**Virginia Board for People with Disabilities**

**Investment Committee Meeting Minutes**

**Dec. 9, 2020**

**Committee Members Present:**

Alexus Smith

Frank Carrillo

Ray Hopkins

Richard Kriner

Dennis Lites

Donna Lockwood

Lindsay Pierce

Chandra Robinson

Cindy Rudy

Theresa Simonds

**Committee Members Absent:**

Olivia Price

**VBPD Staff Present:**

Jason Withers

**CALL TO ORDER:**

The Chair, Ms. Alexus Smith, called the meeting to order at 10:37 am. Following the call to order, the Committee members introduced themselves and reviewed the Agenda.

**APPOINTMENT OF COMMITTEE VICE CHAIR:**

The Chair reviewed the responsibilities of the committee vice chair and asked if anyone was interested in filling this position. Ms. Chandra Robinson volunteered. Ms. Theresa Simonds made a **MOTION** to **APPROVE** Ms. Robinson as the committee’s Vice Chair. Ms. Cindy Rudy **SECONDED** the **MOTION**. The **MOTION** carried unanimously.

**GRANTS AND CONTRACTS EXPENDITURES/MONITORING:**

Mr. Jason Withers, Grants and Contracts Manager, provided updates on recent activities and expenditures regarding 14 grant projects.

1. Communication & Health Advocacy Training (CHAT) project with Virginia Commonwealth University
2. The Next Move @ William & Mary project with the College of William & Mary
3. Promoting Integrated Employment with ABLES Teams project with VCU.
4. Building Inclusive School Communities project with Radford University.
5. *A Life Like Yours Alliance* project with the Arc of Virginia
6. My Choice Virginia: Supported Decision Making project with the Arc of Northern Virginia
7. Creating Opportunities to Advance Capable Hands (COACH) project with Community Knights
8. Sharing Answers & Forging Affirmative Relationships Inventively (SAFARI) project with The Up Center
9. Ensuring Accessibility to All Survivors project with VCU
10. 40 i-Pads for 40 students project with Alternative Paths Training School
11. Technology to Support students with disabilities project with Carroll County Public Schools
12. Virtual Success project with Colonial Beach Public Schools
13. Intensive Support Tech grant project with Richmond City Public Schools
14. School Crisis Planning, Preparation, Response and Recovery for Students with Disabilities project with DCJS

No expenditures were incurred for the Board’s four newest Technology Support grants, as these projects began November 1, 2020.

**APPROVAL OF VDDHH NO-COST EXTENSION REQUEST:**

Mr. Withers discussed the no-cost extension request from VDDHH. The grantee contacted staff to the Board in October of 2020 to advise that continued social distancing requirements due to COVID-19 have necessitated a further delay in starting the project, which was planned to begin in January of 2021. The grantee is working with a vulnerable population on the grant project, and in person and/or close proximity interactions are fundamental to the success of the project. Therefore, the grantee requested to further delay the start of the project by a period of 12 months. The extension will allow the grantee to implement project activities s well as spend grant funds. The project timeline will shift from January 1, 2021 – December 31, 2022 to January 1, 2022 to December 31, 2023.

Ms. Simonds made a **MOTION** to recommend that the full Board approve the 12-month no-cost extension request from VDDHH. This **MOTION** was **SECONDED** by Mr. Frank Carrillo. The **MOTION** carried unanimously, with one **RECUSAL** from Mr. Ray Hopkins.

**APPROVAL OF RADFORD UNIVERSITY NO-COST EXTENSION REQUEST:**

Mr. Withers discussed the no-cost extension request from Radford University. The grantee contacted staff to the Board in November of 2020 to advise that continued social distancing requirements due to COVID-19 have resulted in further project disruptions. Many of the schools that the grantee is working with have remained closed due to the pandemic and access to these locations has been restricted. Therefore, the grantee requested to extend the project end date by a period of nine months. The nine month extension would extend the end of the active project period from December 31, 2020 to September 30, 2021, allowing the grantee to complete remaining project activities as well as spend remaining grant funds.

Ms. Smith made a **MOTION** to recommend that the full Board approve the nine month no-cost extension request from Radford University. This **MOTION** was **SECONDED** by Mr. Richard Kriner. The **MOTION** carried unanimously.

**APPROVAL OF DSAGR EVENT SPONSORSHIP APPLICATION:**

Mr. Withers discussed the event sponsorship application from the Down Syndrome Association of Greater Richmond. Committee members discussed various aspects of the application, including whether or not the Board has provided funding to the applicant in the past, and if the virtual conference will be made accessible. Mr. Kriner requested that should the Board decide to provide funding to DSAGR, that language regarding the requirement for the event to be made fully accessible be included in the award notice. Mr. Carrillo stated that some consideration should be given to individuals that may not have internet access. Mr. Withers advised that because the event is being held in a virtual platform, internet access would be needed in order to participate. Ms. Lockwood made a **MOTION** to recommend that the full Board approve the sponsorship application from DSAGR for the full $1,500 requested, with the caveat that assurances are received from DSAGR that the event will be fully accessible. This **MOTION** was **SECONDED** by Ms. Lindsay Pierce. The **MOTION** carried unanimously.

**APPROVAL TO TERMINATE COACH GRANT WITH COMMUNITY KNIGHTS:**

Mr. Withers discussed the Creating Opportunities to Advance Capable Hands (COACH) grant with Community Knights with the committee members, referencing the confidential memorandum contained in the supplemental packet. Mr. Withers advised that staff have had ongoing concerns with the grantee’s performance in achieving the project’s intended outcomes and deliverables. Mr. Withers also advised the committee members that the grantee has not delivered the services outlined in the Board-approved proposal, and therefore, has materially failed to comply with the terms of the grant agreement. Therefore, staff to the Board are recommending that the committee consider terminating the COACH grant with Community Knights, effective January 15, 2021. Ms. Simonds asked if there was any danger of having to revert unspent grantee funds to the federal government. Mr. Withers advised that at this time, staff do not anticipate having to revert any of the grantee’s unspent funds. Ms. Pierce inquired if there was the possibility of the Board receiving blowback from the grantee or the media, should the Board elect to terminate the grant with Community Knights. Mr. Withers advised that staff feel confident that they have sufficient documentation, which illustrates the grantee’s non-compliance with the grant terms, should any negative connotations result from the Board’s decision. Following further discussion of the grant project, Mr. Smith made a **MOTION** to recommend that the full Board approve terminating the COACH grant with Community Knights, effective January 15, 2021. This **MOTION** was **SECONDED** by Ms. Lockwood. The **MOTION** carried unanimously.

**ADJOURNMENT:**

The Chair adjourned the meeting at 11:56 AM.