

Idaho Commission for the Blind and Visually Impaired

Board Meeting Minutes

December 2022

Meeting was called to order at: 9:02 a.m.

Commissioners in Attendance: Britt Raubenheimer (chair), Al Schneider (vice-chair), BJ Stinger, Mark Watkins, LeAnn Gelskey

ICBVI Staff in Attendance: Beth Cunningham, Steve Achabal, Mike Walsh, Corey Bresina, Kevin Jernigan, Angela Starr, Alison Steven, Earl Hoover, Jacalyn Stallings, Matt Queen, Jeff Weeks, Shane Hyde, Chris Johnston, Justin Fish, Arianah Ruzovich, Laurie Carlin, Rocio Gil, Melanie Hertling

Guests in attendance: Dana Ard, Collene McFadden

ICBVI Mission statement read by: Angela Starr

The **MOTION** to approve the agenda was made by Al Schneider and seconded by BJ Stinger, all were in favor.

Change to agenda - Schedule next meeting before lunch

The **MOTION** for board members to approve the minutes for the September 14, 2022, Regular Board Meeting, was made by Mark Watkins and seconded by BJ Stinger, all were in favor.

Administrator's Report

I want to welcome LeAnn Gelskey, the Talking Book Service Program Supervisor from the Idaho Commission for Libraries to our Board of Directors. Thank you to Sue Walker for serving 6 years on our Board!

Right after our last meeting, we held our in-service in McCall and it went very well. We had two evenings of fellowship there and we received several comments from staff that it was the best in-service they had been to. So, after not being all together as a team since 2019, it was a long time coming and I believe it was a welcomed success. We had topics such as working with clients and co-workers of different generations by understanding each other better. We also learned about implicit bias and we were able to examine our own biases to help us when working with clients.

Last week, the management team had strategic planning day in which we reflected on the accomplishments of 2022 and set some goals for 2023. Once we got started, it was surprising to see all that we accomplished in 2022. I will list a few of the highlights:

- resumed in-person summer programs
- held an in-person in-service
- began monitoring preparation – created teams
- migrated OB program to Orion
- resumed regional Blindness 101 trainings
- improved BEP relations with vendors and creating new sites
- remained fully staffed despite overall hiring struggles with state and private employment
- increased CEC for all staff and brought everyone to at least 80% of policy
- created financial transparency on spreadsheets that are updated monthly
- improved file audit process tremendously
- attained PCI (payment card) compliance
- completed 2023 State Plan for IL
- exceeded our negotiated client services targets with RSA
- collaborated with general agency and with San Diego State on our current CSNA.

Each program manager came up with goals and objectives for their program. We also created some Agency Goals which are as follows:

- Develop a new employee orientation
- Communicate our agency and department goals to staff
- Evaluate the AWARE Case management system to determine if this is something we can add.
- Continue preparing for RSA Monitoring
- Prepare and adapt to LUMA – new financial system of the state

Reader/Driver Update:

Since our previous meeting in which we shared that we were looking for additional drivers, we have hired one new driver. In addition, Steve and Angela worked on the overall hiring/ training processes for reader/drivers.

- Created process for bringing on new drivers which includes:
 - Standardized interview questions
 - Steve, Angela, Deann, Marcie on interview panel

- Created Reader/Driver job tasks to review at onboarding
- Created Reader/Driver Draft Internal Control
- Discovered that Athena does recruiting for us. Steve submitted the completed form for them to start recruiting for the CdA office since we lost Dan.
- Brought on one new R/D in November (Dale). We are actively looking for another R/D for Boise – someone who can work on Tuesdays and Thursdays. We are currently meeting the needs of our Boise and Treasure Valley, but we'll definitely need another person to work Tuesdays and Thursdays in the next month or two. In Coeur D'Alene, we need a driver since we lost the driver that we had there.

JFAC update:

We found out that our JFAC presentation will be on January 20th. It is expected that there will be a lot of new Legislators on the JFAC committee this year. I did attend a new legislator reception on Nov. 30th to try to meet some legislators. I spoke with 4 different people and told 3 of them about the 2 positions that we were asking for this session. These were brief encounters, but they said to let them know what they can help us with and seemed supportive.

