

Draft
Governor's Council on Blindness and Visual Impairment (GCBVI)
Executive Committee Meeting Minutes
January 9, 2018

Members Present

Amy Porterfield*, Chair
Ted Chittenden*
Dan Martinez*
Ed Gervasoni*
Sharonda White*
Nikki Jeffords*
Jim LaMay*
Bob Kresmer*

Members Absent

Donald Porterfield

Staff Present

Lindsey Powers, Admin Asst.
*Teleconferenced

Guests Present

Call to Order and Introductions

Amy Porterfield, Chair, called the meeting to order at 1:04 pm in the DERS Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

Approval of November 21, 2017 Meeting Minutes

Bob Kresmer moved to approve the minutes of the November 21, 2017 Executive Committee meeting. Nikki Jeffords seconded the motion. The meeting minutes were approved by unanimous voice vote.

GCBVI Committee Accountability Discussion

Amy Porterfield stated the Executive Committee needed to develop a method for tracking the committees' progress towards completing the Strategic Plan goals. Ms. Porterfield stated each committee should be reviewing the Strategic Plan and use the tool identified during the meeting to track that progress. Amy Porterfield stated the council agreed that each committee would be required to provide a written report to the Full Council biannually. Dan Martinez stated the Legislative and Public Policy Committee was the lead committee responsible for several outcomes, although other committees were assigned to support the lead committees. Mr. Martinez

suggested that the lead committees be responsible for providing the report, although the support committees could provide updates as well if needed. Amy Porterfield stated that the support committees might work independently to complete certain tasks and inquired whether the committee Chairs should discuss the committees' progress in the Executive Committee meetings. Amy Porterfield stated the lead committees could then provide the progress report regarding the Strategic Plan goals. Amy Porterfield stated that the lead committees would be responsible for providing the updates at the Full Council meetings, although the support committees could provide updates if necessary as well. Amy Porterfield stated that the frequent updates would help to ensure that the GCBVI remained focused on completing the Strategic Plan tasks.

Amy Porterfield stated that the current Strategic Plan document was a table, which could be modified to include a Comments or Notes section where the progress could be tracked. Amy Porterfield inquired whether the Priority category should be included in the tracking document. Bob Kresmer stated the priority levels would provide a reminder for committees when structuring the reports. Amy Porterfield stated that someone from SAAVI Services for the Blind could put the information into an accessible form. Lindsey Powers stated she would create a draft of the form to be made into an accessible form. Bob Kresmer clarified that the Full Council would receive the written reports twice a year. Amy Porterfield confirmed that the lead committees would provide reports to the Full Council twice a year, although the support committees could provide updates if necessary.

GCBVI Policy and Legislative Discussion

Amy Porterfield stated the National Federation of the Blind of Arizona (NFBA) would hold the Annual Phoenix Seminar on January 16, 2018 at the State Capitol. Amy Porterfield noted that Representative Cavanaugh put forward another service animal bill. She stated the bill would allow a business to ask the individual if the animal was a service animal and what tasks the service animal performed. Amy Porterfield stated the bill would allow the business to request that the service animal perform that task, which violated the Americans with Disabilities Act (ADA). Amy Porterfield stated the GCBVI would seek clarification regarding the bill, although the consumer groups could begin acting advocacy efforts. Amy Porterfield stated the Tax Reform Bill was approved and stated the pay-as-you-go (PAYGO) option required the Department of Education to release funds to cover any shortfalls. Amy Porterfield stated the budget information had not been released, and it was unknown how much Rehabilitation Services Administration (RSA) and Special Education funds would be impacted. Amy Porterfield stated the GCBVI would not be able to act, although the consumer groups could begin

advocacy efforts. Amy Porterfield stated that the budget shortfall could potentially require that RSA close Priority One of the Order of Selection (OOS) Wait List.

