

**Governor's Council on Blindness and Visual Impairment (GCBVI)**  
**Executive Committee Meeting Minutes**  
October 10, 2017

**Members Present**

Amy Porterfield\*, Chair  
Bob Kresmer\*  
Ted Chittenden\*  
Dan Martinez\*  
Donald Porterfield\*  
Sharonda White\*  
Ed Gervasoni\*

**Members Absent**

Nikki Jeffords

**Staff Present**

Lindsey Powers, Admin Asst.  
\*Teleconferenced

**Guests Present**

Nathan Pullen\*  
Janet Fisher\*

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**Call to Order and Introductions**

Amy Porterfield, Chair, called the meeting to order at 1:09 pm in the RSA Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

**Approval of September 18, 2017 Meeting Minutes**

Bob Kresmer moved to approve the minutes of the September 18, 2017 Executive Committee meeting. Ted Chittenden seconded the motion. The meeting minutes were approved by unanimous voice vote.

**GCBVI Strategic Plan Discussion**

Amy Porterfield stated the Executive Committee needed to identify which committee would be responsible for each outcome listed in the Strategic Plan and assign priorities to each outcome. Ms. Porterfield stated the Executive Committee would resume discussion regarding the Assistive Technology (AT) Category outcomes.

Amy Porterfield inquired whether the committee wanted AT to have a separate category, or whether the AT outcomes should be included under the other Strategic Plan categories. Bob Kresmer stated the AT category should remain a separate category, although the AT Committee would assist other committees in several activities. Ed Gervasoni stated one committee

should take the lead on the outcomes, although other committees should be expected to assist in completing the outcomes. Amy Porterfield inquired whether the GCBVI Strategic Plan should include the five categories: Education, Employment, Independent Living, AT, and Council Integrity and Function, or whether the AT outcomes should be listed under other categories. Dan Martinez stated the Strategic Plan should include assignments for the committees, rather than under a header. Ted Chittenden stated he recommended removing AT as a category because the AT outcomes were not AT specific activities. Amy Porterfield stated she wanted to ensure the Strategic Plan was a guideline towards achieving the council's goals. Sharonda White stated that AT should remain as a separate category. Ms. White stated the AT Committee would still assist other committees in accomplishing their goals, although the AT Committee would be tasked with certain outcomes. Dan Martinez stated that AT/Accessibility as a category was not a header, but would be a process under a category.

Amy Porterfield stated the AT Committee would be responsible for completing certain outcomes, and inquired whether AT should be a separate category or integrated into the plan. Dan Martinez stated Education, Employment, Independent Living, and Council Integrity and Function should be categories in the Strategic Plan. Ed Gervasoni stated several committees should collaborate on completing the outcomes listed under the AT Committee, although some committees could be responsible for certain outcomes. Ted Chittenden stated his understanding that the headers listed in the Strategic Plan equaled the end goals of the plan. Amy Porterfield stated the headers referred to the overall mission of the Strategic Plan. Ms. Porterfield stated the council developed Strategic Plans in the past, which outlined activities for the next 20 years, although the committees were not assigned specific tasks and continued to work on their own activities.

Dan Martinez motioned that the GCBVI Strategic Plan include the categories: Employment, Education, Independent Living, and Council Integrity and Function. Sharonda White seconded the motion. The motion was approved by unanimous voice vote. The committee reviewed the AT category outcomes and identified the appropriate category each outcome should fall under:

#### **Category IV: Accessibility (Access Technology)**

- Guidelines for accessible educational and testing platforms is available for all school districts- moved to Education category
- Public service agencies receive regular feedback regarding accessibility- moved to Independent Living category

- DES revises procurement process to be commensurate with purchasing technology that is subscription and cloud based- moved to Employment category
- EyeKnow.AZ includes accessibility resource page

### **Category I: Education**

- Collaborative data collection mechanism to track test scores K-12 for all school districts in Arizona – Dan Martinez suggested including “develop” at the beginning of the outcome
- Accessibilities standards are in place for instruction and testing for Infants and Toddlers through Post-Secondary Education- Dan Martinez suggested “in place” be changed to developed and implemented
- Best practices are in place and available for all Arizona school districts to administer expanded core curriculum education- Dan Martinez suggested “in place” be changed to developed and implemented
- Guidelines for accessible educational and testing platforms is available for all school districts- this outcome was removed and would be an activity

Amy Porterfield inquired how the committee should prioritize the outcomes. Dan Martinez suggested the Executive Committee identify the easily accomplished goals under the Education category. Amy Porterfield inquired whether the committee should assign completion dates to each outcome in order to prioritize the categories. Donald Porterfield suggested the committee prioritize the most important outcomes to accomplish. Mr. Porterfield stated the committee could then prioritize the outcomes under each category as priority one, twos and threes. The Executive Committee identified the most important priorities:

#### **Priority 1:**

GCBVI is recognized as a critical council in Arizona that is equal to that of the State Rehabilitation Council for Blind Services

#### **Priority 2:**

VR services are funded by utilizing all methods available. All blind Arizonans are receiving services, and Comprehensive Programs are available to all blind consumers

**Priority 3:**

Accessibilities standards are developed and implemented for instruction and testing for Infants and Toddlers through Post-Secondary Education

**Priority 4:**

ILB funding is increased and services to older blind consumers is stable and sustained

Donald Porterfield suggested the committee review all the outcomes included in the Strategic Plan and identify the priority level for each. He noted when the committee prioritized the outcomes, there could only be one priority one, although there could be multiple priority twos and threes. The committee reviewed all outcomes and assigned each outcome as a two or three. Bob Kresmer suggested the committee review the current Strategic Plan outcome priorities prior to the next Executive Committee. Amy Porterfield stated the committee members would review the outcome priorities and identify the priorities within the priority twos and threes.

**Agenda and Date for Next Meeting**

The next meeting of the Executive Committee was scheduled for October 25, 2017 from 1:00-3:00 pm in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows:

- GCBVI Strategic Plan Discussion

**Announcements**

Dan Martinez announced he had been elected as the Chair of the State Rehabilitation Council (SRC).

**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 2:45 pm.