

Nebraska Commission for the Blind  
Public Meeting, Saturday, August 1, 2015  
4600 Valley Road, Room 4A  
Lincoln, NE

DRAFT MINUTES

Call to Order. Welcome and introductions. Announcement concerning public comment periods, meeting agendas, open meeting act, proof of publication, recordings, lunch arrangements & other logistics.

Mike Hansen, Chairman of the Board of Commissioners, called the meeting to order at 9:04 a.m. and he welcomed everyone to the meeting.

Commissioners present: Julie Johnson, York; Mike Hansen, Chairperson, Designee of the National Federation of the Blind of Nebraska, Lincoln; Jim Jirak, Omaha, Designee of the American Council of the Blind of Nebraska, Omaha; Becky Rieken, South Sioux City; and Robert Leslie Newman, Vice Chairperson, Omaha.

Commission staff present: Dr. Pearl Van Zandt, Executive Director; Carlos Serván, Deputy Director VR; Wes Majerus, Senior Infrastructure Support Analyst; Kathy Stephens, Administrative Assistant; Bob Deaton, Deputy Director Staff Development and Human Resources; Carol Jenkins, Center Supervisor; Jeff Altman, Orientation Counselor; Connie Daly, Lincoln District Supervisor; Laurie Jacobsen, Apartment Resource Technician; Adrienne Moody, VR Technician.

Public Present: Hubert Paulsen, meeting recorder; Dan Bird, driver; Eli Sidders; Robert Van Dinter; Kim Scherbarth; Sharon Brennförder; Terry Brennförder; Zach Hays; Barbara Epworth; Karen Anderson; Kayde Rieken; Tammy Frietag.

It was noted that public comments are always welcome regarding the agenda items. Hubert Paulson recorded the meeting and the recordings are available on the website. Lunch will not be served today as the meeting is set to adjourn at 12:20 p.m.

A copy of the Nebraska Open Meeting Act was available. The Act was available in both print and Braille format. The Notice of the Meeting was published in the Lincoln Journal Star, the State Government Calendar, NCBVI Website, NFB Newsline® and Radio Talking Book. The Notice was also sent to ACB of Nebraska, NFB of Nebraska, and the NCBVI List Serve.

Approval of the May 2, 2015 public meeting minutes.

Commissioner Jirak moved to approve the Minutes of the May 2, 2015 Commission Meeting. Commissioner Newman seconded the motion. A roll call vote was taken; four voted in favor of the motion, one abstained; motion passed.

Focus Topic: Nebraska Training Center Update  
Report Submitted By: Carol Jenkins  
Supervisor-Nebraska Center for the Blind  
August 1, 2015

Carol Jenkins, Nebraska Training Center Supervisor, reported that the month of August will be her 11<sup>th</sup> month as the Center Supervisor. Carol noted that there have been a lot of positive changes at the Center since she has become supervisor. Carol has an inspirational saying on her wall which states "Dream big, set goals and take action." Carol reads this every morning as she prepares for her day.

The Nebraska Center for the Blind is eager to share all of the exciting and positive changes that are being implemented to the training program. They are committed to creating a positive learning atmosphere and a cohesive training environment for the Nebraska Center for the Blind students. Below are the major changes that have been made at the Nebraska Center for the Blind.

#### Morale

The morale for students and staff at the Nebraska Center for the Blind is greatly improved. Laughter rings through the halls, smiles are seen widely, communication is wide open, and the positive, well focused, learning environment has improved morale for both students and instructors.

#### Décor

The décor was improved by creating a professional, motivational, and inspirational theme in the Center through the use of positive affirmations. All of the various bulletin boards throughout the center were replaced with a photograph collage around the words "Inspiration and Determination." These photos show shop projects, home management projects, activities, and much more! There is also a new flat screen digital picture frame on the dining room wall to show pictures for tours, graduations, and celebrations. The new décor will influence and promote positive attitudes for everyone who comes through the training as well as those who come for a tour.

#### Schedule

The Center schedule is allocating more time to Computer and Braille class. There are full days Monday through Friday, and each class will be two hours long giving each Center student eight hours a week of instruction in each class. The Blindness-Related Seminar, led by Center students, is every other week and still remains a vital part of the training program. The Vocational Seminar is now the second and fourth Wednesday of every month. During Vocational Seminar, The Department of Labor (Workforce Development) comes in and works with the students on work readiness skills such as data sheets, resumes, cover letters, references, interviewing skills, appropriate work behaviors, and etc. The partnership between the Department of Labor (Workforce Development) and the Center is going well and looks to be a good relationship for the students.

#### Activities

Students are planning and enjoying more Center and Apartment activities now that the number of sleep shade activities has been increased to up to four a month. These activities are skills-based as well as challenging to take students outside of their comfort

zones and build their confidence. The students also participate in a volunteering activity quarterly to promote the attitude of “giving back to the community.” The Center students also get the chance to pick activities that they find interesting and want to try. This provides a good mix of fun, motivating, and challenging activities. The following is a list of some of the activities the Center students have participated in:

- Ringing Bells for the Salvation Army
  - Snow Shoveling
  - Volunteered at the Special Olympics
  - Lion’s Club Meeting
  - Golden Corral Buffet Activity
  - Grooming
  - Bowling
  - NCBVI Budget Hearing
  - Grilling
  - St. Pat’s Green Lunch
  - ACBN Convention
  - Donut Days
  - Camp Carol Joy Holling (Fishing, Flying Kites, Paddle Boating, Museum, Wildlife Safari Park, Challenge Ropes Course, and Team Building)
- And many more!

### Instructional Guidelines

The instructional guidelines for some classes have been expanded, rotated, and changed to provide new opportunities to learn a wider range of skills. The changes to the Instructional Guidelines have given the Center students more opportunities to build and expand their knowledge base. Here are some examples of how the instructional guidelines have been expanded, changed, and rotated. In Shop, a home maintenance section has been added as well as emergency preparedness. Budgeting, writing guides, handwriting, talking calculators, etc. were moved to Home Management along with TDL’s (Techniques of Daily Living). TDL’s are completed monthly. All Center staff work down at the student apartments and focus on a different area of apartment living each month. Communications class now primarily focuses on computers while Voiceover, apps, downloading books, etc. were moved to Braille class. Center students now feel as though they have the opportunity to learn and grow into independent and competent blind individuals.

