**Virginia Board for People with Disabilities**

**Policy, Research and Evaluation (PRE) Meeting Minutes**

***June 15, 2016***

**COMMITTEE MEMBERS PRESENT**: Angela West (Chair), Melissa Gibson, Angela Sadsad, Charlotte Arbogast, Felicia Hamilton, Summer Sage, Deanna Parker, Alexis Nichols, Curtis Andrews

**COMMITTEE MEMBERS ABSENT:** John Kelly, Jessica Philips, John Eisenberg, Donna Gilles

**VBPD STAFF PRESENT**: John Cimino (Staff Liaison)

**CALL TO ORDER/REVIEW OF AGENDA:** Angela West, Committee Chair, called the meeting to order at 9:10 A.M. and reviewed the agenda for the meeting.

**APPROVAL OF MARCH 16, 2016 MEETING MINUTES:** Angela West introduced the meeting minutes from the March 16 Committee meeting. There were no comments on the content of the minutes. Angela Sadsad moved to accept the minutes without amendment. Deanna Parker seconded the motion, and the committee approved the March minutes by voice vote.

**EXECUTIVE COMMITTEE MEETING UPDATE:** Angela West reviewed what was discussed in the executive committee meeting, including the rationale for proposed revisions to the Board’s grant processes, and the recommendations of the Grant Review Team.

**UPDATE AND DISCUSSION OF BOARD POLICY AND RESEARCH:** John Cimino reviewed the Board’s formal public comments made by the Board over the previous quarter, including public comments on Virginia’s WIOA State Plan, HCBS settings transition plan, and Waiver applications. Deanna Parker provided feedback on some of the Board’s Waiver Amendment comments.

**UPDATE AND DISCUSSION OF EMERGING POLICY ISSUES:** John Cimino provided a brief overview of the Workforce Innovation and Opportunity Act (WIOA), and an introduction to the Every Student Succeeds Act. There are state and local planning activities required by WIOA and ESSA that could provide opportunities for influencing policy going forward. The Board had ongoing discussions about the role of the Board in addressing policy issues, and about the role of the PRE Committee in discussing policy issues, as well as about the relationship between these emerging issues and the Board’s state plan. Summer Sage suggested that Board members could attend stakeholder groups or public hearings when Board’s staff is unable to. Heidi Lawyer explained that Board members may attend any public hearing or public group as citizens of the Commonwealth, but that the individuals who can speak on behalf of the Board are limited to the Executive Director, the Chair and their designees in order to ensure consistency in the Board’s positions and messaging. Committee members expressed an interest in identifying the affiliations of Board members with other boards and organizations and ensuring that the Board is fully utilizing the strengths of Board members as it addresses policy issues. Committee members offered several recommendations for future meetings. Angela Sadsad suggested that the committee spend more time on emerging issues in the future, and less on reviewing work performed, as well as inviting subject matter experts to future meetings.

**SFY 2017 ASSESSMENT TOPICS AND WORKPLAN:** John Cimino reminded the Committee of the new assessment requirements and the need to determine the first two topics to be addressed in the first installment of the new annual assessment. Staff recommended that the first assessment address employment and education, because the state planning requirements of WIOA and ESSA will offer opportunities to influence policy in these areas. Angela Sadsad moved to recommend that the Board adopt Employment and Education as the topics to be covered in the SFY 2017 Assessment, and Summer Sage seconded this motion. The Committee approved these two topics by voice vote.

**ADJOURNMENT:** Angela West adjourned the meeting at 11:30 A.M.