

**Idaho Commission for the Blind & Visually Impaired**  
**Regular Board Meeting Minutes**  
**November 18, 2010**

**Board Members present:** Britt Raubenheimer, Chair; Travis Beck, Vice-Chair; Kent Ireton; Mike Gibson and Sarah Marossy

**ICBVI Staff present:** Angela Jones; Raelene Thomas; Nancy Wise; Nanna Hanchett; Greg Metsker; Trina Ayres; Lisa Van Ry; Doug Raper; Larry Henrie, and Melanie Hertling

**Guests present:** Jan Gawith; Carol Baron; Susan Bradley; Elsie Dickerson; Gus Tropea; Don Nepple and students from the ATC – Cameron & Eve

**Motion** to approve the agenda as stated for November 18, 2010 made by Commissioner Ireton, seconded by Commissioner Gibson – all in favor.

**Motion** to approve the minutes from August 26, 2010 conference call made by Commissioner Ireton, seconded by Commissioner Gibson – all in favor.

**Administrator's Report – Angela Jones**

The Boise ICBVI building has been approved for some additional remodeling for about \$250,000. Thank you to Greg for doing a good job working with the Division of Public Works and managing the building. This remodel project will go out for bid on February 16<sup>th</sup> and is open until March 30<sup>th</sup>. Greg will sit on the selection panel for the bids. The remodel will start after May 1<sup>st</sup> and run through August 1<sup>st</sup>, and will cover work on the entry way stairs, the railing, cleaning and refurbishing the concrete in the entry way area, replacing the lighting fixture, cleaning the stone on the building, fixing the cement in the basement entrance area, fixing the 4<sup>th</sup> floor stairs, and repairing the ceramic tile in the 1<sup>st</sup> and 2<sup>nd</sup> floor restrooms.

Angela recently attended a meeting with the Industrial Commission and the Idaho Division of Vocational Rehabilitation about co-locating some of the field offices to save costs. ICBVI pays such a low amount in rent with most of our offices that it is not feasible to co-locate any of them, with the exception of Twin Falls, which could be moved in with the Industrial Commission as they may have space, Angela will look into this further.

ICBVI is currently undergoing an audit with the Legislative Services Office, as we had a single audit finding due to our cost allocation plan, which was not previously approved by the feds. We have since fixed our cost allocation plan and have re-filed with the feds and are awaiting approval. ICBVI also was asked to fix the finding regarding hiring independent contractors for our case management system updates. We have done this as well, and we have determined it will cost us an additional \$50,000 - \$60,000 for the upgrades to the case management system.

The auditor also looked at our ARRA spending and said we are doing well and to keep spending. Case files were also reviewed from our field offices.

Angela met with Brian Darcy, Idaho Educational Services for the Deaf and Blind's (IESDB) new Administrator, and talked about how the two agencies could work more together. Angela offered to bring IESDB outreach teachers into the ATC to learn more about independent living skills to share with the students they work with out in the schools. She also reviewed the two RSA 107 Monitoring Review findings regarding the two transition positions partially funded by IESDB and IDVR. One of the findings mentioned that the transition positions can serve only VR clients, and if they are serving the blind, this position should be under the ICBVI.

The ICBVI Management team recently met to review ways to spend the VR re-allotment money received from IDVR by September 30, 2011. We also applied for additional re-allotment money in the amount of \$275,000. We also have \$30,000 in ARRA funds to be spent. We will spend \$125,000 for our case management system upgrades. We will spend \$101,000 in VR for the following: VR Services (SWEPE); 3 Years Needs Assessment; Social Security Verification System; Assistive Technologist for employers and transition for educating IESDB staff and school personnel with assistive technology; clients who use a Macintosh computer and who need help with assistive technology; training for the case management system for staff, and laptops for training which will then be utilized in the field offices. We will spend \$84,000 in ATC on the following: hiring an evening staff person to help ATC students staying in the dorms w/activities that may need a driver (most training centers across the nation have this position); saws for the shop class; desks and a fax machine. The Business Enterprise Program will spend \$120,000 on the following: new glass front soda machines or combo snack/soda machines; generic pop machines; and money recyclers. We will also be looking at some upgrades to the Boise ICBVI building heating and cooling system, which could be about \$25,000. The Independent Living Program has some funds out of the donation to use if needed in the amount of \$50,000, but they need to spend their ARRA funding first.

