



**The National Association for the Employment of People who are Blind**

NAEPB Board of Directors Teleconference

Monday, December 5, 2016

10:30am – 12:00pm EST

Dial-in number: 1-877-860-3058

Pass Code: 925356

## **AGENDA**

- |                                                                              |                  |
|------------------------------------------------------------------------------|------------------|
| 1. Call to Order                                                             | Stueckrath       |
| 2. Roll Call                                                                 | Garrett          |
| 3. Minutes for Approval                                                      | Garrett          |
| a) NAEPB Board and Mbr. Meeting 9.14.16                                      |                  |
| 4. Treasurer's Report                                                        | D'Amico          |
| a) NAEPB Treasurer's Report, Balance Sheet & Income Statement-ending 9.30.16 |                  |
| 5. Consent Calendar Reports                                                  | Stueckrath       |
| a) NAEPB Public Policy Committee Update September (Arbogast)                 |                  |
| b) NAEPB Public Policy Strategic Plan tasks (Arbogast)                       |                  |
| c) NAEPB BSC Committee Report (Horton)                                       |                  |
| d) NAEPB Strategic Planning Committee Report (Monteferrante)                 |                  |
| 6. 2016 NAEPB Board of Directors Performance Evaluation                      | Dave Wells       |
| 7. High-Level Committee Update                                               | Committee Chairs |
| 8. Ad Hoc Committee for Legal Review of Flow Down Agreement                  | Stueckrath/Mabry |
| 9. President's Remarks                                                       | Stueckrath       |
| 10. NIB Update                                                               | Lynch            |
| 11. Member Open Forum Q&A                                                    | NAEPB Members    |
| 12. Other Business                                                           | All              |
| 13. Adjournment                                                              | Stueckrath       |



The National Association for the **Employment** of People who are **Blind**

## NAEPB Board of Directors and Membership Meeting

NIB/NAEPB National Conference and Expo

Hyatt Regency Crystal City

Wednesday, September 14, 2016

**APPROVED DECEMBER 5, 2016**

President Eric Stueckrath called the Membership Meeting of the NAEPB to order at 10:10am EST on Wednesday, September 14, 2016. He thanked everyone for attending and stated that the membership and board meeting had been condensed to prevent multiple presentations. Secretary Garrett proceeded with an agency roll call.

***Representatives from the following 35 agencies were in attendance, constituting a quorum.***

Alphapointe  
Arizona Industries for the Blind  
Association for the Blind and Visually Impaired – Goodwill Industries  
Association for Vision Rehabilitation and Employment  
Beacon Lighthouse  
Bestwork Industries  
Beyond Vision  
Blind & Vision Rehabilitation Services of Pittsburgh  
Blind Industries and Services of Maryland  
Bosma Enterprises  
Center for the Blind and Visually Impaired  
Central Association for the Blind and Visually Impaired  
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Travis Association for the Blind  
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West Texas Lighthouse for the Blind  
Winston Salem Industries for the Blind

### **Partnership in Excellence Awards – Kevin Lynch, President & CEO/NIB**

Mr. Lynch presented the Partnership in Excellence Awards to Mr. Harry Hoover, a champion for the AbilityOne Program. Mr. Lynch presented background on Mr. Hoover and his relationship as a partner with NIB. He additionally extended his gratitude on behalf of NIB and non-profit agencies for Mr. Hoover’s support and dedication over the years. Mr. Puente stated that Mr. Hoover supports, believes in the program and invests in the program with his time and talent. Mr. Hoover accepted his award followed by a brief acceptance speech. Mr. Stueckrath thanked Mr. Hoover for his commitment, support and dedication to the program over the years.

### **Approval of Minutes – Bob Garrett, Secretary**

Mr. Garrett presented minutes from the May 24, 2016 Membership Meeting. As there were no changes to the minutes, Mr. Garrett called for a motion of acceptance. Mr. D’Amico made a motion for approval, seconded by Mr. Fernald. As there was no further discussion, following a vote by the Board, the minutes were approved unanimously.

### **Kevin Lynch NAEPB Board Resignation Letter – Eric Stueckrath, President**

Mr. Stueckrath stated that as a condition of the cooperative agreement, Mr. Lynch had to tender his resignation from the NAEPB Board. Mr. Stueckrath introduced the letter from Kevin Lynch to the membership citing his Board resignation. The Board accepted the resignation and is now passing along the letter to the membership for review and acknowledgment. Mr. Stueckrath thanked Mr. Lynch for his service to the NAEPB Board and his ongoing guidance and support of the organization.

### **NAEPB ByLaw Changes – Eric Stueckrath, President**

Mr. Stueckrath reported that as a result of terms of the cooperative agreement between the AbilityOne Commission and NIB, Mr. Lynch resigned his board position., NAEPB bylaws will no longer name the NIB CEO as a board member. Mr. Stueckrath asked for a motion to accept the changes. Mr. Mabry made the motion for approval, seconded by Ms. Arbogast. As there was no discussion concerning the bylaw changes, the vote passed unanimously.

### **Membership Meeting Adjournment - Eric Stueckrath, President**

Mr. Stueckrath called for a motion to adjourn the Board meeting. Mr. Mabry made the motion to adjourn the Membership meeting, seconded by Mr. Monteferrante. The Membership meeting adjourned at 10:26am EST.

### **Call to Order of the NAEPB Board Meeting**

The meeting of the NAEPB Board of Directors was called to order by President Eric Stueckrath at 10:28am EST. Secretary Garrett proceeded with the Board Roll Call, after which he announced that a complete quorum was reached. Names of the NIB staff, agency CEO and guests attending were also captured.

### **NAEPB Board Roll Call**

Erika Arbogast	Vice President, Public Policy
Rudy D’Amico	Treasurer
Ken Fernald	
Robert Garrett	Secretary
Jim Kerlin	Vice President, Marketing
Reinhard Mabry	Vice President of Services
David Horton	Vice President, Base Supply Centers
Dennis Steiner	Vice President, Operations
Dave Wells	Chair, Ethics
Eric Stueckrath	President
Michael Monteferrante	Vice President, Strategic Planning

### **NIB Staff Present**

Kevin Lynch	President, CEO of NIB
Angela Hartley	Executive Vice President/Chief Program Officer
Steve Brice	Chief Financial Officer

Marie-France Vareilles	Vice President, Strategic Customer Partnerships
John Qua	Senior Vice President, Operations
Laura Reimers	Vice President, Communications
Matt Wieseler	Director, Strategic Intelligence
Julie Chase	Staff Attorney
Kevin Campbell	Senior Director, Products and Services
Paul Diamonti	Director, Rehab and Product Engineering
Rick Webster	Vice President, Public Policy
Shawn Spengler	Director Products, JanSan
Carla Williams	Coordinator, NAEPB

**Guests and agency CEO's Present**

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BISM

David Brister  
Patrick McBride  
Niels Marino Thiebaud  
CJ Lange  
Dick Monaco  
Jamie Snyder  
Buddy Edgemon  
Buddy Sell  
Mike Montana  
Jeffrey Hawting  
DeWayne Gilbertson  
Bill Hudson  
Jeff Simms  
Nate Wichman  
Guy DeRossi

### **Approval of Minutes - Bob Garrett, Secretary**

Mr. Garrett presented minutes in draft form from the August 8, 2016 Board teleconference. As there were no changes to the minutes, Mr. Garret called for a motion of acceptance. Mr. Fernald made a motion to approve the minutes, seconded by Ms. Arbogast. Following a vote, the three sets of minutes were approved unanimously.