State Director Meeting The state is having more meetings for Directors and is also working on staff retention. I apologize that I have to leave today's meeting at 1pm because there is a state directors meeting that starts at that time. Over the past 6 months, the state had all of its directors go through what they call a 360 evaluation process. I completed a survey on myself and then they asked 5 others to also complete it on me. This could include a Board member, a manager, directors of other agencies, legislators or other agency partners that I work with. Then I met with Sara Stover, our liaison to the Governor's office and went over the results and put together a plan. There was not much that really stood out as the scores tended to all be quite similar. However, there were a few comments and one of them coincided with one of the areas that I felt could use improvement, which was on better communicating agency goals to all staff and attending leadership training that focuses on communicating goals to the agency. This tied in nicely with the already planned strategic planning meeting with the managers and we have determined some opportunities to communicate these goals with staff. In addition, I am looking into leadership training on this topic and would be very interested in attending that. The state is demonstrating an interest in helping leaders to develop our strengths and to grow. I appreciate that they are doing this.

The state DHR has also put together a survey to look at employee engagement among state workers. There will also be a session on public speaking and communication. DHR has utilized a consultant to study the state's employee compensation. It has been determined that our state is underpaying in comparison to other states and that it should look at an 8% increase. DHR plans to recommend that an 8.5% increase be considered

spread out over the next two years. This study is 198 pages and I can send you a link to it if you are interested in reading it.

Larry temporarily has come back part-time to help us with some IT needs. He let me know that he will be speaking at a conference for election clerks on accessible voting, next week, that will include election clerks from around the state. He will let them know if they need any assistance or need to have someone try out an accessible voting machine they may contact our regional offices.

The first All Staff Meeting of 2023 has been scheduled for January 25th and Alison, Jackie and Lisa are presenting “How We See It”. They will talk about building a shared understanding of what it means to be blind. Included will be small group discussions about our expectations of blind people in the workplace, and how to make jobs inclusive of those with disabilities. We plan to have some additional all staff meetings to communicate the goals that we set last week and for training purposes.

Vocational Rehabilitation Program: Mike Walsh

Federal Reporting:

The RSA 911 Q1 report was submitted on November 15, 2022

The RSA 722 was submitted on November 29, 2022

The ETA 9169 (annual state WIOA report) was submitted on September 30, 2022

Program Statistics

VR Program Statistics – PY 2021						
Quarter	Participants ¹	Students ²	Enrolled in training	Service Provision ³	MSG Rate	Employment Outcomes
Q1	333	82	41.6%	54.7%	1.5%	9
Q2	342	82	42.8%	49.8%	19.4%	7
Q3	369	90	43.2%	50.3%	13.7%	6
Q4	377	99	43.1%	56.3%	34.0%	8

VR Program Statistics – PY 2022						
Quarter	Participants ¹	Students ²	Enrolled in training	Service Provision ³	MSG Rate	Employment Outcomes

Q1	368	98	TBD	TBD	TBD	TBD
Q2						
Q3						
Q4						

¹ Participants are those individuals who have an approved IPE

² Students who are eligible for Pre-ETS

³ Total number of participants who received a career or training service

of students has been climbing but in reality, we've only been serving 30 - 40% of them. Now we have students that don't want to be involved and that negatively impacts our numbers. We've started using potentially eligible category which is for serving students without taking an application and completing IPE. Those students can receive any of the five Pre-ETS services. Mike is working with Earl on setting up a loaner library of AT. We will be tracking students that way and it will be up to VRC's to determine when they are ready for an IPE. The main issue is that with IPE's we are supposed to get through the whole process but we are unable to get those things from them, that negatively affects our primary performance indicators. This will benefit the program and the students.

WIOA PY2021 State Report

The WIOA Idaho report (ETA-9169) was submitted on September 30th. Below is a review of our performance indicators.

Performance Indicator	PY21 Target	Actual	PY22 Target
Employment 2 nd Quarter	Baseline	63.1%	59.5%
Employment 4 th Quarter	Baseline	57.2%	57.8%
Median Earnings (2 nd Quarter)	Baseline	\$4,523.04	\$4,400
Credential Attainment	Baseline	55.2%	42.8%
Measurable Skills Gain	41%	58.3%	55.1%

Comprehensive Statewide Needs Assessment (CSNA)

We have started work on the CSNA with San Diego State University. We are currently working with IDVR on finalizing the survey questions, and also have established the dates of the focus groups scheduled here in Boise (Week of February 20th). Our survey will be combined with IDVR and this will enhance the information we get. It should be done in the spring and will share those results.