We recently received the draft report of the RSA 107 Monitoring Review and have 30 days to review and make comment back to RSA about any inaccuracies within the report regarding ICBVI. There were no surprises; everything was in there that was discussed with RSA in our closing meeting during the review. None of the findings for ICBVI in the report are putting the state in jeopardy of losing any funds. A few of the findings were similar and talked about time tracking regarding the IL and ILOB programs, which Nancy has already fixed and we are in compliance with this. We will send our responses to the ICBVI Board for them to review before we send them to RSA. We need to do cooperative agreements with the Tribal VR's in the state and the IESDB, do some Community Rehabilitation Program monitoring, and make changes to a couple of the VR policies (for example, we cannot have clients use Social Security dollars for student housing if they are attending school). Copies of the review have been sent to the Governor's office, Legislative Services Office, and Division of Financial Management, as requested. A VR agency never wants to go below the 21.3% state match required for federal dollars, at which point they would go into maintenance of effort, unless they applied for and received a waiver. A report from RSA dated 9/1/10 showed that IDVR had 2.7 million in

reverted dollars that were matched, suggesting to us that this money (even though matched) could not be spent in the allocated year, and thus required a reversion of funds back to the feds. (An updated email has been received from RSA regarding actual amounts reverted from the states, IDVR shows 1.7 million instead of 2.7 million.) Commissioner Ireton asked if we also had a finding on the 60-day timeframe from application to eligibility. Nanna Hanchett answered yes to Commissioner Ireton's question and believes it is just a matter of rewording it in the policy. Commissioner Ireton said he does not believe it is defined well in the law.

#### **IESDB Update by Brian Darcy, IESDB Administrator:**

Paula Mason is the new Director of Outreach; Ann Flannery and Steve Birkby are the new transition coordinators. IESDB currently has 85 students on campus with 29 who are blind or visually impaired. IESDB has a lot of high school students this year. The growth can be attributed to the need for more mobility training and also could be due to the economic downturn hurting the local education associations. IESDB currently has 437 blind and visually impaired students in the community. Brian feels that IESDB has a great and enthusiastic staff on board and they are researching grant opportunities to increase funding. Brian mentioned his meeting with Angela and is looking forward to working with ICBVI cooperatively for the good of the transition kids. Brian mentioned that he will be meeting with Michael Graham at IDVR regarding the 107 Review finding regarding the transition positions and hopes it can be rectified by providing more documentation.

#### **State Independent Living Council (SILC) Update by Robbi Barrutia, SILC Executive Director**

Robbi has been in her position full time for the last six months, but she has been working with disability advocates since the 1980's. For six years she was on the Senate Health & Welfare Committee, and she has had a long history of politics in Idaho. SILC oversees the Medicaid Infrastructure Grant (MIG), and they are currently completing their second year working in partnership with Disability Rights of Idaho with the Medicaid for Workers w/Disabilities Program. During the 3<sup>rd</sup> year of the MIG grant, SILC will be working with the Idaho 211 Care Line. SILC will be holding some training on December 11<sup>th</sup> regarding Medicaid, legislation, and health care reform. The MIG also allowed SILC to add enhancements to their public website and also funds three staff positions. SILC participated in the IBLN Conference (employers featured were Hewlett Packard and Micron), with many agency staff attending, and one of the topics discussed was hiring persons with disabilities. SILC is in the 3<sup>rd</sup> year of the AmeriCorps Accessible Transportation Network, under which they have increased bus service in the Idaho Falls area, sponsored and funded a bus on demand to run on Saturdays, and funded one year of bus service in Caldwell for an area where services could be really utilized. Two full time AmeriCorps volunteers are located at Valley Regional Transit. We also are working on a rural project for families who provide transportation to relatives with disabilities. SILC also participates in a public policy meeting group that meets once a week during the legislative session to talk about our game plan and to advocate. Through the Consortium of Idahoans with Disabilities, we send legislative alerts to about 4,500 parents of children with disabilities. The SILC has \$102,000 in general funds and about 75% of that budget goes for match of federal

dollars. This is the last year of the MIG unless congress reauthorizes it, and the last year for the AmeriCorps grant as well. The Community Transportation Association of Idaho will apply for the future AmeriCorps transportation grants in Idaho.

