

ICBVI REGULAR BOARD MEETING

April 12, 2016

Minutes

Board Members Present: Britt Raubenheimer, Chair; Mike Gibson, Vice Chair; Sue Payne; and Travis Beck.
Commissioner Schneider was excused for a family medical emergency.

ICBVI Staff Present: Beth Cunningham, Nancy Wise, Mike Walsh, Trina Ayres, Greg Metsker, Raelene Thomas, Brad Bolicek, Laine Amoureux, and Rocio Gil.

Guests Present: Jan Gawith, Ramona Walhof, Don Nepple, Dana Ard, Becky Sherman, Amber Beck, Tony Bridges and Kevin Servatius.

ICBVI Mission Statement was read by Raelene Thomas.

MOTION to approve the ICBVI Agenda made by Commissioner Payne, seconded by Commissioner Gibson, all were in favor.

MOTION to approve the ICBVI Minutes from January 19, 2016 made by Commissioner Gibson, seconded by Commissioner Payne, all were in favor.

Administrator's Report – Beth Cunningham:

Beth has had a very busy 3 months since she began this job in January. Beth has attended 2 coffees that the Governor has had for state directors. She has tried to meet as many other directors as possible. Next month, Tammy Perkins, our liason to the governor's office, will come for a visit.

Beth attended a JFAC hearing for our supplemental and the setting of our agency budget. She has been working with Trina and the other managers to learn the budgets of the agency and the specific rules regarding what can be purchased from the different budgets.

Beth has been holding management team meetings every other week and we have decided to do an all staff meeting in May on the 19 and 20th. We will be working on identifying key values that support the agency's mission. One of her priorities is to focus on staff morale, team building, relationships and building trust among the staff, as well as the management.

The management team also needs to come together to be a strong leadership team and will be spending some time together on April 29th to explore our different communication styles and how to best work together effectively.

Beth has started getting out to the outside offices to get to better know our staff in other regions. She went to Pocatello in March and spent an afternoon with Matt, April, and Dawn. Last week, Mike and Beth went to Twin Falls to conduct a VR file review and had some time to spend with Judy, Linda and Brenda. Next month, Mike and Beth will also go to Lewiston and Coeur d'Alene to review files and meet with staff.

Monthly, Beth has been attending 2 teleconference meetings. One is for State VR Directors from around the country with the Council of State Administrators of VR (CSAVR) and it covers a variety of topics. The other one is a regional meeting for Region 10 state directors. We will be meeting in person in Portland in May on the 16th and 17th.

Next week Mike and Beth will travel to Washington D.C. and will attend the CSAVR conference and Mike will attend the National Council of State Agencies to the Blind (NCSAB). Beth will be leaving this Saturday morning, so that she can

attend the New Directors training on Saturday and Sunday. Next Tuesday, we will be on Capitol Hill and have scheduled meetings with Senator Risch (11:45 am), Congressman Simpson (1pm), Congressman Labrador (2:45), and Senator Crapo (3:45). In preparing for these meetings we put together a “Fact sheet” with just a little information to provide to them about our agency. Raelene put this together after receiving input from all of the managers. It will be good to represent our agency and give them a face to associate with the agency.

Also, monthly, Beth attends the Consortium of Idahoans with Disabilities (CID) meetings in which agencies that represent many different disability populations attend and discuss upcoming legislation that impacts our clientele.

Quarterly, she has been attending the Interagency Secondary Transition Council meetings and the Workforce Development Council Meetings.

Thus far, agencies have been very enthusiastic and welcoming us to the table at these meetings. People have been very happy to see us getting involved.

- We are updating the Duxbury license for the Prison braille program, which will assist them in an upgrade to the full 17 seat license. They are anticipating the return of inmates from out of state in the near future. Renewing the full 17 seat license will allow them to expand the number of inmates either returning to the Braille program, or, upon eligibility to participate in the program, start training for their Braille transcription certification – which will allow the inmate(s) to continue to transcribe documents into Braille for ICBVI, IESDB, and some programs from out of state.
- We are providing funding for the Bell Camp, which is in July.

Two weeks ago, Mike, Greg and Beth went to IESDB School and met with Brian Darcy and his team. We took a tour and discussed possible ways to work together.

Mike and Beth have been attending planning meetings with the Department of Labor to get ready for a training May 11 and 12th on WIOA and how our agencies will work together in regions to partner and refer clients to one another to help facilitate the pre-employment training services that we will be offering to students. We will have both VR counselors and rehabilitation teachers attending this training and meeting partners from their regions.

