAN! Accessibility Project’ grant initiative which is a abuse prevention project titled, “Ensuring Accessibility to All Survivors.” VDDHH reviewed its’ objectives and advised regarding content of the needs assessment survey that would be user-friendly to Deaf and Hard of Hearing consumers, now awaiting for approval from Institutional Review Board. VDDHH also distributed the needs assessment survey for professionals who work with DHH consumers.

Support Service Provider Pilot Program – VDDHH hosted several SSP Work Group meetings and

submitted a Letter of Interest (LOI) to the Virginia Board for People with Disabilities (VBPD) regarding their “Creating Inclusive Communities” grant opportunity. The maximum award potential is $300,000 including in-kind contributions; the Letter of Interest was accepted, received a VBPD invitation to submit a grant proposal. Started drafting the grant application in September with a submission deadline on October 31.

Joint Committee on Health Care (JCHC) Study on SB1741 - Regarding the legislation addressing “Language Development for Children who are Deaf or Hard of Hearing” (aka the LEAD-K bill), 2 stakeholder sessions were conducted by the Joint Commission on Healthcare. VDDHH also participated in interagency subgroups to discuss potential systems approaches to satisfying specific aspects of the bill: “Entry point for Information,” “Implementation Considerations,” “Agency Roles,” and “Data Sharing”, providing feedback and recommendations. VDDHH attended JCHC open session for presentation of final analysis and recommendations.

**Disability Law Center**
Ms.Colleen Miller stated that they were able to survey 300 polling stations to inquire about the poor curbside services for people with disabilities and noted that they are going to continue to educate the polling stations on the needs for people with disabilities.

**Partnership for People with Disabilities**
Ms. Donna Gilles gave a brief summary about Campaign 2020 census. Donna discussed the implications of not having a real-id from the Department of Motor Vehicles and what places you will be allowed to go to without one.

**Department of Medical Assistance Services**

Ann Bevan, Agency Designee.

**HCBS Final Rule**

DMAS and DBHDS continue the work to infuse Home and Community Based Settings (HCBS) regulation into the public Developmental Disabilities (DD) Waiver system.

The plan allows service providers to “transition” into compliance with new requirements by March, 2022. Below are the Commonwealth’s updates as of November 8, 2019:

* 134 Providers meet organizational compliance standards.
	+ 222 providers completed Part 1.3 and their self-assessments. The submissions are under review.
	+ 97 Providers still need to complete Part 1.3. DMAS is addressing this with providers failing to complete the self-assessment.
* DMAS intends to work with a consultant to support DMAS and DBHDS efforts to meet requirements in Virginia's CMS approved Statewide Transition Plan. The RFP was titled *Modernizing Culture, Competencies and Practices in Home and Community Based Services*.

For more information on the HCBS Statewide Transition Plan, [visit this website](http://www.dmas.virginia.gov/#/hcbs) and scroll to the bottom of the page). Comments may be sent within the body of an email or placed within a Microsoft Word document and submitted as an email attachment.

Providers have updated their self-assessments in RedCap; with granted extensions on case-by-case basis to many providers. The goal is to have all self-assessments reviewed by July, 2019.

**DOJ Settlement**

In the last quarterly report to the Board, we shared the efforts to resolve substantial differences in the interpretations of many of the vaguely worded Agreement provisions and compliance determination measures. The Court directed the negotiation and proposed (agreed upon) measurable indicators of compliance. This work continues. As a reminder, current focus involves the case management function, and transportation services.

**Waiver Operations**

The proposed 3-waiver regulations remain with the OAG’s office. DMAS continues to work at moving the process forward.

The Community Living Waiver was renewed July 1, 2019.

A Medicaid Memo has been posted on the Town Hall for public comment. The purpose of the memo is to notify providers of procedural changes for enrollment in the Developmental Disabilities (DD) Waivers, effective December 20, 2019, which includes the Community Living (CL), Family and Individual Support Waiver (FIS) and the Building Independence (BI) Waiver. The guidance in the memo affects individuals who are receiving the Commonwealth Coordinated Care Plus (CCC Plus) Waiver members transferring to a DD Waiver. DMAS must implement a consistent approach to transition individuals from the CCC Plus Waiver to a DD Waiver.

