

**Division for the Visually Impaired  
Business Enterprise Program (BEP)  
Blind Vendors Committee (BVC) Meeting Minutes  
1901 N. DuPont Highway, Biggs Building  
New Castle, DE 19720  
July 25, 2019  
Meeting Minutes**

**Attendees:** Wayne Marsh, Committee Chairman; Anthony Paolini, Committee Member; Andy Kloefer, Division for the Visually Impaired; Bill DeGraffenreid, Business Enterprise Program; Romy Mikhail, Division for the Visually Impaired; Jill Morrison, Division for the Visually Impaired; and Michele Hamilton, Division for the Visually Impaired.

**Absent:** Gary Pizzolo, Committee member

Wayne Marsh called the meeting to order at 10:04 AM.

**Approval of Minutes:** Anthony Paolini made a motion to approve the June 27, 2019 meeting minutes. Wayne Marsh seconded the motion. The motion carried.

**Program Finance:** Romy Mikhail provided the financial report of the BEP accounts. The Chair requested the record of debits from Account 2 be presented at the next meeting.

**Director's Report:** None

**Upward Mobility Training:** The Upward Mobility training is being held at the Atlantic Sands in Rehoboth, DE on August 6, 2019 starting at 10:00 AM through August 8, 2019. The presenter is Terry Smith. The agenda is forthcoming.

**Mini BLAST:** The National Association of Blind Merchants Mini BLAST is September 25-27, 2019 in Atlantic City, NJ. The Agenda is forthcoming.

**Sales Analysis:** An analysis of the Healthy Vending initiative was portrayed in a white paper (editorial/best practices) produced by Change Lab Solutions. The consensus was that it placed the Blind Vendors in a negative light. Relationship and procedures seemed misrepresented. The Blind Vendors developed partnerships with mutual respect and mutual goals. Andy Kloefer requested comments be sent to him by the middle of next week (7-31-19). All feedback will then be sent to the Division of Public Health.

**Inventory Update:** The Chair requested an update on the Delaware Technical and Community College kitchen equipment and the Smyrna Rest Stop merchandise inventory. It was noted that a decision was made in a prior meeting to sell the inventory and donate the proceeds to the SECC. A vote was taken today to donate the proceeds directly to DVI Youth Programs. Wayne Marsh made the motion to change the donations from SECC directly to DVI Youth Programs. Anthony Paolini seconded the motion. Motion carried.

**Public Comment:**

Wayne requested if anyone had any items for the Training Agenda:

1. Discussions with Blind Vendors on responsibilities regarding timely responses.

2. Statewide campus awareness is needed for BEP vending machines for snack items. Wayne responded that Terry Smith may have marketing material regarding this concern. Wayne suggested that either Jill Morrison or Deborah Talley may want to reach out to Terry Smith.

**Next meeting:** August 22, 2019

**Adjournment:** Anthony Paolini made a motion to adjourn. Wayne Marsh seconded the motion. Meeting adjourned at 10:55 AM.

Respectfully submitted by,  
Michele Hamilton  
Administrative Specialist III  
Division for the Visually Impaired