

Idaho Commission for the Blind and Visually Impaired

Board Meeting Minutes

March 7, 2023

Meeting was called to order at: 9:05 a.m. Pacific Time

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

ICBVI Staff in Attendance: Beth Cunningham, Mike Walsh, Greg Metsker, Steve Achabal, Corey Bresina, Angela Starr, Justin Fish, Jackie Stallings, Merrilee Jackson, Tyler Kuisti, Kevin Jernigan, Dawn Ristau, Matt Queen, Gayle Worthington, Chris Johnston,

Guests in attendance: Dana Ard (NFB President), Shannon Boston (Blue Cross of Idaho), Faith (shop class consumer), Emilia Lane (client), Collene McFadden

Motion to approve agenda - B.J. moves, LeAnn seconds

Motion to approve prior meeting minutes - Britt moves, LeAnn seconds

Administrator's Report - Beth Cunningham

Prior to JFAC, Angela sent out an email requesting to meet with the different members of JFAC. We heard back from 3 members (Ben Adams, Tina Lambert, James Petzke). I went to their offices and told them about what we do and told them about the positions we were requesting. They all seemed very supportive of our mission.

JFAC – This year in JFAC, I presented an overview of the agency and requested line items to include 1 RT for the Treasure Valley and a Business Analyst position to help Mike with our data management and target goals required by RSA. It was great to be able to present that we had closed our last finding from our single audit in 2021 and that we had no findings during our audit in 2022!

Budget setting – On February 22nd during the Joint Finance Appropriations Committee hearing, Representative Matt Bundy of Mt. Home, made the motion to approve our budget and it was passed. This will allow us to move forward after July 1 in opening and hiring for the two new positions we requested. In addition, we are scheduled to begin being serviced by ITS July 1, 2023.

New Positions

Business Analyst-will assist the VR program by analyzing and tracking our goals to meet our targets in measurable skill gains, credential attainment, employment retention (2nd and 4th quarter after exit) and our median earnings 2nd quarter after exit. This position will be involved in program evaluation and assisting in putting internal controls in place.

Rehabilitation Teacher- this brings back the 3rd Treasure Valley RT that was changed to Part-time and later removed due to budget issues. Currently, we have approximately 195 open IL and OB cases in Treasure Valley. For comparison, our regional caseloads are approximately 60 IL and ILOB cases, so adding this teacher will put us in alignment with about the same numbers per teacher.

Overall, Clients that we served in SFY 2022

- VR 475
- IL 62
- OB 580
- One time service with no file for OB 153
- SR 48
- ATC 21
- Low vision clinic 492
- Store transactions 1601
- Total clients served by ICBVI 1810

RSA is focusing on helping to ensure that states are able to spend all of their grants. Due partly to the pandemic over the past two years, many states have given back millions of dollars. Due to this, they have announced who will be monitored next year and we were not among those being selected as we previously believed we would be. We have been working on preparing for monitoring and we will continue to prepare, as we could be the following year, but at least we know it will not be this current federal year.

Braille Program with the Prison- We are still meeting with IESDB and communicating to the prison to try to get more transcribers trained as well as start up a group to work on repairing Brailers.

World Braille Day- Mayor McClean- Alison has developed a relationship with the Mayor's office and now her staff are contacting us to schedule activities for the Mayor. On January 4th, World Braille Day, Mayor McClean came to our agency and took a Braille lesson in front of a group with Scott. Scott did a beautiful job working with her and she filmed this and put it on her Facebook page. Her staff are now in the works to set up a day in May for her to come and walk around outside of the agency with shades on taking an orientation and mobility class.

Luma – Luma Go Live is quickly approaching and is July 1 for **Finance**. Our supplier portal begins May 1st and Human and Capital Management, payroll and workforce management in June 11th. There are 5 main areas to Luma which include: HR, time sheet entry (Time), Payroll processing (payroll), employee benefits (Insurance-related), and Finance and Supply Chain Management.

CSNA- I want to thank our Board and our staff for participating and thank Angela and Mike for all of the preliminary work that went into getting this set up. Along with some of you, I met with Rachel from San Diego state to discuss some of our challenges and successes for her questions in the process of doing our CSNA.

