



The National Association for the Employment of People who are Blind

**2015 NAEPB Winter Membership Planning Retreat
Board of Directors Meeting
Marriott Palm Beach Gardens, FL
Thursday, February 5, 2015**

**8:30am – 10:00am EST
Dial-in number: 1-877-860-3058
Pass Code: 925356**

AGENDA

1. Call to Order Steiner
2. Roll Call Moneymaker
3. Seating of New Board Members Moneymaker / Steiner
4. Presentation of Board Member Assignments Steiner
5. Minutes for Approval Garrett
 - a) DRAFT - NAEPB Board Meeting Minutes_12_8_14
6. Treasurer's Report D'Amico
 - a) NAEPB Balance Sheet & Income Statement period ending 12.31.2014
 - b) NAEPB Financial Statement for Fiscal Year 2014
 - c) NAEPB Form-990 E-Z 2013
 - d) NAEPB Treasurer's Report period ending 12-31-2014
 - e) NAEPB-CPA Cover Letter
7. 2015 NAEPB Meeting Schedule Steiner
8. Consent Calendar Reports
 - a) 8a. NAEPB BSC Committee Report (February 2015) (Gilliam)
 - b) 8b. NAEPB Ethics Committee Report (Taylor)
 - c) 8c. NAEPB Operations Committee Report 2015-01-16 (Kerlin)
 - d) 8d. NAEPB Report - Public Policy - Jan-2015 (Mitchell)
 - e) 8e. NAEPB Services Committee Reports (Mabry)
 - f) 8f. BSC Committee Report2.5.14 (Gilliam)
9. NIB Update Lynch
10. Other Business All
11. Adjournment Steiner

NAEPB
Balance Sheet
As of December 31, 2014

ASSETS

Current Assets

Cash Checking 7,689

Cash Savings 183,924

Accounts Receivable 7,500

Total Current Assets 199,114

TOTAL ASSETS 199,114

LIABILITIES & EQUITY

Current Liabilities

Accrued Expenses 5,675

Total Current Liabilities 5,675

Equity

Opening Equity Balance 165,312

Net Income/ (Loss) 28,127

Total Equity 193,439

TOTAL LIABILITIES & EQUITY 199,114

NAEPB
Income Statement

For the Period Ending December 31, 2014

REVENUE	ACTUAL YTD	BUDGET YTD	VARIANCE	Budget 2015
Investment Income	32	8	23	100
Membership Dues	31,000	30,000	1,000	30,000
Voluntary Donations	0	0	0	0
TOTAL REVENUE	31,032	30,008	1,023	30,100
EXPENSES				
Business Expenses	0	0	0	0
Accounting Fees	(95)	375	470	1,500
Website Maintenance	1,300	1,000	(300)	4,000
Postage	0	0	0	0
Supplies	0	0	0	0
Telephone / Communications	0	0	0	0
Awards / Honors	0	125	125	500
Insurance - Liability / D&O	1,126	300	(826)	1,200
Bad Debt Expense	0	750	750	3,000
Miscellaneous Other Costs	0	50	50	200
Officers Expenses	0	1,250	1,250	5,000
Annual Retreat	0	3,750	3,750	15,000
Conference Planning	0	0	0	0
Service Committee	0	1,250	1,250	5,000
Operations Committee	0	1,250	1,250	5,000
BSC Committee	0	1,250	1,250	5,000
Public Policy Committee	0	750	750	3,000
Communications Committee	0	500	500	2,000
G4 Committee	0	0	0	0
Medical Advisory	0	0	0	0
CMS Committee	0	0	0	0
(NIB Reimbursement)	0	0	0	0
Annual Audit Meeting	0	125	125	500
CEO Annual Training	574	125	(449)	500
Miscellaneous Meetings & Travel	0	1,000	1,000	4,000
NIB Reimbursement	0	(12,500)	(12,500)	(50,000)
TOTAL EXPENSES	2,905	1,350	(1,555)	5,400
SURPLUS (DEFICIT)	28,127	28,658	(531)	24,700

NATIONAL ASSOCIATION FOR EMPLOYMENT
OF PEOPLE WHO ARE BLIND

UTICA, NEW YORK

FINANCIAL STATEMENTS

SEPTEMBER 30, 2014

**Fitzgerald,
DePietro &
Wojnas, CPAs, P.C.**

CERTIFIED PUBLIC ACCOUNTANTS

291 Genesee Street - Utica, New York 13501

(315) 724-2145

NATIONAL ASSOCIATION FOR EMPLOYMENT
OF PEOPLE WHO ARE BLIND

UTICA, NEW YORK

FINANCIAL STATEMENTS

SEPTEMBER 30, 2014

FITZGERALD, DEPIETRO & WOJNAS CPAS, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

November 17, 2014

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

We have compiled the accompanying statement of financial position of National Association for Employment of People Who are Blind (a nonprofit organization) as of September 30, 2014, and the related statement of activity for the year then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, 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.