### **Treasurer's Report - Rudy D'Amico**

Mr. D'Amico reported to the Board the Treasurer's Report, which read as follows: Please see the financial statements ending 07/31/16. The balance sheet includes the checking account value of \$2,857 and savings account of \$218,244. The accounts receivable balance remains at \$2,000. Past dues notices were resent on July 27, 2016. Accrued expenses consist of 10 months of accrued accounting fees of \$1,250 and 39 months of accrued web site maintenance fees of \$12,900. Total equity at the end of July was \$208,950. Revenue for the year to date was \$31,135, with \$31,000 from dues and \$135 from interest. Expenses year to date were \$11,478, leaving \$19,657 in net income.

Next please turn to the 2016-2017 proposed budget. Budgeted is \$31,000 in dues, \$100 in interest and potential reimbursement from NIB of \$50,000. Expenses remain consistent with past years, except for a reduction in website maintenance. Total expenses are anticipated at \$58,000 resulting in a surplus of \$23,100.

Mr. D'Amico reported that the website fee would be \$9.95 a month and will be managed through software called WordPress, which will allow the administrative support staff to make changes. Mr. Kerlin inquired about the process for which the marketing committee would obtain pre-approval for funds for the committee. Mr. D'Amico thanked Bosma for managing the NAEPB website over the years. Mr. Kerlin will speak with D'Amico regarding a budget for the Marketing committee. Mr. Mabry made a motion to approve the Treasurer's Report. The report was seconded by Monteferrante. Following a vote, the minutes were approved.

### **Consent Calendar – Eric Stueckrath, President**

Mr. Stueckrath introduced the consent calendar, consisting of two reports as follows: 5a. NAEPB Strategic Planning Committee Report 5b. NAEPB Services Committee Report. Mr. Kerlin made a motion for approval, seconded by Mr. Steiner. Following a vote, the consent calendar was accepted unanimously.

### **High Level Committee Updates – Board Chairs**

#### **BSC's Committee – David Horton, VP**

Mr. Horton provided an update on challenges and issues with proposed changes to the FAR, FSSI and the BSC Program.

#### **Public Policy/Communications – Erika Arbogast, VP**

Ms. Arbogast stated that a joint meeting took place earlier with the NIB Legislative Committee. There were updates on the Cooperative Agreement as well as a federal budget update from McBee. Besides the issue updates, much of the meeting centered on review of the Public Policy Forum and Grassroots Forum. The committee is looking at the Grassroots Forum as a year-round initiative. Goals have been set that are not being met. Ms. Arbogast urged agencies

to invite legislators to visit their facilities. After the NIB committee members were dismissed, time was spent focusing on progress tracking towards Strategic Plan action items.

#### **Operations – Dennis Steiner, VP**

Mr. Steiner stated that sales data was provided and there would be a couple of issues to work on going forward including pricing issues. The TAG group reported a successful meeting down in Raleigh. Discussions will continue to talk about how to compete in the marketplace and turnaround time issues. The team is doing great with the Federal government customers. Because the committee is dealing with complicated issues, Mr. Steiner encouraged anyone to get involved.

#### **Marketing Committee – Jim Kerlin, VP**

Mr. Kerlin stated that the Marketing Committee met for the first time, face to face. The committee reviewed the construct of the membership and is still open for people who wish to participate. Further, the committee adopted draft charters and outlined overarching goals. The focus is on program marketing, not a specific product or category marketing. He discussed the status of efforts to create a long-term impact story for NIB. The NIB staff will also support those initiatives, but agency support will be needed. The Marketing committee will be reaching out with a survey to create a storyboard, gather data and put together a tight enough story to repeat statistics and have consistent messaging. Ms. Reimers provided a brief update on NDEAM planning and the SKILCRAFT rebranding process. The group is getting back on track with the branding efforts. The committee will meet quarterly and more than once a year in person.

#### **Services Committee – Reinhard Mabry, VP**

Mr. Mabry stated that the Services Committee met and was primarily a read out from the subcommittees. Mr. Mabry acknowledged the great work that is being done at the subcommittee level, with those subcommittee chairs being very responsive to the needs of the agencies. Mr. Mabry recognized Shelly Sanders, Chair of CMS Subcommittee (VisionCorps), Steve Fredwell, Chair of Strategic Initiatives (Bosma) and Jessica Watson, Co-Chair Customer Care Subcommittee (CAVBI).

#### **Strategic Planning – Michael Monteferrante, VP**

Mr. Monteferrante reported that at the CEO Retreat in January, each year we get together, it became clear goals and objectives were not being acted upon from the Strategic Plan. The team will track on a quarterly basis progress and efficiencies. There are several people on the planning team, which includes members from BSC, Services, Operations, Public Policy and Marketing. The committee is achieving momentum and is in good shape to report to group in terms of the progress toward meeting the benchmarks. Mr. Monteferrante thanked the team assembled and stated that work remains, but that the team is on track.

#### **President's Remarks – Eric Stueckrath, President**

Mr. Stueckrath thanked everyone for attending the meeting and being a part of the process in being present and active in the NAEPB. He stated that at the Annual retreat, commitments were made to strive to actively pursue strategic goals. Today's climate provides an opportunity to springboard forward to reignite each other with new ideas and thoughts. The goals will only be met if all persons forge ahead. The CEO Retreat will take place during the week of Jan 23rd. Location and final details will be forthcoming. The Board is hopeful for increased attendance, as it is important to have agency buy-in and participation.

#### **Reciprocation Awards – Mike Gilliam, President and CEO San Antonio Lighthouse for the Blind**

Mr. Gilliam presented background on the reciprocation initiative and introduced the agencies that received recognition for excellence in reciprocation: Beacon Lighthouse (Janitorial), Bosma Enterprises (Janitorial and Lawn), Cincinnati Association for the Blind and Visually Impaired (Janitorial, Services), and West Texas Lighthouse for the Blind (Lawn Maintenance). Mr. Stueckrath thanked Mr. Gilliam and mentioned that reciprocation efforts are important and send a strong message regarding the need to support each other.

#### **National Conference and Expo Welcome and Overview – Eric Stueckrath**

Mr. Stueckrath presented conference statistics on registration, sponsorship numbers, exhibit booths, EOY's and Career Achievement Award nominees. Mr. Stueckrath thanked everyone to recognize national winners and to acknowledge the work that they do.

### **2017 Winter CEO Advance – Michael Monteferrante, Vice President, Strategic Planning**

Mr. Monteferrante reported that a survey will be coming out to the CEO's soon to obtain their input and feedback on the format for the annual retreat (a.k.a Advance). Mr. Stueckrath thanked Mr. Monteferrante for taking such a strong lead role in heading up the committee.

