



**Meeting Schedule**  
**October 24, 2024**  
**Hybrid Meeting**

**Remote Location open to Members and the Public:**  
**DARS Central Office**  
**8004 Franklin Farms Dr.**  
**Henrico, VA 23229**  
**Conference Rooms 101-105**

**Thursday – October 24, 2024**  
**Executive Committee Meeting**

<u>9:30 – 10:50 AM</u>	Executive Committee Meeting; public comments will taken at the start of the meeting. There will be a Closed Session towards end of meeting so that the Executoive Committee canb complete the Annual Performance Review of Administrator.
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**Thursday – October 24, 2024**  
**Full Council Business Meeting**

<u>11:00 AM – 1:30 PM</u>	<ul style="list-style-type: none"> <li>- Public Comment will be taken at start of meeting</li> <li>- Part B Report from Maureen Hollowell</li> <li>- Working Lunch and Chairperson’s Report from Executive Committee</li> <li>- Treasurer’s Report</li> <li>- SPIL Updates</li> <li>- APRIL Conference Updates</li> <li>- Roundtable Reports – DARS, DARS SRC, VDDHH, DBVI, VACIL, DBVI SRC</li> <li>- Other new business</li> <li>- Achievements and Barriers</li> <li>- Adjourn by 1:30 p.m.</li> </ul>
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For meeting materials, please refer to your meeting packet email or visit:  
[https://www.vasilc.org/default.htm#meetings.](https://www.vasilc.org/default.htm#meetings)



8004 Franklin Farms Drive ● Richmond, Virginia 23229

**Executive Committee Agenda**

**Date: October 24, 2024**

**Time: 9:30 AM – 10:50 AM**

**Hybrid Meeting**

**Remote Location open to Members and the public at:**

**Department for Aging and Rehabilitative Services- Central Office**

**8004 Franklin Farms Dr.**

**Henrico, VA 23229**

**Conference Rooms 101-105**

Gayl Brunk, Chairperson	Daniel Aranda, Vice Chairperson	Chris Grandle, Secretary
Harry Henderson, Treasurer	Dave Fuller (ex officio; DBVI)	

	<i>Item Name</i>	<i>Responsible Party</i>	<i>Information/Discussion/Action</i>
<b>1.</b>	<b><u>Call to Order</u></b> Welcome, Roll Call, Review agenda	Brunk, Chair	Information/Action; revise agenda as needed
<b>2.</b>	<b><u>Public Comment</u></b>	Brunk	
<b>3.</b>	<b><u>Approve Minutes from July Meeting</u></b>	All	No Motion needed unless there are changes.
	<b><u>New Business</u></b>		

<i>Item Name</i>	<i>Responsible Party</i>	<i>Information/Discussion/Action</i>
<b><u>4.</u></b> <b><u>Membership Status</u></b>	Roche	Information
<b><u>5.</u></b> <b><u>Treasurer's Report</u></b> Review 4 <sup>th</sup> Quarter Financial Statement, FFY24	Henderson	Discussion/Information
<b><u>6.</u></b> <b><u>Administrator's Report for 4th Quarter</u></b>	Roche	Information
<b><u>7.</u></b> <b><u>Information for Quarterly Progress Report</u></b>  Identify achievements & barriers, if any	Brunk/All	Information
<b><u>8.</u></b> <b><u>Enter Into Closed Session</u></b> <b>Complete Annual Performance Review of Administrator</b>	All	
<b><u>9.</u></b> <b><u>Return from Closed Session</u></b>	All	
<b><u>10.</u></b> <b><u>Adjournment</u></b> ; no later than 10:50	Brunk	Action: adjourn meeting

Acronyms

ACL = Administration for Community Living

FFY = Federal Fiscal Year (FFY24 is from October 1, 2023 – September 30, 2024)

PPR = Formerly the 704 Report, Program Performance Report

SPIIL = State Plan for Independent Living

VACIL = Virginia Association of Centers for Independent Living



**Quarterly Business Meeting Agenda  
 October 24, 2024  
 Time: 11:00 AM – 1:30 PM**

**Hybrid Meeting**

**Remote Location open to Members and the public at:**

**Department for Aging and Rehabilitative Services- Central Office  
 8004 Franklin Farms Dr.  
 Henrico, VA 23229  
 Conference Rooms 101-105**

		<i>Item Name</i>	<i>Responsible Party</i>	<i>Info/Discussion/Action Attachment #, if any</i>
<b>11:00 AM</b>	<b>1.</b>	<b>Call to order</b>		
		<ul style="list-style-type: none"> <li>• Member and staff roundtable introductions</li> <li>• Welcome visitors</li> <li>• Review agenda; any additions or Revisions</li> </ul>	Brunk/All	Information
<b>11:05</b>	<b>2.</b>	<b>Public Comment</b>	Brunk	
<b>11:08</b>	<b>3.</b>	<b>Approval of Minutes: July 2024 Meeting Minutes</b>	Brunk	Action: No motion needed unless changes; accept as written or make motion for changes.
<b>11:10</b>	<b>4.</b>	<b>Part B Report – 4th Quarter</b>	Maureen Hollowell	Information

11:45 AM	5.	<b>Working Lunch and Chairperson's Report</b>	Brunk	Information and discussion
12:00 PM	6.	<b>Budget Expenditure Report - FFY24 4th Quarter. 2025 Budget Update</b>	Henderson	Information and discussion
12:15	7.	<b>SPIL Updates</b>	Roche	Information and discussion
12:30	8.	<b>APRIL Conference Experiences</b>	Talley & Brumfield	Information
12:50 PM	9.	<b>Special Reports and Agency Updates</b>	<b>(Reports should be limited to approx. 5 minutes)</b>	
	a.	DARS	DuBois	Information
	b.	VDDHH	Raff	Information
	c.	DBVI	Fuller	Information
	d.	VACIL	Brunk	Information
	e.	SRC - DARS	Brunk (newly appointed)	Information
	f.	SRC – DBVI	Talley (newly appointed)	
1:15	10.	<b>Achievements &amp; Barriers – Information for the 2024 PPR/704 Report</b>	All	
1:30 PM	11.	<b>Adjourn by 1:30 p.m.</b>	All	

**Acronyms**

ACL= Administration for Community Living  
APRIL = Association of Programs for Rural Independent Living  
CIL = Center for Independent Living  
SPIL = State Plan for Independent Living  
DARS = Department for Aging and Rehabilitative Services  
DBVI = Department for the Blind and Vision Impaired  
FFY = Federal Fiscal Year  
NCIL = National Council on Independent Living  
PPR = Program Performance Report (formerly known as 704 Report)  
SRC = State Rehabilitation Council (DARS and DBVI both have SRCs)  
VACIL = Virginia Association of Centers for Independent Living  
VBPD = Virginia Board for People with Disabilities  
VDDHH = Virginia Department for the Deaf and Hard of Hearing