STATEMENT OF FINANCIAL POSITION

SEPTEMBER 30, 2014

A S S E T S

Current Assets:

Cash	\$ 167,812
Accounts Receivable	<u>3,000</u>

TOTAL ASSETS	<u>\$ 170,812</u>
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LIABILITIES AND NET ASSETS

Current Liabilities - Accrued Expenses	\$ 5,500
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Unrestricted Net Assets	<u>165,312</u>
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TOTAL LIABILITIES AND NET ASSETS	<u>\$ 170,812</u>
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STATEMENT OF ACTIVITIESFOR THE YEAR ENDED SEPTEMBER 30, 2014

Support and Revenue:	
Membership Dues	\$ 32,000
Interest Income	<u>95</u>
Total Support and Revenue	<u>32,095</u>
Expenses:	
Accounting Fees	1,550
Awards	481
Bad Debt	2,000
Insurance	1,126
Meetings and Conferences	12,669
Telephone and Internet	<u>3,329</u>
Total Expenses	<u>21,155</u>
Increase in Unrestricted Net Assets	10,940
Net Assets at Beginning of Year	<u>154,372</u>
Net Assets at End of Year	<u>\$ 165,312</u>

COPY

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

2013

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 2013 calendar year, or tax year beginning 10/01, 2013, and ending 9/30, 2014

- B Check if applicable: Address change, Name change, Initial 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: MOD CASH I Website: WWW.NAEPB.ORG J Tax-exempt status (check only one): 501(c)(3), 501(c)(6), 4947(a)(1), 527

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

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. \$ 32,095.

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.

Table with 21 rows and 3 columns: Description, Column (A), Column (B). Rows include Contributions, Program service revenue, Membership dues, Investment income, Gaming and fundraising events, Total revenue, Total expenses, and Net assets.

BAA For Paperwork Reduction Act Notice, see the separate instructions. Form 990-EZ (2013)

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	156,972.	167,812.
23 Land and buildings		
24 Other assets (describe in Schedule O) SEE SCHEDULE O	2,050.	3,000.
25 Total assets	159,022.	170,812.
26 Total liabilities (describe in Schedule O) SEE SCHEDULE O	4,650.	5,500.
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	154,372.	165,312.

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

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.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts; 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
DENNIS STEINER PRESIDENT	5	0.	0.	0.
RUDY D'AMICO TREASURER	5	0.	0.	0.
LOU MONEYMAKER SECRETARY	5	0.	0.	0.
BOB GARRET ASST SECRETARY	3	0.	0.	0.
JIM KERLIN VP - OPERATIONS	3	0.	0.	0.
ERIC STURCKRATH ASST VP - OP'S	3	0.	0.	0.
JOHN MITCHELL VP PUB POLICIES	3	0.	0.	0.
DAVE WELLS ASST VP PUB POL	3	0.	0.	0.
MIKE GILLIAM VP SUPPLY CNTR	3	0.	0.	0.
REINHARD MABRY VP - SERVICES	3	0.	0.	0.
SHELLY TAYLOR CHAIR OF 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: section 4911 ▶ N/A; section 4912 ▶ N/A; section 4955 ▶ N/A		
b Section 501(c)(3) and 501(c)(4) 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) and 501(c)(4) 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) and 501(c)(4) 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 8868-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)?..... If 'Yes,' enter the name of the foreign country: ▶ _____	42 b	X
c At any time during the calendar year, did the organization maintain an office outside of the U.S.?..... If 'Yes,' enter the name of the foreign country: ▶ _____	42 c	X

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 of the organization 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. Yes No
46

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. Yes No
47

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E. 48

49 a Did the organization make any transfers to an exempt non-charitable related organization? 49 a

b If 'Yes,' was the related organization a section 527 organization? 49 b

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 and 4947(a)(1) nonexempt charitable trusts 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: _____
 Type or print name and title: TREASURER