Rulemaking Activity

Our remaining requirement under EO 2020-01 Zero Based Regulation is a review (and reduction) of the BEP chapter. This is due for the 2024 Legislative Session. We are on schedule for the following deadlines:

December 1, 2022 – BMC input and edits completed.

June 1, 2023 – RSA review completed

In July we can start rulemaking process

Monitoring Preparation

We continue to make decent progress on our monitoring preparation. There was no announcement at CSAVR about the 2023 monitoring schedule. RSA may be focusing on those states that turned their money back in.

Program Evaluation and Quality Assurance (PEQA)

Program audits were completed in October. A total of 56 files were reviewed. The focus of this year's audit was critical source documentation (i.e., Measurable Skills Gain's, wages, credentials). Overall, the results have shown that we have been improving in this area over the past few years, however, there is always room for improvement.

Website

Angela and I are working with Access Idaho to develop a new website and re-design for the Commission. By the end of December, they should have some preliminary mockups for us to review. It's impossible to find things on our current website, nothing that teachers or employers can easily go to. It's cumbersome to navigate. It will also take the maintenance workload from Tom. Have you asked the students what they would like from the website - no we have not. We want to make sure that potential clients have what they need. IDVR's website is a good example of what are looking to replicate. Button for students, button for employers, button for educators, etc.

Transition Institute - Jackie Stallings

ICBVI paid for the keynote speaker this year. This year was at BSU for two days. We go through break out sessions, keynote speaker, and collaboration with school districts. We have up to 27 employers from the Silver Valley. It's an excellent opportunity for everyone to find common ground and discover that goals are similar.

Pre-Employment Transition Services (Reported by Alison Steven)

The Fall season is relatively quiet in terms of Transition activities. Bailie and Alison along with Greg and Earl, have been working on producing a Manual for the VISTA Summer programs that take place on the BSU campus. These are the Work Readiness Camp, "Ready, Set, Go to Work!", run by IESDB in collaboration with ICBVI, College Days and SWEP. This document is useful to show the processes for transition programming and also will be invaluable to guide program leads through the steps of putting on these programs.

The Idaho Transition Institute 2022

Four of our counselors, our AT and Business engagement specialist and Transition Rehab Teacher all attended this year's Transition Institute at Boise State University in late October. This Institute is a wonderful opportunity for our staff to network with special educators and school district staff, and other VR staff from across the state. School Districts and VR representatives work together in small groups to plan transition goals for the upcoming year. There are also keynote speakers and several breakout sessions. These networking and collaborative events reap benefits for everyone throughout the year, not least our Pre-ETS clients.

Regional Activities

Lewiston and Coeur d'Alene collaborated in a very successful regional activity in early October. Students prepared a meal outdoors in a Dutch Oven, participated in the Circle process and performed music together.

Treasure Valley Regions held two events. The first was a Trick or Treat Scavenger Hunt devised and led by Bailie Weir. Students visited the Talking Book Library Service, and the Department of Labor. The trick was to sign up for services and once that was complete, the students received a treat. Back at the Commission down in the wood shop with Chris Johnston, students had to feel and identify various "body parts", which were all very gross! Ask Chris for more details.

The second activity was the annual Thanksgiving Pie making. This involves students shopping together for their pie ingredients, traveling back to ICBVI together by bus and then making their pies to take home for Thanksgiving.

Twin Falls and Pocatello brought together students for a day of team building activities led by a client, Rick Willison. As well as leading team building exercises, Rick bent a steel rod, rolled up a skillet and broke a baseball bat across his knee with his bare hands. All of his activities taught different leadership and self-advocacy skills.

Smart Social Navigation

The VISTA virtual programming continued this Fall with another session of Smart Social Navigation. A highlight of the program this time around was the virtual tour of the Museum of Idaho's Toytopia exhibit. Two of the outreach education staff from the museum put together a presentation to bring alive various toys from the exhibit, including a very old talking doll, with a record player inside, Mr. Potato Head and of course Lego. This was a wonderful collaboration with this fabulous museum in Idaho Falls. This was only one session of an eight-week program that really built on the students' social skills.

Northern Rockies AER Conference

Jackie Stallings and Alison were honored to be invited to speak at the regional AER conference held in Great Falls, Montana. The audience included teachers of the visually impaired, representatives of VR and other agencies from Wyoming, Montana, and Idaho. The allotted topic was Mental Health and Blindness in Young People. The presentation was well-received, and the presenters felt they learned as much if not more than the audience.

