



The National Association for the Employment of People who are Blind

NAEPB Board of Directors and Membership Meeting

Tuesday, January 23, 2018

4:00 p.m. – 5:30 p.m. MT

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

Pass Code: 925356

*****Callers should plan to dial in at least 5 minutes prior to the start of the meeting. Please place your phones on mute to minimize background noise. ******

- | | |
|---|------------------------|
| 1. Call to Order | Stueckrath |
| 2. Board Roll Call | D'Amico |
| 3. Minutes for Approval
NAEPB Board and Membership Meeting (12/4/17) | D'Amico |
| 4. Treasurer's Report | D'Amico |
| a. Approval of Audited Financials FY 2017 | |
| b. Approval of Form 990 FY 2017 | |
| c. Approval of FY 2018 Budget | |
| 5. Consent Calendar Reports | Stueckrath |
| a. BSC Committee | |
| b. Ethics Committee | |
| c. Marketing Committee | |
| d. Operations Committee - attached | |
| e. Public Policy Committee - attached | |
| f. Services Committee – attached | |
| g. Strategic Planning Committee – attached | |
| 6. Board Self Evaluation | Steiner |
| 7. VisionServe Alliance Compensation Study | Stueckrath |
| 8. Convene to Executive Session | Board and Agency CEO's |
| 9. Seating of New Board Members | D'Amico / Stueckrath |
| 10. Election of New President | Stueckrath / D'Amico |
| 11. Appointment of New Slate of Officers | New President |
| 12. Other Business | |
| 13. Adjournment | Stueckrath |



**The National Association for the Employment of People who are Blind
NAEPB Board of Directors Meeting**

Monday, December 4, 2017

10:30 a.m. ET

APPROVED JANUARY 23, 2018

Call to Order

The joint meeting of the NAEPB Board of Directors and Membership was called to order by President Eric Stueckrath on Monday, December 4, 2017 at 10:30 A.M. ET.

Mr. D’Amico acted as Board Secretary. He proceeded with the Board Roll Call, after which he announced that a quorum was reached. Names of guests, NIB Staff, and agency CEOs attending are listed below.

NAEPB Board Roll Call

Dave Wells	Assistant VP, Operations
David Horton	Vice President, Services
Dennis Steiner	Vice President, Ethics and Practices – absent
Eric Stueckrath	President
Erika Petach	Vice President, Public Policy
Jim Kerlin	Vice President, Marketing
Ken Fernald	Vice President, Operations
Michael Monteferrante	Vice President, BSCs - absent
Reinhard Mabry	Vice President, Strategic Planning
Rudy D’Amico	Treasurer and acting Secretary
Robert Garrett	

NIB Staff Present

Andrew Mueck	Vice President, Operations
Angela Hartley	Executive Vice President
Ellen Najjar	Executive Administrative Coordinator (NAEPB/NIB)
Heather Lyons	General Counsel
Jon Katz	Vice President, Business Development
Laura Reimers	Vice President, Communications
Matthew Wieseler	Director, Strategic Intelligence
Rick Webster	Vice President, Public Policy

Agencies Present

Alabama Industries for the Blind
 Alphapointe
 Arizona Industries for the Blind
 Beyond Vision
 Blind and Vision Rehabilitation Services of Pittsburgh
 Bosma
 Envision
 Horizon/ East Texas Lighthouse for the Blind
 IB Milwaukee
 IFB Solutions
 LC Industries
 Lighthouse for the Blind Inc., St. Louis, MO
 Lighthouse Works! Inc.
 Lighthouse Louisiana
 Louisiana Association for the Blind

Mississippi Industries for the Blind
NewView Oklahoma
North Central Sight Services
Outlook Nebraska
RLCB
San Antonio Lighthouse for the Blind
Seattle Lighthouse
Virginia Industries for the Blind
West Texas Lighthouse

Mr. Stueckrath thanked everyone for attending the meeting.

Approval of Minutes

Mr. D'Amico asked for a motion for the minutes of the October 4, 2017 Board Meeting to be approved. Mr. Wells moved that the minutes of the October 4, 2017 meeting be approved, Ms. Petach seconded. The motion was approved unanimously.

Mr. Wells asked what balance is supposed to be maintained in the bank account according to the by-laws. Mr. D'Amico said he would get that information, although NAEPB is in compliance. Mr. D'Amico asked that this discussion wait for the treasurer's report.

Treasurer's Report – Rudy D'Amico

Mr. D'Amico presented the Treasurer's Report. The report had been sent to all members with the materials prior to the Board Meeting. The audited financials have been received as well as the form 990, and will be presented for approval at the January, 2018 board meeting. The proposed budget for FY 2018 will also be presented for final review and approval at the January, 2018 meeting. Mr. D'Amico asked if anyone has comments or questions, to please let him know prior to January.

Mr. D'Amico reported there is an additional payment due to Dentons of \$7,000.00, and a payment after September 30 to Todd Tiaht of \$7,500. It is expected there will be two more payments due to Mr. Tiaht for this year under his consulting contract totaling \$15,000. Mr. D'Amico asked for questions.

Mr. Horton asked about the legal fees of \$5,000 and how NAEPB will be moving forward with the various lawsuits. Mr. D'Amico explained that the budget was put together based on what previous costs have been to anticipate what they will be going forward. Mr. D'Amico explained the contracts with Dentons and Todd Tiaht were signed in the last fiscal year. They will probably have to be reviewed and expanded based on what may happen in January. This legal fee could change.

Mr. Stueckrath reminded the group that most of the legal fees associated with the intervener or amicus brief are being billed to the individual agencies who are filing them. The fees actually due by NAEPB are difficult to gauge at this time.

The budget will be finalized and voted on in January. At that time all calendar year legal and consultant fees will have been paid.

Mr. Kerlin asked if there will be a meeting prior to the January board meeting to discuss the budget. Mr. D'Amico asked if there are comments they should be sent to him or members should call him to discuss so that the budget can be finalized prior to and accepted at the January meeting. He does not expect to have another meeting to discuss the budget.

Mr. D'Amico asked for a motion to accept the year end 9/30/17 financial report. Mr. Mabry moved, motion was seconded by Mr. Horton. The motion was approved unanimously.

Consent Calendar – Eric Stueckrath, President

Mr. Stueckrath introduced the consent calendar. Reports were received from the BSC Committee, Ethics Committee, Marketing Committee, Public Policy Committee, Operations Committee and Strategic Planning Committee. Mr. Stueckrath asked for a motion to approve the Consent Calendar Report as submitted. Mr. Garrett moved, motion was seconded by Ms. Petach.

Mr. Fernald asked Mr. Stueckrath if the members could discuss the MOU for agencies to purchase AbilityOne products from each other which was included in the operations report. Mr. Stueckrath asked that he present it for adoption and discussion in other business.

Mr. Mabry asked for the approval of the agreement with Todd Tiahr and that discussion was also moved to other business.

Mr. Stueckrath expressed his appreciation for the detail in Mr. Monteferrante's report from the BSC Committee which discussed the work Mr. Tiahr has been doing on behalf of the BSC stores to establish procurement priority and elevating the BSC standing.

