

**O&M DIVISION ~ AERBVI
BUSINESS MEETING MINUTES
July 27, 2018
Reno, NV**

- I. CALL TO ORDER - Justin Kaiser, 2016-2018 O&M Division Chair

- II. WELCOME
 - A. Roll-Call
 - i. Justin Kaiser
 - ii. Chris Tabb
 - iii. JoAnne Chalom
 - iv. Susan Langendonk
 - v. Maggie Winn
 - vi. John McAlister
 - vii. Lynnette McElwain
 - B. Parliamentarian – Chris Tabb
 - C. Meeting Agenda
 - D. Approval of Business Meeting Minutes
 - i. 2016 International Conference
 - 1. Motion Nora Griffin-Shirley
 - 2. Second JoAnne Chalom
 - 3. Motion Passed
 - ii. 2017 Pittsburgh Conference
 - 1. Motion Nora Griffin-Shirley
 - 2. Second JoAnne Chalom
 - 3. Motion Passed
 - E. Announcements

- III. CONSENT AGENDA:
 - A. TREASURER’S REPORT
 - B. STRATEGIC PLANNING
 - C. ENVIRONMENTAL ACCESS
 - i. Motion JoAnne Chalom
 - ii. Second unknown
 - iii. Motion Passed

- IV. OLD BUSINESS:
 - A. 2018 AER Conference
 - B. International Committee

- i. Discussion about appropriateness of this committee with manifestation of the AER International Services and Global Issues Division
 - 1. Laura Bozeman - moving forward,
 - 2. Motion to disband the O&M International committee as this broader work is now done and is the charge of the AER International Services and Global Issues Division
 - 3. Raise awareness and facilitate engagement of AER Members globally
 - a. Motion To accept resolution
 - b. Second Nora Griffin Shirley
 - 4. Discussion: Kevin McCormack
 - 5. Laura Bozeman - Call the Question
 - 6. Motion unanimously passed
- C. Third Party Payment Reimbursement Task Force
 - i. Dona Sauerburger and Cathy Holden Led Task Force
 - ii. Task force investigated how to pursue third party reimbursement for services
 - 1. whatever we could
 - 2. What do we need to do
 - 3. More complicated than first thought
 - a. do not have evidence-based assessment or measures needed
 - iii. Suspend pursuit of third-party reimbursement for now and put resources into other initiatives.
 - iv. State Medicaid Waiver systems have funded in MA
 - v. Rachel Callary Question about need for standardized assessments
 - vi. Dawn Anderson - valid assessment tool coming out of NMSBVI
 - vii. Mickey Damelio - did Taskforce write up their recommendations?
 - viii. AER Task Force wrote and shared report

V. NEW BUSINESS:

A. EXECUTIVE COMMITTEE REPORT

- i. Annual Report
- ii. Strategic planning report in the consent agenda. This report summarizes what the division has been doing. Strategic plan approved by membership. Scope of practice paper is now finished. Liability Insurance taskforce has wrapped and written a report generating ideas for how to communicate benefits of liability insurance as well as clarifying what is covered. 3D pen presentation by Nick Leon.
- iii. Motion to accept Annual Report -

1. Second
2. Motion Passed

B. Future O&M Conferences

- i. Discussed in Pittsburgh, currently don't have any O&M conferences scheduled. Start discussion on next conference
- ii. Maggie Winn-suggested Detroit as a conference place
- iii. Suggestion to have it on a cruise
- iv. NOLA
- v. Eileen - Can we get a report on Pittsburgh to help evaluate feasibility of an O&M conference. IMC 2020 will not conflict with AER 2020
 1. Pittsburgh well attended - over 400 people - NOLA better attended.
- vi. Tessa McCarthy - remember to reach out to local resources for support
- vii. Kevin Hollinger - be mindful about conflicts with other conferences like IMC
- viii. Rachel Callary Conference within a conference was great
- ix. Mickey Damelio - maybe start a committee
- x. Laura Bozeman - since there are so many summer conflicts, if there happens to be interest in NOLA it has to be in winter.

VI. COMMITTEE REPORTS

A. Environmental Access Committee

- i. JoAnne Chalom - EAC has been advocating for accessible signals on sidewalks, in construction zones, and intersections. Working on division members on requests for correct installation of APS, advocating with transportation engineers on design projects can help
 1. OandMEAC@gmail.com

B. Blasch Scholarship Committee – 2017- 2018 winners

- i. Susan Langendonk
 1. 2017
 - a. Christine Guilbeault
 - b. Adrienne Shoemaker
 - ii. 2018
 1. Jacob Thistle
 2. Michael Foster

C. Nominations and Elections Committee

- i. Full slate of people to run.