### **Consumer Input:**

Elsie Dickerson – elected as president of the National Federation of the Blind of Idaho (NFBI) about four years ago, noted that this is not a paid position (all members are volunteers). Most of the funding raised goes to help train people i.e., senior seminars, computer training, and devices to help with mobility. Most years the NFBI puts together a legislative dinner during which the meal is free and NFBI presents their issues to the legislators in attendance. This legislative dinner is scheduled for February 21, 2011 at the Owyhee Plaza Hotel in the Gallery Room. The ICBVI Board and Administrator have been invited to attend. We also hold a state convention every year and just recently celebrated 75 years. The next state convention will be held on April 8-10, 2011 in Boise at the Owyhee Plaza Hotel. Gus Tropea is our youngest member on the NFBI Board and he attended the nationwide Youth Slam convention in Dallas this last summer. This conference is for teenagers fourteen to eighteen years old, and costs are \$200, which pays for transportation, lodging and registration fees. There are about two hundred kids that attend each year. The next NFB national convention is in July 2011 in Orlando, Florida. The NFBI expressed their appreciation of ICBVI funding Newline. Currently, NFB has a nationwide dispute going on with Ebay for not being very accessible. To amend the dispute, Ebay is willing to train people who are blind or visually impaired to be able to use their website for selling items. If you know of anyone who is blind or visually impaired and are interested in this training, please put them in touch with Elsie. The NFBI had a board meeting in October and they have started a letter writing campaign regarding the split of federal dollars between IDVR and ICBVI.

### **IT/Case Management Updates by Jeff Terry:**

The Idaho Case Management System (ICMS) updates started about five years ago. The previous case management system was written in FoxPro, and we were losing transactions and client information. Microsoft had quit supporting this program about five years previously and it was time to get the system into current technology to make it better and to work out the bugs. The new system has been in place and stable for three years. The 2<sup>nd</sup> phase of upgrade was to fix the poor database design, enhance design and functionality, and update security for users. We are required to have a list of our known blind on file, which lists bio data such as city, state, zip. We are putting client data and known blind data together in the same place to avoid duplication in cases. We are working on VR and IL status pages, case records, accounting and fiscal controls. Most modules are within 5% of being complete; we have not yet started the sight restoration pages. Nanna and Raelene have put together a group to test the first phase, which will be the referral to application. The testers will help to train all staff when all phases are complete. This upgrade also will help us with authorizations as we have gotten permission from the State Controller's Office to interface with their list of vendors. Note that vendors only stay active on the system for two years. We are right on track and set to implement in April for training and using. We will also put together additional reports for management to use as well as staff. Commissioner Gibson wanted to know if we can scan documents and attach them to

these case files. Jeff answered not at this time. Commissioner Ireton commented that IDVR is using docfinity for their scanning. ICBVI keeps a daily backup of our systems at on offsite building.

## **PROGRAM REPORTS:**

### **Business Enterprise Program – Lisa Van Ry:**

#### TSA/TSB Snack Bar Remodel

The blueprints have been completed and bids for the painting, plumbing and related electrical work have been submitted. Lisa met with Department of Purchasing last Friday and found out she will need to work with Public Works rather than Purchasing on this project. That will be our next step. We hope to begin work before Christmas and limit the time the Operator will be without income.

#### BEP Video

The BEP video has been completed. We will use the video in marketing the program to potential property managers, as well as recruiting blind merchants.

#### Annual BEP Meeting

The September Vendor meeting went well. We are placing Dan Mathew's presentation from NAMA on CD to send to any vendor who was unable to attend. A new Board of Blind Merchants was elected. Theresia Hout is the new Chairperson, Charlie Kalina is the new Vice chairperson, Mark Van Ry is the new secretary, and Bill Hesseltine as well as Lynn Kneip are the two new regional representatives.