Summer Program Planning

Planning has started for the upcoming summer programming. One change that you will see is the name of our work experience program. We are transitioning to the acronym VIEW which stands for Visually Impaired Experiencing Work. Anticipating gradual changes and we are shortening the program by two weeks, from seven to five weeks. I have a virtual open house meeting planned for January.

Assistive Technologist and Business Consultant (Reported by Earl Hoover)

Assistive Technology

During this quarter of PY 2022, I traveled to McCall and attended In-Service. During In-Service, I presented Module 7 of the Windmills Disability Training to agency Staff. I also attended Transition Institute hosted by BSU. I attended IATPs Board Meeting and 30th Anniversary celebration where I presented a report on what ICBVI is doing with regard to Assistive Technology. In addition to providing AT support as needed, I have continued to provide Assistive Technology Assessments to counselors, and I have also been working with some of the instructors to provide them with remote hardware and software training to update or refine AT

skills. I have participated in regional AT and ICBVI staff meetings via Zoom and Microsoft Teams. I have also been working with Alison on developing a proposal for an Assistive Technology Lending Library which will allow us to check out technology on a limited time basis for participation in Pre-ETS activities as needed by the student.

Services to Businesses

During this Quarter, I participated in regional meetings remotely using Zoom. I have participated in Business spotlight virtual sessions which highlight a particular business each time, in efforts to continue our partnership with local community businesses and other VR partner agencies. I have also continued to work with WINTAC TA to provide ongoing training to ICBVI Staff related to Business Engagement and Small Business Development.

BEP RULEMAKING UPDATE - Justin Fish and Arianah Ruzovich

The task was very daunting working with so many committees. Arianah was the point person on this task.

DFM had a lot of feedback on what needs to be changed. Everything that is duplicated in CFR or state statute is being removed. Made a major change regarding licenses and operating agreements. They are now consolidated into one section. Section numbers have changed to improve the flow. Language in the agreements we have with vendors is legally binding so we didn't need to have it in the rule as well. Sections 180-200 outline administrative review process and evidentiary hearings. DFM wanted us to remove that but we disagreed because it is required in the CFR. The AG agreed with us that it needed to remain in our rules. Overall, the original document was 16 pages long and it is now 9. The vendors voted to approve the updates. Hoping to send these to RSA asap. Need to have their input back by June 1.

Justin will get the rules to the board by end of day today. We will need a meeting after the holidays.

Assessment and Training Center: Greg Metsker (presented by Kevin Jernigan)

The ATC Team have been busy since the last board meeting in Pocatello back in September. The summer term ended on September 16th and the fall term began on October 4th. In the interim, the ATC staff attended the agency in-service in McCall, then turned around and travelled to Lewiston the next week where we conducted a Blindness 101 seminar along with the Lewiston team on September 20th and 21st. Alison and Earl joined us to teach daily living skills and assistive technology and were a huge help. The 101 seminar was well planned and well received by the attendees. Kevin, Shane, Gayle, and Dawn Ristau did an excellent job of planning and conducting the seminar. I would like to thank Kevin for taking the lead on this

seminar. It is a lot of work to make something like this come together and he did a tremendous job. Since I will be out of town and Kevin will be presenting the board report this time, don't let him skip this part. He needs to be publicly recognized for a job well done, no matter how painful it might be for him. I believe we had 11 attendees at the seminar, and most if not all of them were from the Moscow and Lewiston school districts. We had paraprofessionals, Special Education Teachers, classroom teachers and even two Disability Services representatives from University of Idaho and Lewis and Clark State College. The attendees represented exactly the type of audience we hope to have at these seminars, people from the education field who work directly with students with disabilities. Out of the 11 participants, we had 7 who completed the post-training survey in Survey Monkey. The answers and comments were positive. Six of the 7 respondents indicated that the seminar was beneficial to them. All of them indicated that they would be interested in more training. When asked what they liked most about the seminar one person said, "the instructors gave resources, answered questions, and truly built relationships with the participants." Another person said, "the wealth of information, being able to experience a bit of things from the perspective of my student." When asked what they would have liked to have more of during the training, one person said, "time for me to be there" and another person said, "cannot think of anything. It was a wonderful peek into the world of accessibility tools for blind students." Kudos to Kevin, Shane and the rest of the team who made this latest seminar such a success. We hope to conduct another seminar this winter, in the Boise region.