The consent calendar was approved unanimously.

Notes were made to discuss WIOA, Mr. Fernald's MOU and Amazon/online marketplace later in the meeting.

Mr. Stueckrath turned the floor over to Mr. Mabry to discuss the strategic planning advance.

Strategic Planning Advance - Reinhard Mabry

Mr. Stueckrath thanked the planning committee for all their hard work. He encouraged everyone to register and plan to attend the retreat. He reported that there are 15 CEOs who have registered as of this morning.

Mr. Mabry was asked if he had anything to add to the report on the advance. He reported that the agenda is being prepared, and asked that everyone answer the survey Mr. Stueckrath sent out because this is very important to planning the retreat.

Ms. Petach told the group that the public policy committee has had discussion regarding their agenda for next year, and asked if the committee should be prepared to present an agenda for discussion at the retreat.

Mr. Stueckrath suggested that if the public policy committee will have an agenda to present, Ms. Petach should let the planning committee know so they can add it to the agenda. He went on to state that most of the feedback on the survey has been to work toward a streamlined public policy and government relations list. This will be a large part of the retreat.

Mr. Stueckrath reviewed the overall agenda for the retreat. He asked that everyone try to stay through the end of the retreat at noon on Thursday. He also reminded all that spouses are welcome and there will be a spouse lunch/event on Wednesday afternoon.

Veterans Administration Activity – Mr. Stueckrath

Mr. Stueckrath gave a quick update, and asked that questions be held until after the NIB update.

There are 13 agencies that are actively pursuing the NAEPB intervener status with the attorneys from Dentons. He thanked everyone who responded, and said it is moving forward.

The amicus status has anywhere from 10-17 agencies who are interested in being a part of that process. It would be very positive to have 13 or more agencies, and that will be filed in the near future.

Mr. Stueckrath reiterated this is a quick update, but asked if Mr. Horton, Mr. Mabry or Mr. MoneyMaker have anything to add. This group is working closely with NIB to defend the integrity of the JWOD Act and the mandatory status of the act.

NIB Update – Angela Hartley

Ms. Hartley proceeded to the NIB update, starting with a continuation on the VA issue update. There has been some language proposed by Rep. Brooks' office, which NIB did not feel went far enough to address the issues, and determined it was a compromise that NIB was not willing to take. Mr. Webster stated that the redlined language is due back to Brooks' office by COB on Tuesday to forward to the House VA Committee. Ms. Hartley said that NIB does not want to compromise on the law and there is consensus among all involved that mandatory source and procurement priority will stand.

Regarding legal activities, Ms. Lyons reported that the consolidated case briefing should be completed by the end of March, and a decision from the judge is expected about six months after that.

Ms. Petach asked about the language and if there is still an effective date being proposed. Ms. Hartley said the answer is no because a date would be a compromise and that the program would have to be willing to give up some part of the procurement. The decision has been made not to compromise, but fight it out this time.

With regard to an online marketplace provision in the 2018 Defense Authorization bill, section 846 was called the Thornberry Amendment or Amazon amendment in the initial compromise language. The good news is that the final compromise language that came out was much better, and has a phased-in time period for an on-line marketplace for DOD, and the keeper of implementation of this marketplace will be GSA. NIB has established a very good relationship with Alan Thomas, the new GSA Commissioner of FAS who will play a key role in the development and implementation. GSA has 90 days from the date of signing, which was late November, to start laying out their schedule. Then they have a one-year timeframe to look at market research and what is out there and what is possible; then a two year time frame to layout guidance of this marketplace. One very important statement in the language is that "current procurement law will be followed."

This is separate from the agreement that the AbilityOne Commission signed with the Amazon. The U.S. AbilityOne Commission signed a private agreement with Amazon that has nothing to do with this legislation and only pertains to the Commission but none of the agencies or NIB or SourceAmerica.

There was a meeting in Seattle which NIB, SA and the Commission attended to discuss how this would be set up and how it would work. Mr. Lynch and Mr. Brice attended for NIB. Mr. Lynch was encouraged at the meeting as it seems that Amazon has the capability to block items, so that the program will continue to be mandatory, but there are many questions that still have to be answered.

Mr. Kerlin asked about the Senate Defense Appropriations and the language that Todd Tiaht, working closely with NIB and Shay Assad, was able to help implement. Ms. Hartley read the language to the meeting:

".. the report should also consider whether establishing an AbilityOne Program goal of 2 percent of the total value of prime contract awards for each fiscal year would help to increase employment opportunities for individuals who are blind, have significant disabilities, or are veterans with disabilities."

The complete report is part of the BSC Committee report which was sent to all members prior to the meeting. This does not apply to the online marketplace or what will be sold through Amazon.

Another area for discussion is the 898 Panel, which was established in the FY2017 NDAA and is a panel on DOD and AbilityOne Contracting Oversight. This panel has been convening regularly over the past year, and is made up of many representatives from different federal agencies and includes the AbilityOne Commission. This panel is not subject to the sunshine laws of a federally convened panel, so its workings have been somewhat shrouded in mystery.

NIB has been invited to give a brief presentation to the 898 Panel on Wednesday, December 6. Mr. Lynch and Ms. Hartley will be attending to make the presentation, as well as SourceAmerica. They will report out after the meeting.

Mr. Stueckrath asked if there will be a narrative following the meeting on Wednesday that could be distributed. Ms. Hartley said the presentation can be sent to the group, but the more valuable information for the group would be the questions that are asked following the presentation and the discussion generated. The CNAs have been asked to answer very specific questions in the presentation. NIB is going to ask to have greater ability to participate and report to this panel. There will be a follow-up report following the meeting.

Ms. Hartley reminded the group that the NIB Fellows are looking for jobs and if there are questions to let Karen Pal know.

Ms. Reimers reported that the spring conference is the week of April 16 in Alexandria. Agencies will need to get the nominations for their EOYs in by December 8.

Matt Beebe (DLA) has replaced Tony Poleo on the Commission. He will be a great addition to the Commission and is very knowledgeable and supports the program.

Mr. Sell asked about section 846 and the 90 day comment period and if NIB will address any comments. Ms. Hartley replied that NIB is monitoring and meeting with Alan Thomas at GSA to monitor developments. NIB is also working very closely with the group developing the language to make sure nothing is added in without our knowledge.

Other Business – Mr. Stueckrath

Mr. Stueckrath asked Mr. Fernald to start the discussion of the MOU for AbilityOne purchasing among agencies. Mr. Fernald asked for a motion to approve the AbilityOne Purchasing MOU. Mr. Wells moved to second.

Mr. Kerlin asked why SourceAmerica agencies have not been included in the MOU. Mr. Fernald explained that this is the beginning of the process, and the conversation is on-going to have them added to the purchasing. Mr. Gilliam answered that he has questioned SourceAmerica on this issue, but has not had a response and thinks it would be a one-way street.

Mr. Mabry said this was one of the goals of the strategic plan as a result of the flow-down agreement, and was introduced at last year's retreat. Since the flow-down agreement was tabled, this item was moved to the Operations Committee.