ATC Training:

Beth has been attending ATC training since her third week on the job. She has had classes in Braille, computers, ADL, shop and mobility. Her favorite aspect of the training has been meeting the other students and hearing about their personal stories and triumphs. It has been very enlightening and there were a few things that were unexpected. First off, she thought it would be relaxing (at least for her eyes) to wear the shades. She was shocked the first few classes at how exhausted her eyes feel after she takes off the shades. It feels like she has been staring at a screen or a book for hours. The first time she came home and took a nap. One time she spent an hour just threading a needle and when she took off the shades her eyes literally hurt. Lisa explained to me that my brain was trying to get my eyes to see through the shades and so they were straining to see what she was doing. This also produced headaches. Another, unexpected outcome was that she really likes shop and she has not been the slightest bit afraid by the machines. This is important because it is a knee jerk reaction to think (“oh using saws and machines would not be safe if you couldn’t see”) and this is natural for people who are used to relying on their vision. However, Beth has learned that it is perfectly safe after Justin goes through the step-by-step instructions with her and in fact, she is not sure that she would know how to do it with her eyes opened because she has only learned the machines with her shades on. Therefore, Beth is sure that sighted people (herself included) make quick assumptions all the time about what people who are blind can and cannot do. This is a very important lesson. Although, Beth does not make any conscious judgments at this time, she is sure that she is still making unconscious ones. She has loved mobility and finds it very fun and challenging. Just being able to walk in a straight line has been something that she has to work at. Due to her schedule and the ATC schedule, there have been some cancellations. So far, she has completed 61 hours. She has

made an egg, an omelet, a cheesecake, threaded a needle, made her practice name board, and is able to read to the letter P in the Braille alphabet. She has worked on computer short cut keys and typing without seeing. She has walked around the block a few times, has crossed different types of streets and can find her way back to the building. Beth will continue practicing and gaining non visual skills for the next few months at this same level.

Thank you for being here and thank you for your support of the commission and it's mission!!

BEP Report – Brad Bolicek:

New BEP Supervisor - Brad Bolicek started working at ICBVI as the new BEP Supervisor on Tuesday March 8, 2016. He was quickly introduced to the program and its vendors during the 2-day Vendor meeting on Friday and Saturday March 11 & 12. At the meeting Brad introduced himself and discussed his background and experience as well as his vision for BEP and the vendors. He also spoke to each vendor individually during the 2-day session. BEP Specialist Corey Bresina led the training sessions during the Friday sessions. Corey has been leading all aspects of the BEP program since the former Supervisor left the Commission in December until Brad started in March. Together Brad and Corey are working to enhance the program and add efficiency to the program.

Equipment Inventory - The BEP Supervisor and BEP Specialist have started the annual statewide equipment physical inventory. The BEP program has been audited and a current statewide physical count will create an accurate accounting of all fixed assets \$2,000 and greater. The physical count will allow the State FAS (Fixed Asset System) to match the BEP Fixed Asset list accurately. Brad and Corey's state-wide travel will allow them to observe and review the routes throughout the program to ensure proper guidance for each vendor. Commissioner Beck asked how Brad and Corey were going to track the small wares. Brad indicated that most of the small ware are tracked by a master list that Corey is maintaining, and they also have state tags on them as well, i.e., if it is a ladle, those really small items like that will not be tracked.

Terry Harris Retired - Longtime vendor Terry Harris has retired from the BEP program. Bill Hesselstine has taken over Terry's route as his primary route. Bill will operate his former primary route as a contract route. We wish Terry health and a happy retirement.

SOP's - A primary goal of the new BEP Supervisor is to create consistency among all practices and actions in BEP for each vendor in the program as well as BEP personnel. For this effort all practices are being reviewed and SOP's (Standard Operation Procedures) are being created. Input from vendors has been requested to be sure the process creating these SOP's is transparent and inclusive. These SOP's will cover a wide variety of actions. Included among the initial SOP's being written: Product inventory process, equipment inventory process, equipment transfer/disposal process, invoice process, maintenance and repair process, monthly reporting, asset accounting and invoicing. These SOP's will allow each vendor to operate more efficiently as well as the BEP program. A few of the SOP's will be included in the Rules for the BEP, which has been set aside for the time being until the BEP staff and vendors have a chance to make a priority list of items to accomplish.