### Center Staff and the Student Population

The Nebraska Center for the Blind should be full by the end of August or early September. A couple of students had some unforeseen circumstances which caused them to leave center training for personal reasons. These particular students want to come back to Center Training once these issues have been resolved. The current student population is mainly comprised of students with significant, multiple disabilities and health issues. At the Nebraska Center for the Blind, we want to provide the best instruction, services, and support to all of our students. To help with this endeavor, Cindy Zimmer has been performing duties as a “Client Services Coordinator” on an experimental basis. These duties include the following:

- Coordinating all medical appointments for Center students and assisting with the related paperwork
- Applications for HHS services, Social Security, Housing, and other needed services.
- Arranging for ESL, GED, and Literacy classes along with the necessary accommodations
- Arranging readers/drivers when necessary
- Teaching the Pen Friend and other labeling alternatives for managing medications
- Coordinating Training on other medical devices
- Teaching Parenting Skills
- Preparing all new center student paperwork
- Function as the Primary Advisor and will assist students in preparing for Blindness related seminar
- Scheduling activities, WAGES, Winnerfest, and Project Independence visits to the center
- Arranging for Arts and Crafts instruction

Since Cindy has taken on a new trial role, the Nebraska Center for the Blind is now contracting with Jan Havranek to teach Home Management classes. The Center is also still contracting with an instructor for Computer class until a permanent staff member is hired for the Computer Instructor position. A conditional offer was made, and the deadline for this individual to resolve some work permit issues is August 8, 2015. Along with this we have been contracting to bring in additional help with Cane Travel so students who need one-on-one instruction due to multiple disabilities or health issues can get the instruction they need. The Center students and instructors are excited about these changes, and looking forward to the new opportunities they are creating.

### Apartments

The Center Apartments are being upgraded. Each apartment has received new carpet, linoleum, toilets, water heaters, and paint. We have added new mattresses, dressers, computer desks, night stands, love seats and arm chairs, dishes with flatware, and pots and pans. We are also replacing the conference room folding chairs to something more professional and durable. The Center Apartments are also getting a CCTV and a second computer added for students to plan student activities, work on Center homework, to study for the GED, and for researching colleges and their future careers.

### Center and Field Relationship

The Center and Field staff is working very diligently together to bring students to the Center. The communication between the Center and Field is much better and the relationship is moving in a positive direction. The Center Supervisor has and will continue to attend district meetings to keep all field staff updated on everything that is happening at the Center while the field programs continue to take the time to bring their students to come and see the Center to learn about the importance of training. Center staff has worked field programs and field staff have substitute taught in the center. This has been a great way to help bridge the gap between the Center and Field staff. The Center keeps the field staff informed about their clients at the Center which allows for a team approach when working with our consumers. We are building a cohesive team!

### Spreading the Word

To help spread the word about the Nebraska Center for the Blind, the importance of Center Training, and to encourage individuals to ask questions regarding Center Training, the Center Supervisor has been traveling across the state to speak with consumer organizations, visually impaired groups and programs, and potential consumers who may benefit from Center Training or other NCBVI services. Along with this, the Nebraska Center for the Blind was shown on Channel 8 news and will be featured in "Out and About" in August through Radio Talking Book Services. Spreading the word is an important and vital part to educate and raise awareness in the community about how the Orientation Training Center at NCBVI improves the lives of Blind Nebraskans.

### Survey

We are working with Dr. Bell and Mary Ann Mendez, from Louisiana Tech University, to create a new Center survey that will accurately track the benefits and growth from students who attend the Center. The survey is in rough draft form, and we are finishing up the final wording and tweaking to the questions. The survey is meant to be short, sweet, and to the point. We know that Center Training is important and beneficial to everyone whether or not they reach their vocational goal, but how do we prove this? When the survey is finished, we will have a survey instrument that will track the data to show successes and give insights to areas we can improve. The survey will be in Word document form as well as online in Survey Monkey. This will give Center students the option of how they want to complete the survey. We are going to go back three years to the present to begin to compile data for a beginning of a record.

### Brochure

The brochure for the Nebraska Center for the Blind is finished! The brochure provides the purpose for Center Training, a brief synopsis of each class, practical applications of skills, a glance at apartment living, a description of activities, a blast from the past with history, inspiring quotes, and all the endless possibilities Center Training can provide.

### Other States

The Nebraska Center for the Blind has been sought out to provide sleep shade training to staff from South Carolina, Missouri tentatively at the end of August, and Virginia tentatively in September. Utah was unable to attend due to financial difficulties. Iowa has also said they would like to come to see all of the positive changes being made. The Center is also working with Alabama to help them become a structured discovery training facility. There is also a young lady from Kansas who will be coming for a 3 Day Stay because she is interested in attending our Training Center and Kansas is in support of this. The positive changes we are implementing are becoming known nationwide!

The Nebraska Center for the Blind is growing and moving in a positive direction. We are one agency and one team working together to serve our consumers to the best of our abilities.

Commissioner Johnson asked if the survey would be similar to a pre-post test wherein they take the survey at the beginning of training and again at the end so you can compare. Carol reported that the survey will only be at the end of training. Carol stated that she has been working with Dr. Bell from Louisiana Tech University on the survey

and he has cautioned her not to over survey people because they may then come to a point where they do not want to do the survey anymore. In the field a client gets surveyed two times, and therefore, they will only be surveyed once in the Center. The survey will be rather short and can be completed in 10 to 15 minutes. Some of the questions are open ended questions but most of the questions are “agree, strongly agree, disagree, strongly disagree” answers. She wants to be able to track and measure the benefits of Center training. Johnson stated it is great that results will be quantifiable and measurable.

Chairperson Hansen noted that a small thing such as changing the décor can make a big difference in the atmosphere.

Chairperson Hansen asked more additional details on the Center class schedules. Chairperson Hansen asked if the Computer and Braille classes each now have one full day per week. Carol stated that the Computer and Braille classes each now have a two hour block so they each have eight hours per week. Previously the two classes shared a two hour block. Each class now has one office day to work on planning and preparing for classes, etc. This is working out very well. In Braille class Sahar also teaches IOS devices, voice over, how to download books, money identification, color identifiers, etc. This helps break up the monotony of reading and writing braille for two hours. In computer class computers is now the main focus. Clients are learning how to type and be proficient with JAWS.

Chairperson Hansen asked how often a review of the curriculum will occur. Carol stated that the review of the curriculum is an ongoing thing. When Center students give her feedback on what they would like to learn she tries to incorporate that into the appropriate class. Carol stated that she expects a formal review of the curriculum to take place about once per year.