Paid Preparer Use Only
 Print/type preparer's name: L MICHAEL FITZGERALD
 Preparer's signature: L MICHAEL FITZGERALD
 Date: 11/6/14
 Check if self-employed
 PTIN: P00954037
 Firm's name: FITZGERALD, DEPIETRO & WOJNAS, CPA'S, P.C.
 Firm's address: 291 GENESEE STREET
UTICA, NY 13501
 Firm's EIN: 16-1163912
 Phone no.: (315) 724-2145

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

Name of the organization

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

2013

Open to Public
Inspection

**NATIONAL ASSOCIATION FOR EMPLOYMENT OF
PEOPLE WHO ARE BLIND**

Employer identification number

23-3102065

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.

2013

SCHEDULE O - SUPPLEMENTAL INFORMATION

PAGE 2

CLIENT NAEPB

NATIONAL ASSOCIATION FOR EMPLOYMENT OF
PEOPLE WHO ARE BLIND

23-3102065

11/05/14

09:43AM

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

AWARDS.....	\$	481.
BAD DEBT EXPENSE.....		2,000.
INFORMATION TECHNOLOGY.....		3,309.
INSURANCE.....		1,126.
OFFICE EXPENSES.....		20.
TRAVEL/MEETINGS/CONFERENCES.....		12,669.
TOTAL	\$	<u>19,605.</u>

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

	<u>BEGINNING</u>	<u>ENDING</u>
ACCOUNTS RECEIVABLE.....	\$ 2,050.	\$ 3,000.
TOTAL	<u>\$ 2,050.</u>	<u>\$ 3,000.</u>

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

	<u>BEGINNING</u>	<u>ENDING</u>
ACCOUNTS PAYABLE AND ACCRUED EXPENSES.....	\$ 4,650.	\$ 5,500.
TOTAL	<u>\$ 4,650.</u>	<u>\$ 5,500.</u>

NAEPB Treasurer's Report
For the period ending 12/31/2014

Please see the financial statements ending 12/31/14. The checking account value was \$7,689 and savings account \$183,924. Accounts receivable balance was \$7,500; which consisted of 51 agencies paying out of 62, with \$2,000 outstanding from 2013 dues. The remaining four from 2013 have been contacted.

Accrued expenses consist of 3 months of accrued accounting fees at \$375 and 15 months of accrued web site maintenance fees of \$5,300. Total equity at the end of December was \$199,114.

Total revenue for the year to date was \$31,032, all income a result of dues. Expenses year to date include payment of D&O insurance of \$1,126.

The fiscal year-end financial statements ending September 30, 2014 have been completed and the form 990 submitted. The cost was \$1,030. The year-end statements and form 990 were recommended for approval by the Audit Committee that met on January 26, 2015. Copies of these were sent to all Board Members. We will need a motion to accept both the 2014 year-end financial statements and form 990.

Respectfully Submitted
NAEPB Board Meeting 2/4/15
Rudy D'Amico, Treasurer

emailed to Brian 1-14-15

FITZGERALD, DEPIETRO & WOJNAS CPAS, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

November 17, 2014

National Association for Employment of People Who are Blind
507 Kent Street
Utica, NY 13501

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will compile, from information you provide, the annual financial statements of National Association for Employment of People Who are Blind as of September 30, 2014, and issue an accountant's report thereon in accordance with Statements on Standards for Accounting and Review Services (SSARs) issued by the American Institute of Certified Public Accountants (AICPA).

The objective of a compilation is to assist you in presenting financial information in the form of financial statements. We will utilize information that is your representation without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with U.S. generally accepted accounting principles ("G.A.A.P.").

You are responsible for

- a. the preparation and fair presentation of the financial statements in accordance with G.A.A.P.
- b. designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.
- c. preventing and detecting fraud.
- d. identifying and ensuring that the entity complies with the laws and regulations applicable to its activities.
- e. making all financial records and related information available to us.

We are responsible for conducting the engagement in accordance with SSARs issued by the AICPA.

A compilation differs significantly from a review or an audit of financial statements. A compilation does not contemplate performing inquiry, analytical procedures, or other procedures performed in a review. Additionally, a compilation does not contemplate obtaining an understanding of the entity's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation or the examination of source documents; or other procedures ordinarily performed in an audit. Accordingly, we will not express an opinion or provide any assurance regarding the financial statements being compiled.

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts. However, we will inform you of any material errors, and of any evidence or information that comes to our attention during the performance of our compilation procedures that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential.