Mr. Kerlin stated that whether SourceAmerica participates or not, it is the right thing to do and agencies should start purchasing from each other.

Ms. Petach commented that following last year's strategic retreat, she did try to figure out how agencies would actually do this. She said she was not aware of one place to order all the different items that are made by all various agencies. If everyone agrees to do this, she would like assurance that it is feasible. She asked if agencies can order from abilityone.com.

Ms. Petach asked if agencies would be paying NIB commission on all orders as well. The NIB commission is paid the first time the product is sold, and there is no double accounting done.

Ms. Hartley asked Mr. Katz to have a document prepared on the available channels that agencies have as options to buy from each other, and have the document sent out.

Ms. Hartley told the group that at his orientation Mr. Beebe asked why some agencies he has visited are using commercial products and not AbilityOne products.

Mr. Mabry suggested this issue is a policy question - do we engage in an MOU to buy from each other and will this put pressure on SourceAmerica to do likewise? It is a good policy for us to have, the MOU is very basic, and should be signed.

Mr. Stueckrath reminded the group that there is an MOU on the table to approve and it has been suggested that we work with SourceAmerica. He asked Mr. Fernald if it could be added that we would work with all agencies including SA agencies, even though it would be difficult to enforce. Mr. Fernald agreed this could be added to the MOU. Mr. Stueckrath summarized that we could agree to adopt the MOU with additional language put in to include SourceAmerica as well.

Mr. Moneymaker pointed out this is a NAEPB document and adding SA to the document without discussing with them first would not be useful. He suggests the document be approved as is and then open a conversation with SA.

Mr. Gilliam stated that this issue was discussed for several years through the G4 which had representatives from SourceAmerica, NIB and the Commission.

Mr. Stueckrath thinks this is an opportunity to try and work together by us taking the first steps. The document will then read "by all AbilityOne producing agencies". We are pledging to buy from anyone who is AbilityOne.

Mr. D'Amico agrees with Mr. Moneymaker that we should talk with SA and see if they are interested, rather than just putting them in before talking to them.

Mr. Fernald moved and Mr. Wells seconded that the MOU be approved. The motion was passed unanimously.

The approval and acceptance of the MOU will be centralized via Ellen, who will send it out and ask for the signed documents to be returned to her.

Mr. Stueckrath asked Mr. Mabry to discuss WIOA and Todd Tiaht's work. Mr. Mabry has been sending Mr. Tiaht's updates to the board. He reported the Department of Education is going to go through the process in a very deliberate method and there will be no changes to the regulations in the coming year following their review of comments. The Department has been pressured to make this a top topic of action and we are gaining momentum on the Hill.

There was a six-month engagement with Mr. Tiaht that is due to end on December 31. He does not believe that there will be regulatory relief in that time, but he does think it may happen by the end of the first quarter. Mr. Mabry is therefore asking that his agreement be continued for three months.

Ms. Petach asked if this has been budgeted, and the answer is no. It would be an additional \$22,500 through the end of March, 2018.

Mr. Wells asked if the various efforts on WIOA can be coordinated. It seems there are several different groups. Mr. Mabry addressed the issue of coordination - there is close coordination between Todd Tiaht, Signal Group and NIB and there is another group working - the Porter Group. It was asked if a true lobbying person is needed, why the group doesn't engage Mr. Tiaht for a year.

Mr. Mabry said there is close coordination between Mr. Tiaht, NIB and Signal Group which has been reported in his updates. Mr. Mabry believes the additional group has been brought into the process so there is full coordination. He does not think now is the time to discuss the question of engaging Mr. Tiaht for a year.

Mr. Stueckrath suggested that this conversation be taken up during retreat. At this time, we need to consider the bridge to get there. He asked Mr. Mabry to make a motion to request the board to authorize continuation of the engagement with Mr. Tiaht for an additional three month period at the same terms and conditions, in the amount of \$22,500. The motion was seconded by Ms. Petach.

Mr. Stueckrath asked for any additional comments on extending the contract and there were none.

It was passed unanimously.

Mr. Stueckrath asked for any other business. Mr. D'Amico reminded everyone that the nominations are out for the 2018 board and to please get yours in if you haven't.

The board meeting was adjourned at 12:14 p.m. Motion was made by Mr. Mabry and seconded by Mr. D'Amico.

NAEPB Treasurer's Report
For the period ending November 30, 2017
NAEPB Board Meeting 01/24/2018

Please see the financial statements for the period ending November 30, 2017. The checking account balance was \$5,632 and the savings account balance was \$207,946. Accounts receivable were \$9,500, which consisted of 43 agencies paying out of 60 for the current year, and 2 agencies with balances forward from the prior fiscal year. Collection efforts continue.

Accounts payable were \$9,937 and accounting fees of \$1,190 have accrued. Total equity at the end of November was \$213,127.

Total revenue for the 2017 fiscal year to date is \$30,025, consisting of membership dues and \$25 of interest income. Expenses year to date were \$17,665, including \$15,000 of consulting fees for 2 months of WIOA Lobby.

An independent accountant has compiled the 2016 fiscal year-end financial statements ending September 30, 2017 as well as the 2016 Form 990. The Budget and Finance Committee met on December 27, 2017, and recommended the year-end statements and Form 990 for approval and provided copies to each Board Member. We will need a motion to accept the 2016 fiscal year-end financial statements and Form 990.

Also discussed at the Budget and Finance Committee Meeting was the 2017-2018 Budget. The committee added \$22,500 in expense to WIOA lobbying fees. The new budget now shows a deficit of \$43,400. A motion was approved by the Committee to recommend the budget to the Board as described. We will need a motion to accept the 2017-2018 Budget.

We have had one membership loss for the year. The Carroll Center for the Blind in Newton, MA has given written notice of discontinuance of membership.

Respectfully submitted,

Rudy D'Amico, *Treasurer*

NAEPB
Statement of Financial Position
As of November 30, 2017

ASSETS

Current Assets

Cash Checking	\$ 5,632
Cash Savings	207,946
Accounts Receivable	9,500
Due from NIB	<u>1,176</u>

Total Current Assets	<u>224,254</u>
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TOTAL ASSETS	<u><u>\$ 224,254</u></u>
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LIABILITIES & EQUITY

Current Liabilities

Accounts Payable	\$ 9,937
Accrued Expenses	<u>1,190</u>

Total Current Liabilities	<u><u>11,127</u></u>
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Equity

Opening Equity Balance	200,767
Change in Net Assets	<u>12,360</u>

Total Equity	<u>213,127</u>
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TOTAL LIABILITIES & EQUITY	<u><u>\$ 224,254</u></u>
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NAEPB
Statement of Activities
For the Period Ending November 30, 2017