Commissioner Johnson asked if the Center is now at full capacity and if so, will this be able to be maintained. Carol reported that the Center was planning to be full in July; then they had three students who had some unseen circumstances and they had to leave. They did not leave because of anything they had done wrong. The Center currently has seven students; however a client from Kansas will be coming and there are two clients who just need their start dates scheduled. By September, the Center should be full again. It is hard to say if this can be maintained. Carol has been reaching out to spread the word about the Center and it is her goal to keep the Center at full capacity.

Commissioner Johnson asked Carol if she foresees the length of Center training being longer with the additional training that is being provided. Carol stated that so far this has not happened. The length of the training really depends on each individual student. A lot of the current Center students have multiple disabilities and so their training may take longer since there are additional factors. Carol stated that she prefers quality of service over quantity of service. She will not keep a student at the Center longer than they need to be just to keep the Center full.

Commissioner Johnson asked about the vacant positions in the Center. Carol stated that a conditional offer of employment was made for the Computer instructor position on about June 8. The deadline is August 8 for the individual to get some issues worked out

with the government. Carol stated that she just spoke to him yesterday and it appears that this will not happen by August 8. A conditional offer can only be held open for 60 days. At this point Carol stated that it looks like the position will be reposted and the hiring process will start over again.

Commissioner Johnson asked if Cindy Zimmer moved to a Client Services Coordinator position. Carol stated that this is not an official transfer because the agency does not have any additional FTE's at this time. The position came about because clients would express concern when an instructor had to use most of their time during a class to deal with a specific client issue. Currently the Home Management position is being contracted out and Cindy is working as the Client Services Coordinator. Hopefully through Succession Planning they will find out statewide where the staffing needs are.

Commissioner Rieken asked what happens if a student has become proficient in one of their classes and needs no more training in that area. Carol stated that the training will be based on the student needs and often they will then focus on their vocation.

Commissioner Newman commended Carol for the wonderful work that she is doing.

Carol stated that how well the Nebraska Center for the Blind is doing is becoming known nationwide. Since she has been Center Supervisor, South Carolina has sent staff for training, Utah was going to come but they had some funding issues this year, Iowa wants to come to see the positive changes, and the last two weeks of this month Missouri is going to send staff for training. Also, since Missouri does not have a Training Center they are looking to set up a partnership wherein they can send their staff to the Nebraska Center for training. Virginia is also scheduled to have staff come for some sleep shade training. Word is getting out there and the Nebraska Center for the Blind is becoming known nationwide.

Three Center Students were present to talk about their Center experience.

Kim Scherbarth – Kim stated that she has been at the Center for approximately eight weeks. It has been a very challenging and awesome experience. At the beginning she was a little nervous, but now she feels like she is learning to problem solve on her own and she feels that she is learning more than she ever has. About seven years ago she had some limited travel training at a different state which was not under sleep shades. Kim stated that she is learning to hear things that she never experienced before. Kim stated that the Center staff is very supportive and encouraging, even though they are teaching in a way wherein they are not telling her what she wants to know. Kim stated that she is learning a lot at Center training.

Eli Sidders – Eli stated that he has been attending Center training since June 30, 2015. Eli also attended Center training a few years ago when Fatos Floyd was the supervisor, however Eli stated that he was not ready yet at that time. Eli stated that a few years ago he did not enjoy the training and he could not put his mind to it. This time around the training is a lot better and he now actually sees the need for the training. Eli stated that the work environment at the Center is so nice now that he actually wants to go to school. A few years ago he did not want to go, but now he does. Eli stated that he has not missed a single day of training since he has been here this time around. Two years ago, Eli stated that he did not know what he wanted to do for a career and now he is

finding his interest in computers. Eli stated that the Center staff is friendly, nice and professional.

Robert Van Dinter – Robert stated that so far his Center training has been a wonderful experience and he is quite enjoying it. Robert stated that he is learning a lot at the Center and the staff is wonderful at helping him, especially when he has off days. Robert has been attending Center training for approximately nine weeks.

Chairperson Hansen asked if there is anything that has stood out for them to date in their Center experience.

Robert stated that the training has been quite helpful. The little sight that he does have he uses a lot. When he is under the sleep shades he has found where his faults lie.

Eli stated that when he attended Center training two years ago he did not work very hard to gain skills. This time, when he was on his way to training he was scared because he thought the training was going to be hard. Eli stated that this time around the training has helped him grow up and now he actually wants to work hard. He is learning how to be responsible and do things.

Kim stated that she now looks at blindness differently and her confidence is improving.

The Commissioners thanked the students for coming to the meeting to talk about their experiences.

Carlos Servan noted that the field staff and the center staff are working together to get clients ready to attend the Center.

Director Van Zandt thanked the center staff for the great job they are doing.

#### Public Comment

Hubert Paulson\_ – Hubert reported that the Commission meeting recordings dated back to almost the first one in 2000 are now posted on the NCBVI website. The cassettes were converted to digital for this to be done.

Zach Hays – Zach asked if clients have time in the evenings to do their own thing. The answer was yes, they do. Clients are only required to work with Laurie one hour extra per week on homework or a skill. Laurie Jacobsen, the Apartment Resource Technician, stated that she apologizes for not having very many evening client activities lately and she does plan to gear things up soon. The activities are structured differently at the apartments than they are at the Center. At the apartments they have the option to do non-sleep shade activities or sleep shade activities. If the clients choose to do a non-sleep shade activity then they pay for it themselves. If NCBVI is going to pay for the activity then it will be a sleep shade activity. It was also noted that clients are allowed to go home on the weekends if they wish because family and friends are important.

Jeff Altman stated that there has been a tremendous change in the Center and staff now feels that they are part of a team. The expectations for students are higher and the expectations for staff are higher. Things are moving in a positive direction.

## Commissioner's Report

Chairperson Hansen reported that he has had several opportunities to interact with staff and clients since May. It is always great to see all the things that are happening at the Commission.

Chairperson Hansen reported that he has reached out to our contact person at RSA as he has been thinking about the future direction of our commission board and our Commission itself. One of the things that he is hoping to accomplish over the next couple of months is to create a list of peer agencies around the country. He is looking for a list of all the blindness rehab agencies in the US and some demographics about them and hoping to identify agencies that are similar to us.

Chairperson Hansen stated that he has had the opportunity to look through Director Van Zandt's personnel file. It was great to see some of the letters in the file commending the services of Director Van Zandt.