Reader/Driver Update: We hired another driver in Boise and now we are totally able to meet our needs. Coeur D’Alene is still looking for a driver here.

All Staff Meeting- Lisa, Jackie and Alison put together an All Staff Meeting in January to provide guidance and training to staff on working with clients and staff who are blind. We broke into small groups and discussed the do’s and don’ts and came up with updates for it. It was a good discussion and opportunity to share with one another.

We are having another all-staff meeting next week to go over agency goals and share the updates about the new positions. **Update on Goals next All Staff meeting March 14.**

DHR Surveyed each State Agency on Employee Engagement back in Nov/December.

Agency Evaluation- Participation rate 85% 34 of 41 people completed it.

Engagement Index – ICBVI 80% vs. overall state-65%

ICBVI Engagement encompasses things such as:

Our best: I am proud to work for the state of Idaho **91%** vs. 75%

I receive the information and communication I need to do my job effectively **91%** vs. 65%

I would gladly recommend this organization as a place to work to people I know and respect. **82%**

My immediate supervisor treats people fairly **91%** vs . 83%

I trust the executive leadership of this organization. **85%** vs . 57%

Our worst:

I believe that positive changes will happen as a result of this survey.	39	vs .	31%
My department is making changes necessary to compete effectively.	70%	vs .	49%
The state recognizes productive people.	53%	vs .	52%
I have opportunities for advancement in this organization.	47%	vs .	51%

Manager Effectiveness overall for ICBVI is **89% and with the overall state it was **71%****

Our best: My immediate supervisor does a great job of managing the work. **94%** vs. 72%

Our worst: My immediate supervisor does a great job at people management **82%** vs. 70%

Next: we will begin action planning to work on the areas in which we need improvement

Angela and I will attend a training course on Friday to learn more about creating an action plan for improvement.

Mark asked for a brief summary of what the CSNA is. Mike answered: Comprehensive Statewide Needs Assessment Survey required by statute and happens every three years. Combination of surveys and focus groups to identify the needs of the VR program. Results drive the goals and priorities of the state plan. Britt asked if IDVR will have a separate evaluation or will there be one set of needs. Mike answered it will be one report split into two sections, one for us and one for IDVR.

Britt asked if the survey results were statewide questions or ICBVI questions. Beth answered and said she thinks the question asked about the state but she can't know for sure.

Britt asked if we should continue to do our survey as well. Beth answered yes, for now. If the state keeps doing them, maybe we don't want to keep doing our own.

Beth will send Do's and Don'ts of Working with the Blind to Board Members

Beth handed out the LSO Budget summary.

BEP Report (Reported by Justin Fish)

Oct. - Dec. 1st Quarter FFY 2023

The BE program is settling into a post covid workplace. Overall sales are down compared to FFY 2022 1st quarter. We have been evaluating and continue to evaluate sales to respond in the best manner possible to assure the success of the program moving forward. Our goal is to provide great food service to government employees and have our clients “the vendors” be successful in their business. We understand the post covid workplace is a multifaceted equation and have made many changes around the State to compensate. Some of the changes consist of reducing the size of equipment on property, reducing the amount of equipment on property, expanding credit card acceptance, expanding product variety and more.

Financial Snapshot

FFY 2023	OCT-DEC (Q1)	JAN-MAR (Q2)	APRIL-JUNE (Q3)	JULY- SEPT (Q4)	Total
Gross Sales	\$345,716.11				\$345,716.11
Total Net Income	\$93,275.35				\$93,275.35
Set Aside Collected	\$9,429.00				\$9,429.00
Average income %	32.85%				32.85%

FFY 2022	OCT-DEC (Q1)	JAN-MAR (Q2)	APRIL-JUNE (Q3)	JULY- SEPT (Q4)	Total
Gross Income	\$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%

BEP UPDATES

Sites surveyed:

- Chinden campus cafeteria: We have been in discussion with them for a few months. Idaho Department of administration is claiming that we do not have priority over the cafeteria, and we disagree. We have been working with our Attorney General to dispute the claim.
- Corrections Department Administration office Boise, micro market.
- INL C-2 building Idaho Falls, vending.