REVENUE	ACTUAL YTD	BUDGET YTD	VARIANCE	Budget 2018
Investment Income	\$ 25	\$ 17	\$ 8	\$ 100
Membership Dues	30,000	31,000	(1,000)	31,000
NIB Reimbursement	0	8,333	(8,333)	50,000
TOTAL REVENUE	30,025	39,350	(9,325)	81,100
EXPENSES				
Accounting Fees	170	250	(80)	1,500
Legal Fees	2,437	833	1,604	5,000
Consulting Fees	15,000	15,000	0	52,500
Website Maintenance	26	267	(241)	1,600
Awards / Honors	0	83	(83)	500
Insurance - Liability / D&O	0	200	(200)	1,200
Bad Debt Expense	0	250	(250)	1,500
Miscellaneous Other Costs	32	33	(1)	200
Officers Expenses	0	833	(833)	5,000
Annual Conference & Retreat	0	7,500	(7,500)	45,000
Service Committee	0	250	(250)	1,500
Operations Committee	0	250	(250)	1,500
BSC Committee	0	250	(250)	1,500
Public Policy Committee	0	250	(250)	1,500
Marketing Committee	0	250	(250)	1,500
Strategic Planning Committee	0	250	(250)	1,500
Ethics Committee	0	167	(167)	1,000
Annual Audit Meeting	0	83	(83)	500
TOTAL EXPENSES	17,665	26,999	(9,334)	124,500
CHANGE IN NET ASSETS	\$ 12,360	\$ 12,351	\$ 9	\$ (43,400)

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

November 9, 2017

To The Board of Directors
National Association for Employment
of People Who are Blind
Utica, New York

Management is responsible for the accompanying financial statements of National Association for Employment of People Who are Blind (a Not-For-Profit Organization), which comprise the statements of financial position as of September 30, 2017, 2016 and 2015, and the related statements of activities for the years then ended, in accordance with U.S. generally accepted accounting principles. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures and the statements of cash flows required by U.S. generally accepted accounting principles. If the omitted disclosures and the statements of cash flows were included in the financial statements, they might influence the user's conclusion about the Organization's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

FITZGERALD, DEPIETRO & WOJNAS, CPAs, P.C.

NATIONAL ASSOCIATION FOR EMPLOYMENT
OF PEOPLE WHO ARE BLIND

UTICA, NEW YORK

STATEMENTS OF FINANCIAL POSITION

SEPTEMBER 30,

	<u>ASSETS</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Current Assets:			
Cash	\$ 211,991	\$ 219,827	\$ 195,793
Accounts Receivable	1,125	2,000	3,000
Due from CABVI	-	1,300	-
Due from NIB	1,626	-	-
	<u>1,626</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 214,742</u>	<u>\$ 223,127</u>	<u>\$ 198,793</u>

LIABILITIES AND NET ASSETS

Current Liabilities:			
Accounts Payable and Accrued Expenses	\$ 13,976	\$ 1,500	\$ 9,500
	<u>200,766</u>	<u>221,627</u>	<u>189,293</u>
Unrestricted Net Assets			
	<u>200,766</u>	<u>221,627</u>	<u>189,293</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 214,742</u>	<u>\$ 223,127</u>	<u>\$ 198,793</u>

The Above is Subject to the Accompanying Accountant's Report

NATIONAL ASSOCIATION FOR EMPLOYMENT
OF PEOPLE WHO ARE BLIND

UTICA, NEW YORK

STATEMENTS OF ACTIVITIES

FOR THE YEARS ENDED SEPTEMBER 30,

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Support and Revenue:			
Membership Dues	\$ 29,625	\$ 31,000	\$ 30,000
NIB Reimbursement	42,469	-	-
Debt Forgiveness	-	12,000	-
Interest Income	174	163	137
	<u>72,268</u>	<u>43,163</u>	<u>30,137</u>
Total Support and Revenue			
Expenses:			
Bad Debt	1,500	2,000	-
Conferences & Retreat	38,723	-	-
Consulting Fees	15,000	-	-
Insurance	1,126	1,127	1,126
Meetings & Travel	6,422	-	-
Miscellaneous	-	3,032	-
Professional Fees	28,737	670	1,030
Telephone and Internet	1,621	4,000	4,000
	<u>93,129</u>	<u>10,829</u>	<u>6,156</u>
Total Expenses			
Increase (Decrease) in Unrestricted Net Assets	(20,861)	32,334	23,981
Net Assets at Beginning of Year	<u>221,627</u>	<u>189,293</u>	<u>165,312</u>
Net Assets at End of Year	<u>\$ 200,766</u>	<u>\$ 221,627</u>	<u>\$ 189,293</u>

The Above is Subject to the Accompanying Accountant's Report

Form **990-EZ**

Short Form
Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except private foundations)

OMB No. 1545-1150

2016

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

- ▶ Do not enter social security numbers on this form as it may be made public.
- ▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2016 calendar year, or tax year beginning 10/01, 2016, and ending 9/30, 2017

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C **NATIONAL ASSOCIATION FOR EMPLOYMENT OF PEOPLE WHO ARE BLIND**
C/O CABVI, 507 KENT STREET
UTICA, NY 13501

D Employer identification number 23-3102065

E Telephone number 315-797-2233

F Group Exemption Number

G Accounting Method: Cash Accrual Other (specify) ▶ MOD CASH

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: ▶ WWW.NAEPB.ORG

J Tax-exempt status (check only one) - 501(c)(3) 501(c) (6) (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ 72,268.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)
 Check if the organization used Schedule O to respond to any question in this Part I.

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
REVENUE	1	Contributions, gifts, grants, and similar amounts received																													
	2	Program service revenue including government fees and contracts																													
	3	Membership dues and assessments			29,625.																										
	4	Investment income				174.																									
	5a	Gross amount from sale of assets other than inventory																													
	5b	Less: cost or other basis and sales expenses																													
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)																													
	6	Gaming and fundraising events																													
	6a	Gross income from gaming (attach Schedule G if greater than \$15,000)																													
	6b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)																													
	6c	Less: direct expenses from gaming and fundraising events																													
	6d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)																													
	7a	Gross sales of inventory, less returns and allowances																													
7b	Less: cost of goods sold																														
7c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																														
8	Other revenue (describe in Schedule O)															SEE SCHEDULE O															
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8																														
EXPENSES	10	Grants and similar amounts paid (list in Schedule O)																													
	11	Benefits paid to or for members																													
	12	Salaries, other compensation, and employee benefits																													
	13	Professional fees and other payments to independent contractors																													
	14	Occupancy, rent, utilities, and maintenance																													
	15	Printing, publications, postage, and shipping																													
	16	Other expenses (describe in Schedule O)															SEE SCHEDULE O														
17	Total expenses. Add lines 10 through 16																														
18	Excess or (deficit) for the year (Subtract line 17 from line 9)																														
ASSETS	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)																													
	20	Other changes in net assets or fund balances (explain in Schedule O)																													
	21	Net assets or fund balances at end of year. Combine lines 18 through 20																													

BAA For Paperwork Reduction Act Notice, see the separate instructions.

Form 990-EZ (2016)

Part II Balance Sheets (see the instructions for Part II)
 Check if the organization used Schedule O to respond to any question in this Part II.

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	219,827.	22 211,991.
23 Land and buildings		23
24 Other assets (describe in Schedule O) SEE SCHEDULE O	3,300.	24 2,751.
25 Total assets	223,127.	25 214,742.
26 Total liabilities (describe in Schedule O) SEE SCHEDULE O	1,500.	26 13,976.
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	221,627.	27 200,766.