### **NIB Update – Kevin Lynch, President and CEO, NIB**

Mr. Lynch provided a report on NIB's business conditions. Blind work hours are up by 3% , with an increase of over 350 blind employees, with many in direct placement and or supervisory roles. Going into the 4<sup>th</sup> quarter, sales stand at \$631,376 million, which is 10.3% higher than last year. One major driver is the Department of Defense, which is up \$35 million over last year. BSC operators and E-commerce are up \$8 million. . Kudos to the BSC stores, which are up in revenue. There is a lot going on in the overall ETS compliance efforts, which are outlined in the CEO update. NIB has been able to reduce the amount of ETS, with another 65,000 items removed. Writing Instruments has a \$3.4 million increase, Services are up \$4 million. FSSI Industry Day was a success; we appreciate all of the support from the NPA's. NIB will be starting a new Fellows session with three Fellows. The PROMOTE program has been launched, which is designed to provide higher skills training for people who are blind. The Advocates program continues to be outstanding in assisting with getting our messages heard on Capitol Hill. NIB is in the process of researching a program like the Advocates, but gearing it towards national business and sales.

### *Cooperative and Flowdown Agreements – Matt Wieseler*

Mr. Wieseler reported out on the flow down agreements for each agency as a result of the Cooperative Agreement. A PowerPoint will be made available for distribution to the agencies. The flow down template has yet to be completed or submitted from the Commission. There is a focus on sharing of information and making things more transparent. NIB will be rolling funds out to agencies to assist them in providing the necessary transactional data for the Commission. The biggest change will be time sensitivity. The Commission will be evaluating NIB against the QASP. The NPA's will be invited to come to the Commission to have a discussion regarding the flow down agreements.

### **Member Open Forum Q&A – NAEPB Member Agencies**

Member Question from Reinhard Mabry, Alphapointe: Are their ways to streamline processes, and is there a middle ground solution so that no one is burdened with the administrative tasks that accompany the projects?

Kevin Lynch response: NIB will know more after further discussions and a meeting with Bill Sisk.

Member Question from Dave Wells, West Texas Lighthouse: With regards to transparency, is there any way we can if we can review on the PL List? If you don't own a BSC's it seems impossible. Is there also some way that there can be new products on display?

Kevin Lynch response: We will figure out how we can work something into the schedule which allows for reviewing, function is to work with BSC's on new products.....Jamie Huffman works directly with the OPS.

Member Question from Buddy Edgemon, Beacon Lighthouse: Will there be annual price changes, and a recertification process?

John Qua response: Contracts are gone; there won't be an annual price change. Mr. Edgemon will send to Mr. Qua the correspondence he has received for further follow-up.

Member Question from Jim Kerlin, Beyond Vision: Has Barry Lineback's replacement been announced? Can you characterize the tone from an operational and strategic level?

*Kevin Lynch response:* A replacement for Mr. Lineback has not been announced. As far as tone, not sure. The communication has been virtually the same from the Commission members. NIB will continue to provide updates.

**Adjournment**

As there were no further questions or comments to be brought before the Board, President Stueckrath adjourned the Board meeting at 11:45am EST.

Minutes approved at December 5, 2016 Teleconference Call.

Ellen S. Najjar



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Mr. Garrett presented minutes in draft form from the August 8, 2016 Board teleconference. As there were no changes to the minutes, Mr. Garret called for a motion of acceptance. Mr. Fernald made a motion to approve the minutes, seconded by Ms. Arbogast. Following a vote, the three sets of minutes were approved unanimously.

### **Treasurer's Report - Rudy D'Amico**

Mr. D'Amico reported to the Board the Treasurer's Report, which read as follows: Please see the financial statements ending 07/31/16. The balance sheet includes the checking account value of \$2,857 and savings account of \$218,244. The accounts receivable balance remains at \$2,000. Past dues notices were resent on July 27, 2016. Accrued expenses consist of 10 months of accrued accounting fees of \$1,250 and 39 months of accrued web site maintenance fees of \$12,900. Total equity at the end of July was \$208,950. Revenue for the year to date was \$31,135, with \$31,000 from dues and \$135 from interest. Expenses year to date were \$11,478, leaving \$19,657 in net income.

Next please turn to the 2016-2017 proposed budget. Budgeted is \$31,000 in dues, \$100 in interest and potential reimbursement from NIB of \$50,000. Expenses remain consistent with past years, except for a reduction in website maintenance. Total expenses are anticipated at \$58,000 resulting in a surplus of \$23,100.

Mr. D'Amico reported that the website fee would be \$9.95 a month and will be managed through software called WordPress, which will allow the administrative support staff to make changes. Mr. Kerlin inquired about the process for which the marketing committee would obtain pre-approval for funds for the committee. Mr. D'Amico thanked Bosma for managing the NAEPB website over the years. Mr. Kerlin will speak with D'Amico regarding a budget for the Marketing committee. Mr. Mabry made a motion to approve the Treasurer's Report. The report was seconded by Monteferrante. Following a vote, the minutes were approved.

### **Consent Calendar – Eric Stueckrath, President**

Mr. Stueckrath introduced the consent calendar, consisting of two reports as follows: 5a. NAEPB Strategic Planning Committee Report 5b. NAEPB Services Committee Report. Mr. Kerlin made a motion for approval, seconded by Mr. Steiner. Following a vote, the consent calendar was accepted unanimously.

### **High Level Committee Updates – Board Chairs**

#### **BSC's Committee – David Horton, VP**

Mr. Horton provided an update on challenges and issues with proposed changes to the FAR, FSSI and the BSC Program.

#### **Public Policy/Communications – Erika Arbogast, VP**

Ms. Arbogast stated that a joint meeting took place earlier with the NIB Legislative Committee. There were updates on the Cooperative Agreement as well as a federal budget update from McBee. Besides the issue updates, much of the meeting centered on review of the Public Policy Forum and Grassroots Forum. The committee is looking at the Grassroots Forum as a year-round initiative. Goals have been set that are not being met. Ms. Arbogast urged agencies

to invite legislators to visit their facilities. After the NIB committee members were dismissed, time was spent focusing on progress tracking towards Strategic Plan action items.

#### **Operations – Dennis Steiner, VP**

Mr. Steiner stated that sales data was provided and there would be a couple of issues to work on going forward including pricing issues. The TAG group reported a successful meeting down in Raleigh. Discussions will continue to talk about how to compete in the marketplace and turnaround time issues. The team is doing great with the Federal government customers. Because the committee is dealing with complicated issues, Mr. Steiner encouraged anyone to get involved.

#### **Marketing Committee – Jim Kerlin, VP**

Mr. Kerlin stated that the Marketing Committee met for the first time, face to face. The committee reviewed the construct of the membership and is still open for people who wish to participate. Further, the committee adopted draft charters and outlined overarching goals. The focus is on program marketing, not a specific product or category marketing. He discussed the status of efforts to create a long-term impact story for NIB. The NIB staff will also support those initiatives, but agency support will be needed. The Marketing committee will be reaching out with a survey to create a storyboard, gather data and put together a tight enough story to repeat statistics and have consistent messaging. Ms. Reimers provided a brief update on NDEAM planning and the SKILCRAFT rebranding process. The group is getting back on track with the branding efforts. The committee will meet quarterly and more than once a year in person.

#### **Services Committee – Reinhard Mabry, VP**

Mr. Mabry stated that the Services Committee met and was primarily a read out from the subcommittees. Mr. Mabry acknowledged the great work that is being done at the subcommittee level, with those subcommittee chairs being very responsive to the needs of the agencies. Mr. Mabry recognized Shelly Sanders, Chair of CMS Subcommittee (VisionCorps), Steve Fredwell, Chair of Strategic Initiatives (Bosma) and Jessica Watson, Co-Chair Customer Care Subcommittee (CAVBI).