Sites set up:

- Installed the C-2 building with a Snack and drink vending machine.

Changes made across the State:

- We did an evaluation of the INL to make some adjustments, from 2019 to 2022 there has been a \$179,000.00 drop in sales. To start we focused on three buildings in ID Falls. We had 14 machines in three buildings “sites” and reduced them down to six machines total, two machines in each building, updated some of the equipment and installed credit card acceptance on all machines. We are now evaluating and meeting with the NRF complex out at the desert site to discuss changes.
- We reduced the amount of equipment at ADA County Court House from four to two machines.
- Reduced the size and updated equipment at multiple sites.
- Pulled a few sites due to lack of sales.
- Moved Gowen Field cafeteria to a temporary facility while they expand the existing cafeteria.

All parties involved at ISP have settled into the new contract. The teaming partner “Roosters” is doing a great job. The vendor is on site daily and is thriving in this teaming partner model. This is a model that could be used in the future to grow the program.

Our new contracted service technician is doing well. We have used him for moves and service across the State. He has been a great asset to better serve the vendors and government sites.

We were able to send Travis to the Sagebrush conference this year to represent Idaho. He brought back a lot of info about budget changes with the regulations made by RSA. The SLA was not able to attend due to circumstances. We are planning on attending next year. RSA wants the vendors to pay for anything under \$1,000, and the vendors don’t want to. We are working it out.

We are working to create cohesion among our program guidelines by updating our internal controls and operating agreements, and assuring they are in alignment with the CFRs and

IDAPA. Arianah is once again heading up this project and is diligently working on getting things updated in a manner that satisfies RSA.

The vendors have elected a new committee. Chair: Tony Bridges, Vice Chair: Travis Beck, Secretary: Craig Frederickson. The elected committee has been working closely with the SLA. We meet monthly to address issues around the State. The active participation has been high and we are excited for the future for the program.

IL/ILOB Programs:

During the last year, we have focused on increasing stability in our IL and ILOB programs since we have been fully staffed for the last year with our Rehabilitation Teacher (RT) positions. This has included having RT's participate in different trainings such as the A11Y conference last year, other in-person trainings, virtual trainings and webinars, staff working with Earl Hoover to better learn and facilitate assistive technology, participating in VR trainings with Mike to better understand the VR process and the RTs' roles in that process, monthly RT calls, working in their IL and ILOB caseloads to meet and better identify the needs of their clients, better collaborate with staff members in their own regions as well as other RT's throughout the state, moving the ILOB program to ORION, and better overall caseload management.

This has also been a challenging year, especially in the southwestern region of Idaho trying to serve clients in our VR, IL and ILOB programs with only two Rehabilitation Teachers. I am excited regarding the recent news we received that we will be able to add another Rehabilitation Teacher to the Treasure Valley region. This was an essential need.

Both Marcie and Deeann were stretched very thin the last year. Marcie is trying to serve two vocational rehabilitation caseloads, both of which are the largest two in the state, an IL caseload with over 40% of all current IL clients being served in this region, along with an ILOB caseload to boot. Along with Deeann serving the lion's share of ILOB clients in the region, between the two they are currently serving approximately 170 ILOB clients.

With the addition of a third Rehabilitation Teacher in the region, we will be able to provide more timely, thorough, and consistent services to our clients throughout southwestern Idaho.

Since my last Board report in December, our federal reports for both IL and ILOB programs have been successfully submitted. During Federal Fiscal Year 2022 (FFY2022) we served a total of 610 clients between both programs. 541 clients in our ILOB program, and 69 clients in the IL program. This does not include the one-time referrals that we have served, which is approximately 160 individuals.

For the rest of my IL/ILOB report I would like to have Tyler Kuisti the Rehab Teacher in the Coeur d'Alene region speak. Tyler started with the agency back in September 2021, and has quickly turned into a very good RT. I have received numerous compliments about him from many clients as well as ICBVI staff members. I have also personally witnessed his ability to build rapport and respect with the clients he serves and his facilitation skills while observing him out in the field. I would like to give him the opportunity to briefly tell you all about himself, answer any questions that the Board may have, and if time allows to briefly present a story of an IL or ILOB client that he has successfully worked with recently.