Chairperson Hansen continues to maintain the documentation on the Commissioner thumb drives. He has been working with Wes Majerus and the OCIO (Office of the Chief Information Officer) to see if this process can be improved upon during the next year.

Chairperson Hansen had the opportunity to sit in on a meeting to re-evaluate the possible locations for the Lincoln office.

Chairperson Hansen attended the WAGES banquet last weekend. Chairperson Hansen noted that this was an interesting event.

Commissioner Newman reported that he had the opportunity to be an instructor for Home Teaching Plus program. Also, recently in the Omaha office they had a four week program for youth and he was honored and fortunate to be one of the instructors during this program as well.

Commissioner Newman reported that he also attended the WAGES banquet. It was great to partake in this event.

Commissioner Rieken reported that she was able to participate in three different activities. The first was the Deaf Blind Institute. Commissioner Rieken stated that she visited with a parent of a young student who is considering going to WAGES, but her concern is that she would like to be involved with one of the National conventions of the consumer groups. Director Van Zandt reported that the WAGES students do not take a week to attend the national conventions because they are in Lincoln for only six weeks to work a job and get skills training. If they took a week off to attend a convention they would not be able to do their job during that time.

Carlos Servan stated that if a client is age 19 or over they may attend a National Convention on their own, but if they are younger than 19 they must have a parent accompany them. In some cases, NCBVI would also assist with the parent's expenses. Having WAGES students attend a national convention may be re-evaluated given the new requirements of WIOA.

Commissioner Rieken reported that she participated in the BELL program which was a great experience. They had six students who loved working. Everyone who donated their time were impressed with the students. There were some great donations from some restaurants and thank you notes are being sent out.

Commissioner Rieken noted that she just got back from Project Independence which is a camp for blind children. This was her third year with Project Independence and it is great to watch the children grow in their independence.

Commissioner Jirak reported that he attended Home Teaching Plus in Lincoln. He also attended Dottie Wilmott's retirement luncheon and open house.

Commissioner Jirak stated that he had the opportunity to talk to the WAGES students about ACB. Also, for the ACB National Convention he memorialized his father.

Commissioner Hansen recognized the Employee of the Year and the Manager of the Year. Kathy Brown-Hollins was chosen as the 2015 Employee of the Year and Wes Majerus was chosen as the 2015 Manager of the Year. The recognition ceremony will be held in October.

Commissioner Hansen stated that he also wanted to recognize someone else at this time. The commissioners have been informed that Hubert Paulson will be retiring soon. Hubert does a lot of work specifically with the commission board and they presented him with a card and the Ally in Blindness Independence Award. Hubert Paulson thanked the Board.

#### Report from the Executive Director

##### Activities and efforts since May 2015:

Met weekly with Leadership Team on many issues.

Explored media packages for public information efforts with Nebraska Broadcasters Association Director and with Leadership Team.

Attended a Human Rights Conference in Lincoln.

Continued attending WIOA (Workforce Innovation and Opportunities Act) Core Partners meetings with Nebraska Department of Labor, Education, Unemployment, and Adult Education colleagues. Also attended nationally provided WIOA webinars. Attended Nebraska Workforce Investment Board, Executive Committee.

Numerous meetings concerning AWARE and eForce.

Assisted with and attended Friends of the Commission quarterly meeting.

Provided Customer Feedback to Department of Administrative Services (AS) in interviews with Employee Relations and Purchasing. In each, was able to comment on issues of non-accessibility in all the AS divisions.

Attended Mayor's Multicultural Advisory Committee for Lincoln/Lancaster County.

Attended Regional meeting with VR & Blind agencies from NE, KS, MO, and IA. Much time was spent discussing WIOA, especially the new requirements for Pre-Employment Transition Services.

Held Retirement event for Dottie Willmott.

Began Request for Proposals process again, for Lincoln offices location search. We have bids for three properties, have gone on tours of all three and are in evaluation stage of the process.

Attended Quarterly Nebraska Business Enterprises Meeting.

Met with new Director of Administrative Services (AS), State Personnel Director and other AS staff to discuss 508 Compliance of State purchased systems, accessibility and usability issues. Set up Center Tour in late July for these officials and the newly appointed Chief of Information Technology (OCIO).

Met individually with direct reports to discuss Goals and Performance.

Met with team from Easter Seals to explore contract for Disability Benefits Counseling and resources. They are developing a proposal for us to consider.

Attended national webinars and conference call for Social Security Reimbursement, National Council of State Agencies for the Blind, Rehab Services Administration (RSA), and National Blindness Professionals Certification Board.

Attended State of Nebraska webinar on the labor contract changes for 2015 - 2017.

Wrote and submitted comments on RSA's Draft Regulations for new Workforce Act.

Was interviewed by Regional Rep from Helen Keller National Center as they explore renewing Affiliate or other local programs for Deaf-Blind persons.

Met with Abilities Fund for update on the contract thus far. We will likely continue the project, if a new proposal is submitted and agreed upon.

Worked on Social Security Administration (SSA) Compliance procedures. Completed timely submission of renewed SSA requirements. The process was completed and we have received approval from SSA.

Submitted Nominations for the Governor's Employee and Manager of the Year. NCBVI honorees this October are Kathy Brown-Hollins and Wes Majerus.

Worked with AS/Purchasing to renew annual Client Purchases Authority for NCBVI.

Admin Team meeting was held once during the quarter.

Attended National ACB (Dallas) and NFB (Orlando) Conventions.

Worked with Nebraska Voc Rehab to finalize contracts for Project Search this year in several locations around the state.

Attended WAGES Banquet recognition of the youth and their employers.

Worked with new Administrative Assistant, Jim Hill, and the rest of Admin Team to shape the position as best fits current needs. We held off the start of his Center Training so that immediate tasks (eForce and federal reports) could be accomplished. Jim will be in Center Training for six weeks starting July 20.

### Field Services

From October 1, 2014 through July 10, 2015, we served 760 Vocational Rehabilitation (VR) clients in all statuses. 29 were closed having achieved their employment goals. 30 were closed without achieving employment (refusing further services, unable to locate, and other reasons).

In the Independent Living (IL) track, 504 clients were served from October 1, 2014 through July 10, 2015, in all statuses. 275 were closed successfully, 37 were closed without achieving their goals (withdrew, moved, deceased, and other reasons).

### Bob Deaton

June 24 test for United English Braille (UEB) certification administered in Lincoln Professional Developments Plans reviewed for all non-management staff members in the Omaha district, the Center, and NBE; plans for the rest of the agency will be completed by the end of July.