#### **Strategic Planning – Michael Monteferrante, VP**

Mr. Monteferrante reported that at the CEO Retreat in January, each year we get together, it became clear goals and objectives were not being acted upon from the Strategic Plan. The team will track on a quarterly basis progress and efficiencies. There are several people on the planning team, which includes members from BSC, Services, Operations, Public Policy and Marketing. The committee is achieving momentum and is in good shape to report to group in terms of the progress toward meeting the benchmarks. Mr. Monteferrante thanked the team assembled and stated that work remains, but that the team is on track.

#### **President’s Remarks – Eric Stueckrath, President**

Mr. Stueckrath thanked everyone for attending the meeting and being a part of the process in being present and active in the NAEPB. He stated that at the Annual retreat, commitments were made to strive to actively pursue strategic goals. Today’s climate provides an opportunity to springboard forward to reignite each other with new ideas and thoughts. The goals will only be met if all persons forge ahead. The CEO Retreat will take place during the week of Jan 23rd. Location and final details will be forthcoming. The Board is hopeful for increased attendance, as it is important to have agency buy-in and participation.

#### **Reciprocation Awards – Mike Gilliam, President and CEO San Antonio Lighthouse for the Blind**

Mr. Gilliam presented background on the reciprocation initiative and introduced the agencies that received recognition for excellence in reciprocation: Beacon Lighthouse (Janitorial), Bosma Enterprises (Janitorial and Lawn), Cincinnati Association for the Blind and Visually Impaired (Janitorial, Services), and West Texas Lighthouse for the Blind (Lawn Maintenance). Mr. Stueckrath thanked Mr. Gilliam and mentioned that reciprocation efforts are important and send a strong message regarding the need to support each other.

#### **National Conference and Expo Welcome and Overview – Eric Stueckrath**

Mr. Stueckrath presented conference statistics on registration, sponsorship numbers, exhibit booths, EOY's and Career Achievement Award nominees. Mr. Stueckrath thanked everyone to recognize national winners and to acknowledge the work that they do.

### **2017 Winter CEO Advance – Michael Monteferrante, Vice President, Strategic Planning**

Mr. Monteferrante reported that a survey will be coming out to the CEO's soon to obtain their input and feedback on the format for the annual retreat (a.k.a Advance). Mr. Stueckrath thanked Mr. Monteferrante for taking such a strong lead role in heading up the committee.

### **NIB Update – Kevin Lynch, President and CEO, NIB**

Mr. Lynch provided a report on NIB's business conditions. Blind work hours are up by 3% , with an increase of over 350 blind employees, with many in direct placement and or supervisory roles. Going into the 4<sup>th</sup> quarter, sales stand at \$631,376 million, which is 10.3% higher than last year. One major driver is the Department of Defense, which is up \$35 million over last year. BSC operators and E-commerce are up \$8 million. . Kudos to the BSC stores, which are up in revenue. There is a lot going on in the overall ETS compliance efforts, which are outlined in the CEO update. NIB has been able to reduce the amount of ETS, with another 65,000 items removed. Writing Instruments has a \$3.4 million increase, Services are up \$4 million. FSSI Industry Day was a success; we appreciate all of the support from the NPA's. NIB will be starting a new Fellows session with three Fellows. The PROMOTE program has been launched, which is designed to provide higher skills training for people who are blind. The Advocates program continues to be outstanding in assisting with getting our messages heard on Capitol Hill. NIB is in the process of researching a program like the Advocates, but gearing it towards national business and sales.

### *Cooperative and Flowdown Agreements – Matt Wieseler*

Mr. Wieseler reported out on the flow down agreements for each agency as a result of the Cooperative Agreement. A PowerPoint will be made available for distribution to the agencies. The flow down template has yet to be completed or submitted from the Commission. There is a focus on sharing of information and making things more transparent. NIB will be rolling funds out to agencies to assist them in providing the necessary transactional data for the Commission. The biggest change will be time sensitivity. The Commission will be evaluating NIB against the QASP. The NPA's will be invited to come to the Commission to have a discussion regarding the flow down agreements.

### **Member Open Forum Q&A – NAEPB Member Agencies**

Member Question from Reinhard Mabry, Alphapointe: Are their ways to streamline processes, and is there a middle ground solution so that no one is burdened with the administrative tasks that accompany the projects?

Kevin Lynch response: NIB will know more after further discussions and a meeting with Bill Sisk.

Member Question from Dave Wells, West Texas Lighthouse: With regards to transparency, is there any way we can if we can review on the PL List? If you don't own a BSC's it seems impossible. Is there also some way that there can be new products on display?

Kevin Lynch response: We will figure out how we can work something into the schedule which allows for reviewing, function is to work with BSC's on new products.....Jamie Huffman works directly with the OPS.

Member Question from Buddy Edgemon, Beacon Lighthouse: Will there be annual price changes, and a recertification process?

John Qua response: Contracts are gone; there won't be an annual price change. Mr. Edgemon will send to Mr. Qua the correspondence he has received for further follow-up.

Member Question from Jim Kerlin, Beyond Vision: Has Barry Lineback's replacement been announced? Can you characterize the tone from an operational and strategic level?

*Kevin Lynch response*: A replacement for Mr. Lineback has not been announced. As far as tone, not sure. The communication has been virtually the same from the Commission members. NIB will continue to provide updates.

**Adjournment**

As there were no further questions or comments to be brought before the Board, President Stueckrath adjourned the Board meeting at 11:45am EST.

Minutes approved at December 5, 2016 Teleconference Call.

Ellen S. Najjar

## NAEPB Treasurer's Report

For the period ending 09/30/2016

Please see the financial statements ending 09/30/16. The balance sheet includes the checking account value of \$1,557 and savings account \$218,271. The accounts receivable balance remains at \$2,000. Total equity at the end of September was \$209,627.

Revenue for the year to date was \$31,163, with \$31,000 from dues and \$163 from interest. Expenses year to date were \$10,828., leaving \$20,335 in net income.

Website maintenance has been resigned to Intrada Technologies, Inc. at the suggestion of Bob Garrett from North Central Sight Services and the balance of accrued web site fees will need to be adjusted depending on invoices received from the prior web site provider.