Tyler Kuisti - I have been with the agency one year plus and I really enjoy the job. It's the best job I've ever had. I have been trying to get a handle on a very big job. I am trying to rebuild Sandpoint, Bonner's Ferry, and St. Mary's geographical areas. Those areas haven't gotten a lot of attention. Some very vocal complainers, I have been able to work productively with them. 65% of my OB clients need to learn how to use a magnifier or an iPhone. A lot of referrals to Talking Books Program. I've been working with a client who moved into a new home from Washington by using a tactile map of her home. Most involved client in Bonner's Ferry is learning how to use his first smartphone. It's been a great experience so far.

Sight Restoration Program:

There is really no new news for this program. The VRA's continue to do a great job assisting residents of the state of Idaho who have a financial need and are requiring medical procedures to help maintain or increase their vision. COVID really hit the program hard. A lot of individuals are also getting their procedures covered by the Affordable Care Act.

The also continue to do outreach with their local eye care providers to bolster referrals to the program.

I did want the Board to hear from one of our staff who is at the frontline of this program and what an important program it is for the many individuals she has helped over the years as the VRA in our Coeur d'Alene office.

I can honestly say that Merrilee Jackson has seen some of the more colorful and interesting cases we have encountered in the Sight Restoration program since I started supervising it in 2020. She does a fantastic job. The vast majority of the clients in sight restoration are fantastic. It's one of my favorite programs.

Merrilee will briefly address the Board during this time.

Merrilee Jackson - I have been the VRA in Coeur d'Alene for almost 10 years in July. I absolutely love the sight restoration program. It's more immediate success. People come in and are desperate and you provide them with a surgery and you've made their whole world. I had a gentleman who lives in the Silver Valley who works at Walmart. He could not afford the insurance that Walmart provided. He had cataracts and couldn't drive at night or see the scanners used at

Walmart. We got his surgeries done and he's successfully back at work and sharing all the stories with his coworkers. Another couple was having a hard time financially and both had vision problems. They just had successful surgeries and they both are working and can afford to survive. They found out about ICBVI from optometrists and word of mouth. I feel that Coeur d'Alene has a really strong team now. Jackie stated that Merrilee goes above and beyond and she sees that on a daily basis. She does a phenomenal job with everything.

Mark asked what type of eye conditions we are most commonly able to help with. Steve answered the majority of surgeries are cataracts and retinal tears, just depends. We cover what Medicaid and Medicare covers. The medical professional recommends what procedure is needed. Our consulting physician, Dr. Roberts, gives the yea or nay on the procedure. The VRA will get it set up. We can do up to three shots per eye and no more than that for macular degeneration.

Low Vision Clinic and Low Vision Store:

The Low Vision Clinic continues to do well. Clinics are two to four weeks out in scheduling patients. We have decreased a few of our clinics this quarter because of lower referrals, but this has been picking up. Usually, the winter is our slower time with people, especially our elderly patients, not wanting to get out as much in the cold weather or limited transportation options in the winter months.

Clinic days are usually full with the exception of last-minute cancellations, so we are able to best utilize Dr. Hansen's time and service. He is paid an hourly rate so we want to maximize his efforts and our budget.

Along with these clinic dates in Boise, we will be having a mobile clinic in the spring in the Twin Falls region, and one in the Lewiston area this fall. They will probably be in August. The clinic is scheduled for a total of 58 days in 2023.

Our Boise store, and our regional stores, continue to provide aids and appliances to clients and non-ICBVI customers throughout the state. The VRA's are in charge of the stores in all of our regions. Continuing to work with Wells Fargo for PIC compliance, which is compliance for our credit card machines.