As for the training center itself, we currently have 11 students in the ATC, and we have a bit of a waiting list developing to get in this winter and even next spring. At this point in the term, we are trying to figure out which students will be returning and what classes they want to take and so forth. We are also trying to double check with clients on the waiting list for January to see if they still plan on attending at that time. As I am writing this report, I got notice that one of the clients scheduled to start in January has had to postpone until the spring term, and another client who I did not expect to be ready for training has decided to come in after all. This sort of last-minute shuffling and adjusting has become the norm over the last 5 years or so. Trying to firm up the ATC student roster and then put together the class schedule for the students is a real challenge and is not as black and white as it used to be. This is completely subjective, but I find myself wondering if (based on one of our sessions at in-service) the trend towards more part time clients who want customized training, might be the result of having more of the Millennial and Gen Z generations coming into the VR program? Those groups of people are much less inclined to just go along with a program and seem more apt to question the reasoning behind what we do, and they seem to want to modify the program to fit their needs more than ever before. The ATC is becoming more and more of a training smorgasbord, where clients pick and choose exactly what they want and pass by what they don't think they need. I am not saying this demand for more flexibility and creativity is necessarily a bad thing, but it is a change, and it does keep us on our toes. I like to think that by being more and more flexible we are simply responding to what our client base is telling us they want and need. I believe Alison

is seeing similar, if not more intense trends towards “customization” with the transition population she serves as well.

Here are a few goals that ATC students set for themselves and have achieved thus far this fall: “To improve my Braille reading speed.” “To complete more drop off routes” in Mobility. “To be able to type 40 words per minute” by the end of the term. “To learn ways to analyze a variety of intersections, explore hiking techniques and practice mobility in large indoor spaces.” “To independently make two meals using the George Foreman grill by the end of the term.” “To get better on the stove. Don’t burn myself for the rest of the term.” “To learn to use the computer without the use of the mouse.” These are just a few of the personal goals the students had for fall term. I am impressed with the frequency and regularity that the students are meeting their goals. The group of students we have this fall have been particularly focused and driven to make the most of their time in the ATC and it is fun to watch. Two of our current students have attended other training centers in the past, and both have commented to me that they are impressed with the ATC, and they think our team and our methods are as good or better than what they have experienced at other centers. Neither of them has said anything negative about their prior experiences, only that the ATC is equally good, if not better than what they have experienced previously. I hope that at least one of them will choose to visit with you during consumer input and share some of their observations.

CONSUMER INPUT

Amelia - this is my first term at the ATC. I’m living in the dorms and I really enjoy it. the instructors and Greg are awesome. It’s a really great program. Between classes I have freedom and we order our own groceries and make our own meals. The classes are great and I’m learning a lot. I would definitely recommend it for anyone who is thinking about it. I’ve met a couple good friends through this program.

Kebbie Young - my time here has been very enjoyable and I’ve learned a lot. My favorite class may be Woodshop. I walked to WinCo on my first day. I appreciate that we have an amazing training center here in Idaho.

Dana Ard - our NFB convention this year will be April 27 - 29 in Boise at the Riverside Hotel. We are working on the agenda now. If you have suggestions, I will entertain those. Bill proposals - making sure we have accessible websites, accessible medical devices, and changing SSDI to a system like SSI where you don’t lose everything when you make a certain amount of money. Our Idaho scholarship program should roll out the beginning of January. We are giving three scholarships this year of \$3,000 each. Deadline for this is likely the end of March. We’re going to start in person meetings in January. There are three people going to Washington DC

Seminar. It has been going on since 1973. It's an opportunity for the NFB to schedule meetings with representatives and senators from Idaho. We talk to them about the issues that we face as a federation. There is quite a bit of competition of people who want to go. There is a lot of follow up involved. We need them to know that we have a constituency that cares. We have to do better as a community concerned about our blind and visually impaired citizens.

AI - I am on the Public Transportation Advisory Council. One of the sessions was on human trafficking. 90% of people involved are coerced. I talked to Beth about having a human trafficking session at the next In-Service. Cycle for Independence - we have money in the kitty. Transportation is our biggest problem so we should be able to help people get to where they want to go. I met with resistance. We are going to look at all the means of transportation available. ID does not have a separate pool of money for public transportation like other states.

NEW BUSINESS

The next ICBVI Regular Board Meeting will be held on March 7, 2023, tentatively in Coeur d'Alene, Idaho. Information on how to participate in this meeting will be shared with the staff and public 2 weeks prior to the meeting date.