Micro Markets - Micro markets are fast becoming a success in the BEP program. Sales revenue is growing and the products available to sell are limitless, enabling the vendor to cater specifically to their customer demand. Government agencies along with businesses are requesting or mandating that healthier food options be available to their employees. Traditional vending has come a long way to improve its choices but is still very limited by column space and selections as to what items can be sold in a typical vending machine. A micro market expands the number of products that can be sold in the same floor space of a typical array of vending machines. In addition, a customer can read the nutrition information on the label of a food product because they can hold it before purchasing. Currently BEP locations have 6 micro markets in operation and we are currently working with Bill Hesselstine to place a new Micro Market in his new route at ACSO. The ACSO is happy to have some new vending product at its location, especially looking for healthier options.

Commissioner Beck – are Corey or Brad going to receive training for the Micro Market providers on how to operate the back end of the system? Brad indicated that is on their list of things to accomplish and he feels they are very user friendly. Commissioner Beck indicated that they are not blind friendly. Theresia uses a voice micro market. Brad has indicated he is going to the NAMA conference to learn more about the Micro Markets from different providers. Commissioner Beck talked about the background of the Morgan Markets creation here. Tony has one in the city hall building, didn't really have any training on it, so it is a bigger headache right now, it's been pulling him away from his everyday operation. Amber Beck spoke up about them being the first BEP Vendor to have one in the state, she indicated they received zero training on it from the previous BEP Supervisor, and then when the next vendor got their machine, Amber was contacted by the vendor as they needed help. Beth wants a non-visual training put together by the company so that vendors can have this training when they are getting started on Micro Markets. Beth said that we (the ICBVI) will make sure that we are buying equipment that is usable by vendors.

Vendor Goals - Brad has requested all BEP vendors to submit goals for their businesses. Brad requested 1 year, 5 year, and 10 year goals. Brad's goal is to move the program forward and help make the BEP vendor operations more efficient, profitable, and accountable. Brad is also in the process of instituting a monthly reporting summary for the BEP vendors to assist Corey and Brad in making sure the vendor operations are as efficient as possible and meet/exceed BEP program mandated performance standards.

Becky Sherman asked if Brad had started any shades training yet. He has not had a chance yet, but it is on the schedule to begin this in the ATC.

New Vendor Training - An ATC graduate has started in the BEP training program. Daniel Solis will be providing training and mentoring to Martha Velazquez. We believe Martha will become an excellent vendor.

Vendor Site Opportunity - Three new vendor site opportunities have been presented to the BEP. BEP is awaiting further information on these sites, which will be evaluated for viability. The 3 sites are located in Gooding, Pocatello, and Weiser.

WIOA update – Mike Walsh:

The combined state WIOA Plan has been submitted. There were over 400 pages within this plan including the four core programs, which gives you an idea of how much went into it. This is a four year plan, we do not have to do an annual plan anymore, and we will have to revise in 2 years if needed. We have no idea how long it will take RSA and the other partners to review and approve, keeping in mind each state has at least 400 – 700 pages for their combined plans. We will continue to work with our on-going work group, which meets weekly. The next thing the work group is looking at is the common performance accountability system. Most agencies were permitted to report at baseline for the next 2 years, and we will continue collecting the data for the RSA 113 and turning that in. We do need to work on strategies of how we are going to collect this data. The final regulations are supposed to provide us guidance on this. We are also looking at doing statewide needs assessment; we have been talking about conducting them independently by agency, or as a group.

Our eligible students for PETS (Pre-employment Transition Services): we had 36 in October, 43 in January, 56 on March 31st, and as of April 9th we have 59. This increase in a few short months is testament to the hard work of the counselors out in the field and the partnerships they are building. The number could go down in June as student's graduate, which is expected. Some of our PETS eligible students are going to attend the NFB conference in Lewiston.

ICBVI will be involved with some training here in Boise in May with the Department of Labor on the One Stop System. They will then conduct a pilot project on the new one stop system, which will take place in Idaho Falls. The training will be bringing in regional people from all over the state on how we can work together better on referrals.

Another item that the work group will look at is a universal intake referral process amongst all the partners. We will

also be updating all of our MOUs. Some will be multiple MOUs amongst the partners, and some will be individual. College Days and SWEP are going to be key programs for PETS eligible students. We do not know what kind of data RSA will ask agencies to turn in on PETS. Hopefully we will have some clarification when the regulations are released in June. Commissioner Raubenheimer asked if the PETs implementation is impacting adult services. Mike indicated that there is no significant impact at this time.

Consumer Input:

Dana Ard – recently attended a NFB Legislative Seminar in Washington DC and they are still working on the Senate Bills that address the subminimum wages and the accessible instructional material in education. The NFB Idaho had 8 applicants this year for their college scholarships and 4 national scholarships applications. Dana briefly talked about a few of the sessions offered at the NFB Conference up in Lewiston, including a class on Victor Stream, and a student breakfast on Saturday for the National Association of Blind Students. They are very excited they have up to 50 registered to attend this conference.

