



8004 Franklin Farms Drive • Richmond, Virginia 23229

**Executive Committee Agenda**

**Date: April 10, 2025**

**Time: 10:00 – 10:45 AM; Reconvening at 2 PM**

**Hybrid Meeting with Remote Location open to Members and the public at:  
Appalachian Independence Center  
230 Charwood Dr.  
Abingdon, VA 24210**

Gayl Brunk, Chairperson	Daniel Aranda, Vice Chairperson	Chris Grandle, Secretary
Harry Henderson, Treasurer	Dave Fuller, DBVI ex officio	

<i>Item Name</i>	<i>Responsible Party</i>	<i>Information/Discussion/Action</i>
<b>1. <u>Call to Order</u> Welcome, Roll Call, Review agenda</b>	Brunk, Chair	Information/Action; revise agenda as needed
<b>2. <u>Public Comment</u></b>	Brunk	
<b>3. <u>Approve Minutes from January Meeting</u></b>	All	No Motion needed unless there are changes.
<b><u>New Business</u></b>		
<b>4. <u>Treasurer's Report</u> Review 2<sup>nd</sup> Quarter Financial Statement, FFY25</b>	Henderson	Discussion/Information

	<i>Item Name</i>	<i>Responsible Party</i>	<i>Information/Discussion/Action</i>
<b>6.</b>	<b><u>Update on Upcoming Conferences</u></b>	Roche	Information
<b>7.</b>	<b><u>Administrator’s Report for 2nd Quarter</u></b>	Roche	Information
<b>8.</b>	<b><u>Information for Quarterly Progress Report</u></b>  Identify achievements & barriers, if any	Brunk/All	Information
<b>9.</b>	<b><u>Morning Adjournment</u></b> ; no later than 10:45 a.m.	Brunk	Action: adjourn meeting
<b>10.</b>	<b><u>Reconvene at 2:00 PM</u></b>  <b>Discussion with DSE about legislative priorities forecasted for next year’s GA Session</b>	All	
<b>11.</b>	<b><u>Adjournment</u></b> ; no later than 2:30 PM	Brunk	Information from Network of CILs

Members of the public may register to watch this meeting live by visiting:

Acronyms

ACL = Administration for Community Living

FFY = Federal Fiscal Year (FFY23 is from October 1, 2022 – September 30, 2023)

PPR = Formerly the 704 Report, Program Performance Report

SPIIL = State Plan for Independent Living

VACIL = Virginia Association of Centers for Independent Living



**Quarterly Business Meeting Agenda**  
**April 10, 2025**  
**Time: 11:00 AM – 1:30 PM**

**Hybrid Meeting with Remote Location open to Members and the Public at:**  
**Appalachian Independence Center**  
**230 Charwood Dr.**  
**Abingdon, VA 24210**

		<i>Item Name</i>	<i>Responsible Party</i>	<i>Info/Discussion/Action Attachment #, if any</i>
<b>11:00 AM</b>	<b>1.</b>	<b>Call to order</b>		
		<ul style="list-style-type: none"> <li>• Member and staff roundtable introductions</li> <li>• Welcome visitors</li> <li>• Review agenda; any additions or Revisions</li> </ul>	Brunk/All	Information
<b>11:05</b>	<b>2.</b>	<b>Public Comment</b>	Brunk	
<b>11:08</b>	<b>3.</b>	<b>Approval of Minutes: January 2025 Meeting Minutes</b>	Brunk	Action: No motion needed unless changes; accept as written or make motion for changes.
<b>11:10</b>	<b>4.</b>	<b>Part B Report – 2nd Quarter</b>	Maureen Hollowell	Information
<b>11:30 AM</b>	<b>5.</b>	<b>Chairperson’s Report</b>	Brunk	Information and discussion

11:35 AM	6.	<b>Treasurer's Report FFY25 2nd Quarter Expenditures</b>	Henderson	Information and discussion
11:45	7.	<b>15 Minute Break &amp; Lunch Setup</b>		
12:00 PM	8.	<b>Working Lunch Presentation on Appalachian Independence Center</b>	Steve Halley with AIC Staff and Board	Information
1:00	8.	<b>Special Reports and Agency Updates</b>	<b>(Reports should be limited to approx. 5 minutes)</b>	
	a.	DARS	DuBois	Information
	b.	DBVI	Fuller	Information
	c.	VDDHH	Raff	Information
	d.	DBVI SRC	Talley	Information
	e.	DARS SRC	Brunk	Information
	f.	VACIL	Brunk	Information
1:28	9.	<b>Achievements &amp; Barriers – Information for the 2025 PPR/704 Report</b>	All	
1:30 PM	10.	<b>Adjourn by 1:30 p.m.</b>	All	
<b>TOUR OF AIC FOR IN PERSON ATTENDEES WILL START DIRECTLY AFTER ADJOURNMENT!</b>				

### Acronyms

ACL= Administration for Community Living  
 APRIL = Association of Programs for Rural Independent Living  
 CIL = Center for Independent Living  
 SPIL = State Plan for Independent Living  
 DARS = Department for Aging and Rehabilitative Services  
 DBVI = Department for the Blind and Vision Impaired  
 FFY = Federal Fiscal Year  
 NCIL = National Council on Independent Living  
 PPR = Program Performance Report (formerly known as 704 Report)  
 SRC = State Rehabilitation Council (DARS and DBVI both have SRCs)  
 VACIL = Virginia Association of Centers for Independent Living  
 VBPD = Virginia Board for People with Disabilities  
 VDDHH = Virginia Department for the Deaf and Hard of Hearing