D. Archives Committee

- i. Archives are doing well--getting some materials but not as much as we thought we should be. Call out to members who are retiring or who have retired. Everyone has papers that can be important. Division 9 and APH get together and include a visit to the Hall of Fame to learn our history. The field today, the people don't have a foot in history and this would be a great way to get them started.

VII. AD HOC COMMITTEE REPORTS

- A. Ad Hoc Committee on Scope of Practice (Jenn Cmar and Dawn Anderson)
 - i. paper will be sent out in a few weeks.
 - ii. Will be posted on the website.
 - iii. 2-page executive summary and about a 16-page document
 - iv. Dawn Anderson - Office of Special Education has cited it already.
- B. Ad Hoc Committee on Strategic Planning, Goals, and Initiatives
 - i. Committee will continue, looking for volunteers
- C. Newcomer Hill Service to the Field Award
 - i. Susan Langendonk
- D. New Division Chair
 - i. Chris Tabb
- E. New Secretary
 - i. Jennifer Duncan

VIII. FROM THE FLOOR

- A. Lou Tutt

IX. ADJOURN

- A. Motion Susan Langendonk
- B. Second JoAnne Chalom

O&M DIVISION

DISTRICT DIRECTORS and COMMITTEE CHAIRS

DISTRICT 1: ***Loana Mason***

(Alaska, Alberta, Arizona, British Columbia, Colorado, Hawaii, New Mexico, California, Nevada, Idaho, Montana, Wyoming, Northwest Territories, Oregon, Utah, Washington, Yukon Territories.)

DISTRICT 2: ***John McAllister***

(Arkansas, North Dakota, South Dakota, Iowa, Kansas, Louisiana, Manitoba, Missouri, Nebraska, Oklahoma, Saskatchewan, Texas.)

DISTRICT 3: Maggie Winn

(Illinois, Indiana, Michigan, Minnesota, Ontario and Wisconsin.)

DISTRICT 4: Lynnette McElwain

(Connecticut, Massachusetts, Maine, New Brunswick, Newfoundland, New Hampshire, New York, Nova Scotia, Prince Edward Island, Quebec, Rhode Island, Vermont)

DISTRICT 5: JoAnne Chalom

(Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Puerto Rico, Tennessee)

DISTRICT 6: Anthony Nigro

(Delaware, Maryland, New Jersey, Ohio, Pennsylvania, Virgin Islands, Virginia, West Virginia, Washington D.C.)

COMMITTEES

- I. Archives Committee (Chairperson – **Rod Kossick**)
- II. Awards Committee (Chairperson – **Gala Brooks**)
- III. Communications / Media (Newsletter – **vacant**; website – **Chris Tabb**)
- IV. Environmental Access Committee (Chairperson – **Janet Barlow**)
- V. Finance Committee (Chairperson – Treasurer- **Susan Bradley**)
- VI. International Committee (Chairperson – **Dr. Laura Bozeman**)
- VII. Membership Committee (Chairperson – **vacant**)
- VIII. Nominating Committee (Chairpersons – **Meg Robertson**)
- IX. Professional Issues Committee – (Chair - vacant)
- X. Program Committee – 2018 IAER (Chair – **Chris Tabb**)
- XI. Scholarship Committee (Blasch) (Chairperson – **Susan Langendonk**)

**O&M DIVISION BUSINESS MEETING
CONSENT AGENDA
July 27, 2018**

I. TREASURER’S REPORT –

The meeting registration and travel expenses were for the EAC members to attend the TRB meetings in Washington D.C. in January 2018. It should be noted that the travel expenses were paid from the Polara Engineering donation (\$2000) and sale of the O&M cling/decals (\$357) at the O&M International Conference in July 2017. The EAC members' travel is much more than that but they only submit for the amount that has been donated.

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INCOME STATEMENT						
SIX MONTHS ENDING JUNE 30, 2018						
DIVISION 9		YTD	YTD	VARIANCE	PRIOR YTD	2018
	CURRENT	ACTUAL	BUDGET	ACTUAL-	ACTUAL	TOTAL
	MONTH	<u>6/30/2018</u>	<u>6/30/2018</u>	<u>BUDGET</u>	<u>6/30/2017</u>	<u>BUDGET</u>
EXPENSES						
TELEPHONE	12.22	12.22	49.98	37.76	42.76	100.00
PRINTING	0.00	0.00	150.00	150.00	0.00	300.00
AWARDS	2,000.00	2,000.00	1,399.98	(600.02)	2,000.00	2,800.00
PROFESSIONAL SERVICES	0.00	74.24	0.00	(74.24)	0.00	0.00
IT SERVICES	0.00	119.12	0.00	(119.12)	81.70	0.00
FOOD & BEVERAGE	0.00	0.00	1,500.00	1,500.00	0.00	3,000.00
TRAVEL - OTHER	0.00	2,357.00	0.00	(2,357.00)	1,976.75	0.00
MEETING REGISTRATION	0.00	2,710.00	1,900.02	(809.98)	2,800.00	3,800.00
TOTAL EXPENSES	<u>2,012.22</u>	<u>7,272.58</u>	<u>4,999.98</u>	<u>(2,272.6)</u>	<u>6,901.21</u>	<u>10,000.00</u>