Amy Porterfield stated she met with Kristen Mackey, RSA Administrator, and Rich Sorey, Services for the Blind Visually Impaired and Deaf (SBVID) Program Manager, previously to discuss the RSA procurement process. Amy Porterfield stated the council was interested in finding a way for RSA to authorize the purchase of subscription software for clients, which was prohibited due to procurement policy. Amy Porterfield stated that medical items such as psychological exams could be paid through a fee schedule determined by RSA. Amy Porterfield stated the current procurement language could be modified to include fee schedules for other items and services. Amy Porterfield stated the NFBA would seek clarification on whether language could be included in current Legislation, which would allow consumer groups to advocate for that change. Amy Porterfield stated that would allow RSA to develop a fee schedule to purchase items such as technology.

Amy Porterfield stated the Business Enterprise Program (BEP) was facing privatization of the BEP rest stops. Ms. Porterfield stated she would discuss the issue with the Governor's Office, although she was seeking clarification from BEP to develop talking points. She stated that the Governor's Office would request the number of BEP operators affected by the privatization of the rest stops. Amy Porterfield stated that the privatization would affect the BEP set-aside, which would impact the BEP program as well as all the operators.

Ted Chittenden stated his understanding that the Secretary of the Department of Justice (DOJ) indicated that standards that require sheltered workshops to seek equal pay would be rolled back. Dan Martinez stated the DOJ had previously provided ADA support guidance and would remove that information from the DOJ website.

GCBVI Membership Discussion

Dan Martinez inquired whether the Executive Committee would move George Martinez's name forward to the Full Council to be considered as a potential council member. Ted Chittenden stated that he participated in the same Arizona Council of the Blind (AzCB) chapter as George Martinez and noted that Mr. Martinez was a CPA, owned his own business, and was reviewing Quick Books software for accessibility. Ted Chittenden stated that George Martinez was also involved in obtaining services for the elderly blind and visually impaired population and would be a great addition to the council.

Amy Porterfield stated that George Martinez could fill the AzCB representation on the council. Nikki Jeffords stated she had worked with George Martinez previously and she had a lot of respect for Mr. Martinez. Amy Porterfield inquired whether Executive Committee members would be able to interview George Martinez prior to the next Full Council meeting.

Dan Martinez motioned that George Martinez be interviewed and that his application be brought to the Full Council for approval. Nikki Jeffords seconded the motion. The motion was approved by unanimous voice vote.

Ed Gervasoni stated that he could interview George Martinez prior to the next GCBVI Full Council meeting on January 19, 2018. Dan Martinez stated the motion had passed, although another motion could be made to forego the interview and to bring George Martinez's application to the Full Council for a vote. Dan Martinez stated that George Martinez's application be brought to the Full Council regardless of whether the interview had taken place.

Bob Kresmer motioned that George Martinez's application be brought to the GCBVI Full Council for a vote and to forego the interview process. Sharonda White seconded the motion. The motion was approved by unanimous voice vote.

Amy Porterfield stated the Executive Committee needed to review members participating in each committee and identify whether the committees required members with different expertise in certain areas. Amy Porterfield stated that all committee members needed to understand the outcomes and tasks assigned to the committees to complete the GCBVI Strategic Plan.

Sharonda White stated the Assistive Technology (AT) Committee members were: Sharonda White, Adam Cruz, Ed Gervasoni, Nathan Pullen, Julie Jones, Sue Lehew, Bea Shapiro, Terri Hedgpeth, and Jaime Trausch. Sharonda White stated at the previous committee meeting, committee members discussed their concerns regarding the implementation the Strategic Plan tasks. Dan Martinez stated that questions and concerns were normal during new projects, although the committee would be required to move forward. Amy Porterfield stated the AT Committee was tasked with identifying standards for website accessibility, testing accessibility standards, and to develop employer accessibility guidelines. Amy Porterfield inquired whether other individuals could be added to the committee to help guide the committee's activities. Dan Martinez stated his understanding that the AT Committee members had the necessary skills to complete the Strategic Plan outcomes although the members might prefer to perform other activities. Amy Porterfield stated the culture of the committee allowed members to

