

**FAAST Board of Directors/Florida Assistive Technology Advisory Council  
Committee Meeting Minutes**

**Committee:** NHLP Committee

**Date and Time:** March 8, 2018

**Committee Mission:** Works on behalf of FAAST to develop programs to accommodate the needs of its loan recipients, to meet its fiduciary responsibilities, and to follow the appropriate sections of the Laws of Florida.

**Committee Members:**

Member	Present	Absent	Excused
Ben Welter, Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thom DeLilla	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karen Clay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diane Vacca	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Tobin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Ex Officio:**

Member	Present	Absent	Excused
Dr. JR Harding	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Karla Morris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Christinne Rudd	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Staff Members:**

Member	Present	Absent	Excused
Eric Reed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Public:**

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**Start Time: 3:02 PM**

Agenda Items	Notes	Motions	Action Items
Welcome and Call Meeting to Order	Mr Ben Welter called the meeting to order.	None	None
Roll Call and Establishment of Quorum (3 Members)	A quorum was present. Mr. Welter introduced Mr. Paul Tobin as the newest member of the NHLP committee.	None	None
Verbal Authorization to Begin Recording	No member had issues with recording the meeting.	None	None

\* - Agenda Item Related to FAAST 2020 Strategic Plan Key Performance Indicators

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Recognition of Conflict of Interest	No member identified a conflict of interest.	None	None
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<b>Agenda Items</b>	<b>Notes</b>	<b>Motions</b>	<b>Action Items</b>
Additions/Adjustments to the Agenda		None	None
Approval of the Agenda		The agenda was approved by a consensus of committee members.	None
Reading and approval of the minutes		Ms Christinne Rudd made the motion to approve the minutes. Ms Diane Vacca seconded the motion. Motion passed. Mr. Tobin abstained from the vote.	None
Staff Liaison Report on Action Items	Mr. Eric Reed Introduced the proposed change to the NHLP policy manual as it pertains to bankruptcy. The committee was in agreement with the change.	Ms Vacca made the motion to approve the change. Ms Rudd seconded the motion. The motion passed unanimously.	

<b>Agenda Items</b>	<b>Notes</b>	<b>Motions</b>	<b>Action Items</b>
ACF Report and Loan Updates	Mr. Reed highlighted the most recent additions to the report as well as provided a brief overview of existing portfolio balances. He then provided updates on the past due status of loans including the continued past due payment of a loan with significant balances and informed the committee that while it remains past due, a \$700 payment was made in February. The committee instructed him to continue with attempted contact with the borrower. Mr. Reed also informed the committee of a borrower		

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	who passed away and a plan with the family will be discussed towards the end of the month when they have had the opportunity to get the affairs of the borrower in order. Mr. Thom DeLilla suggested several outlets where the AT purchased through the loan might be advertised for sale to help recoup some of the outstanding balance.		
Allotted time for Additions	There were no additions to the agenda		
Closing • Public Comment Adjourn	There was no public comment however Mr. Reed did inform the committee that the FAAST offices were moving at the end of the month.	The meeting was adjourned by a consensus of committee members.	None

**End Time: 3:28 PM**

<b>Minutes Prepared by:</b>	<b>Date</b>	
Eric Reed	3/08/2018	
<b>Minutes Approved</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Date</b>		

\* - Agenda Item Related to FAAST 2020 Strategic Plan Key Performance Indicators