Respectfully submitted,  
NAEPB Board Meeting  
Rudy D'Amico, Treasurer

NAEPB

Balance Sheet

As of September 30, 2016

ASSETS

Current Assets

Cash Checking 1,557

Cash Savings 218,271

Accounts Receivable 3,300

Total Current Assets 223,128

TOTAL ASSETS 223,128

LIABILITIES & EQUITY

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Accrued Expenses 13,500

Total Current Liabilities 13,500

Equity

Opening Equity Balance 189,293

Net Income/ (Loss) 20,335

Total Equity 209,627

TOTAL LIABILITIES & EQUITY 223,127

NAEPB  
Income Statement  
For the Period Ending Sept 30, 2016

REVENUE	ACTUAL YTD	BUDGET YTD	VARIANCE	Budget 2015
Investment Income	163	100	82	100
Membership Dues	31,000	30,000	0	30,000
<b>TOTAL REVENUE</b>	<b>31,163</b>	<b>30,100</b>	<b>82</b>	<b>30,100</b>
<b>EXPENSES</b>				
Accounting Fees	670	1,500	830	1,500
Website Maintenance	4,000	4,000	0	4,000
Awards / Honors	0	500	500	500
Insurance - Liability / D&O	1,126	1,200	74	1,200
Bad Debt Expense	2,000	3,000	1,000	3,000
Miscellaneous Other Costs	3,032	200	(2,832)	200
Officers Expenses	0	5,000	5,000	5,000
Meetings/Conferences	1,321	15,000	13,679	15,000
Service Committee	0	5,000	5,000	5,000
Operations Committee	0	5,000	5,000	5,000
BSC Committee	0	5,000	5,000	5,000
Public Policy Committee	0	3,000	3,000	3,000
Communications Committee	0	2,000	2,000	2,000
Annual Audit Meeting	0	500	500	500
CEO Annual Training	0	500	500	500
Miscellaneous Meetings & Travel	0	4,000	4,000	4,000
NIB Reimbursement	(1,321)	(50,000)	(48,679)	(50,000)
<b>TOTAL EXPENSES</b>	<b>10,828</b>	<b>5,400</b>	<b>(5,428)</b>	<b>5,400</b>
<b>SURPLUS (DEFICIT)</b>	<b>20,335</b>	<b>24,700</b>	<b>(5,346)</b>	<b>24,700</b>

NAEPB Public Policy committee update  
Erika Arbogast, Vice President Public Policy

A joint NAEPB/NIB public policy committee meeting was held on Wednesday September 14, 2016 and the following items were discussed.

**Federal Budget Update**

Charles Cooper provided the public policy committees with an update on the FY 2017 federal budget. It was presented that Congress would very likely pass a Continuing Resolution to keep the government funded through early December. It was also reported that the budget would be addressed in an Omnibus bill after the election or in a Continuing Resolution, which could push budget decisions out to the spring of 2017. McBee Strategic reported that they believed it unlikely that the government would shut down.

**Post-Cooperative Agreement Signing/View from Capitol Hill**

Charles Cooper stated that the Congressional oversight committees were concerned earlier this year that the Cooperative Agreement was not solidified in a timely manner. McBee and NIB kept in communication with staffers to ensure the final agreement was reached in a positive way for NIB. As the Cooperative Agreement is implemented, the Commission has created an Office of Inspector General, so Congress will wait for further implementation of the agreement and is not interested in more reforms in the interim.

**National Defense Authorization Act (NDAA) Update**

Charles Cooper reported that the House and Senate versions of the NDAA are very different, and it is unlikely the bill will be passed until after the election. The Senate version of the bill included a provision prohibiting the Defense Department from contracting with AbilityOne nonprofit agencies employing people who are severely disabled. The House version of the bill did not include this provision. McBee and NIB were successful in requesting Senator McCain to offer an amendment that clarified that NIB and its nonprofit associated agencies are excluded from the provision. The new language will likely be focused on increasing oversight by the Department of Defense (DOD), through an Inspector General, over the AbilityOne Program.

**Workforce Innovation and Opportunity Act (WIOA) Update**

Rick Webster reported that he released to associated agencies a summary analysis of the WIOA Final Rule in early August. Since the passage of WIOA two years ago, NIB has believed that the definitions for competitive integrated employment did not change from what existed in the regulatory guidance that associated nonprofit agencies have been operating under for several years. While there were several matters that NIB included in its June 2015 comments to the proposed rules, the chief concern related to the definition of integrated work settings. WIOA advisory committee was expected to issue their final report shortly after the meeting.

### **Federal Acquisition Regulations – FSSI Strategic Sourcing Proposed Rule and Comments**

Rick Webster stated that there is a proposed rule change to the Federal Acquisition Regulations (FAR) that would require government purchasers who do not utilize Federal Strategic Sourcing Initiative (FSSI) in purchasing supplies or services to write up a brief analysis of the comparative value, including price and non-price factors, between the supplies and services offered under the FSSI and those offered under the source to be used for the purchase. NIB associated agency base supply center (BSC) operators are particularly concerned that this could negatively impact BSC sales and employment at associated agencies. NIB and many BSC operators have submitted comments regarding the impact on the AbilityOne Program if this requirement were implemented. McBee and NIB will monitor this issue closely.

### **Military Dining Facilities Proposed Rule**

Rick Webster reported that there is a long-standing conflict between the Randolph-Sheppard Program, established for blind vendors in 1936, and SourceAmerica regarding the priority on dining facility contracts in federal buildings. In 2006, the Department of Defense (DOD), the AbilityOne Program and the Department of Education (which oversees the Randolph-Sheppard Program) signed a policy statement for these contracts. Although there have not been major conflicts in the last decade, DOD issued a notice of proposed rulemaking, which would codify the 2006 agreement in the Defense Acquisition Regulations. SourceAmerica is supportive, but the Randolph-Sheppard vendors and blind consumer organizations are not. Although NIB considered filing formal comments or sending private letters to all parties involved to encourage them to honor the 2006 agreement, it has chosen to remain out of this policy conflict.

### **Reviews of Public Policy Forum and Grassroots Forum**

The NAEPB/NIB Public policy forum was attended by 40 agencies, setting a new record of participation. These agencies were represented by 125 executives and advocates, who held 200 meetings with Congressional representatives and staff members. A reminder to all participants was issued to submit feedback on the meetings they attended. There continues to be a low participation rate with survey feedback.

As of the September meeting 12 agencies reported they had elected officials visit their facilities and encouraged agencies to provide feedback to NIB on these events.

### **Strategic Plan Public Policy goal update**

The NIB Legislative and Policy committee was excused from the meeting and the Public Policy committee reviewed progress with Strategic plan goals. Attached is an update of the committee's progress.



## Public Policy

Strategic Plan Goal	ACTION PLAN	Measurement
<p>1. Establish proactive public policy strategy (advocating program to legislators and addressing threats)</p>	<p>* Monthly joint calls between NAEPB PP Chair, NIB L&amp;P Chair, and NIB staff * Public policy updates for NAEPB membership submitted at least quarterly * "Asks" and messaging for PP forum provided earlier and updated as things change</p> <p>*Reminders sent to NAEPB membership throughout the year about the importance of maintaining local legislative relationships</p> <p>*Communication between PP committee and Marketing and Communications committee to determine clear message *Peer to Peer contacts made for Advocate program, Grassroots forum, and PP forum participation</p> <p>*Determine who congressional members in key positions that have the most ability to assist NAEPB/NIB</p> <p>*1:1 requests for participation to organizations in those key legislators/committee leaders districts</p>	<p>1) Increased agency participation in Public Policy forum (40 agencies, 45 stretch goal) and Grassroots forum (20 agencies, 25 stretch goal)</p> <p>2) 100% Public Policy committee attendance in Public Policy and Grassroots forums</p> <p>3) 90% participation in PP forum from agencies in "Key Legislators" districts</p> <p>4) At least 95% of Public Policy forum participants report satisfaction with policy preparation for the event</p> <p>5) Initial messaging and asks provided by end of March for May forum</p>
<p>3)</p>		

