

**Governor's Council on Blindness and Visual Impairment (GCBVI)**  
**Assistive Technology (AT) Committee Meeting Minutes**  
November 4, 2020

**Members Present**

Bea Shapiro, Chair  
Nathan Pullen  
Sue LeHew  
Terri Hedgpeth  
Bob Kresmer

**Members Absent**

Mark Nelson

**Staff Present**

Lindsey Powers

**Guests Present**

Terrell Welch  
Reggie Laister

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**Call to Order and Introductions**

Bea Shapiro, Chair, called the meeting to order at 3:05 pm, Phoenix, AZ. Introductions were made and a quorum was present.

**Approval of October 21, 2020 Meeting Minutes**

Bob Kresmer motioned to approve the October 21, 2020 meeting minutes. Sue LeHew seconded the motion. The motion to approve of the minutes was passed by unanimous voice vote.

**VRATE Presentation Discussion**

Bea Shapiro stated that she and Sue LeHew completed the Power Point presentation for the Vision Rehabilitation and Assistive Technology Expo (VRATE) and forwarded it to VRATE staff. Bea Shapiro stated the committees would need to decide whether a panelist would read the Power Point slides and briefly discuss the information. Sue LeHew stated that she and Nathan Pullen could take turns reading the slides during the presentation. Nathan Pullen agreed to take turns reading the slides. Terri Hedgpeth stated that if the audience was small, the panelists would have time to present for about 25 minutes and then the panelists could discuss

their experiences. Bea Shapiro stated the panelists would have 10 minutes at the end of the presentation to answer questions unless the committee members preferred to interact with the audience during the presentation. Nathan Pullen stated that would depend on the size of the group and if the group was smaller, the committee members would not need to save time for questions at the end. Terri Hedgpeth stated her concern with the marketing of the event and inquired whether it had been promoted. Bob Kresmer stated he received information regarding the event. Bea Shapiro stated that she also received information regarding the event and noted her understanding that the VRATE Board was still planning the event.

Bea Shapiro suggested the committee members review the Power Point slides and decide who would be reading each slide. Sue LeHew stated the panelists would need to decide when to go to the next slide or when a panelist would be discussing the information on the slide. Nathan Pullen stated the individual that was presenting would request to advance to the next slide when he/she was done speaking or ask another committee member to provide more information. Bea Shapiro stated that as the committee discussed the new norms, to include discussion regarding the convenience of attending virtual meetings and not requiring public transportation. Ms. Shapiro added that individuals attending VRATE would not necessarily have received Assistive Technology (AT) training and would benefit from discussion regarding how to manage one's AT, such as lowering the volume of screen readers. Bea Shapiro stated the presentation would also include discussion regarding the different virtual meeting platforms such as Zoom, Google Meets and Web Ex. Terri Hedgpeth noted that Web Ex was fairly accessible in mobile platforms compared to on a computer. Bea Shapiro stated the committee could mention that committee members had recently learned that Web Ex was fairly accessible. Bea Shapiro inquired whether a panelist should read all the sample meeting controls for Google Meet and Zoom or just the important controls such as how to mute/unmute or turn one's camera on and off. Terri Hedgpeth stated that if the information was included on the Power Point slide, the information should be read. Sue LeHew stated the purpose of the information was to inform the audience how to participate in virtual interviews and how to manage one's AT. Bob Kresmer stated the information would be useful for individuals not familiar with AT and virtual platforms. Terri Hedgpeth suggested the committee give audience members the option to download the information in a Word document.

Bob Kresmer inquired whether all meeting participants could see an individual if that individual's camera was turned on. Sue LeHew stated the individual would have the ability to select whether others would be able to see themselves through video. Bea Shapiro stated that some individuals

would not know how to control their settings and how to make those changes. Terri Hedgpeth stated there was a new Zoom meeting tutorial that could be added as a resource to the presentation. Ms. Hedgpeth noted that an individual might be proficient in Zoom, although the meeting host could change the controls, which would affect how an individual was able to participate in the meeting. Terri Hedgpeth stated that some individuals would not know how to include a photo of themselves and it could be overwhelming for them. Sue LeHew stated that if an individual did not have a photo, they should be able to change the phone number on the screen to the individual's name. Bea Shapiro stated that many employers preferred to see the individual during the interview and noted that individuals could change their names on the screen in Zoom but not in Google Meets.

Reggie Laister suggested that committee members monitor the chat box during the presentation in case audience members asked questions during the presentation. Mr. Laister stated that if he was able to attend the presentation, he would be willing to monitor the chat box. Terrell Welch stated that he would be willing to monitor the chat box if Mr. Laister was not able to attend the presentation. Bea Shapiro stated the committee members took a little longer presenting the information and suggested the panelists take questions at the end of the presentation. Terri Hedgpeth stated the committee could also copy and paste the Power Point information in the chat box to be available to participants. Bea Shapiro stated she would contact VRATE to inquire who would be controlling the Power Point presentation. Terri Hedgpeth suggested the committee assign someone to control the Power Point presentation rather than relying on VRATE staff. Lindsey Powers stated she would be able to control the Power Point slide if needed.

### **AT Trends**

This item was tabled.

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

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

- TVI Training Discussion
- AT Trends

### **Announcements**

There were no announcements.

## **Public Comment**

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

## **Adjournment of Meeting**

Bob Kresmer motioned to adjourn the meeting. Terri Hedgpeth seconded the motion. The meeting was adjourned at 4:00 pm.