Launching of "Resource Directory and General Information" on the W drive.

## Nebraska Center for the Blind by Carol Jenkins

Dates: 5/2/2015-8/1/2015

7 New Clients

1 New Staff Trainee

1 VR Tech came for training for 2 weeks

7 Three Day Stays

Tours: Medicaid, Administrative Services, 3 guests, and 4 clients

Activities: Camp Carol Joy Holling for a week, Donut Days for Salvation Army (volunteering activity), BELL lunch and scavenger hunt, one center student went to the NFB National Convention.

Center Supervisor is participating in NRLI (National Rehabilitation Leadership Institute), has spoken to all NCBVI districts on Center changes and updates, has spoken to the Lincoln Lion's Club, Lincoln Council of the Blind, and Omaha Association of the Blind, Radio Talking Book, and SC Squared on Center changes and updates, working with Dr. Bell on developing a new tracking system through survey monkey (A rough draft has been completed), is the lead for the College Workshop in August, and has participated in Hiring Right and Effective Performance Management Training.

Center Supervisor is also working with Alabama on making their training center a structured discovery center.

Center Staff: Have worked Home Teaching Plus, PI, and WAGES, attended HIMS presentation, Medicaid Training, (medical and economic), worked BELL at the Center, and some attended the NFB National Convention.

The Center brochure is finished. Will bring copies for everyone!

The Center is still in the process of hiring a new communications instructor. A conditional offer was made; the deadline for this offer to the applicant is August 8, 2015.

The updated professional appearance in the Center is complete.

The Center is experimenting with a "Client Services Coordinator" position and is contracting for Home Management.

Missouri and Virginia will be sending staff for sleep shade training this summer (Dates are being worked out).

## Field Services by District

### Lincoln District by Connie Daly

We had three clients attend the statewide group home teaching that took place in Lincoln in May. The Lincoln team worked WAGES the first week and helped students learn the routes to work and the cafeteria. We had one group home teaching. We had three clients start the center full time and two 3-day stays. We took some of our youth to an Omaha Council of the Blind picnic where they learned about bird calls and self-defense. We have six clients actively working with the Abilities Fund.

We had clients get jobs as Monitor and Evaluation Project Manager, Greeter, Fast Food worker, Waitress, Assembly Line worker, and Auto Repair shop owner. We set up internships as a dishwasher and a retail person. We helped two people retain jobs as a receptionist and an automotive technician.

### Omaha District Highlights by Nancy Flearl

We are excited to welcome Tim Terrell to our team. It is hard to have two Tim's in one office. We get a lot of mileage off of saying Tim and watching both respond. On a serious note he is a hard worker and been of great support to staff already.

Kathy Brown-Hollins was named Employee of the Year and it was well deserved.

We have held our summer skills camp for teens focusing on pre-employment skills, social skills, cane travel, JAWS/Computer Skills. Along with PI, WAGES and College Workshop the summer is flying by...

We had staff and several clients take the UEB Braille Exam.

We have supported the following individuals in maintaining their employment a Title Examiner, Medical Transcriptionist, Loan Officer. We have placed individuals as a Production Worker, Grade School Teacher, and Occupational Therapist this quarter.

We had one staff person, Tim Jefferson attend the NFB National Convention. We had several clients attend the NFB and one client attend the ACB National Convention.

We have been working with outreach with school districts to share with TVI (teachers of the visually impaired) about the changes with WIOA and our need to work in partnership.

July 24<sup>th</sup> we are participating in an event commemorating the 25<sup>th</sup> anniversary of the signing of the ADA with the Omaha Mayor's Office.

We will be participating in an event with First National Bank; they have 5000 employees in 8 states most in Nebraska. There will be an event on August 13<sup>th</sup> from 11:30-1:30. The event is a speaking panel with a list of questions all have a chance to respond. This focuses on our work with employers and breaking down misconceptions. 175 People attending from EEOC/AA, Talent Acquisition staff and recruiters There will be Live feed with demo for HR staff to learn about the Talent Acquisition Portal. I will be on the panel to discuss blindness and our work with area employers. I am having all the VR counselors attending to network.

We have several clients that are attending Camp Abilities.

We have been out meeting with employers to develop work experiences for pre-employment transition youth. Continue our outreach with Chamber and other community organizations; have had some consumers participating in young professionals events.

### North Platte District by Sarah Stewart

It was another exciting quarter for the North Platte District. We were happy to welcome Fritz Nuffer in the North Platte field office on June 5. Fritz was excited to get started in the field and he has already begun building a good caseload. There were several new referrals in the area for Fritz to get started with and we've also transferred several clients in the area back to him. Fritz worked the WAGES program in June and will also be working Project Independence in July. We're so glad to have him join our team.

As we attempt to adapt to changing needs for staffing and to provide the best client services possible, we have been looking for more opportunities for our Vocational Rehabilitation Technicians to utilize their skills and knowledge. Josie Rodriguez in Scottsbluff has begun meeting regularly with a client working on typing skills as well as some OIB clients for basic services like marking and setting talking watches.

Sherrie Bruegman in North Platte began shadowing counselors and working special programs like Winnerfest. Sherrie also plans to spend time in the Center learning teaching skills from instructors there.

Adrienne Moody, Kearney Vocational Rehabilitation Technician completed two weeks of sleep shade training at the Center in May and June. With the staff shortages in our district this year, we were unable to provide sufficient training in the field and Adrienne was willing to do two weeks in the training center instead.

Angie Hoff continues to serve a large number of clients in her area in addition to working programs like Home Teaching Plus and WAGES this summer. Angie also strives to create partnerships with schools and other agencies to promote opportunities for consumers. She has been helping arrange OJT's (on the job training) for students participating in the Life Links program, a transition program that provides learning opportunities at Western Nebraska Community College and community settings for students with significant disabilities. Life Links partners include Western Nebraska Community College, ESU 13, area schools and other community agencies. Angie also represented NCBVI at the JAM (Joint Agency Meeting) in Scottsbluff on April 30th.

Cristal Dimas has been collaborating with Nebraska Vocational Rehabilitation Counselors in the Kearney office to learn more about arranging OJT's with area businesses and strategies for working with clients who have experienced a Traumatic Brain Injury. Cristal has also been working with the Kearney HyVee to explore OJT and employment opportunities for clients. One of Cristal's clients began working as a cashier at HyVee in May and loves working there. Cristal also recently attended a luncheon to learn more about joining the Kearney Area Chamber of Commerce.