1. When an individual is transitioning from the CCC Plus Waiver to a DD Waiver, DD Waiver service authorizations and services cannot begin earlier than the first day of the month after the month in which CCC Plus Waiver service authorization ended.
2. In addition, for individuals transitioning from the CCC Plus Waiver to a CL or FIS Waiver, DBHDS service authorization staff will honor the number of hours of personal care services authorized for an individual enrolled in the CCC Plus Waiver.
	1. The period for continuity of care service authorization for CL and FIS Waiver personal assistance services is **30 days**.  Public comment closes on 12/11/2019.

**Employment First Advisory Committee**

As a reminder, the E1AC met September 11, 2019, to review the framework of the committee and subsequent subcommittees. Reviewed corresponding documents and the 2019-2020 plan. Next steps involve selection of new committee members. Those interested have submitted the required application and corresponding paperwork. The panel received 34 applications, which included ten (10) from ESOs/CSBs, and a host of individual applicants interested in contributing to employment efforts.

**Electronic Visit Verification (EVV)** - Federal compliance with EVV began on January 1, 2020, as did EVV for Home Health services. The EVV FAQs were updated on October 3, 2018. They can be [found on the DMAS website](http://www.dmas.virginia.gov/#/longtermprograms). Click on ‘Electronic Visit Verification’ in the top banner.

For additional questions please send an email to this address.

**Department for Aging and Rehabilitative Services**

Richard Kriner, Agency Designee.

**DRS Division Report**

* Effective July 1, 2019, Rick Sizemore retired as the Director of WWRC. Because of re-organization, WWRC and the Fishersville DRS office will make up a new DRS district. The WWRC District will also now be part of the DRS Division. A sixth District Director will be hired to provide leadership to this district.
* Laurie Lebold, continues to work with the Career Pathways Individuals with Disabilities (CPID) grant assisting those in delayed status who are interested in career pathways.
* During FFY 2019, 2,371 clients have become successfully employed and 4,576 Individualized Plans for Employment (IPE) have been developed. Given the staff resources dedicated to Pre-ETS and the emphasis on career pathways, this level of performance is not unexpected and greater emphasis is being placed on IPE development.
* Effective November **15,** **2019**, DARS will bring more consumers who are Most Significantly Disabled – with an application date of 11/14/2019 and before - from the delayed list.  This should clear the waiting list of approximately 1400+ consumers that have applied thru November 14, 2019, and will eliminate the current waiting list for MSD.
* 2,737 clients are currently in delayed status (on the waiting list for services). 1,430 of these are Most Significantly Disabled, 1,257 are Significantly Disabled, and 50 are Non-Significantly Disabled.
* DARS will be attempting to address the Most Significantly Disabled order of selection priority category.

 **Pre-ETS**

* Fifteen percent of DARS funds must be expended on Pre-ETS services, and year to date 6,930 (this is all cases of Potentially Eligible type that were open during FFY 2019, does not include VR cases with PE-Cost Services. 4,298 applied during FFY 2019) consumers are receiving these services.
* 2,090 Pre-ETS clients have applied for VR services.

**Pre-ETS projects**

Partnering with the PEATC on development of a Pre-ETS workshop that will start next semester.  It's a one-day workshop model that will cover instruction in self-advocacy, workplace readiness training and counseling on postsecondary education and training options.  More details to come.

DARS and DBVI are working together to pilot a project for peer mentoring.  The pilot will start in NOVA, no start date yet.  We have met with potential providers who would employ the mentors.  WINTAC and PolicyWorks has been providing technical assistance and support to build this pilot.

DARS is holding steady with our current number of Pre-ETS providers except for a few parts of the state where there is still a need (such as the Northern Neck).