A motion passed to change how ending inventory is completed when vendors move to a new location or retire. The new method for inventory will be uniform and will be very detailed, which should alleviate disagreements between vendors.

#### New Board Training

On October 15<sup>th</sup>, Klaudia and Lisa developed a one-day seminar in order to train the new Board members on conducting meetings, taking minutes, state laws on the Committee of Blind Merchants, and also their By-Laws. The new board and Lisa are working on several goals to improve the program and the vendors are dividing into groups to research and assist with moving the program forward. One of the groups that formed was a technology group to research new technology designed to increase sales. On October 19<sup>th</sup>, several vendors met at the ICBVI to listen to demonstrations on recyclers and card readers for vending machines. A representative from the AMS line of vending machines made a presentation. Also a representative from Avanti self-check-out vending stores presented this new cutting edge concept to our group. Everyone felt better educated on these new types of equipment and we will begin implementing some of this new technology in the next few months.

Lisa also instituted a monthly schedule to talk with each vendor. They will set goals for their business, discuss challenges they are facing, and discuss how the BEP staff can better support them. It's been too easy for those in Coeur d'Alene, Lewiston, or eastern Idaho, and even some in Boise who don't need as much assistance from BEP staff, to feel disconnected. It will give

Lisa a chance to make sure they are informed of all issues affecting them, and to answer any questions or address any concerns they may have. Lisa found the responses to be very favorable.

Some of the other groups formed are: a marketing strategy group, a group to assist with researching new locations to add to our program, a group to increase sales, and a group to increase benefits, vendor participation and communication. There is also a group to provide input on the training curriculum for the program. We recognize we can't change the past, but we can write the future. It's Lisa's hope this progress will allow vendors to feel they have more of a say in their future and more participation in how fast things move. It will increase communication, help educate and develop skill sets, and unite them in purpose to improve the program and their incomes.

INL

Peter Nolan, a lawyer recommended by our teaming partner and other SLA's reviewed our documents from the award of the food service contract to Premiere Services. Angela and Lisa participated in a conference call with Peter and the contract Administrator for Battelle Energy Alliance. The call gave Peter an opportunity to evaluate the bid process to determine if Battelle Energy Alliance violated the law in any way. Peter did say he thought they violated the law in that they did not clearly define the competitive range. After considering all the facts he told us he did not think we could win arbitration on this case. The fact that our bid was four times higher than our competitor Premiere Services would probably cause us to lose the case. It was obvious to him, as it was to Angela and Nayarson's, that Premiere underbid this contract and that most likely it will be out to bid again as Premier will most likely lose money. Peter instructed us to send Battelle Energy Alliance a letter stating that if Premiere was unable to fill the terms of the contract for the price they bid, we would have a chance to bid on the contract. The letter also stated Battelle Energy Alliance could work directly with us and not put this out to bid again should they choose. The letter will protect us if they try to go behind our back and pay Premiere more without placing it out to bid and giving us the same chance. We enjoyed listening to Peter's questioning techniques with Battelle Energy Alliance and realized he could be a valuable asset in the future for this case or others that may come up. Scott was awarded a military cafeteria in the state of Colorado and is happy to be close to his family there. We wish him the best.

**Fiscal Report – Trina Ayres:**

The agency is in good financial condition as the fiscal year moves forward. 41.66% of the year has elapsed. Following is the current breakdown of expenditures by category and fund:

Personnel:

General Fund appropriation is \$601,400; expenditures are \$170,434 or 28.33%.

Federal Fund appropriation is \$1,626,800; expenditures are \$567,042 or 34.85%.

Adaptive Aids & Appliances appropriation is \$14,400; expenditures are 48.52 or 33.69%.

The personnel budget looks very good due to changes in personnel with positions being vacant for varying periods of time. Currently the only remaining vacant position is the Idaho Falls VRC position.

**Operating:**

General Fund appropriation is \$48,500; expenditures are \$23,052 or 47.52%.

The Randolph-Sheppard Fund appropriation is \$27,300; expenditures are \$2,875 or 10.53%.

Federal Fund appropriation is \$646,887, which includes an additional \$175,087 consisting of a transfer of \$100,000 from IDVR and 75,087 of federal re-allotment. \$163,490 or 25.27% has been expended.