Part III Statement of Program Service Accomplishments (see the instructions for Part III)
 Check if the organization used Schedule O to respond to any question in this Part III.

What is the organization's primary exempt purpose? SEE SCHEDULE O		Expenses
Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.		(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)
28	REPRESENT AND PROTECT THE COLLECTIVE INTEREST OF ITS MEMBER ORGANIZATIONS TO ENABLE THEM TO STRENGTHEN AND MAXIMIZE OPPORTUNITIES FOR PEOPLE WHO ARE BLIND. (Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	28 a
29	(Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	29 a
30	(Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	30 a
31	Other program services (describe in Schedule O). (Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	31 a
32	Total program service expenses (add lines 28a through 31a)	32

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated -- see the instructions for Part IV)
 Check if the organization used Schedule O to respond to any question in this Part IV.

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
ERIC STUECKRATH PRESIDENT	5	0.	0.	0.
RUDY D'AMICO TREASURER	5	0.	0.	0.
BOB GARRET MEMBER	5	0.	0.	0.
ERIKA PETACH VP PUB POLICY	3	0.	0.	0.
KEN FERNALD VP OPERATIONS	3	0.	0.	0.
JIM KERLIN VP MARKETING	3	0.	0.	0.
DAVID HORTON VP SERVICES	3	0.	0.	0.
DAVE WELLS ASST VP OPERATI	3	0.	0.	0.
MICHAEL MONTEFERRANTE VP SUPPL CENT	3	0.	0.	0.
REINHARD MABRY VP - STR PLAN	3	0.	0.	0.
DENNIS STEINER VP ETHICS	3	0.	0.	0.

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V.

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If 'Yes,' provide a detailed description of each activity in Schedule O.		X
34 Were any significant changes made to the organizing or governing documents? If 'Yes,' attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions).		X
35 a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
b If 'Yes,' to line 35a, has the organization filed a Form 990-T for the year? If 'No,' provide an explanation in Schedule O.		
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If 'Yes,' complete Schedule C, Part III.		X
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If 'Yes,' complete applicable parts of Schedule N.		X
37 a Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37 a 0.		
b Did the organization file Form 1120-POL for this year?		X
38 a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		X
b If 'Yes,' complete Schedule L, Part II and enter the total amount involved.	38 b	N/A
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9.	39 a	N/A
b Gross receipts, included on line 9, for public use of club facilities.	39 b	N/A
40 a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: N/A section 4911 ▶ N/A ; section 4912 ▶ N/A ; section 4955 ▶ N/A		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I.	40 b	
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958. ▶ 0.		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization. ▶ 0.		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If 'Yes,' complete Form 8886-T.	40 e	X
41 List the states with which a copy of this return is filed ▶ NONE		

42 a The organization's books are in care of ▶ RUDY D'AMICO Telephone no. ▶ 315-797-2233
 Located at ▶ C/O CABVI, 507 KENT STREET UTICA NY ZIP + 4 ▶ 13501

	Yes	No
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	42 b	X
If 'Yes,' enter the name of the foreign country: ▶ _____		
See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
c At any time during the calendar year, did the organization maintain an office outside the United States?	42 c	X
If 'Yes,' enter the name of the foreign country: ▶ _____		

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here. N/A
 and enter the amount of tax-exempt interest received or accrued during the tax year. ▶ 43 | N/A

	Yes	No
44 a Did the organization maintain any donor advised funds during the year? If 'Yes,' Form 990 must be completed instead of Form 990-EZ.	44 a	X
b Did the organization operate one or more hospital facilities during the year? If 'Yes,' Form 990 must be completed instead of Form 990-EZ.	44 b	X
c Did the organization receive any payments for indoor tanning services during the year?	44 c	X
d If 'Yes' to line 44c, has the organization filed a Form 720 to report these payments? If 'No,' provide an explanation in Schedule O.	44 d	
45 a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45 a	X
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions).	45 b	X

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I. 46 Yes No

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI.

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II. 47 Yes No

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E. 48 Yes No

49a Did the organization make any transfers to an exempt non-charitable related organization? 49a Yes No

b If 'Yes,' was the related organization a section 527 organization? 49b Yes No

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

f Total number of other employees paid over \$100,000. ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over \$100,000. ▶

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A. ▶ Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here Signature of officer: RUDY D'AMICO Date: 11/28/17
 Type or print name and title: TREASURER

Paid Preparer Use Only Print/Type preparer's name: BRIAN REESE Preparer's signature: BRIAN REESE Date: 11/28/17 Check if self-employed PTIN: P01979521
 Firm's name: FITZGERALD, DEPIETRO & WOJNAS, CPA'S, P.C. Firm's EIN: 16-1163912
 Firm's address: 291 GENESEE STREET Phone no.: (315) 724-2145
UTICA, NY 13501

May the IRS discuss this return with the preparer shown above? See instructions. ▶ Yes No

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is
at www.irs.gov/form990.

OMB No. 1545-0047

2016

Open to Public
Inspection

Name of the organization **NATIONAL ASSOCIATION FOR EMPLOYMENT OF
PEOPLE WHO ARE BLIND**

Employer identification number
23-3102065

**FORM 990-EZ, PART I, LINE 8
OTHER REVENUE**

EXPENSE REIMBURSEMENTS.....	\$	42,469.
TOTAL	\$	42,469.

**FORM 990-EZ, PART I, LINE 16
OTHER EXPENSES**

BAD DEBT EXPENSE.....	\$	1,500.
CONFERENCE & RETREAT.....		38,723.
INSURANCE.....		1,126.
MEETINGS & TRAVEL.....		6,422.
TELEPHONE & INTERNET.....		1,621.
TOTAL	\$	49,392.

**FORM 990-EZ, PART II, LINE 24
OTHER ASSETS**

	<u>BEGINNING</u>	<u>ENDING</u>
ACCOUNTS RECEIVABLE.....	\$ 2,000.	\$ 1,125.
DUE FROM NIV.....	1,300.	1,626.
TOTAL	\$ 3,300.	\$ 2,751.

**FORM 990-EZ, PART II, LINE 26
TOTAL LIABILITIES**

	<u>BEGINNING</u>	<u>ENDING</u>
ACCOUNTS PAYABLE AND ACCRUED EXPENSES.....	\$ 1,500.	\$ 13,976.
TOTAL	\$ 1,500.	\$ 13,976.

FORM 990-EZ, PART III - ORGANIZATION'S PRIMARY EXEMPT PURPOSE

TO REPRESENT AND PROTECT THE COLLECTIVE INTEREST OF ITS MEMBER ORGANIZATIONS TO
ENABLE THEM TO STRENGTHEN AND MAXIMIZE OPPORTUNITIES FOR PEOPLE WHO ARE BLIND.