**Independent Living**

Independent Living services for youth with disabilities has become an increasing focus for CILS across Virginia. CILS are developing innovative programs in areas such as community living and employment. One example is Endependence Center, Inc.’s (ECI) program, “Road 2 Independence,' which had notable impacts in the lives of the 8 youth with disabilities who participated. During the 6-week 4-hour-per-day program focusing on instruction in workplace readiness and self-advocacy, participants explored what achieving independence through work could look like by delving into the ways that their personal goals could be pursued and fulfilled within a workplace context. Over the 6 weeks, the group developed a saying that became a theme – “Having independence is using your voice to make a choice, but it’s also being ok with the rules that follow!” By the end of the program, each young person was able to identify three things that they had learned, an employment goal that they wanted to pursue, and three reasons that they would make a good employee. Examples of specific successes included changing attitudes toward work, increased understanding of language/meaning in interactions, and improved confidence in travelling independently.

**Department of Education**

Samantha Hollins, Agency Designee

Instructional and Support Resources

* The Virginia Department of Education (VDOE) has developed guidance to schools on the new requirements for School Counselors as a result of legislation passed by the General Assembly in 2019.
* VDOE continues its partnership with the Collaborative for Academic and Social Emotional Learning (CASEL) to focus on increasing and improving access to instruction and resources related to social emotional learning across the Commonwealth.
* VDOE has issued a c [all](http://www.doe.virginia.gov/news/news_releases/2019/10-30-19-naep-final.docx) to support high-quality reading instruction based on the data from state performance results (Standards of Learning) as well as the National Assessment of Educational Progress (NAEP). VDOE will be hosting an inaugural Reading Summit in January, 2020 to gather together school division leaders to review data, research and next steps to ensure positive student progress and achievement.
* VDOE has been awarded a five-year, $2.5 million dollar federal grant to improve mental health services for students in six high-need school divisions. The funds — awarded under the U.S. Department of Education’s Mental Health Service Professional Demonstration Grant Program — will support the development by VDOE and the University of Virginia of a statewide training and professional development network to increase the quantity and quality of school mental health professionals. Partnerships will be created with local school divisions and institutes of higher education to create regional support networks. The network includes six school divisions, VDOE, and school mental health training programs at UVA, Virginia Tech, Radford University, Old Dominion University and William & Mary. The network will provide training for currently employed school mental health professionals — school counselors, psychologists, social workers and nurses — in the six divisions to become qualified field supervisors for graduate students completing internships. The grant will also provide financial incentives for 150-200 school mental health trainees in the participating university training programs to accept internships and employment in the divisions, and to pursue advanced studies. The regional partnerships are intended to serve as a model for efforts to improve mental health services in schools throughout the commonwealth.

 Family Engagement

* The Critical Decision Points training, created from a grant from the Virginia Board for People with Disabilities (VBPD) continues to be a popular professional development topic for school divisions across the Commonwealth. VDOE staff are working to build the capacity of local division directors of special education and Parent Resource Center staff to ensure high quality and accessible trainings continues to support students and their families in educational decision making.

 Other Areas

* The Virginia Board of Education voted unanimously to approve the proposed

 *Regulations Governing the Use Seclusion and Restraint in Public Elementary and*

 *Secondary Schools in Virginia* on final review during their July 25th. Pending final approval and enactment, the Virginia Department of Education’s (VDOE) Department of Special Education and Student Services will be issuing guidance to the field on next steps and timelines for implementation of the requirements in the regulations. VDOE will also present an update to the Commission on Youth on December 4, 2019.

* As a follow-up to the 2019 Virginia is for ALL Learners Education Equity Summer Institute, the Virginia Department of Education is presenting a series of monthly webinars this summer and fall focused on equity strategies and resources for schools and school divisions. The #EdEquityVA webinars will feature presentations from department and national experts on equity and related issues. The webinars are open to instructional leaders and administrators from the commonwealth’s 132 school divisions. Each

#EdEquityVA webinar is expected to last 90 minutes. Participants from school divisions may register for the webinars by visiting the [Virginia is For Learners](http://www.virginiaisforlearners.virginia.gov/?page_id=1188) website.

**OTHER BUSINESS:**

None.

**EXECUTIVE DIRECTOR RECOGNITION:**

The Chair, Board Members and Staff gave Heidi Lawyer a plaque of recognition for her 17 years of service with the Virginia Board for People with Disabilities. The Board Members and Staff also gave some brief words of sentiment to Ms. Lawyer.

**ADJOURNMENT:**

The Chair adjourned the meeting at 3:00 pm.