We will disclose in our report your intent not to include with the financial statements the disclosures required by G.A.A.P.

If, for any reason, we are unable to complete the compilation of your financial statements, we will not issue a report on such statements as a result of this engagement.

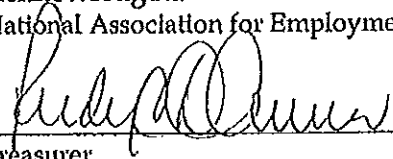
Our fees for these services will be based on the actual time spent at our standard hourly rates plus travel and other out-of-pocket costs.

We will be pleased to discuss this letter with you at any time. If the foregoing is in accordance with your understanding, please sign the copy of this letter in the space provided and return it to us.


Fitzgerald, DePietro & Wojnas, CPAs, P.C.

by _____

Acknowledged:
National Association for Employment of People Who are Blind



Treasurer



Date



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

Base Service Center Committee Report (February 2015)

1. Key Issues

- GSA Competition
- Small Business Quotas/Competition (AF>\$3,000)
- Strategic Sourcing Initiatives
- Service Contract Act

2. Linkage between Issues / Strategic Plan

- Enhance strategic positioning/visibility of BSC's
- Address competitive forces facing BSC's
- Proactively pursue policy changes that favor the BSC's

3. Committee/Subcommittee Activities

a. Call out any wins

- BSC ETS rates continue to be outstanding

b. Challenges

- Service Contract Act applicability
- Air Force >\$3,000 policy



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

Ethics Committee Report

1. Key Issues

Mergers and legal implications

2. Linkage between Issues / Strategic Plan

None

3. Committee/Subcommittee Activities

a. Call out any wins

Good annual Board Survey identified areas the need improvement

b. Challenges



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

Operations Committee Report

1. Key Issues

The **Price Strategy Committee proposals**

- Guidelines on establishment of FMP using average or statistical median of market prices of commercial items on GSA Advantage.
- Limitation of markup on SKILCRAFT items by AbilityOne Distributors.

Incorporation of the LMI recommendations on ETS

Getting the Commission to act on these is the highest of priorities in my view.

LEAN Development Process

- There is tremendous opportunity. We could double the growth of the mission if we were good at project management and had a LEAN process.
- We are getting worse, not better at project management and our process map sequential (which is never very LEAN).

2. Linkage between Issues / Strategic Plan

Relative to the attached "2014 Strategic Plan"...

The ETS matter is listed as, "**Mandatory support and enforcement**".

Develop LEAN new product introduction process" is on the strategic plan.

3. Committee/Subcommittee Activities

a. Call out any wins

Price Strategy

White Papers submitted to the AbilityOne Commission staff in early 2014 regarding Price Strategy

Incorporation of the LMI recommendations on ETS

The 3rd party study is already done. It was very well done.

Develop LEAN new product introduction process

A LEAN development stage gate process was already developed.

b. Challenges

Price Strategy

Incorporation of the LMI recommendations on ETS

The Commission is slow to act on the Price Strategy recommendations.

They seem caught up in many things that are less important.

Develop LEAN new product introduction process

Under Scottie Knott, NIB resisted having true Project Managers to manage programs across company borders and departmental silos.

NIB senior management must embrace this before anyone is going to truly manage programs to a timeline.



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

Public Policy Committee Summary Report

Key Issues:

Funding for Department of Defense and DeCA

With the DoD continuing as the program's largest customer, and with sequestration still in effect, DoD funding needs to be monitored. For agencies participating in the Military Resale Program, the budget for DeCA (Defense Commissary Agency) also needs to continue to be monitored. In FY 2015, funding has improved with nearly all of its proposed cuts restored.

GSA Challenges (Markups, Sale of ETS and new contract for walk-in office supply stores)

The A-1 Program continues to face challenges with GSA contractor non-compliance with AbilityOne Program requirements, sale of ETS items, excessively high GSA markups on products and the new contracts awarded by GSA for brick and mortar, walk-in stores for office products despite the US AbilityOne Program telling GSA no contractor was authorized to perform this work. We continue working with legislators on Capitol Hill to bring about positive changes that ensure greater compliance and increased employment for people who are blind.