NAEPB
Budget for the Year Ending September 30, 2018

REVENUE	2018 Proposed Budget
Investment Income	100
Membership Dues	31,000
NIB Support	50,000
TOTAL REVENUE	81,100
EXPENSES	
Accounting Fees	1,500
Legal Fees	5,000
Consulting Fees (WIOA - Based on Remaining Months of Fees)	52,500
Website Maintenance	1,600
Awards / Honors	500
Insurance - Liability / D&O	1,200
Bad Debt Expense	1,500
Miscellaneous Other Costs	200
Officers Expenses	5,000
Annual Conferences & Retreat	45,000
Service Committee	1,500
Operations Committee	1,500
BSC Committee	1,500
Public Policy Committee	1,500
Marketing Committee	1,500
Strategic Planning Committee	1,500
Ethics Committee	1,000
Annual Audit Meeting	500
TOTAL EXPENSES	124,500
(DEFICIT)	(43,400)



The National Association for the Employment of People who are Blind

NAEPB Operations Subcommittee Update
January 23, 2018 Board Meeting
Ken Fernald NAEPB VP/Operations

Operations Committee Strategic Tactics:

1. Establish pricing methodology for a Fair and Equitable Commodity Pricing Process
Lead: Ken Fernald
Timeline: Late summer 2017 – present proposal to AbilityOne Commission, goal of response/fine tuning December 2017.
2. “Mandatory” support and enforcement
Lead: Rich Wiegold and Jenn King
Timeline: February 2018
3. Pursue business diversification/job growth via commercial market opportunities
Lead: TBD
Timeline: February 2018
4. Identify “best practices” or scoring system in customer service delivery and measurements
Lead: Dan Carson
Timeline: December 2018
5. Develop/implement “LEAN” new product introduction process
Lead: TBD
Timeline: September 2017

The Strategic Pricing Committee continues to meet bi-weekly via conference call. Action steps have been established as follows.

1. Clearly identify and understand the channels of distribution that AbilityOne products sell. Should focus beyond GSA and DLA and consider prime vendor participation.

2. Define the level of service each partner/channel offers in supporting the distribution of AbilityOne products.
3. Once the level of service is defined, identify the associated cost/mark ups necessary to support our products.
4. Review the current distribution policy (attached).
5. Analyze methodology to arrive at FMP.

An in-person meeting with Pricing sub-committee members and NIB staff is being scheduled for early March 2018 in New Orleans. The committee is inviting representatives of our channel partners to join us on our bi-weekly conference calls to discuss their concerns with pricing, and to better understand their needs in pricing our products.

The tactic of “Mandatory” support and enforcement is being worked on by a small workgroup led by Rich Wiegold. This group will become more active in the next few weeks.

An MOU (attached) for NAEPB member agencies to purchase AbilityOne products/services from each other was adopted by the NAEPB Board and has been distributed to NAEPB NPA leadership for execution.

Dan Carson is leading the Customer Service Performance Improvement tactic work group. This group will reengage in the next few weeks with a call scheduled for February 8, 2018.

A new Food Service workgroup has been established to work with NIB staff to better focus on strategic business development. Nomie Knight is leading this group with support from Jenn King. The group has met via conference call to discuss the project charter and identified that the group will initially (primarily) focus on expanding the sales of current procurement list products to new federal contracts/customers. Then, the focus will be to expand to new opportunities to maximize current capabilities and capacity.

2017 Operation Committee Members

Name	Committee
Ken Fernald	Vice President/Chair
Dave Wells	Vice Chair
Dan Carson	Office Products
Stephanie Benedetti	Jan San
Julie Ellison	Military Resale
Curtis Eatman	TAG
Brenda Mee	MAG
Rich Wiegold	Writing Instruments
Ken Fernald	Pricing Strategy (Ad Hoc)
Kevin Campbell	NIB Representative
Amanda Alderson	NIB Rep – Office Products and Writing Instruments
Shawn Spengler	NIB Rep – Jan San
Anne-Marie Wallace	NIB Rep – Military Resale
Sally DiDonato	NIB Rep – TAG
Tom Black	NIB Rep - MAG
Andy Mueck	NIB Rep – Pricing Strategy
Ellen Najjar	Exec. Admin. Coordinator
Jenn King	NIB Rep – Pricing



The National Association for the Employment of People who are Blind

NAEPB Public Policy committee 2018 legislative agenda

Priorities

- 1) Workforce Innovation and Opportunity Act (WIOA)
- 2) VA Rule of Two
- 3) Increasing compliance with Ability One
 - *FAR language
 - *NDAA on-line marketplace (Sec. 846)
- 4) SSDI Task Force and Reform Plan

2017-2018 proposed Priorities

- 1) Workforce Innovation and Opportunity Act
 - a. Continue advocating that Department of Education re-issue guidance regarding Ability One jobs as competitive integrated employment, and restore uncompensated outcomes category (Homemaker Exemption)
 - b. Continue Legislative letters, meetings, and Day on the Hill to educate our legislators around the challenges the language has created
 - c. Continue to engage Todd Tiahrt for at least 3 months of the year to move agenda forward
 - d. Recommend and support candidate for RSA commissioner position
- 2) VA Rule of Two
 - a. While there is no obvious legislative path forward on this issue, be prepared to support any legislative efforts that protect AbilityOne priority.
 - b. Continue to support organizations pursuing legal action against the VA regarding the rule of two
 - c. Be prepared for a new agenda depending on results of legal action
- 3) Increasing compliance with AbilityOne and Promote Program Erosion

- a. Continue to monitor on-line marketplace plans to ensure ETS blockage and AbilityOne promotion. Ensure that reporting system and goals are set to ensure compliance.
- b. Continue to educate legislators about the Ability One program
- c. Continue to push for FAR language changes that require AbilityOne reporting. (BSC committee has taken the lead on this but be available for support as needed)
- d. Continue to increase the number of AbilityOne Champions
- e. Continue to host elected officials at individual agencies year round

4) SSDI reform

- a. SSDI Task Force formed to develop a multi-year plan to address the "Cash Cliff" barrier that is limiting career advancement for many people who are blind
- b. Regular meetings and reporting back to Public Policy committee and NAEPB Board of Directors



The National Association for the Employment of People who are Blind

NAEPB Public Policy Committee summary

Board Meeting January 23, 2018

Submitted by Erika Petach, VP Public Policy

December 8, 2017

The meeting began with an update from Charles Cooper regarding the state of activities in Washington. He reported that top priorities were tax reform, sexual harassment allegations and scandals, and determining the plan for continuing to fund the government.

Some type of plan needed to be reached as the current Continuing Resolution only extends until 12/22/17. Additionally the Department of Defense has demanded that the government can't keep continuing to fund through continuing resolutions.

NDAA on-line marketplace

Rick reported that the House and Senate came to an agreement around implementing three phases to create the on-line marketplace. GSA will be responsible to figure out what this looks like and how it is implemented. NIB is staying in constant contact with GSA to understand the process

VA update

It has been determined that there is no legislative path to solve the VA issue. Neither side is willing to compromise on the Rule of two and therefore it will be up to the courts to decide. NIB will continue to monitor the situation and keep organizations abreast of the developments and what they can do to help.

WIOA

There has been very little progress with WIOA because we are waiting for the Department of Education to get through all of the comments they received and hopefully re-issue some guidance. This is expected to occur sometime in January 2018.

