



Minutes

May 8, 2020 FFAST Board of Directors and Advisory Council Meeting

📅 Fri May 8th, 2020

🕒 3:30pm - 4:30pm EDT

📍 Teleconference

👥 In Attendance

Thom Delilla, Janet Good, Katy Howell, Liz Loht, Jennifer Perry-Breen, Isabelle Potts, Milagros Rios, Paul Tobin, Ben Welter

I. Opening

a. **Verbal Authorization to Begin Recording**

No member presented an issue with being recorded.

b. **Call to Order**

Ms. Liz Loht called the meeting to order at 3:30 PM.

c. **Roll Call**

Ms. Whitney Harris conducted a roll call.

Members Present: Ms. Janet Good, Ms. Katy Howell, Mr. Thom DeLilla, Ms. Liz Loht, Ms. Jennifer Perry-Breen, Ms. Isabelle Potts, Ms. Milagros Rios, Mr. Paul Tobin, and Mr. Ben Welter

Members Not Present: Mr. James Bayonne, Ms. Karen Hagan, and Mr. Marcial Lember

FAAST Staff Present: Mr. Eric Reed, Ms. Whitney Harris, Mr. Matt Holloway, Ms. Megan Germain, Ms. Hannah Brock, and Mr. Tim McCann

DVR Staff Present: Ms. Allison Flanagan, Ms. Julie Kates, Mr. Eric Hall, and Mr. Brent McNeal

d. **Establishment of Quorum**

A quorum was present.

II. Approval of Agenda

Agenda was approved.

Decision: Mr. Paul Tobin made the motion to approve the agenda as presented.

Decision: Mr. Thom DeLilla and Ms. Jennifer Perry-Breen seconded the motion to approve the agenda.

Decision: The motion carries.

a. **Category: Standing Item**

b. **Public Comment on any Agenda Item**
No members of the public commented.

c. **Modifications to Agenda**
No modifications were made to the agenda.

1. **The Committee will hear any modifications to the agenda under Agenda Item VII a.**

d. **ACTION NEEDED**

III. **Approval of Minutes**

The April 15, 2020 Emergency Board Meeting Minutes were approved.

Decision: Ms. Perry-Breen made the motion to approve the minutes.

Decision: Ms. Janet Good seconded the motion to approve the minutes.

Decision: The motion carries.

a. **Category: Standing Item**

b. **Attachments: April 15, 2020 Emergency Board Meeting Minutes**

c. **Purpose/Statement**

1. **This agenda item is to review and approve the prior month's meeting minutes.**

d. **ACTION NEEDED**

IV. **Inspector General Report Review**

Ms. Loht opened the floor for members to discuss the Inspector General Report on the former Executive Director.

Mr. Tobin states that he believes that the actions that the Board took in the prior meeting were completely appropriate and would like to express his support for Mr. Eric Reed moving forward.

Ms. Loht expresses comments of her own stating that she finds the report findings disturbing and regrets to know that these things happened and supports the corrective action that was taken.

Ms. Loht also states that the board has more work to do to ensure the competence and appropriateness of existing staff.

Mr. DeLilla states that he does not understand how the kind of behavior that is mentioned in the report can go on for so long and would like to assure staff that if unprofessional behavior is happening then there should action taken.

Mr. Tobin responded to the comment saying that the former Executive Director made a mandate that staff could not go to the Board with a complaint about the Executive Director. Mr. Tobin would like staff to be able to go to the Executive Committee if they have a complaint in the future.

Ms. Loht expresses wanting an anonymous questionnaire for staff to ensure that the actions taken were corrective enough or are cultural issues still happening.

Ms. Good agrees that something needs to happen to ensure a safe work environment in the future.

Ms. Isabelle Potts asked DVR if staff could send complaints to them.

Ms. Allison Flanagan responded with yes, staff can submit complaints to the DOE IG office.

Ms. Potts would like to know how to handle this in the future with restrictions in place like the Florida Sunshine Law.

Mr. Eric Hall responds with once we get further in the agenda, DVR can make some suggestions.

a. **Category: New Business**

b. **Purpose/Statement**

1. **This agenda item was requested by DOE and VR.**

c. **Assign Actions as Needed**

V. **Executive Director Search**

Mr. Tobin confirmed that an Executive Director Search Committee is being formed.

Ms. Harris lists the volunteers for this committee.

Ms. Janet Good

Mr. Eddie Hall

Ms. Julie Kates

Mr. Brian Nerland

Mr. Paul Tobin

Ms. Liz Loht

Mr. Hall points out the next item on the agenda is Board appointments and that discussion maybe helpful with the search committee and that everyone is available to meet again on Friday, May 15, 2020 at 2:00 PM.

DVR's recommendation is that the full board and the Members that have not been appointed meet on Friday, May 15, 2020 at 2:00 PM to discuss the search committee.

Decision: Mr. Tobin made the motion to form the Executive Director Ad hoc Search Committee.

Decision: Ms. Good seconded the motion to form the committee.

Decision: The motion carries.

a. **Category: New Business**

b. **Purpose/Statement**

1. **This agenda item was requested by DOE and VR.**

c. **Assign Actions as Needed**

VI. **Board Member Appointments**

Mr. Hall opens the discussion on behalf of the commissioner. On Monday, appointment notifications will be sent to waiting members and current members.

All Agencies are now represented on the board including Division of Blind Services and Career Source.

Ms. Loht points out that the board has had issues with being compliant in categories and states that she is not listed as category one even though she does qualify as a category one.

Ms. Loht was moved from a category one to a category three so she could serve as Co-Chair.

Ms. Potts asked if there would be a problem with her serving passed her term limit if her agency asked her to.

Mr. Hall responded saying that DVR is working closely with agencies to make sure they are aware of term limits.

Mr. Hall Shared 5 key recommendations from the commissioner for FFAST Inc.

1. Begin the process of searching for an Executive Director.
2. Get New Members Appointed.
3. Provide Board Member trainings on Sunshine law and Board Ethics.
4. Have Clarity on what policies are in effect at any given time.
5. DVR will continually be involved with FFAST and the Executive Director search over the next 90 days.

Mr. Tobin would like clarity on what the roll is of this board, what are the opportunities for growth of this organization? Mr. Tobin is unclear about why there is a FFAST Board and ATAC committee.

Mr. Hall expresses that as FFAST moves through the policy and bylaw recommendations there will be clarity moving forward.

Mr. Brent McNeal recommends that members look at the enabling Statute for the Assistive Technology Advisory Council.

a. **Category: New Business**

b. **Attachments**

1. **Current and Pending ATAC Members**

2. **ATAC Term Limits**

c. **Purpose/Statement**

1. **This agenda item was requested by DOE and VR.**

d. **Assign Actions as Needed**

VII. **Agenda Modifications**

No modifications were made to the agenda.

a. **From Agenda II d.**

VIII. **Closing**

a. **Next Meeting**

Wednesday, June 10, 2020 | 1:30-5:00 PM

Wednesday, June 10, 2020 | 1:30-5:00 PM

b. **Last Call for Public Comment**

No public comments were made.

c. **Adjourn**

The meeting was adjourned at 4:35 PM.

Decision: Mr. Delilla made the motion to adjourn the meeting.

Decision: Ms. Perry-Breen seconded the motion to adjourn the meeting.