Jan Brandt presented on assistive technology for the Blind at the WINAHEAD (Western Iowa and Nebraska Association of Higher Education and Disability) conference held in Hastings in May. Jan also assisted ESU 9 with solving some accessibility issues. Jan does a great job representing our agency and building partnerships with schools and other agencies in our area. Jan also attended the NFB National pre-convention to get the latest technology updates.

Deanna Jesse led the committee organizing Home Teaching Plus which was held in Lincoln this spring. The program was a great success! Josie Rodriguez and Angie Hoff

also worked the program from our district. There were ten clients statewide, four of them from the North Platte District. Thanks to everyone for their hard work, these statewide teaching programs really allow us to pool our resources to plan and provide some wonderful home teaching opportunities for clients. Deanna has also been helping with Fritz's orientation to the field, specifically in working with Older Blind Clients in his area.

The North Platte District had:

4 Home Teaching Plus Participants

3 WAGES participants

4 Abilities Fund Exploring Self Employment Workshop Participants

4 Nebraska Center for the Blind Students

3 Project Independence Participants

This last quarter we had three clients reach their employment goals. One obtained new employment as dishwasher at a local hospital. A farmer and a licensed mental health counselor both achieved job retention this quarter.

#### Business Office - Bill Brown

Work with Purchasing and OCIO on client data system procurement Process. Purchase Order is in the system being reviewed by OCIO. Will contact OCIO for progress.

Purchasing contacted us with questions about contracting following purchase. Say they will work with us on it.

Purchased new copier system. Installed but having some issues with the system as we drew it up. Working with the vendor to modify it to better serve our needs.

Regional Meetings on WIOA

Reopened RFP (Request For Proposals) for the Building in Lincoln

Working on relocation initiative in Kearney. Looking at collocating with Deaf and Hard of Hearing. Building division thinks we will not need formal RFP due to office size.

Training on Grants and Business Aspects of the agency with Omaha and Western District staff.

Developing hiring materials for new Business Manager Position (then decided to wait on this position, to hire a new Transition Coordinator instead, for now due to WIOA).

Participated in SSA Compliance Audit and worked on development of implementation. No findings were reported.

Participated in Oracle exercise to identify future needs of State Accounting system as it relates to NCBVI.

Look at transportation options for S 48<sup>th</sup> St. location proposed in RFP process.

Toured three Lincoln facilities proposed in RFP process.

#### H/R QUARTERLY HIGHLIGHTS – Dave Robinson

April 18 to July 14, 2015

1. Dottie Wilmott submitted her retirement notice, effective May 29, 2015.
2. An internal posting for Dottie's position was posted. Three applications were received. One applicant was offered the position and declined.
3. An external posting for Dottie's position was posted on May 19, 2015 and closed on June 3, 2015. Eighty five applications were received.
4. Jim Hill was hired full time into the position previously occupied by Dottie. Prior to that, he was working at the agency as an S.O.S. Temporary Worker. He began his full-time duties on June 18, 2015
5. Tim Terrell was hired to fill the part-time Vocational Rehabilitation Technician

position in Omaha and as of this writing, Omaha is fully staffed.

6. State Personnel approved the creation of a Business Manager II position for the agency. Bob, Carlos & Bill are working on formulating a supplemental questionnaire to be used when the position is advertised. The position will assist with NBE functions, as well as some Business Office functions, as well.
7. Wes Majerus was promoted to Senior Infrastructure Support Analyst, effective May 20, 2015.

#### Kathy Stephens – Administrative Assistant

- Completed inventory scanning for Division 001. Don Ward does the inventory scanning for Division 003 (Vending). Beginning July 1, 2015 all computer towers, laptops, notebook computers, and tablet computers purchased are required to be listed in EnterpriseOne as a fixed asset regardless of their cost.
- Completed registrations and reservations for some clients and staff attending National Conventions.
- Working with Nebraska.gov and the Website Update Committee to update the NCBVI website. We are hoping to complete the project by January 2016.
- Picked up the 12 passenger van from TSB that NCBVI will be using for Summer programs. The van will be returned to TSB in early August.
- Assisted in the Bell Program scavenger hunt. My office was one of the locations that the participants were to locate. One of their action items was to tell me a joke. It was a lot of fun.
- Participated in the SSA Compliance Review meeting. Bill, Jim and Kathy then met with staff of DHHS to go over some of their policies and security requirements. After the meeting we finalized our Questionnaire and sent it to Pearl for her review. It was due on July 10.

#### Technology Program Highlights by Wes Majerus May-August, 2015

##### **Operations**

We continue to work toward the purchase and activation of the AWARE case management system. The decision has been made to host the program in Alliance Enterprises' data center. We are currently working with State Purchasing and the Office of the Chief Information Officer to ensure that the work that we do is in line with their guidelines. We also have a standing weekly progress call with Alliance Enterprises to ensure that the preliminary aspects of the project stay on track.

The Lexmark Copier project has nearly come to fruition as of this writing. The copier has been delivered, and we are now working with our vendor, SolutionOne, to ensure that it can output accessible PDF documents. It has been a positive experience working with SolutionOne as they seem willing to try a number of things to ensure that the machine is accessible. They have been working diligently on our behalf and their staff has been easy for us to work with.

I attended the National Federation of the Blind convention in early July. The technology seminars that I attended were informative and I spent considerable time inside the exhibit hall. I am happy to see that Windows 10 looks to be fully supported by access technology vendors, and that the KNFB Reader will be supported on Android very soon. I also talked with a company that creates accessible HTML from PDF files, I am determining if that will have any benefits to us or the State at large.

I am currently serving on a number of committees. We continue to work on revising and redesigning our web site. We have signed the contracts necessary to utilize Nebraska.Gov's Meadowlark system that will provide us with a web platform to design a web site that will render on a variety of screen sizes and remain accessible. This platform will also make it possible for web site updates to be completed in-house instead of all materials being sent to Nebraska.gov for upload. We are planning for a January 2016 launch date for the new site. I have also been working with the College Workshop planning committee. The workshop will be August 7-9, and the Technology Team will demonstrate technologies and work individually with attendees. I have also worked on the committee dealing with succession planning and one for redesigning the client surveys.

### **Accessibility**

We have worked extensively with Department of Administrative Services this quarter. In early June, we met with the director of DAS State Personnel, as well as the new director of Administrative Services to discuss the technology aspects of our agency with an emphasis on accessibility. The DAS director seemed receptive to our concerns and is willing to work with us to ensure that state systems are accessible. In late July, we will be having the newly-appointed Chief Information Officer, the Department of Administrative Services director, and others tour our center and learn more about our agency.