2. Strengthen relationships with blindness community	<ul style="list-style-type: none"> <li>* Committee members will engage other "blindness" organizations at the local level (NFB, ACB, AFB, BVA, VS Alliance, etc)</li> <li>* Invite the above organizations that serve the blind to participate in PP forum</li> <li>* Invite the local chapters of the above organizations to attend grassroots forum at member agencies</li> <li>* survey outside groups to determine how we can work better together</li> </ul>	1) Other blindness organizations participate in Grassroots forum and Public Policy forum
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3. "Mandatory" support and enforcement	<ul style="list-style-type: none"> <li>* Develop consistent public policy message regarding ETS and mandatory nature of the program</li> <li>* Work with Marketing and Communications committee to determine our message</li> <li>* Offer training to agencies on message at October conference</li> <li>* assist agencies to secure on-site legislative training if getting to DC for training is difficult (NIB, AFB, local trainings)</li> <li>* Gather success stories that show the value of the program and distribute to agencies to share the story</li> <li>* Public Policy committee members to attend commission meetings</li> <li>* Public Policy committee members will schedule 1:1 meetings with commission staff to develop relationships</li> <li>* Coordinate message with NAEPB Operations committee and NIB staff</li> </ul>	<ul style="list-style-type: none"> <li>1) ETS continues to decrease</li> <li>2) People who haven't bought from us before start purchasing</li> <li>3) Increased Blind Work Years</li> </ul>
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<p>4. Establish Customer Recognition and contact program</p>	<p>*Provide training for agencies on Ability One Champion Award and recommending qualifies recipients  * Explore possibility of supplementing "Ability One Champion" award with NIB/NAEPB legislative award  *Recognize the Ability One Commission throughout the year for the work they do</p>	<p>1) Legislators who truly are Champions are honored by NIB/NAEPB annually</p>
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<p>5. Strengthen partnership/communication with NIB</p>	<p>* Continue joint NAEPB Public Policy committee and NIB Legislative and Policy committee calls  * Monthly joint calls between Chairs of NIB L&amp;P committee, NAEPB PP committee, and NIB staff  *Involve NIB marketing staff in discussions around Public Policy and messaging</p>	<p>1) Monthly joint committee chair calls  2) Joint NIB L&amp;P and NAEPB PP committee calls  3) NIB staff participating in meetings</p>
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## STATUS

- 1) Goal achieved for Public Policy forum (40 agencies attended)
- 2) Goal achieved for Public Policy forum (100% of committee attended)
- 3) 77% participation in the Senate and 61% participation in the House
- 4) 91% of survey respondents expressed overall satisfaction; there was a very low survey response rate
- 5) Initial messaging and asks were rolled out in late April. Rick has gotten excellent feedback about this timeline.

1) ACB participated in Public policy forum and NFB, VS Alliance, AFB, and AER were invited. Committee plans to push for local involvement of these organizations for the Grassroots forum

1)ETS infractions decreased from 166 in 2015 to 84 in 2016  
2) Determining who has this information at NIB  
3)  
Although this number is best annually so far Year to Date blind work years have increased 5.7%

1) This item has not been addressed yet

- 1) Monthly joint committee chair calls are occurring
- 2) Joint NIB L&P and NAEPB PP meetings are occurring when needed
- 3) NIB staff participate in the meetings











**The National Association for the Employment of People who are Blind**

**To: NAEPB Board of Directors**

**From: Dave Wells**

**Date: 11/21/16**

**Subject: 2016 NAEPB Board of Directors Performance Evaluation**

**Summary:**

All eleven board members responded and filled out the annual performance evaluation. Almost every area was evaluated by the majority of the board as Good to Very Good, so it would seem that the board feels as if we are doing a good job. Below is a summary of the results and most of the points you thought we should focus on.

**Strongest areas:**

Board receives regular reports on finances, budgets, program performance and other matters.  
Board understands the organizations mission.  
Board structure is clear.  
Board has full and common understanding of its roles and responsibilities.

**Weakest Areas:**

Board regularly monitors and evaluates progress toward strategic goals and program performance  
Board has clear goals and actions resulting from relevant and realistic strategic planning.  
Each member of the board is involved and demonstrates interest in the board's work.

**Points to focus on next year:**

1. Just like last year the board wants to focus on improving our working relationship with the Ability One Commission, this was echoed by many of the board. What should we do in the future to improve relationships in the future?
2. Several board members would like to improvement in our relationship with our partners/stakeholders including the VA, GSA and SourceAmerica. This should be done to grow employment and to identify new opportunities.

3. The Cooperative Agreement/flow down agreement was an area that board members thought needed our attention, to include a legal review.
4. Review the relevance of strategic plan goals and how they relate to the relevance of NAEPB.
5. Increase business development to grow employment.
6. Essentially the Same (ETS) continues to be an area of concern and support of compliance from federal agencies.
7. Federal and state elected officials need to be educated as to the impact of WIOA. (this may be an area we education our members about and push for on our next public policy forum)
8. The cooperative agreement from the commission has increased the voice of the NPA's, how can we leverage this to benefit the membership?
9. Membership meetings need to be more meaningful, they are a waste of time.
10. Build continued support from/with elected officials to strengthen compliance across federal acquisition channels, public policy.
11. Work with NIB and the Commission to reduce ratio requirements to allow for the "most integrated settings"
12. Public policy issues to include SSDI etc.
13. Positively influence and actively support the marketing of the Skilcraft brand.
14. Positively influence and support best practices in Public Policy and grass roots activities; tell our outcome stories passionately and often.
15. Work with NIB to develop streamlined processes, focusing on efficiency.

NAEPB Strategic Initiatives Subcommittee Update  
December 5, 2016 Board Meeting  
Reinhard Mabry

The Strategic Initiatives subcommittee continues to work on the development of a training grant sponsored by NIB. The committee is currently collecting information from the membership to confirm the specific training needs that service contractors have to build a labor pool of qualified candidates. With this survey data in hand, the grant will be refined and presented to the NIB board of directors for consideration.

NAEPB Operations Subcommittee Update  
December 5, 2016 Board Meeting  
Dennis Steiner

In FY16 the Operations subcommittee met consistently for the purpose of engaging with non-profit agencies discussing agenda topics that pertain to their agencies line of business interests. Janitorial and Sanitation (Jan/San) and Maintenance Repair and Operating (MRO) committee and Office Product (OP) subcommittee met every quarter either via phone conference or at the annual NAEPB/NIB conference. Writing Instrument (WI) group met in San Antonio, Texas for a physical face to face meeting with all 7 WI agencies in attendance; WI group also held consistent quarterly calls. Textile and Apparel Group (TAG) met twice in a physical face to face meeting in Raleigh, NC at RLCB.

FY17 meetings have already started with the first ever full Commodity meeting with Commodity lines of business (Jan/San MRO, OP, & WI) in attendance. Operations subcommittee appreciates the conferencing space at the conference before the conference starts, but asks that they be able to meet while the conference is going on as opposed to the day before the conference starts. The hope in moving the meeting during the conference is so that more agencies can be present and participate. Jan/San MRO, OP, and WI meetings will be scheduled on a quarterly basis with one big joint meeting scheduled for April (via phone) and then again at the NAEPB/NIB conference in September/October. TAG has a meeting scheduled with its members for the spring at San Antonio Lighthouse, but no date has been set yet.

The common theme across all subcommittees is developing strategy and tactics to deal with the changing environment within our biggest customer GSA. In addition, the ETS and increasing market share for AbilityOne products continues to be a primary focus.

## NAEPB Treasurer's Report

For the period ending 09/30/2016

Please see the financial statements ending 09/30/16. The balance sheet includes the checking account value of \$1,557 and savings account \$218,271. The accounts receivable balance remains at \$2,000. Total equity at the end of September was \$209,627.