Assessment and Training Center: Greg Metsker

The ATC winter term has just about concluded. We started the term with 10 students on January 4th and we currently have 8 students still in training. Four of the students are full time and 4 are part time, with 5 of them living in the dorms. Some of the personal goals students have for this term are to “complete two independent bus routes to locations of my choice in downtown Boise by the end of the term”, “to use what I have learned to search and apply for jobs”, “to make a wooden bowl in shop class”, “to start learning Braille music by mid-term” and to “to type 60 words per minute by the end of the term.” These are just a few of the goals students came up with this term, and they are making really good progress towards meeting their goals this winter. The student who wants to be able to type 60 words per minute comes into my office every few days with a typing speed update, and the last time she stopped by she was ecstatic to report that her speed was at 50 words per minute. Her goal is to work in a call center or as a non-emergency call taker in an emergency dispatch center.

We have another Blindness and Transition 101 seminar scheduled for later this spring in the Boise office. We will be hosting teachers, paraprofessionals, employment specialists and others who work with our transition age youth on Monday April 24th for a full day seminar that shows participants how people who are blind or visually impaired can still get the job done by using alternative techniques and skills. We also talk about the services that ICBVI offers, especially to transition age youth as well as give them some information about some of the more common eye conditions that cause visual impairment. We present that information from a functional perspective rather than a medical perspective. That helps participants to understand why their students may appear to see well in some circumstances but not others, or why glare or lighting is so important for some people and not for others. Kevin has been spearheading the planning of the seminar once again, just like he did for the Lewiston seminar last fall. We have a handful of people who have already expressed interest in attending and we are still 2 months out, so that bodes well for good attendance.

Back in December my board report included some reflections about changes that are occurring over time in terms of what our students expect from the ATC. Mostly they consisted of anecdotal evidence of things that seem to be changing over the years. One more concrete change we have seen is that our students who live in the dorms are no longer interested in watching cable television in their spare time. As a result, we have discontinued getting cable TV piped into the building and we have instead increased the wi-fi speed and improved the signal and coverage throughout the building so that clients can stream their favorite TV shows and surf the internet a little easier. That appears to be the standard entertainment platform these days. I surveyed all the dorm residents last fall and this winter to see how many of them still watched cable television and none of them did, so it was time for a change/upgrade. Hopefully when we have the next board meeting in Boise, those of you who like to use wi-fi during the meeting will notice a difference in the speed and signal strength of the wi-fi signal.

The spring term begins on Tuesday April 4th and so far, it looks like we will have 11 or 12 students on the roster. I have started a waiting list for the summer term already. It seems like we may have returned to “normal” pre-pandemic student numbers in the ATC. One of my goals for the ATC in the next 5 years is to consistently work with 35-40 clients each year. That would be slightly higher than ATC student numbers have been historically over the last 30 years. For reference, we worked with 33 students in state fiscal years '14, '16 '17 and '18. In SFY '19 we worked with 29, in '20 it was 24, in '21 it was 13 and in '22 we trained 21 clients in the ATC. The highest numbers I have data for were in SFY 2012 and 2013

where we worked with 55 and 45 clients respectively. Those amounts were too high frankly, given the staffing levels we had and have in the ATC, but there was a real push in those years to get clients into the center, which was good in many respects and not so good in others. To achieve the goal of 35 -40 students per year, the ATC team will need to be creative in how we work with students so that we can still provide individualized instruction to more students, and we will need to pay special attention to what our VR Counselors are telling us their clients need in terms of training. We recognize that the counselors are our customers as well and they are on the “front lines” in terms of seeing what clients need to gain employment currently.

Consumer Input

Shannon Boston - I work for Blue Cross of Idaho and I do community service for folks who are on Medicare or Medicaid. I just wanted to see if there are any areas that we can help folks here in the panhandle. Al - I put on Cycle for Independence and I've been trying to get Blue Cross of Idaho to help. It's on May 20th with about 400 volunteers. One of our rides is 62 miles starting in Boise. Maybe we can provide some swag?