Miscellaneous Revenue appropriation is \$42,400, which includes an additional \$25,000 from ICBVI's generous donation. \$2,671 has been expended or 6.3%. This fund is currently only used to fund the Low Vision Clinic.

Adaptive Aids & Appliances appropriation is \$47,600. Currently \$33,764, 70.93%, has been expended. This amount fluctuates based on the timing of the allocation reimbursements.

**Capital Outlay:**

Federal Fund appropriation is \$91,700. There have not been any expenditures to date. Four replacement vehicles have been ordered; two for Lewiston, one for Pocatello, and one for Twin Falls.

Miscellaneous Revenue has an appropriation of \$1,300 of which 295 has been expended. This is used to match ARRA IL capital purchases.

**Trustee/Benefit Payments:**

General Fund appropriation is \$627,400; expenditures are \$65,289 or 10.4%

Randolph-Sheppard Fund appropriation is \$120,100; expenditures are \$12,100 or 12.08%.

Federal Fund appropriation is \$341,500, which includes an additional amount of \$100,000 from the Basic Support grant re-allotment. Expenditures are \$231,312 or 67.73%.

Miscellaneous Revenue appropriation is \$41,300, which includes \$25,000 additional spending authority from the donation; expenditures are 980 or 2.37%.

**Appropriations outside of the 'norm' for ICBVI are:**

Rehabilitation and Revenue and Refunds Fund: This is where we record revenues received from the Social Security Administration. Currently we do not have a cash balance but always ask for spending authority should we receive a reimbursement. Our spending authority is \$34,300 in operating and \$13,000 in Trustee/Benefits. We had \$12,605 in cash at July 1<sup>st</sup>, which was used for SWEP.

**American Reinvestment Fund (ARRA):**

VR expenditures total \$80,384.

IL expenditures total \$22,454.

Older Blind expenditures total \$36,998.

### **Assessment & Training Center – Greg Metsker:**

We are still busy in the ATC this term. We currently have 10 full time students and 7 part timers. The definition of a full time ATC student is four classes a day four times a week. As has been the trend this last year or so, our part time students aren't just taking computer class, they are taking O&M, ADL, Job Readiness and Shop in addition to computers. With part time students taking more than one class at a time it has really impacted our numbers. At the board meeting last February Greg boasted that Lisa Baker's students attended her ADL class 175 times in the month of January. That is a lot of students for one instructor. By comparison, Lisa's students attended ADL 124 times this last month, but we only had classes for two weeks in October due to the agency in-service. If there had been a full month of training in October, Lisa and Jason both would have had well over 200 students attend their classes that month. Greg doesn't know for sure, because he hasn't gone back to add everything up, but would guess that the number of instructional hours per student per day last month was probably as high as it has been in the last 8 years since he has been back in the ATC. As you can see, our numbers are continuing to increase, and the Counselors, Rehab Teachers, VRA's and ATC staff should all be commended for that.

Another notable fact, out of the 17 students we have this term, eight of them are staying in the dorms. That is a higher percentage than we have had in 5 or 6 years. The last time we had almost half of our students in the dorm was back in 2004 or 2005 when we were still leasing apartments for them to live in. Most of our dorm residents are from out of town, and it is nice to see more clients from the outlying regions taking advantage of the opportunity to get training in the ATC.

On Tuesday November 23<sup>rd</sup> the ATC students will be preparing the annual Thanksgiving feast. With so many students taking ADL now, there is sure to be a lot of great food. Lisa tries to have everybody prepare something, staff and students alike, and the staff has to wear shades just like the students so it gives us a chance to hone our ADL skills too.

We are currently working on the ATC video with Doug and Mr. John Farrel, who has helped to produce the SWEP, VR and BEP videos so far. John has been filming current students and staff as well as former students who are now working. We even have a former student coming up from Pocatello on November 15<sup>th</sup> so John can videotape his story. This particular client's wife will also be sharing her thoughts about having a spouse go through this training, so that should be a good perspective to have in the video as well. The video will be used in many different ways, but we hope that potential students who are reluctant to come in for training will be able to view the video at home, with their families, and be persuaded to come in for a tour to see what the ATC is all about. We know there are clients out there who won't even come in for a tour because they are worried and skeptical about the center. Maybe the video will help alleviate some of those concerns.