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Respectfully submitted,  
NAEPB Board Meeting  
Rudy D'Amico, Treasurer

NAEPB

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As of September 30, 2016

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NAEPB  
Income Statement  
For the Period Ending Sept 30, 2016

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<b>EXPENSES</b>				
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Officers Expenses	0	5,000	5,000	5,000
Meetings/Conferences	1,321	15,000	13,679	15,000
Service Committee	0	5,000	5,000	5,000
Operations Committee	0	5,000	5,000	5,000
BSC Committee	0	5,000	5,000	5,000
Public Policy Committee	0	3,000	3,000	3,000
Communications Committee	0	2,000	2,000	2,000
Annual Audit Meeting	0	500	500	500
CEO Annual Training	0	500	500	500
Miscellaneous Meetings & Travel	0	4,000	4,000	4,000
NIB Reimbursement	(1,321)	(50,000)	(48,679)	(50,000)
<b>TOTAL EXPENSES</b>	<b>10,828</b>	<b>5,400</b>	<b>(5,428)</b>	<b>5,400</b>
<b>SURPLUS (DEFICIT)</b>	<b>20,335</b>	<b>24,700</b>	<b>(5,346)</b>	<b>24,700</b>

NAEPB Public Policy committee update  
Erika Arbogast, Vice President Public Policy

A joint NAEPB/NIB public policy committee meeting was held on Wednesday September 14, 2016 and the following items were discussed.

**Federal Budget Update**

Charles Cooper provided the public policy committees with an update on the FY 2017 federal budget. It was presented that Congress would very likely pass a Continuing Resolution to keep the government funded through early December. It was also reported that the budget would be addressed in an Omnibus bill after the election or in a Continuing Resolution, which could push budget decisions out to the spring of 2017. McBee Strategic reported that they believed it unlikely that the government would shut down.

**Post-Cooperative Agreement Signing/View from Capitol Hill**

Charles Cooper stated that the Congressional oversight committees were concerned earlier this year that the Cooperative Agreement was not solidified in a timely manner. McBee and NIB kept in communication with staffers to ensure the final agreement was reached in a positive way for NIB. As the Cooperative Agreement is implemented, the Commission has created an Office of Inspector General, so Congress will wait for further implementation of the agreement and is not interested in more reforms in the interim.

**National Defense Authorization Act (NDAA) Update**

Charles Cooper reported that the House and Senate versions of the NDAA are very different, and it is unlikely the bill will be passed until after the election. The Senate version of the bill included a provision prohibiting the Defense Department from contracting with AbilityOne nonprofit agencies employing people who are severely disabled. The House version of the bill did not include this provision. McBee and NIB were successful in requesting Senator McCain to offer an amendment that clarified that NIB and its nonprofit associated agencies are excluded from the provision. The new language will likely be focused on increasing oversight by the Department of Defense (DOD), through an Inspector General, over the AbilityOne Program.

**Workforce Innovation and Opportunity Act (WIOA) Update**

Rick Webster reported that he released to associated agencies a summary analysis of the WIOA Final Rule in early August. Since the passage of WIOA two years ago, NIB has believed that the definitions for competitive integrated employment did not change from what existed in the regulatory guidance that associated nonprofit agencies have been operating under for several years. While there were several matters that NIB included in its June 2015 comments to the proposed rules, the chief concern related to the definition of integrated work settings. WIOA advisory committee was expected to issue their final report shortly after the meeting.

### **Federal Acquisition Regulations – FSSI Strategic Sourcing Proposed Rule and Comments**

Rick Webster stated that there is a proposed rule change to the Federal Acquisition Regulations (FAR) that would require government purchasers who do not utilize Federal Strategic Sourcing Initiative (FSSI) in purchasing supplies or services to write up a brief analysis of the comparative value, including price and non-price factors, between the supplies and services offered under the FSSI and those offered under the source to be used for the purchase. NIB associated agency base supply center (BSC) operators are particularly concerned that this could negatively impact BSC sales and employment at associated agencies. NIB and many BSC operators have submitted comments regarding the impact on the AbilityOne Program if this requirement were implemented. McBee and NIB will monitor this issue closely.

### **Military Dining Facilities Proposed Rule**

Rick Webster reported that there is a long-standing conflict between the Randolph-Sheppard Program, established for blind vendors in 1936, and SourceAmerica regarding the priority on dining facility contracts in federal buildings. In 2006, the Department of Defense (DOD), the AbilityOne Program and the Department of Education (which oversees the Randolph-Sheppard Program) signed a policy statement for these contracts. Although there have not been major conflicts in the last decade, DOD issued a notice of proposed rulemaking, which would codify the 2006 agreement in the Defense Acquisition Regulations. SourceAmerica is supportive, but the Randolph-Sheppard vendors and blind consumer organizations are not. Although NIB considered filing formal comments or sending private letters to all parties involved to encourage them to honor the 2006 agreement, it has chosen to remain out of this policy conflict.

### **Reviews of Public Policy Forum and Grassroots Forum**

The NAEPB/NIB Public policy forum was attended by 40 agencies, setting a new record of participation. These agencies were represented by 125 executives and advocates, who held 200 meetings with Congressional representatives and staff members. A reminder to all participants was issued to submit feedback on the meetings they attended. There continues to be a low participation rate with survey feedback.

As of the September meeting 12 agencies reported they had elected officials visit their facilities and encouraged agencies to provide feedback to NIB on these events.

### **Strategic Plan Public Policy goal update**

The NIB Legislative and Policy committee was excused from the meeting and the Public Policy committee reviewed progress with Strategic plan goals. Attached is an update of the committee's progress.



## Public Policy

Strategic Plan Goal	ACTION PLAN	Measurement
<p>1. Establish proactive public policy strategy (advocating program to legislators and addressing threats)</p>	<p>* Monthly joint calls between NAEPB PP Chair, NIB L&amp;P Chair, and NIB staff * Public policy updates for NAEPB membership submitted at least quarterly * "Asks" and messaging for PP forum provided earlier and updated as things change</p> <p>*Reminders sent to NAEPB membership throughout the year about the importance of maintaining local legislative relationships</p> <p>*Communication between PP committee and Marketing and Communications committee to determine clear message *Peer to Peer contacts made for Advocate program, Grassroots forum, and PP forum participation</p> <p>*Determine who congressional members in key positions that have the most ability to assist NAEPB/NIB</p> <p>*1:1 requests for participation to organizations in those key legislators/committee leaders districts</p>	<p>1) Increased agency participation in Public Policy forum (40 agencies, 45 stretch goal) and Grassroots forum (20 agencies, 25 stretch goal)</p> <p>2) 100% Public Policy committee attendance in Public Policy and Grassroots forums</p> <p>3) 90% participation in PP forum from agencies in "Key Legislators" districts</p> <p>4) At least 95% of Public Policy forum participants report satisfaction with policy preparation for the event</p> <p>5) Initial messaging and asks provided by end of March for May forum</p>
<p>3)</p>		

