

Governor's Council on Blindness and Visual Impairment (GCBVI)
Executive Committee Meeting Minutes
November 21, 2017

Members Present

Amy Porterfield*, Chair
Ted Chittenden*
Dan Martinez*
Donald Porterfield*
Sharonda White*
Nikki Jeffords*

Members Absent

Ed Gervasoni
Dan Martinez

Staff Present

Lindsey Powers, Admin Asst.
*Teleconferenced

Guests Present

Call to Order and Introductions

Amy Porterfield, Chair, called the meeting to order at 1:08 pm in the RSA Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

Approval of October 25, 2017 Meeting Minutes

Ted Chittenden moved to approve the minutes of the October 25, 2017 Executive Committee meeting. Donald Porterfield seconded the motion. The meeting minutes were approved by unanimous voice vote.

GCBVI Strategic Plan Discussion

Amy Porterfield stated Lindsey Powers distributed the updated table format GCBVI Strategic Plan and a listed format for the Executive Committee members' review. Amy Porterfield inquired regarding the committee members' preferences or feedback regarding the different versions of the Strategic Plan. Ted Chittenden stated he preferred the listed format due to difficulties navigating within tables in documents. Amy Porterfield stated there were different ways to navigate within tables using screen readers, although she noted that each individual used screen readers differently. Amy Porterfield stated the listed format document listed the top four priorities, which were then included in the overall document and could be confusing to the readers. Ms. Porterfield stated the table format included more information compared to the listed version. Amy Porterfield stated the

listed format listed the top four priorities, which were also included in main categories and could be somewhat confusing. Amy Porterfield inquired whether the listed format could be combined to the table format and serve as a summary of the Strategic Plan. Jim LaMay stated that both versions of the document were good, although the table format did include more information. Amy Porterfield inquired whether the listed format could serve as a summary of the Strategic Plan. Donald Porterfield inquired regarding the purpose of the summary. Amy Porterfield stated the summary could offer a quick overview of the Strategic Plan and noted that the table version would offer the complete information included in the plan. Ted Chittenden stated he agreed that the table compiled the information included in the Strategic Plan in a way that was easy to view. The Executive Committee members agreed that the table format would offer all of the information included in the GCBVI Strategic Plan. Amy Porterfield inquired whether the listed format would be used as a cover page to the Strategic Plan. Donald Porterfield stated the listed format had too much information to be used as a cover page. Jim LaMay suggested the council develop a summary at the end of each year of the Strategic Plan. Amy Porterfield stated the GCBVI Full Council could vote on the Strategic Plan at the upcoming meeting. Ms. Porterfield stated if council members struggled with the table format, Ms. Powers could distribute the listed format to council members. Amy Porterfield suggested the top four priorities be removed from the listed format of the document.

GCBVI Membership Discussion

Amy Porterfield stated the GCBVI open positions were: Arizona Council of the Blind (AzCB) representative, two Community Member positions, and a Blinded Veteran's Association (BVA) member representative. Amy Porterfield stated her understanding that the AzCB recommended that George Martinez apply for GCBVI council membership. Lindsey Powers stated she had received George Martinez's application for council membership and she would forward his information to the Executive Committee members for review. Jim LaMay stated that some individuals attending the Vision Rehabilitation and Assistive Technology Expo (VRATE) expressed interest in the council and he directed them to the online applications. Amy Porterfield noted that the council did not recommend individuals apply online because the council was not able to review the applications and make recommendations to the Governor's Office of Boards and Commissions. Lindsey Powers stated she typically took individuals' information and sent the application directly to them, although the applications were available online. Amy Porterfield stated when individuals expressed interest in the council; she recommended that they join a committee as a way to get experience on the council.

Ted Chittenden inquired regarding any council members that would be required to reapply for council membership. Lindsey Powers stated that Ted Chittenden, Mike Gordon, Nathan Pullen, and Nikki Jeffords' terms would end on December 31, 2017. Ted Chittenden stated he submitted his application for re-appointment to the council. Lindsey Powers stated she did receive Mr. Chittenden's application for re-appointment. Amy Porterfield requested that those members receive the application for re-appointment to the council.

GCBVI Officer Nomination Discussion

Amy Porterfield stated she would recommend that Nikki Jeffords be placed on the slate of nominations for the Secretary position. Jim LaMay seconded the motion. The motion was approved by unanimous voice vote.

Agenda Items for December 1, 2017 Full Council Meeting

Nikki Jeffords requested that the video produced by the Department of Economic Security (DES) for the Employment Committee be played at the upcoming GCBVI Full Council meeting. Lindsey Powers stated she would forward the video link to Patty Thompson, Video Conference Administrator.

Agenda Items and Date for Next Meeting

The next meeting of the Executive Committee was scheduled for January 9, 2018 from 1:00-2:30 pm in the RSA Conference Room, Phoenix, AZ.

Agenda items are as follows:

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

Announcements

There were no announcements.

Public Comment

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

Adjournment of Meeting

Donald Porterfield moved to adjourn the meeting. Ted Chittenden seconded the motion. The meeting was adjourned at 1:38 pm.