Independent Living Programs, Sight Restoration, Low Vision Clinic, and ICBVI Stores: Steve Achabal

For the last few quarterly Board reports I have focused on presenting data, including the September board report where I concentrated on the state fiscal year numbers for our SR, IL and ILOB programs as well as ICBVI Clinic and Store numbers. Though we continue to do well with our figures in these programs, and staff continue to provide quality services, I thought it would be nice to touch on some client/patient stories throughout the state in this quarterly report. These stories are of clients and patients who have received services in our programs within the last few months.

IL/ILOB Programs :

For the IL/ILOB programs I would like to share a story of a client who continues to receive services through our IL program. The services she has received to date have substantially impacted her life in significant and positive ways. This client's story will also be shared on our federal 704/PPR report for the IL program. The actual name of the individual, as well as the names of clients/patients in the other stories in this report, have been changed for confidentiality reasons.

Christine Doe is a 33-year-old female who has been diagnosed with several significant impairments. She has been diagnosed as being legally blind due to Septo-Optic Dysplasia. Christine has also been diagnosed as having epilepsy, with significant seizures and tremors. These seizures are very debilitating causing tonic-clonic seizures along with severe and constant tremors in her hands. She has also been diagnosed with Diabetes Insipidus which causes her sodium levels to get very low. Due to these impairments Christine has chosen not to participate in the VR program but has instead sought services through the IL program.

Due to her tremors and vision loss, Christine has difficulties with mobility, operating her laptop, reading Braille, communication, accessing information, and performing activities of daily living. Christine and our Twin Falls RT, Diana, discussed the many struggles she was having. The RT assessed these difficulties and together they identified and prioritized goals to address these areas of need.

As described above, some of the areas noted were in the areas of technology and communication. Christine had a landline, was unable to afford a cellphone and if owned would not know how to operate one independently. She was also limited in her ability to take notes, make lists, gather information from the internet and perform many other tasks that so many of us take for granted. This caused her to feel very isolated, compromised her safety, and was a strong reason why her independence was compromised. Christine was breaking many items like her Victor Reader, phones, and other items due to her tremors and seizures by dropping those items as well as breaking the charging ports on aides such as her Victor Reader.

The RT collaborated with other ICBVI staff members and researched what type of technology would be best to assist her. It was determined that an iPhone SE would support her in performing many of the tasks she was either unable to do or was having difficulty performing. Along with a magnetic wireless charging pad, a very specific type of phone case and screen protectors, the RT determined that this aide would be the best choice given Christine's needs and issues.

Christine received extensive training with the iPhone and different apps and is now able to perform many of the tasks she was unable to previously, which has increased her independence greatly in this area. She was also having difficulty accessing information such as the internet, talking books, taking notes, and performing other related tasks that she was now able to do with Siri, email, Talking Book services, Seeing AI, and Voiceover. Christine has also been able to save money by canceling a monthly book subscription service she was using by now being able to access the Talking Book program and BARD at no cost. She has also been able to cancel her landline service and utilize those funds toward an affordable cell phone/data plan.

Another area of need noted was with orientation and mobility (O&M). Christine had received some O&M training during her schooling at IESDB but had forgotten much of her previous instruction. She has worked with her RT who has provided some O&M training as well as a cane and tip. This allows Christine to get around her neighborhood and areas in the community more independently, though she is usually with a caregiver or family and friends when she is out in public.

Christine was familiar with some ADL techniques but has learned and continues to participate in some training in this area with her RT. She is more independent with her ADL skills and has been provided some aides such as a talking food thermometer, talking alarm clock, and having her appliances marked.

Christine had a Braille which she was able to use but had recently broken. A jumbo Braille was provided which has aided the client greatly. The larger size Braille has helped in terms of ease by being able to read with her tremors.

Lastly, Christine and her RT will continue working on her laptop and learning assistive technology to make her more proficient and independent in this area.

The RT has stated that Christine is increasing her financial and overall independence as well as her self-confidence. Christine will continue to participate in independent living skills training and continue to work toward achieving her IL goals.

Sight Restoration:

Chris Doe lives in the Silver Valley, in northern Idaho. He is in his early 60's and works at a local Walmart as a stocker. He did not have health insurance because he could not afford it through his employer. Chris had bi-lateral cataracts which resulted in extensive vision loss in both eyes. He was scared to drive since he wasn't able to see very well and had a very hard time driving at night. He stated that he needed to be able to drive in order to keep his job and be able to get around in his community. Where Chris lives there are really no transportation options other than friends and family.