Ramona Walhof – reminded everyone about the NFB Bikathon coming up on Saturday May 21st. It takes about 70 volunteers to put this on. They will also have anywhere from 10-20 tandems teams participating. Ramona also wanted to know if we have heard if Idaho was going to keep using the Nemeth code for Math braille or were we going to transfer over to the UEB code. She was told that they were going to let parents decide which to use here in Idaho. Ramona does not feel that most parents have the information needed to make that decision.

Gary (2nd term ATC Student) – lives in Meridian and is 62 years old. He lost all but 14% of his vision due to Macular Degeneration. He is very happy to be here and he works on his goals that he sets, and he likes the discussion groups they have with the other students. He feels that there is not enough community interaction that advertises the Commission for the Blind. Beth answered this comment of Gary's by letting him and the Board know that we are working on being featured on a local Idaho Show that will focus on a success story and also on the SWEP program for additional exposure of the agency. Gary also feels like transportation is a big issue, and also would like to recommend that the training curriculum is kept up to date here at the ATC.

Don Nepple has referred a recently blind lady from Midvale to the ICBVI. Nancy indicated that we will have one of the Rehabilitation Teachers get in touch with her.

Jan Gawith asked how many blind staff ICBVI currently has. ICBVI has 41 staff and 10 of those staff are blind or visually impaired. Jan indicated that there are no program managers that are blind. It is important to keep blind staff on board to fill the higher positions when there is an opening.

Amber Beck has been involved in BEP for 13 years. It's been a part of my life, my kids' lives, and BEP puts food on the table. It is a lot easier to see actual results in VR, not many people come in and say good things about BEP. BEP is an amazing program and we are grateful for it. Every vendor in the program is a bright individual and they have made a lot of accomplishments, and I know the supervisor position seems like a black hole. Often BEP is looked at as the red headed step child of this agency. Where does BEP have a place in the State Plan? They don't have a place in the plan, but it looks like Brads goals align with those goals of the State Plan. Amber indicated she was impressed with his qualifications and it's a testament to him that he has mentored people to have success on their own. In all fairness, I know the board is aware of past issues, but it's like going down to the wood shop and smacking your thumb with a hammer. The BEP vendors are throbbing from the last 3 years of the problems of the BEP. It's very personal and the blind vendors can't just go get another job, can't just walk down the street and fill out an application, there are too many barriers. It's going to take a little time to change things and I hope that people can giggle and talk positively about BEP at the next board meetings to come.

Tony Bridges – Indicated he greatly appreciated the money and the job. He is hoping we can come together. Travis Beck is a great friend, and a great chair person. I have since learned that there is a lot of pointing a finger at Travis Beck. But if so, you are pointing fingers at all the vendors, since he is our spokesperson. He tries his best to stick to the

rules and regulations, and he just wants the best for blind individuals. Tony does agree with him. He asks and begs the sighted people that are new to ICBVI to understand that you can go through every training, but you always have an opportunity to take those shades off. Those that are blind or visually impaired do not have that opportunity. It is not only a physical situation but its emotional. If you ignore the past you will not be able to move forward in a positive way.

Becky Sherman – If a vendor is involved in BEP, they need to keep in mind it is a good spring board to work at other avenues.

Kevin Servatius – Thank you to Beth for being a positive person. All dealings that he has had with her have been very positive. As a vending manager in the BEP, he is out at Gowen Field, serving 50,000 meals a year. He is really looking forward to moving forward and that there will not be any more fighting over things with locations. Kevin often hires people with other disabilities to work in his locations. Thanks to the ICBVI for their support and the opportunities, and thank you to the Commissioners. Kevin hopes to be a little more involved in the future, now that he does not have to worry about the politics.

MOTION: The ICBVI Board will conduct an Executive Session, as allowed by Idaho Code Section 74-206(b), to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student. Made by Commissioner Payne.

Roll Call Vote to move into Executive Session 74-206(b) at 12:15 p.m.:

Commissioner Raubenheimer: Yes

Commissioner Payne: Yes

Commissioner Gibson: Yes

Commissioner Schneider: Yes

Commissioner Beck: Yes

Board came back into regular session at 1:25 p.m. with the following motions:

MOTION – The Board recommends to the Administrator to implement cross training for our fiscal department, made by Commissioner Payne, seconded by Commissioner Gibson, all were in favor.

MOTION – The Board recommends extending the time for the Administrator to complete her shades training in the ATC to 9 months, made by Commissioner Payne, seconded by Commissioner Beck, all were in favor.

