



FAAST Quarterly Board of Directors and Assistive Technology Advisory Council Meeting Agenda

📅 Wed June 10th, 2020

🕒 1:30pm - 5:00pm EDT

📍 Teleconference

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

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 233-034-349

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|--|---------------|--------|
| I. Opening | LIZ LOHT | 5 mins |
| <hr/> | | |
| a. Verbal Authorization to Begin Recording | LIZ LOHT | |
| b. Call to Order | LIZ LOHT | |
| c. Roll Call | MEGAN GERMAIN | |
| d. Establishment of Quorum | MEGAN GERMAIN | |
| II. Approval of Agenda | LIZ LOHT | |
| <hr/> | | |
| a. Category: Standing Item | | |
| b. Attachments: June 2020 Board and ATAC Agenda | | |
| 📄 2020 06 Board ATAC Agenda.pdf | | |
| c. Public Comment on any Agenda Item | LIZ LOHT | |
| d. Modifications to Agenda | LIZ LOHT | |
| 1. The Committee will hear any modifications to the agenda under Agenda Item XI | | |
| a. | | |
| e. ACTION NEEDED | LIZ LOHT | |
| III. Approval of Minutes | LIZ LOHT | |
| <hr/> | | |
| a. Category: Standing Item | | |

b. **Attachments**

1. **May 15, 2020 Board/ATAC Minutes**

 2020 04 15 Minutes

2. **May 2020 Board/ATAC Orientation Minutes**

 2020 05 Board ATAC Orientation Minutes.pdf

c. **ACTION NEEDED**

LIZ LOHT

IV. **Co-Chairs' Report (Executive Committee Report)**

MARCIAL LEMBERT
LIZ LOHT

5 mins

a. **Category: Standing Item**

b. **Attachments**

1. **Board/ATAC Attendance Record**

 BODATAC Attendance FY 20 YTD.pdf

2. **Executive Committee Minutes**

 2020 04 EC Minutes

 2020 03 Minutes

 2020 05 EC Minutes.pdf

c. **Purpose/Statement**

MARCIAL LEMBERT
LIZ LOHT

1. **This agenda items is for the Co-Chairs to report on the activities of the Executive Committee since the last quarterly Board of Directors Meeting in February 2020.**
2. **The Executive Committee would like the full Board to address Co-Chair Mr. Marcial Lembernt's attendance record.**
3. **Mr. Eddie Hall was added to the Executive Committee as the Category 1 At-Large Member. A Category 2 or 3 At-Large Member is still needed.**

d. **Assign Action as Needed**

LIZ LOHT

V. **Executive Director's Report**

WHITNEY HARRIS
ERIC REED

a. **Category: Standing Item**

b. **Purpose/Statement**

WHITNEY HARRIS
ERIC REED

1. **This agenda item is for the Ms. Whitney Harris and Mr. Eric Reed to report on any FFAST updates since the last quarterly Board of Directors Meeting in February 2020.**

c. **No Action Needed**



VI. **Treasurer's Report**

PAUL TOBIN


a. **Category: Standing Item**

b. **Attachments**


1. **Draft 2019 Audited Financial Statements**

-  2019 - Florida Alliance for Assistive Services and Technology.pdf
-  2019 - SAS 114.pdf

2. **Draft 2018 Tax Form 990**

-  2018 Draft 990 - FFAST.pdf

3. **April 2020 Financial Statements**

-  042020 Profit & Loss Summary
-  042020 Profit & Loss Detail
-  042020 Accounts Receivable
-  042020 Financial Statements
-  042020 Balance Sheet

c. **Purpose/Statement**

PAUL TOBIN

1. **This agenda item is to review and approve the Draft 2019 Audited Financials Statement and Draft 2018 990. The April 2020 Financial Statements are presented for the Board to view the most recent monthly financial statements.**

d. **ACTION NEEDED**

PAUL TOBIN

VII. **BOD/ATAC Demographics and Skills**

LIZ LOHT

a. **Category: Standing Item**

b. **Attachments**

1. **Demographics and Skills Memo**

-  Demographics and Skills Memo 06032020.pdf

2. **Current Board/ATAC Breakdown**

-  Presentation for June 2020.pdf

3. **Board/ATAC Roster**

-  FFASTBODATAC06032020.pdf

c. **Purpose/Statement**

WHITNEY HARRIS

1. **This agenda item is for the Board to review the current demographics of the Board as to consider seeking new members that can compliment the current strengths of the Board.**
2. **The ATAC needs five (5) new Category 1 Members to be compliant with the 51% people who have disabilities represented on the ATAC.**

d. **No Action Needed**

VIII. **Update on Executive Director Search (ED Search Ad Hoc Committee Report)**

LIZ LOHT

a. **Category: New Business**

b. **Attachments: Executive Director Job Description**

📎 ED Position Description - DRAFT - v3.pdf

c. **Purpose/Statement**

LIZ LOHT

1. **This agenda item is for the Board to review and approve the Executive Director Job Description recommended from the ED Search Ad Hoc Committee.**

d. **ACTION NEEDED**

IX. **ASSISTIVE TECHNOLOGY ADVISORY COUNCIL AGENDA ITEMS**

LIZ LOHT

a. **Committee Reports**

1. **Public Policy and Interagency Committee Report**

THOM DELILLA

📎 2020 02 PPAIC Minutes

📎 2020 03 Minutes

2. **New Horizon Loan Program Committee Report**

BEN WELTER

📎 NHLP Report 6-10-2020.pdf

3. **Technology Awareness Committee Report**

JAMES BAYONNE

📎 2020 04 TAC Minutes.pdf

📎 2020 03 TAC Minutes.pdf

4. **Service Delivery Committee Report**

PAUL TOBIN

📎 2020 03 SDC Minutes

b. **State Agency Representatives AT Report**

1. **Florida Independent Living Council**

THOM DELILLA

2. **Vocational Rehabilitation**

HORACE BROWN

3. **Division of Blind Services**

STEPHANIE BROWN

4. **Department of Education**

ELIZABETH MOYA

5. **CareerSource Florida**

MONICA RUSSELL

c. **Vocational Rehabilitation/DOE Report**

1. **This agenda item is to be used if Director Flanagan or Chancellor Hall would like to address the FFAST Board.**

d. **FY 19-20 QTR 2 Deliverables Summary**

HANNAH BROCK

1. **This agenda item is to provide the Assistive Technology Advisory Council with the results of the second quarter of the HHS contract and third quarter of the GR contract.**

2. **GR FY2020 Quarter 3 Report**

📎 GR FY20 Qtr 3 Report

3. **HHS FY2020 Quarter 2 Report**

 HHS FY20 Qtr 2 Report

- e. **Updates on Strategic Plan 2020 (Strategic Planning Ad Hoc Committee Report)**

PAUL TOBIN

X. **Task Report**

LIZ LOHT 5 mins

- a. **Category: Standing Item**

- b. **Attachments: February 2020 Task Report**

 February 2020 BODATAC Task List.pdf

- c. **Purpose/Statement**

LIZ LOHT

1. **This agenda item is to inform the Board/ATAC of actions taken to complete items on the Task Report.**

- d. **Assign Actions as Needed**

LIZ LOHT

XI. **Agenda Modifications**

LIZ LOHT

- a. **From Agenda II d.**

XII. **Closing**

LIZ LOHT 5 mins

- a. **Next Meeting**

LIZ LOHT

1. **Date and Time**

Wednesday, August 12, 2020 | 9:30 AM-12:00 PM EST

- b. **Last Call for Public Comment**

LIZ LOHT

- c. **Adjourn**

LIZ LOHT