Chris was greatly impeded both personally and professionally due to his vision loss. Chris reported that at work he had difficulty performing many of the essential tasks of his position. Chris's hours were being reduced by his employer and he was needing to increase them back to a full-time status. Chris was in fear of losing his job, one that he definitely needed in order to make ends meet.

The VRA in Coeur d'Alene, Merrilee, was able work with Chris as well as a local physician and facility to negotiate prices and authorize services for the client. Chris was able to receive cataract surgeries for both eyes. He also received post care and glasses. Through Merrilee's efforts his plan cost a total of \$3,391.26, and Chris/ICBVI received \$6,814.92 in vendor discounts.

Upon successful closure last month, Chris reported that his "eyes are good now." He said he can see to drive and is able to perform his job.

Merrilee added that Chris was very thankful, and he feels like he has his life back. He is so happy to be able to see to drive safely and he is able to keep working to support himself. He had nothing but nice things to say about our SR program, and he said he will never forget us and how we helped him.

ICBVI Store/Clinic:

For a narrative for the Clinic, I chose the following success story for I think it is important to note that many times Dr. Hansen and the ICBVI Clinic staff not only provide aides and appliances so an individual may utilize their vision more effectively, but usually it is the education, empathy and the installation of hope that is just as important, if not more so.

Jack and Jill Doe came into the Low Vision clinic in Boise to schedule an appointment. Jack indicated that they drove in from Caldwell to schedule an appointment because they had nowhere else to turn. Jack did most of the talking since Jill was crying much of the time and had to sit because she was so emotionally overwhelmed. They both expressed feelings of frustration and hopelessness.

Jill had recently suffered a stroke and lost vision. Her primary eye physician explained that there was nothing he could do. Staff re-arranged the clinic schedule to get Jill in during the next scheduled clinic. Staff also referred Jill to the ILOB program.

Both Jack and Jill came into for the clinic for Jill's appointment and met with Dr Hansen. Jill expressed the difficulties with her vision loss. Dr. Hansen performed his assessment and found that Jill's visual acuity was still good for what areas she could see, but that her visual field was severely compromised. Jill lost sight of the left halves in both of her eyes. He explained that he did not have any aides or appliances to assist her at this time.

Dr. Hansen did though spend a fair amount of time educating both Jack and Jill regarding what Jill could see and what she could not see in her visual field. He explained the importance of eccentric viewing and ergonomic placement and taught them about these concepts. He also

explained that the brain will “fill in” areas incorrectly, which was a phenomenon she was dealing with on a regular basis.

Dr. Hansen explained to Jack the importance of being on Jill’s right side, and by placing tape on Jill’s glasses was able to show Jack where the holes in Jill’s vision were. None of this information had been provided to either Jack or Jill previously. Dr. Hansen took the time to educate them both, which made a huge impact for them.

Both Jack and Jill were extremely thankful and expressed their gratitude. Not just for the education they received during their appointment, or the referral to the ILOB program, but for the compassion and education they received. Jill left stating that she was finally hopeful in moving forward in her life.

Fiscal Report: Corey Bresina

SFY23 appropriation and expenditures: As of 12/06/2022

			<i>Appropriation</i>	Expenditures	Yr. Elapsed	Expended %
Federal - 34800	PC	4000	<i>\$2,417,000.00</i>	\$1,085,979.94	43.56%	44.93%
	OE	5000	<i>\$593,900.00</i>	\$429,213.57	43.56%	72.27%
	T/B	7000	<i>\$470,300.00</i>	\$117,335.07	43.56%	24.95%
General - 10000	PC	4000	<i>\$911,100.00</i>	\$305,451.47	43.56%	33.53%
	OE	5000	<i>\$71,700.00</i>	\$15,556.07	43.56%	21.70%
	T/B	7000	<i>\$599,200.00</i>	\$211,978.04	43.56%	35.38%
Aids & Appl - 42600	PC	4000	<i>\$23,600.00</i>	\$10,386.12	43.56%	44.01%
	OE	5000	<i>\$62,900.00</i>	\$30,868.68	43.56%	49.08%
BEP - 21000	OE	5000	<i>\$27,600.00</i>	\$141.40	43.56%	0.51%
	T/B	7000	<i>\$100,100.00</i>	\$5,130.56	43.56%	5.13%
VR Svc Misc. Rev - 34900	OE	5000	<i>\$28,100.00</i>	\$8,619.71	43.56%	30.68%