<p>2. Strengthen relationships with blindness community</p>	<ul style="list-style-type: none"> <li>* Committee members will engage other "blindness" organizations at the local level (NFB, ACB, AFB, BVA, VS Alliance, etc)</li> <li>* Invite the above organizations that serve the blind to participate in PP forum</li> <li>* Invite the local chapters of the above organizations to attend grassroots forum at member agencies</li> <li>* survey outside groups to determine how we can work better together</li> </ul>	<p>1) Other blindness organizations participate in Grassroots forum and Public Policy forum</p>
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<p>3. "Mandatory" support and enforcement</p>	<ul style="list-style-type: none"> <li>* Develop consistent public policy message regarding ETS and mandatory nature of the program</li> <li>* Work with Marketing and Communications committee to determine our message</li> <li>* Offer training to agencies on message at October conference</li> <li>* assist agencies to secure on-site legislative training if getting to DC for training is difficult (NIB, AFB, local trainings)</li> <li>* Gather success stories that show the value of the program and distribute to agencies to share the story</li> <li>* Public Policy committee members to attend commission meetings</li> <li>* Public Policy committee members will schedule 1:1 meetings with commission staff to develop relationships</li> <li>* Coordinate message with NAEPB Operations committee and NIB staff</li> </ul>	<ul style="list-style-type: none"> <li>1) ETS continues to decrease</li> <li>2) People who haven't bought from us before start purchasing</li> <li>3) Increased Blind Work Years</li> </ul>
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<p>4. Establish Customer Recognition and contact program</p>	<p>*Provide training for agencies on Ability One Champion Award and recommending qualifies recipients  * Explore possibility of supplementing "Ability One Champion" award with NIB/NAEPB legislative award  *Recognize the Ability One Commission throughout the year for the work they do</p>	<p>1) Legislators who truly are Champions are honored by NIB/NAEPB annually</p>
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<p>5. Strengthen partnership/communication with NIB</p>	<p>* Continue joint NAEPB Public Policy committee and NIB Legislative and Policy committee calls  * Monthly joint calls between Chairs of NIB L&amp;P committee, NAEPB PP committee, and NIB staff  *Involve NIB marketing staff in discussions around Public Policy and messaging</p>	<p>1) Monthly joint committee chair calls  2) Joint NIB L&amp;P and NAEPB PP committee calls  3) NIB staff participating in meetings</p>
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## STATUS

- 1) Goal achieved for Public Policy forum (40 agencies attended)
- 2) Goal achieved for Public Policy forum (100% of committee attended)
- 3) 77% participation in the Senate and 61% participation in the House
- 4) 91% of survey respondents expressed overall satisfaction; there was a very low survey response rate
- 5) Initial messaging and asks were rolled out in late April. Rick has gotten excellent feedback about this timeline.

1) ACB participated in Public policy forum and NFB, VS Alliance, AFB, and AER were invited. Committee plans to push for local involvement of these organizations for the Grassroots forum

1)ETS infractions decreased from 166 in 2015 to 84 in 2016  
2) Determining who has this information at NIB  
3)  
Although this number is best annually so far Year to Date blind work years have increased 5.7%

1) This item has not been addressed yet

1) Monthly joint committee chair calls are occurring      2)  
Joint NIB L&P and NAEPB PP meetings are occurring when needed  
3) NIB staff participate in the meetings











**The National Association for the Employment of People who are Blind**

**To: NAEPB Board of Directors**

**From: Dave Wells**

**Date: 11/21/16**

**Subject: 2016 NAEPB Board of Directors Performance Evaluation**

**Summary:**

All eleven board members responded and filled out the annual performance evaluation. Almost every area was evaluated by the majority of the board as Good to Very Good, so it would seem that the board feels as if we are doing a good job. Below is a summary of the results and most of the points you thought we should focus on.

**Strongest areas:**

Board receives regular reports on finances, budgets, program performance and other matters.  
Board understands the organizations mission.  
Board structure is clear.  
Board has full and common understanding of its roles and responsibilities.

**Weakest Areas:**

Board regularly monitors and evaluates progress toward strategic goals and program performance  
Board has clear goals and actions resulting from relevant and realistic strategic planning.  
Each member of the board is involved and demonstrates interest in the board's work.

**Points to focus on next year:**

1. Just like last year the board wants to focus on improving our working relationship with the Ability One Commission, this was echoed by many of the board. What should we do in the future to improve relationships in the future?
2. Several board members would like to improvement in our relationship with our partners/stakeholders including the VA, GSA and SourceAmerica. This should be done to grow employment and to identify new opportunities.

3. The Cooperative Agreement/flow down agreement was an area that board members thought needed our attention, to include a legal review.
4. Review the relevance of strategic plan goals and how they relate to the relevance of NAEPB.
5. Increase business development to grow employment.
6. Essentially the Same (ETS) continues to be an area of concern and support of compliance from federal agencies.
7. Federal and state elected officials need to be educated as to the impact of WIOA. (this may be an area we education our members about and push for on our next public policy forum)
8. The cooperative agreement from the commission has increased the voice of the NPA's, how can we leverage this to benefit the membership?
9. Membership meetings need to be more meaningful, they are a waste of time.
10. Build continued support from/with elected officials to strengthen compliance across federal acquisition channels, public policy.
11. Work with NIB and the Commission to reduce ratio requirements to allow for the "most integrated settings"
12. Public policy issues to include SSDI etc.
13. Positively influence and actively support the marketing of the Skilcraft brand.
14. Positively influence and support best practices in Public Policy and grass roots activities; tell our outcome stories passionately and often.
15. Work with NIB to develop streamlined processes, focusing on efficiency.

NAEPB Strategic Initiatives Subcommittee Update  
December 5, 2016 Board Meeting  
Reinhard Mabry

The Strategic Initiatives subcommittee continues to work on the development of a training grant sponsored by NIB. The committee is currently collecting information from the membership to confirm the specific training needs that service contractors have to build a labor pool of qualified candidates. With this survey data in hand, the grant will be refined and presented to the NIB board of directors for consideration.

NAEPB Operations Subcommittee Update  
December 5, 2016 Board Meeting  
Dennis Steiner

In FY16 the Operations subcommittee met consistently for the purpose of engaging with non-profit agencies discussing agenda topics that pertain to their agencies line of business interests. Janitorial and Sanitation (Jan/San) and Maintenance Repair and Operating (MRO) committee and Office Product (OP) subcommittee met every quarter either via phone conference or at the annual NAEPB/NIB conference. Writing Instrument (WI) group met in San Antonio, Texas for a physical face to face meeting with all 7 WI agencies in attendance; WI group also held consistent quarterly calls. Textile and Apparel Group (TAG) met twice in a physical face to face meeting in Raleigh, NC at RLCB.

FY17 meetings have already started with the first ever full Commodity meeting with Commodity lines of business (Jan/San MRO, OP, & WI) in attendance. Operations subcommittee appreciates the conferencing space at the conference before the conference starts, but asks that they be able to meet while the conference is going on as opposed to the day before the conference starts. The hope in moving the meeting during the conference is so that more agencies can be present and participate. Jan/San MRO, OP, and WI meetings will be scheduled on a quarterly basis with one big joint meeting scheduled for April (via phone) and then again at the NAEPB/NIB conference in September/October. TAG has a meeting scheduled with its members for the spring at San Antonio Lighthouse, but no date has been set yet.

The common theme across all subcommittees is developing strategy and tactics to deal with the changing environment within our biggest customer GSA. In addition, the ETS and increasing market share for AbilityOne products continues to be a primary focus.