Dana Ard , NFB President - NFB State Convention, April 27-29, will be at the Riverside Hotel in Boise. Room registrations have to be in by March 19. Our theme is security, equality, and opportunity. We are doing some different things this year. The first evening, our hospitality room will be open for a meet and greet along with an aerobic dance class. The NW Assoc. for Blind Athletes will be doing it. People need to register ahead so we have a room the right size. The registration form will be available soon. We will also have bocce ball on Friday from 2:30 to 3:30. On Saturday morning at 7:45 we are going to have birding by ear. Our fundraising auction will be at the Friday night social with live music. We will have really good speakers. One on the Able Act and someone from the Office of Drug Policy, and someone speaking on suicide prevention. Someone will report on accessible voting by mail, a vendor showcase, and others on Friday afternoon. Several inspirational speakers, including a teacher of the blind in South Africa. NWABA will talk about their plans. A luncheon for students and young adults and a session on guide dogs. Resolutions as usual. Counselors - please ask students if they applied for the state and/or national scholarship. There is a much better chance of getting a state scholarship. I have to interview all the scholarship applicants. I went to WA DC in January. We are working on some important bills including accessible websites. We will plan another legislative luncheon in the future.

Faith, ATC client from Idaho Falls - I tried snowboarding for the first time and I'm up to 55wpm in typing. The ATC really is helping me gain more confidence and empowering me. I want to thank everyone, particularly at the ATC, and my counselor for helping me through difficult times. Everyone here is a godsend and I appreciate that.

Emilia Lane, ATC student - this is my second term at the ATC and I'm coming back for a third term. I enjoy it and I think it's a great program. I would highly encourage any student or person who may have

recently lost their vision to come to the ATC and build up their confidence and learn new skills. It's a great program.

Al Schneider - Cycle for Independence is becoming more successful. We have some money in the pot. The biggest problem for blind people is transportation. Why isn't this where we are spending the most money? Is it independent when you have to rely on someone to take you somewhere? So, we started a transportation committee. In Boise, Lyft will take you to a bus stop for \$2.00. Anytime someone needs to get to a health appointment, Valley Regional Transit will pick you up at your door. We received an anonymous donation for transportation of \$10,000. Cycle for Independence is the biggest fundraiser in the state for the NFB. We have three different courses and it's not a race. A 62, 25, and a 10-mile ride. We feed everybody at the end and have live music. We're always looking for partners and volunteers and riders. The event is on May 20th. Right now, we are in the permitting process.

Coeur d'Alene success story - Gracelyn Shaw

I've been working with the commission since about September of 2021. I am 17 years old. I've had a very good experience with the commission. Jackie and Tyler have really helped me. I was in the Road to Success program in 2022. Alison Steven was one of the directors. During that class there was 17 other students. They taught us how to write resumes and cover letters. I learned a lot and it was very beneficial. I made some good friends. And College Days was very beneficial because I got a taste of what campus life is going to be. We were taught time management. All the staff members were very well trained and we got along well. I got accepted to my dream college of Boise State University and I'll be going into elementary education. This summer I will be going back to College Days and Summer Program again.

Fiscal Report: Corey Bresina

SFY23 appropriation and expenditures: As of 02/23/2023

			<i>Appropriation</i>	Expenditures	Yr. Elapsed	Expended %
Federal - 34800	PC	4000	<i>\$2,417,000.00</i>	\$1,654,219.29	65.21%	68.44%
(Grant)	OE	5000	<i>\$593,900.00</i>	\$519,787.95	65.21%	87.52%
	T/B	7000	<i>\$470,300.00</i>	\$152,997.34	65.21%	32.53%
General - 10000	PC	4000	<i>\$911,100.00</i>	\$506,655.54	65.21%	55.61%
(State)	OE	5000	<i>\$71,700.00</i>	\$29,003.54	65.21%	40.45%
	T/B	7000	<i>\$599,200.00</i>	\$291,324.27	65.21%	48.62%
Aids & Appl - 42600	PC	4000	<i>\$23,600.00</i>	\$14,846.58	65.21%	62.91%

(Store)	OE	5000	\$62,900.00	\$41,032.52	65.21%	65.23%
BEP - 21000	OE	5000	\$27,600.00	\$141.40	65.21%	0.51%
(Set-Aside)	T/B	7000	\$100,100.00	\$6,521.84	65.21%	6.52%
VR Svc Misc. Rev - 34900	OE	5000	\$28,100.00	\$9,337.75	65.21%	33.23%
(Donation)	T/B	7000	\$56,300.00	\$4,307.65	65.21%	7.65%
Rehab Rev & Refund - 28800	OE	5000	\$34,300.00	\$417.72	65.21%	1.22%
(SSA)	T/B	7000	\$13,000.00	\$5,408.64	65.21%	41.60%
			\$5,409,100.00	\$3,236,002.03	65.21%	59.83%
		FFY21	FFY22			
Pre-ETS obligation		\$443,109.15	486,965.25		4000 - PC	64.91%
Pre-ETS draws 100%		(\$443,109.15)	(21,969.32)		5000 - O/E	73.27%
Balance of FFY21 15%		\$0.00	464,995.93		7000 - T/B	37.17%