Since none of the student's comments in the video have been scripted at all, it has been interesting to hear their perspectives on the training. One perception or comment that Greg heard several times during taping is that many current students have talked about how the

training will help them if they ever lose all their sight. It is Greg's strong belief that the skills we are teaching in the ATC will benefit all of our students right away, whether they still have vision or not. We obviously have some work to do to make sure our students understand that non-visual skills are as good or in some cases better than the visual skills they are using right now. We will have to double our efforts to make sure students see the relevance of the training to their current situation.

As of October 1<sup>st</sup>, Laine and Larry have reversed roles again. Larry is now the Regional Assistive Technologist and Laine is back teaching in the ATC. We have completed the first year of the RAT project and we believe it has been a real success. The counselors and rehab teachers have managed to keep Laine and Larry very busy everywhere they go and many of the Rehabilitation Teachers have really increased their ability to teach assistive technology. Greg thinks our counselors have also benefitted from the project simply by becoming more aware of what the available technologies are capable of and how they are designed to work. Nanna, Laine, Larry, Scott and Greg met back in October to discuss the first year of the project and to plan for this next year. Some of the original goals for the Rehab Teachers and Counselors have been modified a bit based on how things went this past year. For example it is apparent that not all the counselors have the time to become proficient in the use of assistive technology, so the new expectation is that they will at least have a better understanding of what the different products can do and which ones are most appropriate for their particular clients. Laine and Larry will still be working with the RT's to get them comfortable with teaching JAWS and Zoomtext at the basic level, and hopefully in some cases at more advanced levels. Last year the RAT's spent about half their time working with staff and the other half with clients. Greg would anticipate that the percentage of time that Laine and Larry spend with clients will go up some this year as our staff become more and more comfortable with assistive technology. As far as the RAT budget is concerned we are doing well and it appears that the amount of ARRA money that was originally set aside for the position will more than cover the costs for another full year of the project, so this process should continue through September 30, 2011. Laine is also working on an assessment tool to see if a person is ready for college or not. This data will then be provided back to the client and VR counselor for their use.

SWEP planning is already on the way, and we have discussed ways of changing the time frame a little bit to accommodate those SWEP students that want to attend College Days. College days will be the week of June 13<sup>th</sup>, with SWEP staff training beginning the week of June 20<sup>th</sup> and kids will come the following week with work beginning July 4<sup>th</sup> and continuing until August 5<sup>th</sup>.

#### **Independent Living-Nancy Wise:**

It's that time of year for the data collection and report writing for the 7-OB Older Blind Report and the 704 Independent Living Annual Report (under 54 yrs.) The total number of clients served for this FFY time frame in the Older Blind Program are 717, an increase of 74 clients from last year; the under 55 age group of Independent Living clients total 84, indicating an increase of 13, and 363 successful IL closures – an increase of 18 from last year. These federal reports are due December 31<sup>st</sup>.

A total of 385 patients were seen in Boise and the regional/rural clinics, an increase of 36 individuals served.

A busy year for all teachers and those staff who assist the teachers with authorizations, bill paying and store inventory (VRA's and Kris), the Low Vision Clinic (Joni & Dr. Hansen/techs), and ICBVI's new Storekeeper, Collene Kroenke who provides exceptional customer/client service - great team work to get the job done! We are very excited to have Brenda Knight join our IL team as well. She has excellent rapport with the provider community, medical community clients and coworkers (just like Linda). Kudos to April Mills who has volunteered to assist with IL clients and training for Brenda, during the transition period in the Twin Falls office for VRC, RT and hiring new VRA. Brenda received additional training in ATC the first week of November and was able to shadow Candy and Brian the following week.

#### ICBVI Store

Collene has really organized the store, and CCTV demo room, adding another new vendor's products. We currently have 8 full view CCTV's, and 8 portable units, (3 – mouse plug, and 5 handheld (one of these can also plug into TV)). Our Boise store exhibits the largest display of video magnifiers throughout the state.

