

**Governor's Council on Blindness and Visual Impairment (GCBVI)  
Executive Committee Meeting Minutes**

March 7, 2017

**Members Present**

Amy Porterfield, Chair\*  
Bob Kresmer\*  
Ted Chittenden\*  
Donald Porterfield\*  
Dan Martinez\*

**Members Absent**

Tom Hicks  
Mary Hartle  
Jeff Bishop

**Staff Present**

Lindsey Powers, Admin Asst.  
\*Teleconferenced

**Guests Present**

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**Call to Order and Introductions**

Amy Porterfield, Chair, called the meeting to order at 1:03 pm in the RSA Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

**Approval of January 17, 2017 Meeting Minutes**

Bob Kresmer moved to approve the minutes of the January 10, 2017 Executive Committee meeting. Ted Chittenden seconded the motion. The meeting minutes were approved by unanimous voice vote.

**GCBVI Membership Discussion**

Amy Porterfield stated she met with Tom Callahan, the Deputy Director of the Governor's Office of Boards and Commissions to discuss GCBVI membership. Ms. Porterfield noted the Boards and Commissions office records showed 15 vacancies in the GCBVI, and Amy Porterfield worked with Mr. Callahan to approve several council members' reappointments. Amy Porterfield stated the council members that were reappointed were: Ed Gervasoni, Sharonda Greenlaw, Tom Hicks, Mike Kanitsch, Bob Kresmer, Dan Martinez, Amy Porterfield, and Donald Porterfield. Amy Porterfield stated the council currently had one vacancy for a representative from the Blinded Veterans Association (BVA), 3 community members and one consumer member at large. Amy Porterfield stated Larry Wanger's application was submitted directly to the Boards and Commissions office,

and she noted she approved his application, although the Executive Committee would still interview Mr. Wanger. Amy Porterfield stated Tom Callahan was pleased that the council went through a vetting process and requested that potential council members complete a Skills Matrix. Amy Porterfield stated the previous Director of the Boards and Commissions had agreed that the council should be able to recruit a parent of a blind child, rather than a member from the Arizona Association of the Parents of the Visually Impaired, which was not an active association. Amy Porterfield stated the Director of the Boards and Commissions and Christina Corieri, Policy Advisor to the Governor, indicated that the council would have no problem in amending the bylaws to change that membership representation.

Bob Kresmer inquired regarding Larry Wanger's current position. Dan Martinez stated Larry Wanger was the Director of the State Independent Living Council (SILC). Ted Chittenden inquired whether Mr. Wanger's position with SILC would be a conflict of interest if he should be appointed as a member of the council. Amy Porterfield stated Larry Wanger's position would not be a conflict of interest, and noted that Dan Martinez was also a member of the State Rehabilitation Council (SRC). Dan Martinez noted that Larry Wanger attended SRC meetings as well as the Phoenix Mayor's Commission on Disabilities meetings, and was very engaged in the community.

Bob Kresmer motioned that Larry Wanger's application be submitted to the GCBVI Full Council for approval. Ted Chittenden seconded the motion. The motion was approved by unanimous voice vote.

Amy Porterfield stated the council also received an application from Bea Shapiro, who was interviewed by Ted Chittenden and Ms. Porterfield. She noted that Ms. Shapiro had strong knowledge of Assistive Technology (AT), employment, accommodations, and was a member of the Arizona Council of the Blind (AzCB). Ms. Porterfield stated Bea Shapiro trained counselors on using AT equipment, was a Department of Economic Security (DES) employee, and would be eligible for the consumer at large position.

Dan Martinez motioned that Bea Shapiro's application be submitted to the GCBVI Full Council for approval. Ted Chittenden seconded the motion. The motion was approved for unanimous voice vote.

Amy Porterfield stated the Executive Committee received several partial applications, and one completed application from Tanner Gers. Amy Porterfield stated the council would likely receive more applications and inquired whether the council would prefer to wait on moving Mr. Gers application forward until the council received more applications. Bob

Kresmer noted the council would receive other applications from qualified individuals and suggested the council wait until they had received all applications. Dan Martinez suggested that the applicants be reminded to submit their complete application packets by a determined deadline before moving forward with all of the applications. Mr. Martinez suggested the applicants be given thirty days to submit their completed packets. Lindsey Powers agreed to contact the applicants and request their complete applications within thirty days. Bob Kresmer stated he contacted Robert Marino, BVA, who indicated that he would request a BVA member apply for council membership, or he would apply for membership. Amy Porterfield inquired whether Bob Kresmer would give Mr. Marino thirty days to find a representative to join the council. Bob Kresmer agreed to contact Robert Marino regarding BVA representation on the council.