MOTION – The Board will complete a 6 month performance review at the next Board Meeting for the Administrator, made by Commissioner Payne, seconded by Commissioner Gibson, all were in favor.

Summer Work Experience Program – Greg Metsker:

Once again this summer the ICBVI will be hosting the Summer Work Experience Program (SWEP), June 26th through August 5th. The training week for the staff begins on June 13th, and the kids arrive on Sunday June 26th. Some of the SWEP staff will be assisting with the College Days program the week of June 20th also. To date (April 5th) we have 21 applications for SWEP, with one more pending, from kids from every region of the state. Larry Henrie will be coordinating the program again this year, along with an assistant who will help with the day-to-day operations and program details. Once again the kids will be housed in the Clearwater Suites on the BSU campus. This year BSU allowed us to reserve the entire second floor of the building, which will be very nice. The College Days participants will be using suites on the same floor the week prior to SWEP.

Larry has already been in touch with quite a few potential employers and there are 9 of them who have already committed to working with one or more of the kids. There are 5 additional employers who are interested in participating but we haven't finalized those yet. Some of the employers who are definitely working with us this year

are the Botanical Gardens, the YMCA, Computers for Kids, the Bridge Café, Vintage Cycles, Ada County Housing, Ada County Drug Court and the Ada County Assessor's office. Employers who have also expressed interest and will very likely be working with us are Zamzows, the MK Nature Center, the Grove Hotel and Albertsons. The employers who have already committed to the program will be able to provide 15 jobs for the kids, so we are well on our way to being able to place all 21 kids. We have only scheduled Larry to teach two classes per day in the ATC this spring, so he can devote the majority of his time the next two months to preparing for the SWEP. We have posted the announcement for SWEP staff on the Idaho DHR website, for anyone who might be interested in applying. We just ask for a resume and a cover letter to be sent to Larry or me, and we will probably start interviewing potential staff in mid to late April. We will most likely hire 18 to 20 staff for the summer.

The kids will participate in one week of job readiness training in the ATC and at the Department of Labor, starting on June 27th, and then they will start their jobs on Tuesday July 5th and work through Friday August 5th. We already have a full slate of evening and weekend activities planned during the program including a camping trip, river rafting, beep baseball, Toastmasters, goal ball and many others. It should be another great summer.

On June 8th, 9th and 10th we will be partnering with IESDB to host a Work Readiness/Transition camp for youth ages 14 to 16. The camp will be housed on the IESDB campus and participants will stay in the cottages at night. There will be space for 20 participants. We only have a rough draft agenda at this point, but it includes things like Assistive Technology classes, employer visits, training provided by the Department of Labor related to soft skills that are needed on the job, daily living skills classes and so forth. A more definite agenda will be available on the 13th of April. The ATC staff will commute to Gooding each day to assist with classes. When Greg saw the proposed agenda for the Work Readiness Camp at IESDB, he realized that the Summer Youth Program we were planning to do in the ATC was very similar to what they were planning to do, and it didn't make sense to have two programs for the same demographic within a month of each other. Consequently we will partner with IESDB this summer, and then come up with a plan for subsequent summers and potential partnerships with IESDB as we move forward. Greg has been in several meetings with staff from IESDB so far regarding the camp, and he believes it is going to be a great opportunity for kids to learn about the world of work, and the kinds of skills it takes to be successful in the workplace.

College Days – Laine Amoureux:

College Days will begin on June 20th and end Friday the 24th. We have 15 applications and they will be staying at the BSU Dorms at the Clearwater Suites. Most of the training will be held at BSU on the campus, with one day being held here at the ICBVI Building. Thank you to Commissioner Gibson for helping us get meeting space and accommodations.

We have some staff involved in College Days this year: Shane Hyde will be helping with a BSU Outdoor program, and Matt Queen is conducting a session on searching for schools and scholarships. Scott Pearl is organizing a professional panel, on which Commissioner Raubenheimer will participate. Commissioner Schneider will be teaching a session on scholarship essays.

We will have several presenters, speaking on social media, soft skills, leadership, and networking. We will have a presentation from Lance Kaldor from Department of Labor on how to use CIS (Career Information System) and another presentation on face to face networking. We will also have a motivational speaker Joshua Loya come in and talk about adjusting to college.