The FFY22 15% reserve requirement has been met. The current available balance for the BS22 grant is \$103,276. The MOE of \$835,260 for 2022 has been met. We are currently meeting the \$968,661 MOE for the BS23 grant. RSA has released the entirety of the 2023 grant award and the total is \$3,246,435. This is an increase of \$292,374. The match requirement for this grant is now \$878,641. This amount surpasses the prior year MOE and will now be the new Match/MOE for FFY24. The Pre-ETS requirement will be \$486,965. Currently we have spent \$21,969 of this requirement.

LUMA will go live on July 1, with phases happening on May 1, and June 1. LUMA is the new statewide enterprise financial and HR system.

Corey will send a budget spreadsheet to Board Members.

Vocational Rehabilitation Program: Mike Walsh

Federal Reporting:

The RSA 911 Q2 report was submitted on February 15, 2023.

Data Dashboards

Program Summary

	PY22 Q2	Prior Quarter	Change
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Total Participants Served	361	355	6
Quarterly Counts			
Applicants	27	27	0
New Eligibilities	28	29	-1
New IPE's	24	26	-2
Timeliness			
Eligibility	100%	100%	0%
IPE	100%	100%	0%
Total Exiting			
Attrition prior to IPE	50%	26.1%	23.9%
Employment Rate	57%	47%	10%

Pre-Employment Transition Services (Pre-ETS)

Number of Students with Disabilities (SWD) Reported	98	
Number of students (SWD) who received Pre-ETS	43	
Applied and have IPE	98	
Potentially Eligible	0	
Pre-ETS by type provided	Count	Percent
Job Exploration Counseling	2	4%
Work Based Learning Experiences	22	39%
Counseling on Post-Secondary	6	11%
Workplace Readiness	16	29%
Instruction in Self-Advocacy	10	18%
Total Pre-ETS Provided	56	

Measurable Skill Gains (MSG)

Quarterly Measurable Skill Gains		
Total number of participants	361	
Number of participants eligible for MSG	159	(this is the MSG denominator)
% of participants eligible for MSG	44%	
Number of participants who achieved MSG	6	(this is the MSG numerator)
MSG Rate for the Quarter	3.8%	= (6/159)
Breakdown by MSG Type		
	Number	Percent
Education Functioning Level	0	0%
Secondary diploma or equivalent	2	33%
Transcript/Report card	2	33%
Training Milestone	1	17%

Skills Progression	1	17%
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Competitive Integrated Employment (CIE)

SOC Title	Number of participants	Median Hourly Earnings	Median Hours Worked
Teachers/Instructors	1	\$40.00	10
Medical Technician	1	\$33.00	40
Customer Service	1	\$20.00	28
Agricultural Worker	1	\$13.63	40

Comprehensive Statewide Needs Assessment (CSNA)

The focus groups hosted by San Diego State University concluded on February 23rd. The surveys for community partners, staff, and employers will remain open until the end of February. We should be getting both a final report and presentation from San Diego State University this spring. So far, we have a low response rate. People are leery of clicking on links. The future of the CSNA may be focus groups.

WIOA Combined State Plan

We have started planning for the 2024 state plan. The WIOA Advisory Committee has unanimously agreed to hold listening sessions across the state again, as were done for the 2020 plan.

Rulemaking Activity

The copy of the draft BEP rule was submitted to Jim McCarthy (RSA) on January 30, 2023. An acknowledgment of receipt was received.

Monitoring Preparation

We are not getting monitored this year. However, we continue our preparation efforts. A revised 2023 MTAG was published in January, which reflects the fiscal focus of the monitoring.