Workforce Innovation and Opportunity Act of 2014 (WIOA)

The Workforce Innovation and Opportunity Act (WIOA) of 2014 was approved by Congress in July of 2014, and regulatory guidance is expected to be released in spring 2015. This rewrite of the WIA (Workforce Investment Act) streamlines federal job training programs and reauthorizes One-Stop Centers for job training. It also made changes to the Rehabilitation Act and the Rehabilitation Services Administration (RSA) will now focus on youth transition employment and serving those who may have previously been directed to sub-minimum wage employment programs. WIOA also authorized the creation of an advisory committee to examine ways to advance competitive integrated employment for people with disabilities, with an emphasis on intellectual and development disabilities. This 17-person advisory committee was announced by the U.S. Department of Labor in early January 2015.

Passage of ABLE Act (Achieving a Better Life Experience) in 2014

Congress passed the ABLE (Achieving a Better Life Experience) Act late in 2014. This bill will allow people with disabilities (with an age of onset up to 26 years old) and their families the opportunity to create a tax-exempt savings account that can be used for maintaining health, independence and quality of life. This account could be used by people who are blind or visually impaired to purchase low vision devices or other adaptive equipment, and agencies that sell these items could experience additional business as a result.

Reintroduction of Legislation Phasing Out Use of 14c Certificates (Subminimum Wage)

As expected, legislation (H.R. 188) to phase out the use of 14(c) certificates by employers was introduced in the new (114th) Congress on January, and is sponsored by Rep. Gregg Harper (R-MS3). Both NAEPB and NIB have policy statements strongly encouraging the payment of at least the federal minimum wage for people who are blind, and no agencies in our network currently pay less than the federal minimum wage for AbilityOne project work.

Linkage between Issues / Strategic Plan:

Above Key Issues are all being monitored and worked as part of a proactive public policy strategy as part of Program Stewardship Thrust.

Committee Activities:

Wins:

- Alignment with NIB Public Policy efforts to create a unified approach to addressing issues and needs in the area of Public Policy.
- Develop and pass an NAEPB policy statement addressing payment of minimum wage for people who are blind.
- Work with NIB Public Policy team to develop a letter of Program support to the GSA Administrator with 63 U.S. Representatives signing on.

Challenges:

- Much still needed with monitoring and gaining needed compliance with GSA.
- Strengthening relationship with blindness Community.
- Establishing alliances with consumer groups (ACB & NFB), state agencies, etc.



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

Services Committee Report

1. Key Issues
 - The need to address the long-term viability of CMS by determining a stable funding source and customer engagement;
 - The need to build the capacity of agencies for services business lines (workforce, systems and expertise). An amendment to NIB's current grant program is the key goal that remains in development;
 - The need for a comprehensive branding and marketing strategy for services;
 - The need to grow services current business lines and also develop new service lines to diversify agency revenue
2. Linkage between Issues / Strategic Plan
 - The linkages primarily are in the areas of employment growth, and sales & business growth.
 - Members are focused on obtaining more business, finding people that can do the work and looking for the next project that will take the place of mature lines of business.
3. Committee/Subcommittee Activities
 - a. Accomplishments
 - CMS Working Group - NIB reports that they appear to have found a funding solution for CMS. It has yet to be implemented, but holds promise.
 - Teleservices – The most recent capability survey demonstrates that we have built ample capacity across the country and it is clear that the agencies are winning business.
 - Strategic initiatives and Supply chain subcommittees both identified branding and marketing as a key need. With the support of the entire committee, we formed a new branding and marketing working group that will hold its first meeting on February 13, 2015.
 - b. Challenges
 - CMS Working Group – Until it is confirmed in writing, funding remains a concern. Additionally, keeping a robust pipeline of work remains an issue, even with customers who signed agreements with NIB.
 - Teleservices – The subcommittee believes that since we have achieved the goal of building capacity and agencies are winning business, the group needs to change its focus to maintain the engagement of agencies.
 - Strategic Initiatives – Need to finalize the grant program amendment to enhance an effort to build capacity of agencies.
 - Services is an generic term. What are we selling? What is it branded under and how does it compete with SourceAmerica? What is our “sweet spot”?



The National Association for the Employment of People who are Blind

Dennis,

Having just held calls with both of these committees this month, here are the issues we are being challenged with.

BSC COMMITTEE:

- GSA Infringement/Competition
- Small Business Quotas/Competition
- Strategic Sourcing Initiatives

COMMERCIAL SUBCOMMITTEE:

- Diversification of Employment/Revenues
- Transition Required for Entry (from Government to Commercial)

As compared to the current Strategic Plan, only "commercial diversification" is specifically captured.

Hope this helps. Let me know if you have any questions.

-Mike