

Executive Committee Meeting Minutes

10.13.21

Present: Kelli, Bryan, Dan, Yael, Meg; Anne

The meeting was called to order by the Chair at 8:03

1. Anne asked the EC if there were any objections to adding Juneteenth as a new annual holiday for BIAV staff; there was none. Anne also asked about the possibility of giving staff extra unpaid holiday days this year; she felt it would be nice to offer that to staff during the holidays as a way to say thank you and encourage the staff to attend to our mental well-being after what has been a difficult year. There were no objections.
2. Anne provided a quick Strategic Planning update. The committee did meet with the Spark Mill last week. There were more than 500 survey responses submitted, and those were reviewed with the Spark Mill team. Sarah Milston will attend the next Board meeting and review their finding and discuss next steps.
3. Anne provided a sabbatical debrief. Overall, the experience was good and restful. She reported she did not check email while out and she did several different things to recharge her battery. She also reported she had given thought to the ongoing contract and relationship issues with DARS as well as her next steps.
	1. DARS contract issues: At this point, we still do not have a contract for the federal grant, which started in August. The Request for Proposals for new state contracts has not been released yet, and Anne doubts the process will be complete by the end of the year, which is when the current emergency contract extensions expire. And lastly, the RFP for the CNI grant, which was due out in September, has not been released. DARS is saying these are all problems in their purchasing department; we know problems with this department have been serious and ongoing for nearly 2 years. BIAV has raised the issue several times but is in a tough position as we are partially funded through DARS. For now, the decision was we wait and see what happens.
	2. DARS relationship issues: Since Jim Rothrock and Patti Goodall left, BIAV has no champion within DARS. The actions the agency have taken lately indicate the partnership we enjoyed for many years is done, and that DARS looks at BIAV as a contractor whose scope of influence needed to be re-sized. It would also appear that Chris Miller, the BISCU Director, has been told negative things about BIAV; Anne was able to provide several examples (including the Commissioner’s actions).The consensus is that we may still be able to positively influence the agency. There is a possibility that the new Governor will replace the current Commissioner and if that is someone we can get on our side, then pressure from the top and the bottom may help raise BIAV profile in a way that prevents further retaliation. Anne also asked what the EC members thought was the right response when DARS undertakes projects that BIAV should obviously participate in, but that we are no longer paid to do with a reduction of funding from the federal grant. A good example is the development of a State Plan for Brain Injury. We have had a large role in developing every state plan for brain injury in Virginian since 2000. Under the previous grant, BIAV chaired the workgroup. BIAV has no stated role in the new grant, which does call for the development of a state plan, so how do we move forward and remain part of this process? The consensus is that we participate in these sort of activities but that we do not chair such projects unless it is absolutely clear that we need to do so. It was also suggested that perhaps another BIAV staff person could participate in some of these meetings to minimize Anne’s presence and grow next generation leadership.
	3. Plans moving forward: Anne let the Board know she had used the sabbatical time to think about her future plans. She is planning to begin putting out feelers as to new opportunities sometime in the next 18-24 months. She is wants to have an exit plan in place, as her timeline could be moved up, depending on family matters. Anne is planning to have a conversation with Dana Larson (former BoD member and seasonal BIAV employee for Camp) regarding his previously stated level of interest in assuming the ED position. As we are about to enter a hiring phase, the talk should help us clarify what staff position(s) we’d be seeking to fill. The EC is curious to hear the outcome of the conversation with Dana, as it may inform pending staffing/hiring decisions.

The meeting adjourned at 8:57.