discuss current AT trends and to identify the problems within technology. Sharonda White agreed that each committee member was quite intelligent and was interested in moving forward although the members did not necessarily have the drive to move issues forward. Ed Gervasoni stated the AT Committee typically did discuss AT trends, such as accessibility issues in schools. Mr. Gervasoni stated the committee members expressed concern regarding how to accomplish the Strategic Plan goals. Amy Porterfield suggested the AT Committee review the Strategic Plan and noted that the committee was not the lead committee on any of the outcomes, but was responsible for providing support to other committees. Ms. Porterfield stated the AT Committee could wait until the other committees requested assistance from the committee. Ed Gervasoni stated the AT Committee would benefit from direction and knowing what tasks to focus on. Bob Kresmer stated the Education Committee had been invited to attend the next AT Committee meeting and would offer updates on the Education Committee's activities and how the AT Committee could assist. Sharonda White agreed that the AT Committee would wait to hear how the committee could assist other committees.

Amy Porterfield stated the Public Policy and Legislative Committee members were: Amy Porterfield, Donald Porterfield, Bob Kresmer, Ted Chittenden, and Allan Curry. Ms. Porterfield stated the committee was interested in recruiting members with education and public policy experience. Ted Chittenden recommended that George Martinez be a member of the committee.

Jim LaMay stated he was currently forming the Independent Living (IL) Committee, and the current members were: Jim LaMay, Amy Porterfield, Virginia Thompson, Karla Rivas-Parker, and Martha Macias. Jim LaMay stated he was interested in recruiting an independent contractor or an outside individual. Amy Porterfield stated she would be happy to participate in the committee, although she would recommend an individual from SAAVI Services for the Blind with IL experience. Amy Porterfield noted that George Martinez could potentially be a member of the committee due to his interest in IL services.

Ted Chittenden stated the Public Information Committee members were: Ted Chittenden, Dan Martinez, Carlos Paraskevas, Janet Fisher, Barbara McDonald and David Steinmetz. Amy Porterfield inquired whether the committee needed additional members. Ted Chittenden stated the committee members did work hard, although the committee would require additional members to complete the Strategic Plan goals as well as the Annual Report. Ted Chittenden stated he would contact Mike Kanitsch as well as other individuals regarding participation on the committee.

Nikki Jeffords stated the Employment Committee members were: Nikki Jeffords, Terell Welch, Tanner Gers, Jordan Moon, Bea Shapiro, Kevin Foster and Jim Strohacker. Nikki Jeffords stated the committee was working well together.

Bob Kresmer stated the Education Committee members were: Bob Kresmer, Lisa Yencarelli, Julie Urban, Doris Woltman, Lisa Jackson, Ed House, and Jared Kittelson. Bob Kresmer stated committee members understood the tasks included in the Strategic Plan and were working towards completing those tasks.

Ed Gervasoni stated the Committee on Deaf-Blind Issues members had not changed, although he was the only council member that participated on the council. Mr. Gervasoni stated he was still interested in recruiting a deaf-blind individual from the deafness community. Ed Gervasoni stated that Sue Kay Kneifel had replaced Diane McElmury's position on the committee. Amy Porterfield stated she would request that council members consider participating on the committee at the next Full Council meeting. Jim LaMay inquired whether he could obtain a list of the committees and committee members. Lindsey Powers agreed to forward the list of committees and committee members to the Executive Committee. Bob Kresmer suggested the council track member meeting participation and identify members that consistently missed meetings. Amy Porterfield stated that she and Lindsey Powers could review council member participation at meetings. Ted Chittenden inquired whether all council members had submitted their applications for re-appointment. Lindsey Powers stated she had not received Mike Gordon's application for re-appointment, and Nathan Pullen needed to resubmit his application.

Agenda Items and Date for Next Meeting

The next meeting of the Executive Committee would be determined. Agenda items are as follows:

- GCBVI Committee Accountability Discussion
- Policy and Legislative Discussion
- GCBVI Membership Discussion

Announcements

Nikki Jeffords announced that the Employment Committee would hold the E75 Diversity Builder Award Event on January 26, 2018 and asked whether Amy Porterfield would be willing to attend the event and distribute the awards.

Public Comment

A call to the public was made with no responses forthcoming.

Adjournment of Meeting

Bob Kresmer moved to adjourn the meeting. Ted Chittenden seconded the motion. The meeting was adjourned at 2:02 pm.