**Virginia Board for People with Disabilities**

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

***Dec. 6, 2017***

**Committee Members Present:**

Cindy Rudy

Vicki Beatty

Theresa Casselman

Dennis Findley

Ray Hopkins

Richard Kriner

Christopher Nace

Atima Omara

Jamie Snead

Ed Turner

**Committee Members Absent:**

Leah Mills

John Kelly

**VBPD Staff Present:**

Jason Withers

Nia Harrison

**CALL TO ORDER:** The Investment and State Plan Oversight Committee was called to order by Chairwoman Cindy Rudy at 9:16 am. Following the call to order, the committee reviewed the Agenda.

**APPROVAL OF COMMITTEE MINUTES:** Ms. Rudy asked if there were any changes to the September 2017 Meeting minutes. Mr. Dennis Findley made a **MOTION** to **APPROVE** the minutes. The **MOTION** was seconded by Mr. Ray Hopkins. The **MOTION** carried.

**ISP COMMITTEE STRUCTURE AND RESPONSIBILITIES:** Following the approval of the September 2017 Meeting minutes, Ms. Rudy discussed with the committee members the roles and responsibilities of the ISP Committee. Attachment REF 1-2 was referenced.

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

**GRANTS AND CONTRACTS EXPENDITURES/MONITORING:** Mr. Jason Withers discussed grants and contract expenditures for six projects: 1) The Virginia NICU Early Intervention Collaborative through the Virginia Hospital Research & Education Foundation (VHREF). 2) The Development of Adult Curriculum on Critical Decision-Making Points for Students with Disabilities project through the Virginia Department of Education (VDOE). 3) The Improving Transportation Planning in Cities and Counties to Increase Access to Community-Based Healthcare through the disAbility Law Center of Virginia (dLCV). 4) The Increasing Access to Disability Resources in non-English Languages through The Arc of Northern Virginia. 5) The Improving Health and Wellness through Empowerment project with James Madison University and 6) The Communication & Health Advocacy Training project with Virginia Commonwealth University. These projects and expenditures were referenced in Attachment ISP 3-2.

**APPROVAL OF VDOE NO-COST EXTENSION REQUEST:** Mr. Withers updated the members, informing them that Board Staff met with the Virginia Department of Education (VDOE) in early October 2017 regarding a number of changes that they wanted to see in the curriculum that was being developed by VDOE, in connection with the “Development of Adult Curriculum on Critical Decision-Making Points for Students with Disabilities” project. As a result of these conversations, the grantee has begun incorporating these changes to the curriculum and has stopped all work on the training modules component of the project. To compensate for the changes requested by Board Staff, the grantee requested a no-cost extension until March 31, 2019, as referenced in attachments BD 4-1 thru 4-5.

A **MOTION** was made by Mr. Christopher Nace to recommend **APPROVAL** to the full Board for the VDOE No-Cost Extension Request. The **MOTION** was seconded by Ms. Vicki Beatty. The **MOTION** carried.

**APPROVAL OF VAULT REQUEST FOR FUNDING:** Mr. Withers also updated the committee members, informing them that the Board has a federal mandate to provide direct funding/support for a self-advocacy organization, and currently, the Board is not in compliance with this requirement. A self-advocacy-specific Request for Proposal (RFP) was issued in early 2017 but no satisfactory applications were received. In the summer of 2017, Council received a request for funding a staff retreat from the Virginia Advocates United Leading Together (VAULT) organization. However, the funding request arrived too late to be considered at the September 2017 Board meeting. VAULT’s funding request is in the amount of $1,739.68 and includes a one and a half-day retreat to discuss ways to make the organization and its Board stronger. At that time, Ms. Beatty advised that following completion of the VAULT Retreat (if approved by the full Board), she would like the ISP Committee to receive the minutes and any other product deliverables in connection with the retreat which would ideally include a plan on how the organization will move forward.

A **MOTION** was made by Ms. Atima Omara to recommend **APPROVAL** to the full Board for the VAULT funding request. The **MOTION** was seconded by Mr. Dennis Findley. Mr. Ed Turner recused himself from voting. The **MOTION** carried.

**2017-2021 STATE PLAN UPDATES AND DISCUSSION:** Ms. Nia Harrison discussed highlights of progress in the 4th Quarter of FFY 2017 towards meeting the goals and objectives in the 2017-2021 State Plan. The discussion included an overview of overall progress in the first year of the five-year State Plan. Attachments ISP 4-1 through 4-35 were referenced.

**APPROVAL OF FFY 2018 STATE PLAN UPDATE:** Ms. Harrison provided an overview of proposed changes to the FFY 2018 State Plan, which must be submitted to the federal government by January 1, 2018. Attachment BD 2 was referenced.

A **MOTION** was made by Mr. Findley to recommend **APPROVAL** to the full Board for the FFY 2018 State Plan Update. The **MOTION** was seconded by Ms. Beatty. The **MOTION** carried.

**APPROVAL OF FFYs 2019-20 WORK PLANS:** Ms. Harrison provided an overview of the proposed FFYs 2019-20 work plans, which must be submitted to the federal government by January 1, 2018 but which the Board will have an opportunity to later amend. Attachment BD 3 was referenced.

A **MOTION** was made by Mr. Findley to recommend **APPROVAL** to the full Board for the FFYs 2019-20 Work Plans. The **MOTION** was seconded by Mr. Turner. The **MOTION** carried.

**WRAP UP AND POTENTIAL MEETING TOPICS:** The Chair asked Committee members if they would like to suggest any potential meeting topics for the March 2018 meeting. Ms. Atima Omara recommended discussing ways in which the Board could ensure that it would receive high quality letters of interest and proposals in connection with the areas of housing and employment. Ms. Beatty recommended inviting grantees such as the Virginia Department of Education (VDOE), the Arc of Northern Virginia and the Virginia Hospital Research and Education Foundation (VHREF) to provide updates on their respective projects, including sharing any products that have been developed thus far. Ms. Harrison also informed Mr. Richard Kriner that Board staff still have in mind his previous recommendation to have a presentation on the Career Pathways for Individuals with Disabilities grant as the Board’s lunchtime presenter.

**ADJOURNMENT:** The Chair called for meeting adjournment at 11:11 AM. The motion to adjourn was made by Mr. Findley and seconded by Ms. Omara.