Commission for Statewide Contracts to
Support Employment for Individuals with Disabilities
Division for the Visually Impaired
1901 N DuPont Highway
Biggs Bldg. Conference Room
New Castle, DE 19720
Meeting Minutes
November 20, 2018

Members Present: Clint Walker, Chair, Doyle Dobbins, Vice Chair, Thomas Cook, Ability Network of Delaware, (A.N.D./Ex-Officio), Elisha Jenkins, Director, Division for the Visually Impaired (DVI/EX-Officio), Cindy Farmer, member
Present by Phone: Julie (Jo) Donoghue, Deputy Attorney General's Office, (DAG/Counsel), Jamie Johnstone, Department of Finance,
Members Absent: Carvella Jackson, member, Dean Stotler, Director, Government Support Services, Cynthia Fairwell, Department of Labor, Vocational Rehabilitation, (DOL/VR)

Others Present: Jill Morrison, Division for the Visually Impaired (DVI), Michele Hamilton, Division for the Visually Impaired (DVI), Carol King-Reis, Public
Others Present by Phone: Wayne Marsh, Public, Lloyd Schmitz, Public

A quorum was determined and the meeting was called to order at 2:05 PM

Approval of Minutes:
Jamie Johnstone moved to accept the September 18, 2018 meeting minutes. Cindy Farmer seconded the motion. Motion carried

Doyle Dobbins, Vice Chair introduced Mr. Clint Walker as the Chair of the Commission.

Old Business:
Acknowledgement of 2018 Annual Report received by the Governor's Office

Thomas Cook mentioned the CNA certification periodical reletting process be revisited and opened to further legislative action. Questioned that the twice a year reletting process may be excessive and requested that the CNA subcommittee consider looking into this further.

New Business:
Thomas Cook requested deferment of the price adjustment item to the next Commission meeting. The minimum wage due to change in February and October and therefore Easterseals would be out of compliance with Federal law.

1. Price adjustment requests from Easterseals due to minimum wage increase for the following sites:
   a. Szabo
   b. Board of Elections
   c. DART
   d. Fire Marshall/School

2. Price adjustment request for Division of Public Health, McKee Rd. (increase in square footage, expansion) – Clint Walker made the motion to accept the price adjustment, Cindy Farmer seconded. Motion carried.

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3. Results of: "Other Employee Costs" for Temporary Employment Survey: A.N.D. reviewed the results of the survey regarding other employee cost of the two existing temporary employment contractors, Goodwill and DePaul Industries, and the proposed contractor The Precisionist. The identified variables were health insurance and worker's compensation.

4. Discussion & Second Vote on the set-aside request (two temporary employment positions, Records Management Specialist and Sr. Data Entry Technician) on behalf of The Precisionists: Clint Walker made a motion to accept the addition of the Records Management Specialist and Sr. Data Entry Technician to the set aside. Cindy Farmer seconded the motion. Motion carried.

5. Proposal for Day Porter Services at an existing site (Fernhook): Clint Walker made a motion to accept the price adjustment. Cindy Farmer seconded the motion. Motion carried. Thomas Cook (A.N.D), communicated he will invite Fedcap to the next Commission meeting for additional cost explanation.

Report of the Chair:
The Chair did not have an additional report

Report of the Sub-Committees:
Regulations Sub-Committee- No Report.

Central Non-Profit Agencies Subcommittee:
The Chair deferred this report to the next meeting.
Update to Certification Period that closed October 31, 2018.
There were not any applications received.
The next application period opens March 1, 2019 with applications due by April 30, 2019.

Report-Ability Network of Delaware (A.N.D.)
Thomas Cook reported A.N.D. wants to emulate the State Use programs in other locations, and opportunities for individuals for temporary employment. A.N.D. is recruiting for a Business Development Associate and a Customer Service Sales Associate.

Recycling issues continue such as plastic bags and contaminated material. A.N.D. is working with the Department of Natural Resources and Environmental Control recycling coordinator to address the challenges.

Public Comment:
Lloyd Schmitz commented that the Business Enterprise program (BEP), under the Division for the Visually Impaired (DVI) is a set aside program losing significant amount of funds. Mr. Schmitz would like to have the BEP program under review from the Commission. The Division's position is the Business Enterprise Program does not fall under the purview of the Commission. BEP Licensees are individual business owners. Commission DAG, Jo Donoghue is with DVI's DAG; that according to the law BEP is not an organization that falls under the oversight of the Commission. Wayne Marsh stated the Blind Vendors Committee oversees BEP and there is nothing in the federal or state law that states another committee would oversee them. The Commission is aware of the concern regarding BEP, and may have it placed on a future agenda.

Adjournment:
Meeting adjourned at 3:27 PM

Next meeting date is Tuesday, December 18, 2018 @ Division for the Visually Impaired
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Respectfully submitted,
Michele Hamilton
Administrative Specialist
Division for the Visually Impaired

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