II. ADDITIONAL COMMITTEE REPORTS

a. **Ad Hoc Committee of Strategic Planning, Goals, and Initiatives** – Chair – Justin Kaiser, Members include: Susan Langedonk, Chris Tabb, Brenda Naimy, Jennifer Edgar, Christine Telford

**STRATEGIC PLAN ANNUAL PROGRESS
August 2017 - June 2018**

Executive Summary

Our strategic planning group has met 3 times over the past year to discuss what progress has been made and where we needed to focus future efforts. Recruitment efforts have focused on personal communication with members to encourage more active participation in the division. We will continue our recruitment efforts at the AER conference where there will be an O&M Division table coordinated by the division leaders. We have begun social media accounts and now currently have 482 followers on Facebook and 194 followers on Twitter.

The Environmental Access Committee was able to once again attend the Annual Transportation Research board meetings with a donation from Polara and some additional funds that were raised at the 2017 O&M Conference.

Our effort to research and identify the O&M provider requirements in each state continues. Online searches have identified state requirements for providers for children in 35 states and for adults in 11 states.. We are working to finish this effort and share the information through the O&M Division website and resources.

The O&M Scope of Practice document is nearly complete. This will be shared with the division membership for a vote and approval. The document has been reviewed and feedback has been provided by past-chairs of the division, the O&M division executive committee, the O&M division membership, and many others.

The O&M division did help to coordinate a 3D pen webinar by Nick Leon in August 2017. There have been recent discussions regarding other possible topics and trying to offer these more often with more informal meetings.

The O&M division has endorsed a letter to ACVREP advocating for COMS to become an accredited certification. In the first year of this strategic plan, many tasks produced results and many we will need to continue to pursue. This plan provides guidance towards long terms with the focus for short term success.

Environmental Access Committee Report by Janet Barlow and JoAnne Chalom

- The EAC has been busy with a myriad of activities ranging from advocating for accessible sidewalks, intersections and construction zones, answering member questions about stair markings and signage, and working with O&M division members on requests and the correct installation of APS and detectable warnings.

Some of the successes include

- Freda Tepfer's repeated emails, phone calls and public comments at city council meetings and the Disability Roundtable resulted in a handout on proper barricades in construction zones.
- Melanie Hughes worked with the Alexandra city traffic engineer to have a guide strip installed at an intersection where a student was having difficulty veering. The outcome of the installation will be evaluated by Melanie and the traffic engineer
- Laura Park-Leach, MAB, worked to have BlindSquare installed on all four floors of the museum in Charlotte, NC and is working with the city on a more extensive installation in the downtown area
- Members provided assistance with accessibility requirements for work zones/construction zones. Note that yellow tape and sawhorses are not acceptable as pedestrian barricades under Manual on Uniform Traffic Control Devices (MUTCD)
- EAC members provided resources to obtain the audible devices for notification in construction zones.
- EAC members, Janet Barlow and Lukas Franck, (who are also members of the Institute of Transportation Engineers, ITE) responded to an article in the May ITE Journal on the implementation of signal timing such as leading pedestrian intervals and exclusive pedestrian phases, noting that APS were needed where these alternative signal timing strategies were installed.
- EAC members are panelists on two National Cooperative Highway Research Projects

We hope you read our lengthy report of activities at the Transportation Research Board Annual meeting this year and found some interesting information there. We urge you to get involved in your local communities. There are a lot of new intersection designs being developed and proposed to give better access or safety for motorists or bicyclists. Some of those may negatively impact the travel of individuals who are blind or who have low vision without careful consideration during the design phase. Most intersection projects have a public meeting requirement and bringing up accessibility concerns early in the project can make a big difference in the final result.

The EAC is ready to help you and answer your questions. You can email us at OandMEAC@gmail.com Please let us know what you would like us to do and how we can be more helpful to those of you in the field.

I.DISTRICT REPORTS