I continue to work with other State systems. I provided information for a consulting report on the Oracle Payroll and Financial Center system to ensure that any decisions made by the State and their consultants meet our agency's needs. We thoroughly discussed accessibility with the consultants in an in-person meeting and also emphasized aspects of the financial system that need to work with the way that our grants and funding are set up. I also continue to sit on the Workday Accessibility Advisory Council. A large number of accessibility changes are being rolled out in this software, which is used for beneficiary management and benefits enrollment. I will be working with the state to be a part of the customer preview for the software so that I can look at the new changes. I am also working with the State job application system and reporting accessibility defects that I find. This is currently scheduled for later this year.

## **2015 WAGES**

June 14<sup>th</sup>-July 24<sup>th</sup>

Summary Report by Dustin Wardyn, Coordinator

Seven participants (six young men and one young woman) completed the Work and Gain Experience in the Summer program. The group really matured, especially with their accountability, during the program. They helped one another out many times, and they learned to problem solve. It was incredible to watch these young adults learn not to always depend on someone else to fix their problems, but rather learn to cope and amend those problems independently. This type of growth was contagious, spreading from one participant to another.

Seminar topics included Preparation and Resiliency, Demanding more of yourself, How to better access your computers, iPads, and smartphones, Learning to live independently, ACB, NFB, Parenting, Travel & Braille, Maintaining Focus, Tour of the Center apartments and supper at the Center.

Our participants this year came from various parts of the state, including Omaha, Lincoln, central Nebraska (Gibbon area) and Hemingford. They had much discussion about services that they received from their public schools. Some had Braille training and cane travel since grade school, while others had never received lessons in any form of alternative techniques.

WAGES staff provided blindness skills training, using sleep shades, at Neihardt Hall on the UNL Campus and the surrounding downtown area. Participants worked on travel, computer, braille, and even cooking at St. Mark's kitchen. Half the group was scheduled in the mornings, the other half in the afternoons. On Thursday the participants traveled to the A Street market to purchase groceries. Then on Friday they took their ingredients to St. Mark's kitchen to cook. St. Marks was very hospitable and we were grateful to have been working with them this summer.

When the participants were not receiving training, they were working at a number of different businesses throughout the Lincoln area. The jobs and employers included:

- St. Elizabeth hospital – delivering sheets, gowns, towels, and other essentials to different parts of the hospital;
- Capital Humane Society – cleaning bowls and distributing pots and pans;
- Antonio's Tastes of Lincoln – cash register operation during the busy lunch hour, making change, serving nachos, chili dogs, and dessert items.
- State Capitol – giving Tours to visitors;
- Lincoln Southeast High School – Custodial Services: Indoors, he polished steel corners, swept, carried boxes, etc. Outside he assisted with the ground crews, even in some very hot weather;
- Latino-American Commission – expected to obtain the email address from every teacher in the state. After two weeks he had gathered all of the teacher's emails from the entire Omaha area.
- Aging Partners – kitchen duties including measuring, sorting, wrapping, and compartmentalizing; he also assisted in serving lunch to the elderly of Lincoln.
- Lancaster County Records and Information Management – document shredding and data entry.

Beyond work and training, activities kept both the staff and participants very busy. Activities included rock wall climbing, grilling under sleep shades, laser tag, driving Go-karts, making cookie dough froyos, travelling to the Farmer's Market, undergoing a college workshop, country dance lessons at the PlaMor Ballroom, miniature golf, paddle boating, horseback riding, tour of Memorial Stadium, meeting current and former Nebraska football players, Paint Yourself Silly, UNL obstacle course, descriptive narration movie, six week long scavenger hunt, Saltdogs game, and one incredible meal at Rodizio Brazilian Steakhouse.

This year's WAGES group was truly a delight to interact with. Every participant had their own way of showing their interests and concerns. Staff was able to work with all of them to better themselves both professionally and personally. As time went on, the group became more fluid. They were willing to try new things and adapt to changes in the schedule. I am very grateful to have coordinated this fine group of young adults.

#### Friends of the Commission for the Blind Report

Friends of the Commission for the Blind (Friends) meets quarterly by conference call and at the Lincoln NCBVI office. Pearl Van Zandt is agency representative to the group and will give updates to the Commission Board. Members include President Robert Newman (Commissioner) from Omaha, Secretary Christine Boone (newly appointed Superintendent for the Oklahoma School for the Blind) from Tulsa OK, Treasurer Dan Hurlburt, James Nyman, Joe Buda, Floyd Colon, Barbara Loos, and Janet Coleman all from Lincoln, Chad Bell of Alliance, and Gwynne Widhalm of Norfolk.

This past year, Friends offered an opportunity for a grant-funded project, to benefit youth with visual impairments. \$1,000 was provided to Camp Abilities Nebraska. Also, \$300 was allocated to National Federation of the Blind and Nebraska for the BELL Program (Braille Enrichment for Literacy and Learning). Friends is working to set up a FaceBook page and also to activate a website for the organization, both with the goal of increasing public awareness of the organization. The members welcome people to contact them with questions, ideas, and volunteers to become members of the group.

Break – A break was taken at 10:45 a.m. The meeting resumed at 11:00 a.m.

#### Budget Update

Director Van Zandt reported that the full two-year detailed budget was submitted to the Governor's budget office on July 31, 2015, as required. July 1 was the beginning of the new fiscal year. One of the biggest focuses regarding the budget right now is the changes that have come from the new Workforce Innovations and Opportunities Act (WIOA). The Rehab Act is a part of the Workforce Act and there are a number of changes, but most significant is the Pre-Employment Transition Services (PETS). There is an actual requirement that of the grant funds, 15% must be spent on youth and pre-employment. For NCBVI this is just under \$450,000. This is not extra money; it is more of an earmark. Of the total grant, we must spend this much on PETS. This means that some other services will need to be cut. NCBVI does a lot of work with youth to begin with, but even that does not add up to the amount that is required. The age group will be defined in regulations, but the regulations are not out yet. In general, transition has been defined in the past as age 16 (or 14 if appropriate) through age 26. PETS is a little more narrow in that there is lack of clarity on how they define pre-

employment transition because it may limit us to work with youth who are still in school K-12 (or 21 if they are in a special plan). This is the part that is not clear yet.

In some years we had a lot of Social Security reimbursement money coming in, but during this past quarter we have not had any funds for Social Security reimbursement. A lot of the claims that we submitted were already approved. Dottie Wilmott had worked very hard to submit a lot of claims and get everything caught up before she retired.