Strategic Plan

The committee reviewed strategic plan goals assigned to Public policy and determine the only ones that would not be met this year are 1) changing the FAR language to report and monitor Ability One compliance and 2) increasing the number of Ability One champions to 170.

SSDI

The SSDI taskforce is formed and has it's first meeting scheduled later in December. They will provide updates at each future Public Policy committee meeting.

Annual Legislative Priorities

The committee will prepare a draft of our top legislative priorities and an action plan for the NAEPB retreat in January. Unless feedback from the board is different it appears that many of 2017's priorities will stay the same in 2018.



The National Association for the Employment of People who are Blind

NAEPB Public Policy Committee summary

Board Meeting, January 23, 2108

Submitted by Erika Petach, VP Public Policy

January 12, 2018

The meeting began with an update from Charles Cooper regarding the state of activities in Washington. He reported that top priorities were funding and immigration reform, entitlement reform, Infrastructure, Farm bill reauthorization, NDAA reauthorization, and determining the plan for continuing to fund the government. Additionally the President's budget will be presented in February or March.

Funding for the federal government expires as of January 19th and it looks like there will be another continuing resolution passed to continue until February 16th. Neither side wants a government shutdown but there is concern that it could happen if a package can't be passed.

NDAA on-line marketplace

Rick reported that a town hall meeting took place earlier this week and Kevin and Todd Tihart presented on the panel. The day went well and there was a lot of mention of the importance of protecting the Ability One program. There have been 36 submissions (mostly from NAEPB agencies) so far to the open comment period regarding the on-line marketplaces. There is still time to file a comment before January 16th.

GSA will now need to provide recommendations to Congress on the implementation of the marketplaces and whether to waive requirements around the JWOD and Ability One program on the marketplaces. NIB is working to schedule meetings with the new GSA Administrator and other staff members to remind them of the importance of protecting Ability One.

VA update

NIB continues to believe that there is no legislative path to move this forward at this time. They continue to follow the court activity around the issue and these hearings are expected to occur this spring.

WIOA

The GAO has been taking a look at several different aspects of WIOA including the relationship between state VR agencies and Ability One agencies. Kevin met with the GAO via phone yesterday and they

asked questions regarding the relationship between the entities. Kevin urged the GAO to follow up with individual agencies to get further information. GAO will be talking with Source America next week.

Ron Estes of Kansas has written a letter to Secretary Devos that was signed by 11 other members of congress asking her to reconsider the guidance from RSA regarding WIOA implementation.

Annual Legislative Priorities

A draft of the annual legislative priorities was presented to the group. (See attached)

RSA candidate recommendations

NIB/NAEPB has not determined a candidate to recommend for RSA yet. NIB is hoping to get some clarification on the requirements and how we can recommend a candidate for the position when they meet with Kim Richey at OSERS.

There was a discussion around Bill Robinson and the recommendation VisionServe Alliance made regarding him as the RSA commissioner. Some members of the committee feel that we need to support Bill as a candidate or come up with someone else. (quickly) We have been talking about this for some time and other committee members feel strongly that we need to have a better understanding of exactly what type of candidate we are looking to recommend.

SSDI

The subcommittee met since the last Public Policy meeting. The committee reviewed the powerpoint presentation Rick presented at the Fall NIB meeting. There was discussion around engaging other agencies and Rick noted that there needs to be a lot more data collection and research before engaging other agencies in the process. NIB will conduct this research and data collection and Rick expects to have further information by July/August of 2018.

The sub-committee is working on reviewing Rick's preliminary plan and providing feedback.

National Symposium

Scheduled for April 16-19 and will include the employee of the year recognition again.



The National Association for the Employment of People who are Blind

Services Committee Update

Board Meeting January 23, 2018

Submitted by David Horton, VP Services

Tactic #1 Employment growth, Results of ProMOTE training

Total graduates of ProMOTE- 19

- * Eight JAWS users completed training in Boston**
- * Eight Zoomtext users completed training in Buffalo**
- * Three completed training at East Texas Lighthouse; two Zoomtext and one JAWS**

Total-

- * Six promotions**
 - o Four NIB Associated Agency Promotions**
 - o Two NIB promotions**
- * One hired on Ability One Contract as Close Out Specialist**

Tactic #3 Sales and Business Growth, Strengthen and Develop partnerships that will lead to opportunities with small business, VOSB, SDVOSB', Commercial entities, etc.

Customer Care Support Consortium

This committee is led by Jessica Watson and Lee Nashehi, they have done a great job identifying capabilities and a working format for the agencies that have call center capabilities, but thus far have had only one opportunity to bid as a consortium, the FEMA call center.

This opportunity had a very short window to respond and the demands were too great for the consortium.

I will be scheduling a meeting with a Services team and NIB to revamp the deliverables for this tactic and a plan moving forward.

NAEPB Strategic Initiatives Subcommittee

Meeting Notes

Date: Wednesday, Dec 20, 2017

Attendees: Bernie Anderson

Dan Briles

Alicia Lansford

Mary Ellen Mest

Billy Parker

George Tobler for Shelley Sanders

Jessica Watson

Alicia reported on the next ProMote training:

- a) Train up to 6 people, March 5-30, 4 full weeks on-site at East TX Lighthouse**
- b) Applicants opened to Texas only; she will send program info to this committee for consideration.**
- c) If not enough applicants, will open participation nation-wide**
- d) If more than 6 people apply, a waiting list will be created for future sessions (a good problem to have!)**

Bernie reviewed the Facilities Security Clearance training document.

- a) New View Oklahoma recently completed their Industrial Security Assessment. Their ISR helped create the outline.**

- b) Clearance must be obtained with help from the Government procurement activity or prime contractor.**
- c) If an RFP requires this clearance, it may be possible to obtain it if the Contracting Officer wants to work with the agency and if there's enough time to obtain the clearance before response is due.**
- d) We discussed disseminating this info via webinar. Billy and Bernie will work on this with help from Mark**

Regarding common threads of challenges faced by other committees and NPAs:

Alicia offered their need for sharing rehabilitation service models between agencies. What works for other agencies? How and what can we learn from each other? Does it make sense for this committee to work on this? Perhaps a survey/email to agencies' rehab departments to gauge interest and need.

ACTION ITEMS:

Billy and Bernie:

- Talk with Mark and discuss how to rollout the FCL information; review details at the next meeting**

Alicia:

- Send information about the next ProMote training to the committee members**

Alicia and Mary Ellen:

- Write a brief description of the need for sharing rehabilitation services between agencies.**
- Propose some survey questions. Review at the next meeting.**

**Identified Issue (written and submitted by Alicia Lansford):
Possible lack of networking/learning/partnership opportunities for
Rehab/Training providers among NIB associated agencies**

This year I have had the opportunity to speak with three different NIB agencies regarding a new CRM I purchased and rolled out. This conversation was spurred by the HR google group. One agency representative reached out in that group asking about reporting capabilities and rehab models. My HR director sent it to me, and I responded. A gentleman from one NIB agency (the name escapes me) contacted me right away, as they were in the exact same place looking for an affordable system to manage their clients and programs. He had been working with Lisa Allen at Outlook Nebraska, who was also looking for the exact same thing. I did an online demo for the first guy, Lisa came here, and then Dallas came here all wanting to learn about our system which led to extensive conversations about our programs versus their programs.

