

## **DRAFT Meeting Minutes**

**Monday, September 13, 2021**

### **FA-DSB Members in Attendance:**

- Deborah Hammer, Chair, Mount Vernon District
- Brandis Ruise, Vice Chair, Hunter Mill District
- Judith Turcott, Secretary, Fairfax City
- Tom Bash, At-Large
- Melandee Canaday-Jones, At-Large
- Deborah Cohen, Braddock District
- Diane Monning, Providence District
- Andrew Magill, At-Large
- Courtney Cezair Mayers, Dranesville District
- Sarah Taylor, Lee District

### **FA-DSB Members Absent from the Meeting:**

- Sully District, Sailesh Panchang- excused
- Springfield District, Mary Pauline Jones- excused
- Vacant- City of Falls Church
- Vacant- Lee District
- Vacant- Mason District

**Others Present:** Claudia Vila (DFS staff), Karen Kelly (DFS staff), Delali Osei-Boateng (DFS staff), Trina Mayhan-Webb (Adult & Aging Division Director, DFS), Courtney Arroyo (OEM), Rose Asuquo (Libraries), Shane Wall (member of the public), Doris Ray (member of the public), Toni Haraldsen (member of the public), Lindsay Harris (member of the public).

The board conducted a wholly electronic meeting as the COVID-19 pandemic made it unsafe to physically assemble a quorum in one location or to have the public present.

Board members and staff support accessed the meeting via the Zoom web platform. All board members stated calling from their home district.

Members of the public also accessed the meeting via Zoom.

### **Minutes and Agenda:**

1. **Call to Order.** 7:05 p.m. Roll call was taken to establish that a quorum was present and that all could hear. A script was shared about the state of emergency necessitating a virtual meeting.
2. **Approval of Agenda.**

3. **Approval of Previous (June 2021) Minutes.** Minutes were approved, motioned by Judith and were seconded.
4. **Public Comment.** Doris Ray- Mason District, observing the meeting on behalf of ENDependence Center. Doris stated she had written to the chair recommending that the FADSB protest the opening of the RAD housing waiver list due to the application process being done fully online. She requested that the DSB ask the state to make future housing waiver lists more accessible to all. Shane Wall also introduced himself and stated he was observing as a member of the public from Burke.
5. **Meeting Items:**

**Welcome New Board Members and Staff:**

The board introduced itself and welcomed the following new attendees:

New staff: Delali Osei-Boateng

New Board Members: Sarah Taylor- Lee District, Diane Monning, Providence District, Courtney Cezair Mayers, Dranesville District.

**Executive Nominations Committee:**

Brandis Ruise stated her interest in running for the Vice Chair position. Melandee recommended the following on behalf of the executive nominations committee: Secretary- Judith Turcott, Vice-Chair- Brandis Ruise, Chair- Deborah Hammer. The slate was motioned and approved. The next executive meeting will be held prior to the retreat on 10/11/2021.

**FA-DSB Bylaws and Remote Participation Policy:**

Draft of Bylaws: Claudia provided a brief update of the changes to the Bylaws and encouraged members to review them carefully. The Bylaws were vetted by the County Attorney's Office over the summer. One substantive change pertained to how the board would request for the removal of board members in the future. Claudia also emphasized the change that the board requested of moving away from committees to an issue-based advocacy approach. The board decided to start drafting an annual report, which will be drafted by the Chair, or an appointed designee. Deborah stated that it was best practice to submit a report. Tom Bash moved to pass the Bylaws and it was seconded by Melandee Canaday-Jones. The motion passed. The next step is to submit the document to the Board of Supervisors for approval.

**Remote Participation Policy:** Claudia worked with the County Attorney's Office to create a remote participation policy. Claudia stressed that this did not do away with the requirement that a quorum be physically assembled at a location open to the public. This policy will be added to the Bylaws once the board votes on it. Claudia promised to check with the County Attorney's Office regarding whether members who call in can still vote during meetings. There is currently a local mandate in place that allows for virtual meetings. If the mandate is lifted, the board will have to meet in person.

Motion to vote this policy into the Bylaw was proposed by Brandis Ruise and seconded by Andrew Magill.

### **FA-DSB Retreat: October 11<sup>th</sup>**

The board invited Diana Cottrill (Department of Family Services) to facilitate the meeting. The first portion will be comprised of a few icebreakers so the board can get to know one another. The second portion will be a brainstorm session to identify initiatives the board would like to work on in the upcoming years. The board would prefer this to be a closed meeting. Claudia will discuss whether that will be possible with the Clerk's Office. Andrew wanted to make sure there would be an interpreter present, and Claudia confirmed that there will be interpreters at the event. Sarah asked if the retreat would be held virtually. Claudia stated that it would be so long as the local mandate stays in place. Claudia stated that a room had been reserved in case they needed to meet in-person.

### **Martha Glennan Awards Committee:**

Deborah explained the purpose of the awards. The format (number and type of awards) has fluctuated over the years depending on the preferences of the board. The board decided to host three categories this year, an individual nomination, one for businesses and a self-advocate category. Advertising for the event will start the week of September 20<sup>th</sup>, via Disability Rights and Resources' e-newsletter. Deborah urged the board to share the application for the event with their respective supervisors and contacts. A discussion was had around who could be nominated and it was agreed that the nominees will need to have worked locally to better the lives of persons with disabilities. Those who choose to self-nominate will need to be Fairfax County residents.

Deborah suggested language for the advertisement/application as follows:

- Group- organization, business, youth group
- Individual- a person who worked on behalf of people with disabilities
- Self-Advocate- a person with disabilities who has worked on behalf of people with disabilities, or has been a strong self-advocate

Debbie Cohen and Courtney Cezair Mayers volunteered to be this year's committee members. They will review the nominees and choose potential winners. They will announce their choices at the November meeting.

Melandee Jones moved to certify the committee and its three award categories. Sarah Taylor seconded the motion.

### **Updates:**

Deborah read information about the board's Ad Hoc and Liaison Committees. She asked that board members review the open positions and consider volunteering for one of the vacancies. Claudia will share the most recent member roster and Liaison Committee vacancies with the board. Tom shared that the LTCCC board has not met for the past year because the full board is very large and meeting would not be practical. Brandis stated that the Advisory Committee for Students with Disabilities has started meeting. There are many initiatives that this board would like to work on and each member is required to serve on a committee. Debbie provided an update

regarding the Trails & Sidewalks committee. She said they are currently exploring and learning about resources available in the community.

8:47 p.m. Motion to adjourn was made and seconded. The meeting was adjourned by Deborah.