Dan Martinez stated the council should seek membership in education and potentially recruit someone from the Arizona Department of Education (ADE). Amy Porterfield stated she would meet with Dawn Wallace, Governor's Office of Education, and would discuss potential council members from the ADE. She noted that Annette Reichman, Superintendent for the Arizona State School for the Deaf and Blind (ASDB) was also a great resource in education. Dan Martinez stated the council should also focus on representation in Business and Industry and recruit members in business leadership roles, or Human Resources. Amy Porterfield inquired whether the council should try to recruit representation in those areas, and hold off on moving any applications forward. Dan Martinez stated if any council members knew of potential members that could provide knowledge of education or business, those individuals should be encouraged to apply for council membership. Bob Kresmer inquired whether any committee members had any contacts within large corporations that could potentially apply for membership. Amy Porterfield stated she would review her contacts for any potential council members. Bob Kresmer inquired whether Dawn Wallace was part of the Exceptional Student Education bureau. Amy Porterfield stated Dawn Wallace was the Education Policy Advisor for the Governor. Ms. Porterfield stated the council recruited teachers as members in the past, although teachers did not have authority in policy. Amy Porterfield stated the council could recruit a member from the ADE, although ADE staff did not have authority with policy either, although that individual would have knowledge of all the districts. Bob Kresmer stated the council had teachers as council members in the past, and noted that teachers were unable to participate in meetings due to their work schedules. Dan Martinez stated the council would benefit from having a council member from the ADE, who would be familiar with the processes and policies. Amy Porterfield noted the ADE staff member might not be familiar with blindness issues, although the council could educate that individual on blindness. Bob

Kresmer suggested the council pursue the Administrator of the Exceptional Student Education unit or identify an appropriate individual. Amy Porterfield stated she discuss ADE representation with Dawn Wallace during their meeting.

### **Membership Review Process**

Amy Porterfield stated previously, the council documented the entire GCBVI membership process, although she was unable to locate the information. Amy Porterfield inquired whether the committee would approve of her developing a draft of the membership process for approval at the next Executive Committee meeting. Bob Kresmer stated he would review his records, although the committee had identified the necessary steps for moving potential members through the approval process. Amy Porterfield stated the committee had a five question interview, used to interview potential council members. She noted the committee members interviewing the potential members could target specific areas of interest when interviewing those individuals. Dan Martinez stated he would look for the document also in his records. The committee agreed that Amy Porterfield could draft an outline of the GCBVI membership process.

### **GCBVI Strategic Plan Meeting Discussion**

Lindsey Powers stated the majority of members could attend the GCBVI Strategic Planning on April 28, 2017 or May 5, 2017. Ms. Porterfield stated the Executive Committee would bring the May 5, 2017 date to the GCBVI Full Council. Amy Porterfield stated she would request that council members suggest possible facilitators for the GCBVI Strategic Plan meeting. Bob Kresmer inquired regarding the location of the meeting. Amy Porterfield stated the meeting could potentially be held at SAAVI Services for the Blind or at the Arizona Industries for the Blind (AIB) conference room. Dan Martinez inquired how many individuals would be attending the strategic planning. Amy Porterfield stated about fifteen individuals would potentially attend the meeting. Dan Martinez stated the AIB conference room could not accommodate fifteen individuals. Amy Porterfield stated the strategic planning could be held at SAAVI Services for the Blind.

### **GCBVI Full Council Agenda Discussion**

Amy Porterfield stated Julie Urban would present at the Full Council regarding Merit Test accessibility. Ms. Porterfield stated Rich Sorey would speak about the modification to the Introduction to Blindness orientation, as well as an introduction to Rich Sorey's role as the Services for the Blind Visually Impaired and Deaf (SBVID) Program Manager. Amy Porterfield

inquired whether the agenda should include an update on AIB's separation from the State. Dan Martinez stated there had not been significant changes within AIB recently, although AIB could provide an update at the next Full Council meeting. Amy Porterfield stated the council would discuss the type of data the council would be interested in receiving at Full Council meetings. Ted Chittenden suggested the council receive the number of client's cases that closed and the average hourly wage. Amy Porterfield stated her concern that the number of cases closed did not accurately reflect the goals of the clients. Amy Porterfield stated a better way to identify the success of the program was by tracking the number of clients that reached job readiness. Bob Kresmer inquired regarding the number of clients that obtained employment in their chosen fields. Amy Porterfield stated the council could inquire regarding the types of data the Data Unit could pull that would be beneficial for the council to know. Dan Martinez stated the Workforce Innovation and Opportunity Act (WIOA) would require that Rehabilitation Services Administration (RSA) track different statistics and suggested the council review that data. Amy Porterfield stated the council could discuss the data included in Libera and the new case management system, Salesforce. Ms. Porterfield stated the council would like to request an update from the Business Enterprise Program (BEP).

### **Agenda and Date for Next Meeting**

The next meeting of the Executive Committee will be on April 10, 2017 from 1:00 pm to 2:30 pm. in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows:

- Strategic Plan Meeting Facilitator Discussion
- GCBVI Membership Review
- GCBVI Membership Process Discussion

### **Announcements**

Ted Chittenden announced the Public Information Committee would develop a full GCBVI Annual Report and would request that committee Chairs provide committee reports by May 15, 2017. Amy Porterfield stated she would submit a Chair Report for inclusion in the Annual Report.

### **Public Comment**

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

### **Adjournment of Meeting**

Bob Kresmer moved to adjourn the meeting. Jim LaMay seconded the motion. The meeting was adjourned at 2:00 pm