Website

We are in the final design stages of our new website and expect a final product to demo/evaluate in the next month or two. We will also be setting up an ICBVI You Tube site to host all of our videos (which will be embedded in our website).

Assistive Technologist and Business Consultant (Reported by Earl Hoover)

Assistive Technology

The AT lending library for students participating in Pre-ETS has been approved. We expect to move forward this spring.

Services to Businesses

The Business Leadership Team (all WIOA Core partners) is kicking off regional teams in March. These teams will be made up of all ICBVI counselors and their regional WIOA partners. The purposes of these teams is to develop strategies to engage regional employers, organize tours and activities like that.

Pre-Employment Transition Services (Reported by Alison Steven)

Curriculum Development

Bailie has been working hard to develop a curriculum plan for use by counselors and Rehabilitation Teachers. The curriculum provides direction and resources within the five required activities of WIOA (job exploration counseling, work-based learning experiences, counseling on post-secondary education, workplace readiness training, and instruction in self-advocacy). Counselors and teachers will be able to walk students through the steps of the curriculum so that the students can fill gaps and round out their BVI skills.

Regional Activities

In January, Alison joined Jackie Stallings up in Northern Idaho. Coeur d'Alene Pre-ETS clients gathered for an activity at GIZMO-CDA, a non-profit Makerspace in Coeur d'Alene. After working on elevator speech videos, students toured the facility and then took a pottery class, building hand-built pots. Students developed social, self-advocacy and workplace skills. One student is hoping to come back and volunteer at GIZMO.

In February, Alison traveled to Idaho Falls to meet with students and share about upcoming programming. She also fitted in a meeting with Van Davis from College of Eastern Idaho. IDVR and ICBVI are working together with CEI to develop two week-long programs for Pre-ETS students this summer. The potential classes are Construction, Inventions, and Raspberry Pi. Despite bad weather, Alison also met with IESDB Outreach Teachers and the Idaho Falls Transition Team, before heading over to Gooding to meet with students and Pre-ETS clients on the IESDB campus.

A trip to Lewiston had to be rescheduled due to poor weather. Alison will head up there at the end of March to meet with students, teachers and special ed staff, and present at the University of Idaho.

Tools for Life

At the time of writing, the annual Tools for Life conference is a week away. Four of our counselors will attend as well as the Transition coordinator. This is a conference for youth with disabilities. This year it is being held at the riverside hotel in Boise. Our staff will be able to connect with other stake holders, as well as volunteer for Reality Town and offer Presentations. Jackie and Alison will be presenting a breakout on Social Media and Disability.

Upcoming Programs

Road to Success (April 3-May 23)

Students are signing up for the spring virtual work readiness program which will take place on Mondays and Tuesdays through April and May. The program includes exploring interests and strengths, building resumes, doing informational interviews, and practicing interview skills. Those students who also choose to participate in the VIEW Program will interview their summer work experience employer as part of the “Road to Success” Program.

Summer Programs

Planning is moving ahead quickly for this year’s summer programs. We launched our summer program applications at the beginning of February.

For College Days this year (June 18-23), we once again are bringing in blind instructors from out-of-state. In addition, we will have instructors from Boise State whose business, “Listen for a Change” teaches about the use of listening skills to become self-aware and to connect in social and professional situations.

The VIEW Program (June 25-July 27) will be a 5-week program this year. Students will have an orientation week focusing on social and resilience skills with a program called “Bounce Back Better” taught by Cathleen Hanson from the International School of Protocol.

One of the goals this year is to have more blind and visually impaired summer program staff who can be role models, providing mentoring to students as they cook, play, and work out life’s kinks together.

VR Policy Manual Updates - Mike Walsh

I inherited this in 2014. It was a very simple program back then. WIOA was a game changer with complexities resulting in four different manuals, which can be confusing. One of my goals was to remove the procedural stuff and include that information in desk manuals and leave the policy manual a reflection of our interpretation of federal and state statute.

Motion to approve policy manual updates - LeAnn moves, B.J. seconds. All board members say aye - motion passes.

New business

Next board meeting will be on June 9, 2023, in ICBVI Boise office.