ICBVI Program Reports:

Assessment and Training Center Report – Greg Metsker:

The ATC Winter Term ended on March 18th. It turned out to be a very busy term, with 14 students participating in classes and over 2400 hours of instruction provided. According to the attendance numbers that we submit every month, the number of classes attended was up 35% from the same term last year, and was the busiest winter term in at least the last 4 years. Without even knowing the official numbers, the ATC staff would definitely tell you that the place was hopping this winter. The Fall and Winter terms are generally the most popular. At this point we have 10

clients signed up for ATC training this spring, with 3 more potential students waiting in the wings. In addition to the clients, we are also providing training to Beth and Brad this spring as well.

After the Winter Term was complete we hosted 6 clients for the Discovery Days program, which ran from Monday March 21st through Thursday March 24th. We had 6 participants, three of whom are PETS clients. They came from Nampa, Grangeville, Downey, Boise and Lewiston. All of the participants spent the week going through ATC classes and getting a feel for what the training is like. Greg likened it to test driving a car to see if you like it. We received good feedback from the participants at the end of the week in terms of their experience and what they learned. At least two of the participants indicated that they would like to come in for more training, one wants to start in April some time. The age range of the participants was from 16 to 68.

As was mentioned in Greg’s earlier report, we will be partnering with some of the staff at IESDB in June to provide a Work Readiness/Transition camp for up to 20 blind/VI youth. The camp necessitated a change in the ATC Calendar for this summer. Our ATC Spring Term will end on June 1st, so staff will have time to complete their ATC reports and prep for the SWEP staff training week, before we go to Gooding to assist with the IESDB camp. We will also be starting our Summer Term earlier than we originally thought, on July 12th, because we are doing the camp in early June instead of a Summer Youth Program in July. During the summer “break” we will be helping with the IESDB camp June 8, 9 & 10, training our SWEP Staff June 13-17, assisting as needed with College Days June 20-24, providing ATC training to the SWEP kids June 27- July 1, and doing some job coaching for the SWEP kids during their first few days of work July 5-8, then the Summer ATC term starts on July 12th. As you can tell, the phrase term break is a bit misleading.

Fiscal Report – Trina Ayres

Status of SFY16 budget is as follows:		Appropriation:	Expended:	Percentage:
Personnel -	General Fund	\$ 738,500	470,129.78	63.66%
	Federal Fund	1,886,500	1,324,434.65	70.20%
	Adaptive A & A	19,100	14,685.39	76.88%
Operating -	General Fund	\$ 51,900	46,524.91	89.64%
	Randolph-Sheppard	27,600	12,376.54	44.84%
	Rehab Revenue (SSA)	-0- *	-0-	-0- %
	Miscellaneous	28,100	5,472.71	19.47%
	Adaptive A & A	97,900	73,503.86	75.08%
	Federal Fund	583,669**	385,978.99	66.12%
Capital Outlay -	Federal Fund	22,331**	22,331.00	100.00%
Trustee/Benefit -	General Fund	599,200	379,466.36	63.32%
	Randolph-Sheppard	100,100	64,454.43	64.39%
	Rehab Revenue	89,700*	39,487.50	44.02%
	Miscellaneous	56,300	22,136.10	39.31%
	Federal Fund	541,500	325,693.55	60.14%
Total -		4,842,400		

Items to note on this report:

*Operating in Fund 0288 was transferred to Trustee/Benefit for use in the Independent Living Programs; \$10,700 is for BEP use. A total of \$89,747.37 in Social Security reimbursements has been received this fiscal year so a supplemental appropriation was approved in the amount of \$42,400 to allow all cash to be expended.

**Operating in the Federal Fund was transferred to Capital Outlay to purchase a vehicle for Idaho Falls/Pocatello. A \$50,000 supplemental appropriation in Operating was also approved for this fund. This better aligns spending authority with the ICBVI grants and allows the continuation of spending for adult VR services in light of the reserve for Pre-Employment Transition Services.

The Independent Living Part B grant for federal fiscal year 2015 has been drawn in its entirety and a grant award for FFY16 has been received in the amount of \$137,408.

The agency is currently undergoing a management review by Legislative Services, Audit Division. A management review is typically completed every three years. Two auditors have been on-site for almost three weeks. It is their hope to complete the on-site component of the audit by Friday, April 8th. Currently they have not scheduled an exit meeting nor have they given an estimated date by which the report will be completed.