#### Regional Low Vision Clinics

As a result of the ARRA funds, Pocatello, Lewiston, and Coeur d'Alene regional clinics have given folks in rural areas the opportunity to have an exam by a low vision optometric specialist. These exams have resulted in more effective magnifiers, bioptics, and CCTV's that will significantly improve the client's ability to function in their home and the community. All the clients served by these clinics were unable to purchase these adaptive aids themselves.

A lot of extra work went into scheduling these clinics by all regional staff, and many details for follow up by Joni and extra orders processed by Collene. Brian's cane travel was excellent. Dr. Hansen was absolutely wonderful and it was an excellent learning experience for staff regarding technology, glasses, and bioptics.

#### Collaboration/Networking Activities

Friday, October 29<sup>th</sup>, was ICBVI's third annual Senior Training Day with the Veterans Administration in the Spokane/Coeur d'Alene area. Training was provided at the VA clinic in Coeur d'Alene, and both ICBVI ILOB clients and Veterans attended this training event. Instruction was provided by Michelle and Brenda regarding safe food preparation techniques and a variety of daily living skills. Speakers from the VA also spoke to family members and clients regarding issues relating to blindness and the adjustment processes that follow such a diagnosis. The event was again a great success, and we plan on continuing this event on an annual basis.

Nancy and Candy presented to The Elks St. Luke's Rehab. Candy and Jackie attended the Boise Sr. Center Health Fair. Candy spoke to the Boise Veteran's Administration VR Counselors about the IL program services. Candy spoke at the bi-monthly meeting of the staff and advertisers of

the Idaho Women's Journal about her personal adventure with blindness and the wonderful second career blindness brought her and the services of ICBVI.

Candy and Julie attended the Help America Vote training seminar and presented at the ICBVI In-Service, Kuna High School, and Rocky Mountain H.S. in Meridian. Candy provided registration applications and Absentee Voting Applications to two ATC students and Julie helped a friend who had never voted to register, learn about the candidates, and get to the polls.

With Angela's blessing, Candy proposed a networking with the Secretary of State's office to create in large print and Braille the new personal declaration affidavit. ICBVI purchased the paper and the prison produced the copy. One thousand personal declaration affidavits were produced; Idaho was one of only a handful of states that was in compliance with the ADA accessibility regulation this year.

Candy and the other Board Members of the Idaho Blind Services Foundation received an accommodation from the Governor for the work done by the foundation for Idaho citizens.

Brian continues to participate in meetings with the Ada County Highway District, Valley Regional Transit and we now have commitments for audible crossings at two different intersections in the BSU area for the first part of 2011. Other audible signal crossing will follow and truncated dome installations will follow in other parts of the community.

Heidi attended the AER conference in scenic Jackson on October 20-22, 2010. She reports the sessions were interesting, but the best part for her was spending time with the IESDB folks and the buzz about next year's conference in Idaho! We are hoping for a possible collaboration between IESDB and ICBVI to really put on a great conference! As far as the Idaho Falls office, it is busy and Heidi has many new clients. Thankfully, people are very understanding and patient if they get the answering machine, instead of a live person, on the first try. Norma is doing a great job wearing both regions' hats and April is helping out with some AT instruction in the hither regions. All in all, we are doing what we do and loving it!

#### Peer Support

We have two new Peer Support groups, one at Karcher Estates, and one in Emmett, facilitated by Al Schneider whose first meeting is tonight at 7:00 p.m. at his house. He is planning to hold meetings the 2<sup>nd</sup> Wednesday of each month and is really excited about getting started. Nancy, Candy and Michelle will join Britt's phone support group on Monday November 15, to talk about programs, training and the store.

#### **Vocational Rehabilitation – Nanna Hanchett:**

The end of Federal Fiscal Year 2010 has come and gone and Nanna is working on the federal reporting for the year. The 911, and 113, will be submitted by the end of the month as required and the 722 has already been submitted. Despite the continued economic recession and 3 out of the 7 VR counselors retiring or leaving in the past year or so, ICBVI VR statistics were encouraging. Anytime you have a transition in a caseload there is an impact. We have been

very pleased with the VR staff who have provided coverage to the various caseloads and allowed us to achieve the performance level that we did.

