



Minutes

FAAST Advisory Council Meeting

📅 Fri October 4th, 2019

🕒 11:00am - 5:00pm EDT

📍 Tallahassee FL

👥 In Attendance

Thom Delilla, Janet Good, Karen Hagan, JR Harding, Marcial Lemberth, Liz Loht, Jennifer Perry-Breen, Isabelle Potts, Kathy Powell, Paul Tobin

I. **Objective #1**

- a. **Approve election of new Co-Chairs**

II. **Objective #2**

- a. **Determine if the current service delivery model needs to be modified and/or expanded in order to serve more Floridians with disabilities under the current funding amount received.**

III. **Objective #3**

- a. **Approve application of new council member**

IV. **Prepare Prior To Meeting**

a. **Review Agenda**

1. **Please provide the Deputy Director or Co-Chair any modifications 24 hours before the meeting.**
2. **Attachments: Meeting Agenda**

b. **Review Minutes to Previous Meeting**

1. **Please provide the Deputy Director any modifications 24 hours before the meeting.**
2. **Attachments: Minutes to Previous Meeting**

c. **Review Action Item Report**

1. **Please provide the Executive Director any modifications 24 hours before the meeting.**
2. **Attachments: Action Item Report**

d. **Please review the following documents.**

1. **Objective #2 - Service Delivery Model report**
2. **Objective #3 - ATAC Application for Lesa Kretschmer**
3. **Grant Summaries**

V. **Meeting Begins**

VI. **Opening**

Dr. JR Harding welcomed all Members, staff, and the public to the October 2019 FFAST Assistive Technology Advisory Council Meeting.

a. **Call to Order**

Dr. Harding called the meeting to order at 11:00am

b. **Roll Call**

A roll call was conducted by FFAST staff after lunch when the meeting reconvened.

Present:

Ms. Karen Hagan
Ms. Isabelle Potts
Mr. Marciel Lumbert
Mr. Thom Delilah
Ms. Janet Good
Dr. JR Harding
Ms. Jennifer Perry-Breen
Ms. Kathy Powell
Mr. Ben Welter
Mr. Paul Tobin
Ms. Liz Loht

Not Present:

Dr. Carole Zangari
Ms. Milagros Rios
Mr. James Bayonne
Ms. Katy Howell

Staff Present:

Hannah Brock
Eric Reed
Megan Germain
Whitney Harris
Matt Holloway
Tim McCann

c. **Establishment of Quorum**

A Quorum was established.

d. **Verbal Authorization to Begin Recording**

No member presented an issue with being recorded

VII. **Approval of Minutes**

The minutes were approved as is.

Decision: The motion passed without dissent.

Decision: Mr. Paul Tobin motioned to approve the minutes.

Decision: Ms. Jennifer Perry-Breen seconded the motion.

a. **Attachments**

b. **Council Options**

1. **Approve minutes as is.**
2. **Approve Minutes with amendments.**
3. **Do not approve minutes.**
4. **Table the decision.**
5. **Do not approve minutes.**

c. **Staff Recommended Action**

1. **Approve minutes.**

VIII. **Agenda Modifications**

The Agenda was approved as is

Decision: The motion passed without dissent.

Decision: Ms. Perry-Breen motioned to approve the agenda.

Decision: Mr. Tobin seconded the motion.

a. **Request for Modifications**

None at this time.

1. **The Advisory Council will hear any modifications to the agenda under Agenda Item XVIII**

b. **Approval of the Agenda**

c. **Council Options**

1. **Approve agenda, as is.**

2. **Approval of the Agenda, with amendments.**
3. **Do not approve the agenda.**
4. **Table the decision.**

d. **Staff Recommended Action**

1. **Approve the agenda.**

e. **Public Comment on any Agenda Item**

IX. **Approval of Co-Chair elections from BOD meeting**

Mr. Marcial Lemberg and Ms. Liz Loht were approved as co-chairs

Decision: The motion passed without dissent.

Decision: Ms. Perry-Breen motioned to approve the co-chairs

Decision: Ms. Karen Hagan seconded the motion.

X. **Executive Director updates**

Mr. Tobin received a call from staff due to the Executive Director's less than professional behavior and worrisome company credit card use. The Executive Director has been placed on Administrative leave with pay until the Inspector General investigation is complete. Mr. Tobin states that the Executive Director is innocent until proven otherwise. He also states that he was asked by Mr. Welter and Dr. Harding of the executive committee to take the lead on this matter. Mr. Eric Reed will be acting as Executive Director until the investigation is complete. There is no timeline for the investigation. There is no communication between the Executive Director and FFAST at this time.

XI. **New ATAC member nomination**

Members had questions about whether or not this nomination will put the ATAC in compliance with the statute. It was discussed that FFAST will still be under the compliance threshold. However, staff is in the process of scheduling interviews with potential members to work toward being in compliance with the statute.

Members voted in favor of Ms. Lesa Kretschmer.

Decision: The motion passed without dissent.

Decision: Mr. Tobin motioned to approve Ms. Kretschmer

Decision: Mr. Ben Welter seconded the motion.