Independent Living & Sight Restoration Reports – Nancy Wise:

Low Vision Clinic Update - March 23-25, 2016 Dr. Hansen saw 25 people at the Twin Falls office regional clinic (14 older blind, 1 IL and 10 VR). Collene also assisted the Twin Falls team with LV evaluations with new clients, and performing PD and bifocal measurements and keeping appointments running smooth when scheduling changes came up. She assisted with Dr. Hansen’s written reports as well. People were helped with magnifiers, filters, lighting and corrective glasses which included: 4-5 bioptics, 10 pair of glasses and 5 smartlux hand held magnifiers. Some of the people referred received glasses that gave them a bigger area for bifocal or specific glasses for reading or computer. Dr. Hansen takes the time to figure out the best glasses for low vision. We have heard from many patients that their eye doctor tells them glasses won’t help...and then Dr. Hansen finds something that does.

The LV clinic is gaining a much deserved reputation as experts in low vision assessment and management within the community of medical professionals, both local specialists, as well as regional, out-of-state, and major eye centers (Moran Eye Center and Casey Eye Institute).

The LV Clinic has been in Business since July of 1999. Dr. Dwight Hansen was hired in March of 2006 and has an annual contract with ICBVI for four days a month; with some additional days for regional clinics. He also sees patients, including some ICBVI clients, for low vision evaluations at his private practice in Rigby, Idaho. The total number of clients seen over the past few years is:

FFY 2013	-	417
FFY 2014	-	431
FFY 2015	-	727

One major insurance company (True Blue) has indicated that they always approve any request from a local specialist to have their patient referred to the LV clinic. Our rural clinics have grown and Boise clinics were full through holidays and winter this year.

We appreciate our clinic staff, Dr. Hansen, Lynn and Collene who provide outstanding customer service. Even on the most challenging clinic days the staff remains positive and have a great sense of humor. They listen carefully to patient concerns and answer their questions. Carol Baron continues to volunteer her time and expertise with clinic patients, and is so dependable!

We have a new medical billing provider, Sandy Lindquist who will be providing medical billing services to ICBVI for the next six months. After this time frame we will make a permanent decision about medical billing services. Sandy will spend some time in the clinic for a better understanding of Commission services.

The Rehab Teachers continue to be busy currently serving 522 older blind, 74 IL clients doing what they do best. The total number of clients served continues to grow:

FFY 2013	-	579
FFY 2014	-	675
FFY 2015	-	727

From Heidi Gainan, Rehabilitation Teacher in Idaho Falls: - Imagine being 96 years old and wanting nothing more than to live in your own home and wake up in your own bed each morning. Imagine wanting to play bridge on Fridays and Bingo on Wednesdays with your friends. Imagine wanting to live your own life just the way you want! But how could this happen if your vision is poor and getting worse? The ICBVI has programs to help in these situations. There are several ways an ICBVI Rehabilitation Teacher can help:

- marking appliances for easier use
- demonstrating and even providing low vision aids for reading mail or playing cards
- referring qualified individuals to the Talking Book Program
- teaching technology skills that keep Grandma and Grandpa in touch with friends and family via iPad or Computer

Support services for regular cleaning, grocery shopping, transportation, and emergency response help can be plugged into from local providers. Being elderly and visually impaired doesn't mean a person has to move out of their own home.

It's pre-SWEP season for the PETS students so it's time to make sure they can survive away from home. Can they make a sandwich: Walk to the corner? Order a fast food place? Pay for their own groceries? Sign their name? It's best to have these skills and ample experience practicing these skills BEFORE they tackle the Boise job market this summer. There will be many new things to learn when they arrive at SWEP and, for many of the students; it may be their first time away from home. Anything they can comfortably know how to do to take care of themselves, before arriving in Boise, will be a bonus for them. Agency RT's may be doubling up on time with these students from now until the beginning of SWEP, depending on what they need.

The VRA's continue to assist the VR Counselors with services to their clients and to provide all client service and caseload management activities for the Sight Restoration Program - serving 69 clients so far this SFY. Special thanks to Guyla Tiede for her assistance answering sight restoration questions of other VRA's. They are always eager to help the clients we serve.

ICBVI staff provided information and attended the Disability Awareness Day at the Capital on February 23rd.

Nancy worked with Mel Leviton, Executive Director of State Independent Living Council on submitting the annual 704 report, which was delayed because the new ACL Management Information System (MIS) was not up and running until mid-February. We did get the report submitted on time.

The Division of Financial Management will conduct training on strategic planning and performance measurement on April 19th that Raelene and Nancy will be attending – ways to improve our strategic plans and how to establish meaningful performance measures that will tell us whether we are reaching our goals.

Vocational Rehabilitation Report – Mike Walsh:

Federal Reporting:

The RSA-722 was completed and submitted on January 26th. RSA-113 was completed and submitted on April 4th.

Staff Training:

Mike conducted one day training for all of his staff on March 15th at Life's Kitchen. The purpose of this training was teambuilding. Included in the training was an introduction to social-emotional learning activities that counselors can

do as pre-employment transitional activities with their regional students.

