



8004 Franklin Farms Drive • Richmond, Virginia 23229

Executive Committee Agenda

Date: October 23, 2025

Time: 9:45 AM – 10:50 AM

Hybrid Meeting

Remote Location open to Members and the public at:

Virginia Department for the Deaf and Hard of Hearing

1602 Rolling Hills Drive

(2nd Floor Conference Room)

Henrico, VA 23229

Gayl Brunk, Chairperson	Daniel Aranda, Vice Chairperson	Chris Grandle, Secretary
Harry Henderson, Treasurer	Eric Raff, VDDHH ex officio	Marcia DuBois, DARS ex officio

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

	<i>Item Name</i>	<i>Responsible Party</i>	<i>Information/Discussion/Action</i>
<u>4.</u>	<u>Membership Status</u>	Roche	Information
<u>5.</u>	<u>Treasurer's Report</u> Review 4 th Quarter Financial Statement, FFY25	Roche	Discussion/Information
<u>6.</u>	<u>Options for Alexis Nichols Youth Scholarship fund for Independent Living Training</u>	Roche/All	Discussion/Information
<u>7.</u>	<u>Administrator's Report for 4th Quarter</u>	Roche	Information
<u>8.</u>	<u>Information for Quarterly Progress Report</u> Identify achievements & barriers, if any	Brunk/All	Information
<u>9.</u>	<u>Enter Closed Session</u> Complete Annual Performance Review of Administrator	All	
<u>10.</u>	<u>Return from Closed Session</u>	All	
<u>11.</u>	<u>Adjournment</u> ; 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

SPIL = State Plan for Independent Living

VACIL = Virginia Association of Centers for Independent Living



**Quarterly Business Meeting Agenda
October 23, 2025
Time: 11:00 AM – 1:30 PM**

Hybrid Meeting

Remote location open to members and the public at:

**Virginia Department for the Deaf and Hard of Hearing
1602 Rolling Hills Dr.
(2nd Floor Conference Room)
Henrico, VA 23229**

		<i>Item Name</i>	<i>Responsible Party</i>	<i>Info/Discussion/Action Attachment #, if any</i>
11:00 AM	1.	Call to order		
		• Member and staff roundtable introductions • Welcome visitors • Review agenda; any additions or Revisions	Brunk/All	Information
11:05	2.	Public Comment	Brunk	
11:08	3.	Approval of Minutes: July 2025 Meeting Minutes	Brunk	Action: No motion needed unless changes; accept as written or make motion for changes.
11:10	4.	Part B Report – 4th Quarter	Andrea King	Information

11:30 AM	5.	Chairperson's Report	Brunk	Information and discussion
11:40 AM	6.	Treasurer's Report FFY25 4th Quarter Expenditures	Henderson	Information and discussion
11:50 AM	7.	Proposed Calendar	All	Will need to be voted on
11:55 AM		Break & Working Lunch Setup		
12:10 PM	8.	Working Lunch Presentation on disAbility Resource Center; Outreach and engagement in Lower PD 9	Debe Fults (dRC Executive Director) and Seth Whitten (dRC Deputy Director)	Information
12:45 PM	9.	Special Reports and Agency Updates	(Reports should be limited to approx. 5 minutes)	
	a.	DARS	DuBois	Information
	b.	DBVI	VACANT	
	c.	VDDHH	Raff	Information
	d.	DBVI SRC	Talley	Information
	e.	DARS SRC	Brunk	Information
	f.	VACIL	Brunk	Information
1:15	10.	Achievements & Barriers – Information for the 2025 PPR/704 Report	All	
1:30 PM	11.	Adjourn by 1:30 p.m.	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
HHS = Health and Human Services (federal)
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