

Governor's Council on Blindness and Visual Impairment (GCBVI)
Public Information Committee Meeting Minutes
July 9, 2019

Members Present

Ted Chittenden
Dan Martinez
David Steinmetz
Janet Fisher

Members Absent

Staff Present

Lindsey Powers

Guests Present

Call to Order and Introductions

Ted Chittenden called the meeting to order at 2:03 pm in the Stillwell Conference Room, 515 N. 51st Avenue, Suite 130, Phoenix, AZ. Introductions were made, and a quorum was present.

Approval of May 28, 2019 Meeting Minutes

Dan Martinez moved to approve the minutes of the May 28, 2019 Public Information Committee meeting. David Steinmetz seconded the motion. The minutes were approved by unanimous voice vote.

GCBVI Annual Report Discussion

Ted Chittenden stated that he received most of the Committee reports from the council Chairs except for the Legislative and Public Policy and the Employment Committee. Ted Chittenden inquired whether committee members had received any client success stories. David Steinmetz stated he contacted Beverly Reghabi, Services for the Blind Visually Impaired and Deaf (SBVID) Supervisor and Terell Welch, Employment Coordinator to request client success stories, but he had not received any success stories. Ted Chittenden stated that committee members had discussed including a success story from the Business Enterprise Program (BEP) and inquired whether David Steinmetz had contacted Nathan Pullen, BEP Manager. David Steinmetz stated he had not contacted Mr. Pullen, although he would follow up with him. Ted Chittenden stated the committee was missing two

Committee reports and inquired whether the committee should continue to develop a full Annual Report. Dan Martinez stated that the Committee Chairs needed to be held accountable and noted that the Public Information Committee was responsible for developing the Annual Report, although the Chairs should assist in that process. David Steinmetz inquired whether the Legislative and Public Policy Committee performed any actions that should be included in the Annual Report. Ted Chittenden stated he was not aware of any Legislative Committee action, although the Employment Committee had been active. Ted Chittenden stated that he would make an announcement at the upcoming GCBVI Full Council meeting that the Public Information Committee was waiting on two Committee reports. Janet Fisher stated that the year prior, Dan Martinez had created a Legislative and Public Policy report that Amy Porterfield was able to edit.

Ted Chittenden inquired whether the committee had enough material to begin development of the Annual Report. Dan Martinez stated that he created a draft Annual Report that was distributed to committee members. Mr. Martinez noted that he needed a GCBVI Chair Report for inclusion in the Annual Report. Ted Chittenden stated that Bob Kresmer had indicated that he would develop a Chair Report for the Annual Report. Dan Martinez stated that he also included a client success story from an Arizona Industries for the Blind (AIB) employee. Dan Martinez stated that he would prefer that the Annual Report be submitted by September and noted that the draft report was created in PDF and could include links to the GCBVI Facebook page and the EyeKnow.AZ database, which would make the report more interactive.

Committee Membership Discussion

Ted Chittenden stated the local Arizona Council of the Blind of Arizona (AzCB) Phoenix chapter had not met recently, although he anticipated the council would meet in July and he could make an announcement regarding committee recruitment. Ted Chittenden stated that he was considering contacting Karen Hughes, whom had experience in publicity for the AzCB. Ted Chittenden stated that Dan Martinez had informed him that he would be resigning from the committee in December and he would make an announcement at the Full Council meeting requesting committee participation. David Steinmetz inquired whether clients of the comprehensive services programs could be members of the Public Information Committee. Dan Martinez agreed and stated the committee could post an announcement on the GCBVI Facebook page requesting council and committee members.

GCBVI Outreach Discussion

Ted Chittenden stated that RSA did not hold an Introduction to Blindness Workshop in June, and he had not been informed regarding a workshop in July. Ted Chittenden stated that Bob Kresmer and Amy Porterfield would develop a workgroup to discuss the Introduction to Blindness Workshops and he had agreed to participate on that committee.

Ted Chittenden stated that he would attend the Arizona Technology Access Program (AzTAP) conference on July 15 and 16 at We Ko Pa Resort in Scottsdale as a representative of the council. Ted Chittenden stated the council also received a notice regarding the VA White Cane Day on October 17, 2019, and he would attend that event as well. Ted Chittenden requested that Lindsey Powers forward the information to the GCBVI Full Council members to see if any other members would be interested in attending. Janet Fisher stated that she contacted Andrea Pasquale regarding the inclusion of an advertisement for EyeKnow.AZ on Sun Sounds and she would inform the committee regarding the response.