Rocio and Laine went to the annual American Foundation for the Blind Leadership Conference March 3-5 in Washington DC. Both report this as one of the best conferences they have attended. Rocio got an opportunity to network with her national colleagues for the first time. She attended several breakout sessions that were specific to WIOA. Laine attended sessions that were specific to AT and transition students. The transition focused sessions provided Laine with information and resources for enhancing the direct AT services, as well as the College Days, and other PETS focused programs. Laine came away with some innovative ideas that could be explored by the VR team for new ways in integrating AT into the PETS activities and programs.

Mike and Beth are participating on a planning team at IDOL. A two-day training on WIOA and the One Stop System is being planned for May 11-12. This training is hosted by IDOL. Most of our counselors will be attending this training, as well as a few of our other staff. IDOL is paying for hotel rooms for those coming in from out of Treasure Valley region.

Special Programs / Events:

Tools For Life – Was held March 1-2 at the Riverside in Boise. We sent 9 transition students to this event. Several counselors attended and helped staff our exhibit.

College Days – Laine will have a separate report on this event.

Discovery Days (March 2016) – 3 PETS eligible clients attended this.

Assistive Technology and Social Media:

Achievements: Hosted 2 webinar trainings for IESDB TVIs; Collected 13 College Days Applications, and organized acceptance packets

Professional Development:

American Foundation for the Blind Leadership Conference, Washington D.C.

Social Media

Type	VR hours	IL/OB hours
Job site training		
Job site assessment/consultation	3	
Training/assessments in Boise office	6	
In-home training	2	
In-home assessment		
Community Outreach/consulting	4	
Telephone/remote training/assessment/consultation	25	
Transition Assessment	3	
Work Experience Supervision hours	36	

Social Media:

Type	Description	Number	Other
Total number of fans	Number of people who have “liked” our page	255 (+5)	4 people “unliked the page” total gain of 1
Average Daily Reach	The # of people, each day, who see content from ICBVI	57.6 over 92 days	Increase of about 9 since last report
Negative comments	Meaning that a viewer hid a post, or marked it as spam	0.021739	Up from none
Average daily	On average, the number of people who	4.717391	Increase of 0.357391

Engagement	engage with the page daily.		
Total video views		27	Increase of 12
Number of people talking about ICBVI on Facebook	“Talking about” includes people liking the Page, posting to the Page's timeline, liking, commenting on, or sharing one of the Page posts, answering a question posted, responding to an events, mentioning the Page, tagging the Page in a photo, or checking in at our location.	219	An increase of 39, and a daily average of 2.380434782608696

Transition Students (PETS):

Regional offices continue to conduct PETS activities, such as college tours and working with their regional partners. Several of our clients continue to be involved in Work Experience Programs. Our number of transition cases continues on an upward trend. Do keep in mind this number may go down after June, as some of these clients will graduate high school.

October 2015 we had 36 PETS eligible clients

January 2016 we had 43 PETS eligible clients

April 2016 we have 59 PETS eligible client.

All regional counselors have been working hard on the recruitment of PETS eligible students. Counselors have been spending a significant amount of time networking with the school districts, regional transition councils, IESDB, and other community partners. We are working closely with IESDB; sharing information and they are helping our regional counselors to identify blind and visually impaired students in middle schools as well.

Update on PETS authorized programs:

- SWEP – We anticipated at least 22 PETS eligible youth to attend. We currently have 21 registered; with one pending registration.
- College Days – We anticipated 23 registrations. We have 12 clients registered (note: not all of these participants are PETS eligible students).
- NFB Conference – I believe we have about 6 PETS eligible clients who will attend the conference in Lewiston.

Those transition students not participating in our summer programs will participate in regional activities authorized by their VR counselor (i.e.; Community Based Work Experience Programs).

Program Statistics:

We have completed our 2nd quarter half way through our FFY2016. We are on track for our annual production goals. As of March 31st, we should be at 50% in all areas.

Listed below are the VR Statistics as of March 31st for ICBVI:

- New Applications – 52% (Annual goal is 183. Year to date we are at 96).
- Eligibilities – 55% (Annual goal is 146. Year to date we are at 81).
- New Individual Plans for Employment – 54% (Annual goal is 118. Year to date we are at 64)
- Successful Closures – 51% (Annual goal is 78. Year to date we are at 40).

New Business:

The ICBVI Board Meeting date has been set for here in Boise on Thursday, July 28th.

Minutes respectfully submitted by Raelene Thomas on May 4, 2016.