**Virginia Board for People with Disabilities**

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

***June 7, 2017***

**Committee Members Present:**

Mary McAdam

Ed Turner

Kathleen Vaughan

Charles Meacham

Richard Kriner

Theresa Casselman

Vicki Beatty

Michael Carrasco

Jamie Snead

Atima Omara

**Committee Members Absent:**

Cindy Rudy

Stephen Joseph

Rick Mitchell

**VBPD Staff Present:**

Jason Withers

Nia Harrison

Heidi Lawyer

**CALL TO ORDER:** The Investment and State Plan Oversight Committee was called to order by Vice-Chair Mary McAdam at 9:40 am. Following the call to order, the committee reviewed the Agenda.

**APPROVAL OF COMMITTEE MINUTES:** Ms. McAdam asked if there were any changes to the March 2017 ISP Meeting minutes. Ms. Theresa Casselman made a **MOTION** to **APPROVE** the minutes. The **MOTION** was seconded by Ms. Atima Omara. The **MOTION** carried.

**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 three 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 and 4) the Increasing Access to Disability Resources in non-English Languages through The Arc of Northern Virginia. These projects and expenditures were referenced in Attachment ISP 3-2.

**UPDATE ON LETTERS OF INTEREST (LOIs) FOR COMPETITIVE RFPs:** Mr. Withers advised that thirteen LOIs were received, in connection with the Board’s Competitive Request for Proposal (RFP) documents – *Creating Inclusive Communities – Phase II* and *Strengthening Self-Advocacy in Virginia.* The Grant Review Team (GRT) met on May 23, 2017 to discuss thirteen LOIs and of the thirteen reviewed, the GRT selected four to submit full proposals. Full proposals are due by July 24, 2017, at 4:00PM. The GRT will convene in August to discuss the proposals and make funding recommendations. At the September 13, 2017 Board Meeting, the funding recommendations will be presented to the full Board for approval. A motion will be needed to approve.

**VACIL – ABLE GRANT SUMMARY REPORT:** Mr. Tom Vandever with the Virginia Association of Centers for Independent Living (VACIL), along with Ms. Gayl Brunk, VACIL President and Mr. Jeffrey Taylor of Cross Platform Design, LLC provided an end-of grant presentation on the Advocates Building Livable Environments (ABLE) project. The primary purpose of the ABLE project was to increase the active knowledge and implementation of the 2010 Americans with Disabilities Act (ADA) guidelines among Virginia building professionals and building code officials. Mr. Vandever explained that in order to provide the needed training, 500 flash drives were created, which contained e-learning modules on 12 core areas, several game based scenarios, as well as PDF versions of the Accessibility Reference Manual, the Fair Housing Design Manual and the 2010 ADA Standards for Accessible Design. Since April of 2016, over three-hundred and fifty building professionals, code officials and Centers for Independent Living (CIL) advocates have been provided training on the modules and related reference material. All training materials will be available online via the VACIL website for ease of access.

**VAULT TRAINING:** Executive Director Ms. Heidi Lawyer discussed that because the GRT did not advance any of the received LOIs in connection with the *Strengthening Self-Advocacy in Virginia* RFP, she recommended the Board commit human resources to the Virginia Advocates United Leading Together (VAULT) organization, in an effort to satisfy our Self-Advocacy State Plan Objective 2.4.1. This would involve direct training to members of VAULT by Ms. Lawyer and Mr. Richard Kriner on organizational management aspects such as bylaws, taking minutes, and soliciting new members. ISP Committee members agreed with this recommendation.

**2017-2021 STATE PLAN UPDATES AND DISCUSSION:** Ms. Nia Harrison discussed highlights of the 2nd Quarter updates to the 2017-2021 State Plan. Ms. Harrison also discussed that the next State Plan Update was due to the Administration on Intellectual and Developmental Disabilities (AIDD) by January 1, 2018. Attachments ISP 5-1 through 5-20 were referenced.

**WRAP UP AND POTENTIAL MEETING TOPICS:** Mr. Withers advised the committee members that at the September 2017 meeting the Board will hear funding recommendations made by the GRT, in connection with proposals received under the *Creating Inclusive Communities – Phase II* RFP. Mr. Withers advised that approval of the funding recommendations from the GRT will be needed by the full Board. Ms. Harrison also advised the committee members that the ISP Committee will discuss potential updates to the State Plan, including any changes needed to meet the housing objective. Ms. McAdam asked Committee members if they would like to suggest any other potential meeting topics for the September 2017 meeting. Ms. Omara asked if any other grantees could present at the next meeting. Mr. Withers said he would consider asking the Department of Education to present.

**ADJOURNMENT:** The Vice-Chair called for meeting adjournment at 11:28 AM. The motion to adjourn was made by Ms. Omara and seconded by Ms. Vicki Beatty.