When I first started three years ago, I would have loved to have a group of leaders already doing what I had been tasked to do, even if their exact model didn't work for my area, my clients or my agency. Every agency is different but we all share the same mission so we all will have similar challenges and goals if we offer rehab services as well. Many smaller agencies likely won't be able to do the exact same things that larger ones do, but could use ideas and experiences of past successes or failures for their own strategic planning.

Lisa Allen (Outlook), and Cindy Watson and I all discussed the above suggestion and agree there is a need.

Considerations:

- No need to recreate the wheel if something already exists
Is Vision Source an existing solution? Do NIB agencies utilize it?**

Example Survey:

- 1. Does your agency currently offer rehab services or training?**
- 2. If no, are you interested in potentially adding them?**
(Obviously, if they say no to both, they don't need our survey)
- 3. Select the types of services you provide**
 - a. O&M**
 - b. Independent Living**
 - c. Adaptive Technology**
 - d. College Programs**
 - e. Senior Programs**
 - f. Community Education**
 - g. Support Groups/Counseling**
 - h. Employment Services Programs**
- 4. Are you or your agency a member of a consortium of fellow rehab providers?**
 - a. If yes, which one**
 - b. If yes, Does this group meet your networking and learning needs?**
- 5. Would your agency benefit from more networking/learning opportunities among NIB rehab services providers?**
- 6. If yes, what format would you like to see?**
 - a. Online (google groups)**
 - b. In Person (workshops/mini conferences/Breakout sessions/round tables during existing NIB conferences)**
- 7. If yes, which of the following areas would be of interest to you?**
 - a. Seniors**
 - b. Children's**
 - c. Employment Programs**
 - d. O&M/IL**
 - e. Adaptive Technology, Microsoft Office, Computer Training**
 - f. Fundraising/Funding**
 - g. Contracts**
 - h. College/Transition Programs**
 - i. Client Management Systems (CRM)**

j. Community Outreach/Education

- 8. Do you have additional suggestions or ideas pertaining to networking and/or relationship building among NIB agencies?**

This is a rough draft, but a place to start.

Contract Management Support Committee

The Committee discussed the impact to CMS should the government shutdown. There isn't an impact with existing task orders. NIB would still invoice as level of effort. Possible impact to new task orders and renewals should there be another continuing resolution. However, NIB has ways to mitigate should this happen.

The CMS cost contract training webinar is this week.

The Committee also discussed the pros and cons of putting option years in the task orders as a means to address the loss of system access. It's not a silver bullet but may be worth trying.

Wallace also mentioned commercial opportunities for CMS that are being pursued. [Exxon and GE] He also indicated that AbilityOne involvement in the Government Purchasing Card Program is being explored.

In addition the committee may have future discussions on leveraging CMS skillset in other services business development.

Please see attached updated metrics, performance stats and initiatives.



Contract Management Support Sub-Committee Update January 2018

Shelley Sanders
Vice President and Chief Operating Officer
VisionCorps

Agenda

- CMS Overall Metrics
- DPAP Overall Metrics
- CMS NPA and Personnel Stats
- What's Ahead in FY18

CMS NPA and Personnel Stats

NPA:

- 13 Agencies participating in CMS
 - 5 of which are Source America
- 32 Agency teams (-2)
 - 24 onsite and 8 offsite

Manpower:

- 133 Direct Labor Positions (More positions/some vacant)
 - 86 Blind/Severely Disabled [84.3%]
 - Includes 28 Service Disabled Veterans/Wounded Warriors

What's Ahead in FY 18

- Upward Mobility Focus Upcoming Initiatives
 - Cost Plus Contract Webinar
 - Webinar on Pathways Program
 - Clinic on USA Jobs Application Process
 - Practice Interview Panel
- Benchmark/Mentoring Grants
 - Gauging agency performance and partnering on best practices
- CMS Subcommittee Topics
 - Business development and how to leverage CMS for other services employment opportunities

Overall CMS Performance Metrics

<u>September 2010 – November 2017</u>	<u>Off-Site</u>	<u>On-Site</u>	<u>Grand Total</u>
• Contracts Received	161,190	337,003	498,193
• In Process	23,852	115,281	139,133
• Sent to KO for Signature	131,139	209,250	340,389
• Contracts pending signature/approval	68,451	34,343	102,794
Contracts closed in procurement system	62,688	174,907	237,595
Contracts that cannot be closed	6,199	12,472	18,671
• Total de-obligations identified	\$1.6B	\$691.1M	\$2.3B
• De-Obligations through Procurement System	\$646.3M	292.4M	\$938.7M
Pending Signature/Mod	\$1B	\$406M	\$1.4B
• Images Scanned	4.8M	1.9M	6.7M
• Modification sent to KO for Signature	12,921	18,432	31,353
• Quality			99.72%

DPAP CMS Performance Metrics

<u>November 2011 – November 2017</u>	<u>Off-Site</u>	<u>On-Site</u>	<u>Grand Total</u>
Contracts Received	113,497	65,015	178,512
In Process	17,085	12,032	29,117
Sent to KO for Signature	90,377	49,947	140,324
Contracts pending signature/approval	46,966	8,767	55,733
Contracts closed in procurement system	43,411	41,180	84,591
Contracts that cannot be closed	6,035	3,036	9,071
Total De-obligations Identified	\$1.58B	\$48.5M	\$1.63B
De-Obligations through Procurement System	\$640M	\$19.7M	\$659.7M
Pending Signature/Approval	\$945.6M	\$28.8M	\$974.4M
Images Scanned	3.4M	.6M	5M
Modifications sent to KO for Signature Quality	9,781	860	10,641 99.59%

Non-DPAP CMS Performance Metrics

<u>November 2011 – November 2017</u>	<u>Off-Site</u>	<u>On-Site</u>	<u>Grand Total</u>
Contracts Received	47,693	271,988	319,681
In Process	6,767	103,249	110,016
Sent to KO for Signature	40,762	159,303	200,065
Contracts pending signature/approval	21,485	25,576	47,061
Contracts closed in procurement system	19,277	133,727	153,004
Contracts that cannot be closed	164	9,436	9,600
Total De-obligations Identified	\$60.7M	\$642.6M	\$662.6M
De-Obligations through Procurement System	\$6.3M	\$272.7M	\$279M
Pending Signature/Approval	\$54.4M	\$377.2M	\$431.6M
Images Scanned	1.4M	300,000	1.7M
Modifications sent to KO for Signature Quality	3,140	17,572	20,712

(Dollar values are rounded up)

CMS Personnel Metrics

<u>November 2017</u>	<u>Total</u>
Direct Labor Positions available	168
Direct Labor positions filled	138
Direct Labor - Blind	87
Direct labor - Service Disabled Vet	23
Direct Labor – Wounded Warrior	7
Direct Labor – hired by Government	61
Indirect Labor (Supervisors) – Blind	4
Indirect Labor (Supervisors) – Service Disabled Vet	4
Indirect Labor (Supervisors) – Wounded Warrior	2

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