	T/B	7000	\$56,300.00	\$241.00	43.56%	0.43%
Rehab Rev & Refund - 28800	OE	5000	\$34,300.00	\$0.00	43.56%	0.00%
	T/B	7000	\$13,000.00	\$0.00	43.56%	0.00%
			\$5,409,100.00	\$2,220,901.63	43.56%	41.06%
		FFY21	FFY22			
Pre-ETS obligation		443,109.15	?		4000 - PC	41.82%
Pre-ETS draws 100%		(401,436.41)	0.00		5000 - O/E	59.18%
Balance of FFY21 15%		41,672.74	0.00		7000 - T/B	27.01%

Federal Fiscal Year 2022 ended on Sept 30th and 2023 began on October 1st. We did meet the MOE requirement of \$835,255 (total) for the BS22 Grant. That was a monthly amount of \$69,605. We are currently meeting the \$968,661 MOE for the BS23 Grant. This is a monthly amount of \$80,722. The FFY22 15% reserve requirement balance sits at \$41,673. This is roughly 10% of the total obligation remaining for FFY22 (we've spent 90%). We do not currently know what the FFY23 15% requirement will be. RSA has not given us the Grant award total yet.

BEP Report (Reported by Justin Fish)

July-Sept. 4th Quarter FFY 2022

Overall sales were down compared to 2021 4th quarter. We attribute the bulk of this to Gowen field sales being dramatically down.

Financial Snapshot

FFY 2022	OCT-DEC (Q1)	JAN-MAR (Q2)	APRIL-JUNE (Q3)	JULY- SEPT (Q4)	Total
Total Sales	\$379,040.06	\$472,618.07	\$499,564.80	\$498,364.39	\$1,851,598.71
Total Net Income	\$51,318.22	\$125,208.08	\$128,690.93	\$91,727.36	\$398,955.98

Set Aside Collected	\$5,318.22	\$12,735.20	\$12,869.09	\$10,198.48		\$44,056.83
Average income %	29.48%	32.19%	33.82%	32.24%		31.98%

FFY 2021	OCT-DEC (Q1)	JAN-MAR (Q2)	APRIL-JUNE (Q3)	JULY- SEPT (Q4)		Total
Total Sales	\$374,811.62	\$469,947.55	\$697,513.35	\$744,224.43		\$2,286,496.96
Total Net Income	\$67,863.19	\$151,487.49	\$275,159.23	\$292,685.52		\$787,195.43
Set Aside Collected	\$7,872.60	\$15,440.23	\$27,633.00	\$29,268.55		\$80,214.38
Average income %	21.50%	25.74%	29.17%	32.03%		26.14%

BEP UPDATES

Sites surveyed:

- Chinden campus building 4 for vending.
- Chinden campus cafeteria, they will be looking at it the first of 2023.
- Idaho corrections department to look at the new micro market to be installed.
- INL building with 150 to 200 employees for vending.

Sites set up:

- Chinden campus building 4 serving approximately 500 state employees and the public that uses the services of the building.
- We renewed a new one-year cafeteria contract with ISP. It started October 31, 2022. We "SLA" has also signed a teaming partner deal with Daniel a BEP vendor and Roosters Food service, LLC to fulfill the contract at the Idaho State Police cafeteria.

Mike, our new contracted service technician is doing well. We now have a system set and have been using him in every region across the State. We use him for equipment moves/installs and service across the state.

We sent Arianah and a member of the vendor board to a 32 micro market open house training. We were interested in accessible technology and a scalable model for smaller sites. We were looking at the potential of using markets over vending in our smaller sites.

We have completed the rule changes needed to satisfy DFM and the vendor committee. It has been approved by the vendors committee, awaiting DFM approval and awaiting the ICBVI board approval then sending it to RSA. Special thanks to Arianah for the work she has done on this project.

RSA 15 report was submitted. We had a vendor meeting in person with a tour of all of the cafeterias including Chinden campus. We've done 12 site surveys, accepted, and installed 4, 2 are pending install and assignment, we've rejected 2.

MEETING CONCLUDED AT

Al Schneider moved to end the board meeting at 2:20 p.m.