**SRC-DBVI[[1]](#footnote-1) Minutes**

**Date & Time:** February 22nd 2023 (10am – 12pm)

**Location:** Virtual Meeting

**Attendance Key: P = Present, E = Absent (Excused), A = Absent (Unexcused), TEL = Telephone**

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|  **Council Members:** |
| **P** | Andrew Maclean, *Chair* | **E** | Sherry Belka |  |  |
| **E** | Cheryl Peabody, *Vice* | **E** | Kathy Bagley |  |  |
| **P** | Allen Kropp, *Treasurer* | **P** | Roger Fuller |  |  |
| **P** | Mary Beth Walsh | **P** | Julia Endicott |  |  |
| **P** | \*Brenda Drummond [[2]](#footnote-2) | **E** | Amber Mooney |  |  |
| **E** | Darcy Gentle | **P** | David Emberley |  |  |
| **P** | Nancy Moulton |  |  |  |  |

**Members of Public:** Jessica Cavanaugh, Isaac Gingras, Tammy Clements, Ken Shapero, Peter Diplock, Nathanael Batson, Diane Frigon, Sadie Donnell, and Linda Plorelle.

**Recorder:** Branden Densmore **Next Meeting:** April 26th 2023 **Minutes Approved: Yes**

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| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Introductions** | SRC-DBVI meeting was called to order at 10:03 am. Members and guests were introduced & welcomed. | NA | NA |
| **Minutes**  | The SRC-DBVI discussed the December 2022 minutes. Corrections were sent to Branden, and the **acceptance of the minutes were tabled for next meeting**. | *Correct December 2022 minutes.**Create February 2023 draft minutes and send to Cheryl.**Distribute February draft minutes to council members for review.* | Branden DensmoreBranden DensmoreCheryl Peabody |
| **Committee Reports** | *Program Assessment*: Meet in January to review available data. Consumer satisfaction data found to be limited. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Committee Reports**  | Discussed **10 closures** without a disabling condition. Through online application, people who wear glasses say yes I need services, then goes to DBVI and DVR which may create data issues and maybe reason for closures.May need to continue to make some modifications to the online app to reduce people coming into DBVI who shouldn’t be just because of glasses.**Case expenditure** data also reviewed. Next meeting they will focus on what the data actually means. *Transition*: No report given.*Policy*: No meeting and no tasks at this time.*Membership/Outreach*: One in process of filling out paperwork, and 5 others waiting on Governor approval.*Recruitment/Staffing*: No meeting yet and no report given. | *Schedule meeting for March 2023.* | Transition Committee |
| **Director’s Report** | **Corrective Action Plan**: Continuing to work on the plan. Everything must be submitted by April, and finalization will be done in June.**Staffing**: Orientation/Mobility position vacant and another retiring in May – both in Portland. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | Created plan to fill the need in Portland by moving staff around as needed. Also establishing short term contract to fill the gap.**Recruitment**: Brenda and Libby meet with staff at University Of Maine (Farmington) about career pathways of VRTs, O&M, and TVIs.[[3]](#footnote-3) Suggested that University students become interns to position themselves to get hired. **Summer Programs**: WOLF[[4]](#footnote-4) happening on February weekend around leadership and networking. ESP[[5]](#footnote-5) happening as well on April 23rd for 18+ clients who are trained but unemployed. Expecting at least 15 people for ESP, and meeting weekly to work out the details.***Apprenticeship***: Hired someone into a full time position. They have been connecting with many organizations about apprenticeship opportunities.**BEP[[6]](#footnote-6)**: Found subcontractor to reopen location at DMV.[[7]](#footnote-7) This is a 6 month contract that can renew if needed. | NONE | NONE |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Director’s Report** | BEP manager move to and reopened location on January 23rd and was extremely busy from the start. Going very well.University RFP[[8]](#footnote-8) awarded to Pepsi, and negotiations with Pepsi will happen in July for commissions.Café mico-market reopened opened in the Capitol Cross Building. Its open 24/7 and has fresh food options. Further, BEP manager opening café in the State House Building. It will be open 3 days per week while legislature is in session. | NONE | NONE |
| **Agency Update**  | Catholic Charities did a PowerPoint presentation about who they are and what they do. They have 21 employees, and have contracted to assist schools in their education of blind and visually impaired students.  | NA | NA |
| **Priority Topics** | 131st Legislature inaugurated and ends June 21st. Committees have started work hearing bills, and Governors biannual budget considered by appropriations next week.Discussed SRC-DBVI committee composition and work for 2023.Need expressed for Policy Committee members. | *Add Ken Shapero to Policy Committee.* | Policy Committee Chair |
| **Topic** | **Discussion** | **Action** | **Responsible** |
| **Priority Topics** | Question was asked, does the SRC-DBVI need a Membership Committee?  | *Share committee membership list with council.**Talk with Membership Committee members to see if the committee is still needed.* | Andrew MacleanNancy Moulton |
| **Announcements** | Honorariums are offered to members not otherwise compensated for attendance.Final draft of CAP[[9]](#footnote-9) overview video almost done.The April SRC-DBVI meeting date changed to April 26th.  | *Contact Cheryl to receive honorarium.**Send finished video to SRC-DBVI members.* | Members Not CompensatedJulia Endicott |
| **Public Comment** | Time was given for public comments, but none were made. | NA | NA |
| **Adjournment** | Meeting was adjourned at 11:58. | NA | NA |

**People & Organizations Represented**

**Cheryl Peabody – Statewide Independent Living Council (SILC)**

**Brenda Drummond – Division For Blind & Visually Impaired (DBVI)**

**Peter Diplock – Division For Blind & Visually Impaired (DBVI)**

**Julia Endicott – Disability Rights Maine (DRM)**

**Mary Beth Walsh – Mainely Access**

**Allen Kropp – Drummond Woodsum**

**Nancy Moulton – Catholic Charities Maine**

**Sherry Belka – Disability Advocacy Seat**

**Darcy Gentle – Wabanaki Vocational Rehabilitation Program**

**Andrea Bickford – Division For Blind & Visually Impaired (DBVI)**

**Kathy Despres – Goodwill Industries**

**Andrew MacLean – Maine Medical Association**

**David Emberley – Department Of Education**

**Amber Mooney – Iris Network**

1. State Rehabilitation Council - Division For The Blind And Visually Impaired [↑](#footnote-ref-1)
2. \*Indicates Ex Officio, Non-voting member [↑](#footnote-ref-2)
3. VRT -> Vision Rehabilitation Therapist, O&M -> Orientation and Mobility, TVI -> Teacher Of Visually Impaired [↑](#footnote-ref-3)
4. WOLF -> Winter Outdoor Leadership Fun [↑](#footnote-ref-4)
5. ESP -> Employability Skills Program [↑](#footnote-ref-5)
6. BEP -> Business Enterprise Program [↑](#footnote-ref-6)
7. DMV -> Department Of Motor Vehicle [↑](#footnote-ref-7)
8. RFP -> Request For Proposal [↑](#footnote-ref-8)
9. CAP -> Client Assistance Program [↑](#footnote-ref-9)