- a. **Council vote on recommendation of new member**
- b. **Attachment: application for Lesa Kretschmer**
- c. **Options**
 1. **Vote in favor of new member**

2. **Do not approve recommendation of new member**
 3. **Table vote**
- d. **Staff recommendation**
1. **Vote in favor of new member**

XII. **Grant Summary**

- a. **Category: New Business**
- b. **Purpose/Statement: To inform the council of recently awarded grants and funding and the new or expanded programs that will be possible as a result of these funds**
1. **Craig H Neilsen Foundation Grant**
Mr. Matt Holloway discussed the Craig H Neilsen Foundation Grant with ATAC members. FFAST will be partnering with Home Smart Assistant to help 8 individuals with spinal cord injuries. FFAST and HSA will be modifying the participants with everyday technology. Mr. Tobin wanted to know about the recruiting process and suggested FFAST reach out to our CILs and RDCs.
 2. **ACL - Alternative Finance Program Grant**
The New Horizon Loan Program was awarded \$625,000 NHLP is partnered with SELF and Mr. Eric Reed will be meeting with SELF in 2 weeks.
 3. **Credit Builders Alliance Grant**
The Credit Builders Alliance awarded NHLP \$5,000 to help borrowers build credit and gain Financial education.
 4. **HHS Funding**
FAAST got a pay increase of \$70,000 for the last two quarters totaling at about \$140,00. Staff is working to be about to claim it.

FAAST is currently in it's last year of the HHS Contract.
- c. **Attachments**
1. **Grant Summaries**

XIII. **Lunch**

XIV. **Service Delivery Presentation - Part I**

Ms. Whitney Harris presented the service delivery to the ATAC.
FAAST has six Regional Demonstration Centers with a \$90,000 contract each and 5 Regional Reuse Centers with a \$10,000 contract per year.
FAAST receives restricted HHS funds of \$800,000 and Unrestricted GR funds of \$444,000 per year.

- a. **Category: New Business**
1. **Purpose/Statement: With stagnant funding for the states AT Programs along with a recent study and review of FFAST's current**

service delivery model, it has been determined that a review of the current service delivery model should take place to explore ways to serve more Floridians through the FFAST core services.

b. Attachments

1. Service Delivery Model Study

XV. Service Delivery Presentation - Part II

The ATAC members brainstorm ways to expand FFASTs Services Delivery

- o Accessing other organizations audiences.
- o Reach out to the elderly community
- o Do a needs assessment
- o Fee for Services/Network with companies that charge a fee for service
- o More Mobility Devices
- o Partner with the CILs
- o More Public Awareness
- o Reach out to Churches

Service Delivery Committee

Ms. Janet Good

Ms. Katy Howell

Ms. Karen Hagan

Mr. James Bayonne

Task: Schedule Service Delivery Committee Meeting 👤 Eric Reed 02/21/2020

Task: Take inventory of all devices before the next Audit. 👤 Hannah Brock 12/18/2019

a. Category: New Business

b. Purpose/Statement

- 1. Time for open discussion and dialogue of the council to determine if any changes or new ideas should be incorporated to expand core services and service delivery**

c. Attachments: None

d. Options

- 1. Create tasks supporting discussions**
- 2. Table agenda item**

e. Staff Recommended Action

- 1. Create tasks supporting discussions**

XVI. Break

XVII. Action Item Report

Mr. Reed Presented the Action Item report to the ATAC. The only standing action item is the AT

list.

Task: Intergrate the AT List and the FFAST website 👤 Matt Holloway 02/21/2020

Task: Reach out to Guest Blog Writers 👤 Matt Holloway 02/21/2020

a. **Category: Standing Item**

b. **Purpose/Statement**

1. **This agenda item is to inform the Committee of actions taken to complete items on the Task Report and from prior meeting Action Items.**

c. **Attachments**

d. **Options**

1. **Review Task Report and assign new tasks as necessary**
2. **Table the discussion.**

e. **Staff Recommended Actions**

1. **Review Task Report and assign new tasks as necessary.**

VIII. **Deliverable Summary**

Ms. Hannah Brock presented the deliverable summary to the ATAC.

Task: Webinars and youtube need to be uploaded to the FFAST Website 👤 Matt Holloway 02/21/2020

a. **Category: Standing Item**

b. **Purpose/Statement**

1. **Provide the council with YTD results of HHS Contract deliverables**
2. **Provide the council with YTD results of GR Contract Deliverables**

c. **Attachments**

1. **HHS YTD Deliverable Report**
2. **GR YTD Deliverable Report**

d. **Options**

1. **Accept YTD results**
2. **Table agenda item**

e. **Staff Recommended Action**

1. Accept YTD results

XIX. Committee Reports

Mr. Reed presented the committee report to the ATAC.

The Public Policy and Interagency Committee will discuss Pennington Attorneys

a. Public Policy and Interagency Committee

Task: Cancel the October Public Policy and Interagency Committee Meeting 👤 Eric Reed 10/16/2019

Task: Review the Parking Permit bill with the Public Policy and Interagency Committee 👤 Eric Reed 11/19/2019

Task: Update Legislative Priorities with Public Policy and Interagency Committee 👤 Eric Reed 11/19/2019

b. Technology Awareness Committee

c. NHLP Committee

XX. Adjustments to the Agenda

a. From Agenda VII.

XXI. Closing

a. Last Call for Public Comment

Mr. Thom Delilla- CIL Day is November 5th and 6th

Disability Employment awards is October 11th is at City Hall in Tallahassee

b. Next Meeting

1. Attachments :

2. Date and Time

February 21st 2020 9:00 am

3. GotoMeeting Information

Link: <https://global.gotomeeting.com/join/233034349>

4. Toll-Free number and Access Code

(Toll Free): 1 877 309 2073

Access Code: 233-034-349

c. Ajourn

The Meeting was ajourned at 4:30pm

Decision: The motion passed without dissent

Decision: Ms. Perry-Breen motioned to ajourn the Meeting.

Decision: Mr. Tobin seconded the motion