There are reallocation funds available this year. This is a process that occurs each August where by August 15 VR agencies across the country who have adequate match can request additional grant funds. Other states who were not able to spend all their money or who were not able to fully match their grant are required to turn back their money. NCBVI is fortunate to have adequate match and we will be requesting about \$725,000 in additional grant funds for doing the work of the agency. This does not guarantee that we will receive the full amount requested.

#### NFB-Newsline® Update

Director Van Zandt stated that the Newsline report for this quarter will be about the agency budget. NCBVI has an annual contract with NFB Newsline® provider and it is paid on a quarterly basis. The quarterly amount paid is \$10,509.50 and the annual contract is \$42,038. The main part is for maintaining the system overall for Nebraska users. There are separate charges for the quarterly telecommunications subscription fee for the Kearney Hub and the Norfolk Daily News.

#### CAP – Client Assistance Program by Victoria Rasmussen

One CAP case regarding assisting with clients' expenses for Convention. Advised the individual to set a meeting with Carlos. Followed up with the client and he had been in touch with Carlos to set a time to meet. Followed up again with the client and the concern was resolved.

Rasmussen is involved with the Survey Committee, Succession Planning Committee and Employment/Social Media/Logo committee.

#### Nebraska Business Enterprise (NBE) Update

The Joint Forces Café at the National Guard in Lincoln has been closed. Our contract ended July 13, 2015.

Update on the I-80 rest area project. All of the new machines for the rest areas are in place and the ADA updates are complete on the candy machines. Don is currently working on solving a few issues with these new machines.

The Department of Roads (DOR) is updating all rest areas in the next year to make sidewalks and doorways ADA compliant. Each one will be closed for six weeks. This has already started with Gretna near Omaha. The progress is slow and DOR is three weeks behind schedule at this point.

We are continuing to grow and looking for new people in Grand Island and Omaha. A new licensee has started with one location in North Platte, and we are working on new locations for him. There is another new licensee who started the first of the year in

Nebraska City with one building, now he has three buildings and has several more in the works.

Howard Simons has retired as of the end of July in Grand Island. We are giving these sites to an existing licensee.

Susan Gashel visited Lincoln in June and met with the State Licensing Agency (SLA) staff and a representative of the Nebraska Attorney General's office to talk about the Randolph-Sheppard program, and ways to improve our laws in Nebraska. Susan is a lawyer from Colorado who works with the National Association of Blind Merchants (NABM), advocating for the rights of blind vendors.

The NBE team has met with all of the NCBVI field offices to provide training and information to the counselors across the state about how NBE works and the role of the field counselors when getting a new vendor.

We have begun installing a new cashless system Called Pay-range with a couple of vendors in Omaha. There will be Future updates on how they are working.

The licensee who runs the National Guard Ashland cafeteria used to have a Third Party agreement with a Teaming-Partner/Investor who helped him with the funds to run the business. Now the licensee has enough funds to run it himself and no longer needs that help. This is a result of his success in running his operations.

### New Business

#### Discussion regarding staff attendance at National Conventions of Blindness Organizations.

Chairperson Hansen noted that Commissioner Jirak requested this item to be on the agenda so he deferred the discussion to him.

Commissioner Jirak stated that it was his understanding that one of the clients in Omaha wanted to attend a national convention but they were having difficulty deciding which one they wanted to go to. When they talked to their VR counselor and mentioned they wanted to go to a national convention of a consumer group, they had to basically beg for information about one of the consumer organizations. This is what prompted the agenda item. The issue is informed choice and equal representation.

Commissioner Jirak asked Commissioner Johnson to elaborate on the issue.

Commissioner Johnson stated that is what Commissioner Jirak is asking the Board to consider is that if a staff person attends a national consumer group convention (ACB or NFB) with agency funding, then before they could get funding to go to that same consumer group convention they would be required to go to the other groups' convention. Staff is not required to attend a convention at all if they wish not to attend, or they do not have to attend more than one.

Commissioner Newman stated that he understands the thought process on this proposal and he understands the issue about informed choice and equal representation. However, as this proposal is set out it is like micro-managing the staff and how they can spend their training money.

Commissioner Hansen stated that the one thing that stood out for him is that under the current guidelines the first national convention that staff attends is fully funded by the Commission. However, any additional conventions that staff attends, they are given a set amount of money to pay for convention. This amount does not cover all the costs so some of the funding comes out the employee's pocket.

Commissioner Johnson also stated that there are times that Center clients attend a national convention and the staff attends with them. This could create complications if there is a group of clients going to a national convention. In this case the staff would need to be there.

Chairperson Hansen stated that he completely understands where commissioner Jirak is coming from in his proposal. Chairperson Hansen suggested that perhaps some time be used at a state staff meeting wherein a blindness consumer organization could come and speak to the staff.

Commissioner Jirak noted that people can learn by reading about a consumer group, but it is not the same experience as attending one of their national conventions.

Chairperson Hansen stated that he does feel it is important for people to understand what the consumer organizations do, how they operate and what they have to offer. This information then can be passed along to clients. Chairperson Hansen stated that this item can be placed on the November agenda if needed.

#### Public Comment

There was no public comment.

#### Officer Elections

Commissioner Newman moved to elect Commissioner Hansen as Chairperson. Commissioner Rieken seconded the motion. A roll call vote was taken, passing with four in favor and one abstention (Hansen).

Commissioner Johnson moved to elect Commissioner Newman as Vice Chairperson. Commissioner Jirak seconded the nomination. A roll call vote was taken and all were in favor of the motion.

Commissioner Jirak moved to elect Commissioner Rieken as Executive Secretary. Commissioner Johnson seconded the nomination. A roll call vote was taken and all commissioners were in favor of the motion.

### Final Announcements

The next meeting of the NCBVI Board of Commissioners will be on November 7, 2015 in Omaha, Nebraska. The Focus Topic will be “Various Aspects of Staff Training for New Hires.”

### Adjourn

The meeting adjourned at 12:05 p.m.

If you have an item that you would like to have placed on the agenda of the November 7, 2015 Commission Board meeting, please email it to the NCBVI Commission Board at [ncbvi.commission-board@nebraska.gov](mailto:ncbvi.commission-board@nebraska.gov).

Respectfully submitted,  
Kathy Stephens, Administrative Assistant  
NCBVI

Mike Hansen, Chairperson  
NCBVI Board of Commissioners