**Virginia Board for People with Disabilities**

**Executive Committee Meeting Minutes
Dec. 9, 2020**

**Committee Members Present**:

Matthew Shapiro, Chair

Phil Caldwell

Alexandra Dixon

Dennis Findley

Allison Coles Johnson

Alexus Smith

Jocelyn Kilgore

Kate Olson

**Committee Members Absent:** Frederique Vincent

**Guests:**

Richard Kriner

Rachel Loria

**VBPD Staff Present:**

Tara Bethea

Kelly Bolden

Nia Harrison

Benjamin Jarvela

Teri Morgan

Linh Thi Nguyen

Henry Street

Penni Sweetenburg-Lee

Megan Weems

Jason Withers

**CALL TO ORDER:**

The Chair, Matthew Shapiro, called the meeting to order 10:02 a.m.

**OPENING REMARKS:**

The Chair greeted and welcomed Board members and staff. The Chair gave instructions for the protocols for the Zoom Board meeting.

**REVIEW OF THE EXECUTIVE COMMITTEE AGENDA:**

The Chairreviewed the Executive Committee Meeting agenda items.

**APPROVAL OF SEPTEMBER 16, 2020, EXECUTIVE COMMITTEE MEETING MINUTES:**

The Chair asked if there were any amendments to the September 16, 2020, Executive Committee meeting minutes. There were none. Dennis Findley made a **MOTION** to approve.Allison Coles-Johnsonseconded the **MOTION** to approve. The **MOTION** was carried.

**BOARD MEMBER ATTENDANCE:**

Mr. Henry Street, Director of Administration, noted the Attendance tracking attachment. Mr. Street noted that Maya Simmons name was left off the attendance-tracking chart for the September 16, 2020 Board meeting, but noted that she was present and that he will make that correction. Mr. Street noted that there are no other issues or concerns with the Board members attendance.

**EXECUTIVE DIRECTOR’S UPDATE AND QUESTIONS:**

Teri Morgan, Executive Director, gave a brief summary on the activities that had taken place in the last quarter. Ms. Morgan gave a report on key staff activities, Special Initiatives/Legislative and Policy Work, Agency Administration/Board Operations and Programs/Planning/Marketing & Communications. Ms. Morgan also reported on Grants and Contracts, Training Programs and Alumni Development, Conferences, Training Webinars and other events. Ms. Morgan answered Board member questions regarding data requests sent to DBHDS and DMAS for two of the Board’s assessments.

**AGENCY FISCAL REPORTS:**

Mr. Henry Street, Director of Administration, gave a brief update on the expenditures made between July 1, 2020 and November 10, 2020 as it related to the approved agency budget. Mr. Street answered questions from Board members regarding returning or forfeiting State and Federal funds.

**PUBLIC COMMENT**:

There was no public comment

**ADJOURNMENT:**

The Chair thanked the Committee members and staff for their commitment and patience. The Chair called for adjournment of the meeting at 10:19 a.m. Mr. Dennis Findley made a **MOTION** to adjourn the meeting. Ms. Alexandra Dixon seconded the **MOTION** to adjourn. The **MOTION** was approved unanimously.