Dan Martinez stated that he was part of the Speakers Committee of the Vision Rehabilitation and Assistive Technology Expo (VRATE), which had lost committee members. Mr. Martinez stated that he would learn more at the upcoming meeting regarding the exhibitors that would be attending the event. Dan Martinez noted that some exhibitors were not interested in registering for both days of the event. He noted that exhibitors were not given the option to only register for one day, and some might decide not to attend the event. Dan Martinez stated that the AT and Employment Committees would provide a joint presentation on AT and worksite assessments, and he had not received clarification regarding the Education Committee's presentation, and he would contact Mr. Kresmer regarding their presentation. Ted Chittenden stated the Executive Committee had voted to move several council applications forward to the Full Council for a vote. Dan Martinez stated the Employment Committee had discussed holding an event, although he had not heard about an upcoming event. David Steinmetz stated the Employment Committee would hold a webinar with Kirk Adams, American Foundation for the Blind (AFB) and Terell Welch as panel speakers. David Steinmetz stated the committee was in the process of developing the marketing materials for the webinar. Dan Martinez stated that the marketing information could be included on the council Facebook and AIB Facebook pages as well.

Database Discussion

Janet Fisher stated that she was promoting the EyeKnow.AZ website to a staff member and noticed that the proximity search was not working. Ms. Fisher noted that when the staff member searched a zip code, she received

an error message. Janet Fisher stated she contacted Sara Muth, Secretary of State I.T., who indicated that there could be a cost associated with the proximity search. She noted that Ms. Muth had disabled the proximity search until she was able to identify the issue. Ted Chittenden inquired regarding the name of the entity that would require payment for the proximity search feature. Janet Fisher stated that Sara Muth did not specify regarding the name of the entity that would require payment, although it could potentially be the web developer. Ted Chittenden stated that he would inform the Full Council regarding the issue and potentially enlist the assistance of the Assistive Technology (AT) Committee to identify a solution. Janet Fisher stated that she was unsure whether she would be able to attend all the Full Council meeting, although she could ask a staff member to attend the meeting and give the council an update.

David Steinmetz stated that he received an update regarding the Rehabilitation Services Administration (RSA) printed Resource Directory. Mr. Steinmetz noted that council members had inquired whether RSA continued to update and distribute the Resource Directory, and he was informed that the printed Resource Directories were no longer distributed. He noted that new Vocational Rehabilitation (VR) clients were directed to the EyeKnow.AZ database for resources.

Social Media Discussion

Lindsey Powers stated the GCBVI Facebook page usage statistics had decreased slightly from the previous month. Ted Chittenden stated he would include the usage statistics as part of his Committee report at the upcoming Full Council meeting.

Strategic Plan Discussion

Ted Chittenden stated the Executive Committee would meet to discuss the Strategic Plan on July 25, 2019.

New Member GCBVI Member Training

Ted Chittenden stated the GCBVI could potentially have three new members, provided that all individuals were appointed by the Governor's Office of Boards and Commissions. Ted Chittenden inquired whether he should recommend that the council hold a New Member Training for those individuals. Dan Martinez stated the council could distribute New Member Handbooks to the new members, Bob Kresmer could make a member training video, or the council could hold an in-person training. Ted Chittenden stated that one of the new members lived in Cottonwood and

would be unlikely to attend an in-person training. Dan Martinez stated that many public bodies were required to complete Ethics training as well. Mr. Martinez stated that some council members experienced a conflict of interest or confusion philosophically as well as financially. He noted that in the past, new council members were required to complete 8 hours of Ethics and Open Meeting Law training. Ted Chittenden stated that he completed an online training course, although the course was not accessible, and the training was made into an alternate format.

Agenda and Date for Next Meeting

The next meeting of the Public Information Committee will be on Tuesday, August 13, 2019, from 2:00 pm to 3:30 pm. in the Stillwell Conference Room, at 515 N. 51st Avenue, Phoenix, AZ. Agenda items are as follows:

- Annual Report Discussion
- Database Discussion
- Committee Membership Discussion
- GCBVI Outreach Discussion
- Strategic Plan Discussion
- Social Media Discussion

Announcements

David Steinmetz announced that AIB was hiring two handler positions in Phoenix and interested individuals could contact Human Resources at HR@azifb.com.

Ted Chittenden stated the SBVID Program Manager position had been posted and the current salary was less than previous positions.

Public Comment

A call was made to the public with no response's forthcoming.

Adjournment of Meeting

David Steinmetz moved to adjourn the meeting; Dan Martinez seconded the motion. A voice vote was taken, and the motion passed unanimously. The meeting stood adjourned at 3:05 pm.