We maintained a level performance in number of new applications and eligibilities over FFY 2009. We had an increase of 3 applications and 2 eligibilities in these areas. Although we decreased in number of 1<sup>st</sup> time plans compared to FFY 2009, Nanna believes this is related to the transition of staff during the past year and all VRCs providing coverage to another region on some level. Although we did not meet indicator 1.1 with the rolling two years, we did exceed our number of rehabilitations over FFY 2009. We only had 5 homemaker closures this year.

The State Plan for FFY 2011 was approved by RSA. The In Service Training Grant for FFY 2011-2015 was approved.

VR Staff and Nanna are currently involved in Transition Partnership meetings around the state. This partnership meeting is held between IDVR, ICBVI and SDE. The feedback thus far has been very positive and useful. The Education staff have been very positive and impressed with our SWEP video.

Nanna continues to work with IESDB, its new leadership and new transition coordinators to positively impact the outcomes of our mutual clients and students.

ICBVI's Annual In-Service was completed at the beginning of October and based on the feedback from the staff it was a successful in-service. Raelene did a great job coordinating and organizing In-Service.

Dana continues to assist in providing valuable training to Linda and Jeff. Laurie and Marge have been providing training to the new VRA in Twin Falls, Judy Jones.

Raelene and Nanna have been working with IT to begin the testing phase of ICMS as well as to begin preparing for the training when implementation takes place next spring.

Angela, Nanna and Raelene are involved in an Employment Stakeholders group made up of agencies that work with persons with disabilities. The overall goal of the group is to look at all state and community resources for persons with disabilities to secure better employment and to see what kind of overlaps there may be and what training opportunities are out there for staff to learn more about these resources.

Update from Doug Raper – ICBVI Business Consultant:

We have accomplished a great deal over the last few weeks. We have produced videos for both the BEP and ATC programs and hope to produce a Spanish video as well.

Boutique phoning, a Boise at home phone center, has hired two of our clients. Doug had met the owner of the business at a chamber meeting and we were able to establish a relationship that led to the hiring. Both Dana and Doug met with them. Larry, Linda and Doug have been

working with C-3 in Twin Falls, a new call center, and have talked to them about hiring our clients. Earlier this month we did training for some of their top people and things look like they are headed in the right direction. They seem open to hiring our clients and Larry had a chance to look at their system while we were there. Their VP of HR, who is based out of Florida, told me that he wants to develop a partnership with us. They have already hired over 500 people in the Magic Valley and plan on hiring several hundred more. Linda says she has at least four clients who are qualified to work there now. We are still working on some of the details of their testing process.

Laine, Larry, Linda and Doug have been working with officials of St. Luke's in Twin Falls about hiring our clients and have met with them in Twin Falls. Now their IT people are planning on coming to Boise where we will meet with them and the IT people from Boise to try and make our systems work together.

Doug has been working on the Idaho Business Leadership Committee and attended their first annual conference in October. Doug also represented the Commission on the Disability Mentoring Day committee and has found job shadow positions for several of those who are part of that program. Dana, Candy and Doug had a chance to meet with the counselors at the VA recently, and they are planning to come here for a tour next. The three of us that same day spoke to the advertisers of the Idaho Woman's Journal, the magazine that did such a great story on the Commission.

We have printed two different posters that we are working to get out to doctors, schools and employers across the state. Each office has posters with their address and phone number on them. I attended an all-day Career Expo in Nampa, which gave me the chance to talk to numerous employers in the area. Doug attended job fairs in Meridian and at Boise State for the same reason. Doug attended and spoke at resource meetings in Orofino and Grangeville. There were lots of great questions from employers in that area.

We are looking at a project that would put large print and braille copies of menus in restaurants across the state. More on that to come.

**New Business – Meeting Dates:**

The next ICBVI Board Meeting will be in Boise on February 24<sup>th</sup>, same time frame. The Board will discuss at the February meeting about having the spring meeting at another location in Idaho.

Meeting adjourned at 3:15 pm

Respectfully submitted by Raelene Thomas on 11/29/2010