NCBV Meeting

4/27/18

3:30pm

1. **Roll Call and Confirmation of a Quorum, Carol Ewing**

A Quorum was present at this meeting.

Committee Present:

Carol Ewing, Chairperson

Bill Schley, Secretary

April Smith, Northern Representative

Frank Pezzimenti

Beth Perring

Marcos Hurtado

Ivan Delgado Villa

Staff Present:

David Furse, BEO II

Marina Bucalo, BEO I

Katie Fletcher, BEO I

Janette Parish, AAIV

Jeanne Clark, AA II

Robert Whitney, Deputy Attorney General, State Of Nevada

1. **Verification of Posting, Jeanne Clark, AA II**

Jeanne Clark confirmed that the agenda was posted in a timely and correct manner and was currently on file.

1. **First Public Comment, Carol Ewing**

No comment.

1. **For Possible Action- Vote to Accept the Agenda**

**Bill Schley made a motion to accept the agenda, April Smith seconded the motion and it passed unanimously**

1. **Welcome and Introduction of Guests, Carol Ewing**

There were no guests at this meeting.

1. **For Possible Action- Approval of the minutes for the Nevada Committee of**

**Blind Vendors meeting, February 9, 2018**

**Bill Schley made a motion to approve the Meeting Minutes of February 9, 2018,**

**April Smith seconded it and it passed unanimously.**

1. **Old Business**
2. **Discussion-Update on new, waived and in progress sites; Trainee Status update; and Progress report, David Furse**

**David Furse reported status updates on BEN locations**:

**Hoover Dam Parking Garage** is underway with complications with the HVAC system and due to units being removed for construction reasons. The goal date of completion is June 11th which is prior to the end of the fiscal year.

**Sahara West Library** was awarded to trainee Zippora Jones-Turner. David Furse described this sits as one that is very interesting due to Clark County expressing their wishes of having our sites in all of their locations. This site is the premier location proving to be a bit challenging in regard to the idea of retrofitting a café in the library which is a new concept (i.e. adding a grease trap). The Program is hoping to wrap up this project by May 30, however, the more realistic date of completion with the impending difficulties is more like the middle of Juneand currently seeking the approvalofthe Health Department.

**Southern Nevada Health District is changing Operators. Zippora Jones- Turner** istaking over this site as an Interim Operator. The Program will be trying to add some new itemsin order to allow it to operate a bit smoother. One change would be a self- servicekioskso that customers can just come in, grab an item, and scan it without having to go to the counter. This is expected to happen on May 5th.

**The Reno DMV is being relocating.** The move will not be immediate but the Program is operating quickly in order to make sure that the Program is on the ground floor of the move and included in planning stages in order to open the same time as the office itself. Many lessons were learned while relocating the E. Sahara DMV and we will use those in this move.

The **Bryan Building** was a partner-operated site for quite some time by a partner who has decided to retire leaving **Alan Chao, a Trainee,** to take on the challenge of operating the site himself. He has been working with the BEO I in the North, Katie Fletcher. In this site the same set up will be offered as with the So. Nevada Health District- a self- serve kiosk which allows customers to grab their products, scan them and be on their way, decreasing wait time and the need for a cashier.

1. **New Business**
2. **Discussion- Overview State Biennial Budget Process SFY 20/21 and BEN’s**

**Biennial Budget Requirements; the BEN Reserve Fund Balance, David Furse**

David Furse addressed this item by acknowledging that the Program was still in the middle of 2018 and it will be some time before fiscal 2021, however the reason for this presentation is because the budget process takes quite a while to carve out and must set direction for the Program in the coming few years.

Discussion, for the budget, regarding the Retirement Distribution and Health Care Reimbursement, is still in a kind of limbo. The budget is being worked on by Drazen Elez and will be worked on more with the new BEN Chief when the position is filled.

The way we get a lot of the numbers is that a few years ago you established an equipment replacement policy where you went through and decided how log equipment would last and when it needs to be replaced. The new BEN Chief will aid Drazen Elez in any major projects like the Hoover Dam, which will not be carried over into the new year. Approvals need to go through the Governor and then to the Legislature. Mr. Furse mentioned at this time that the current BEN reserve balance was $2,654,678.

Beth Perring asked David Furse about the June completion of the Hoover Dam Garage and if he was referring to the financial as well as the physical conclusion. Mr. Furse answered that the work must be fully completed before the final payment is made. Ms. Perring asked if anything has been paid toward the project and what that number was. Installment payments are made according to a punch list; the total is approximately $480,000.

Beth Perring noted that she heard no major expenses mentioned in his review of planned projects whereby Mr. Furse stated he foresaw some substantial expenses when the Reno DMV's project gets underway and other library openings but not as costly as the Hoover Dam recoating project. Carol Ewing asked if the Reno DMV was moving to another building and David Furse responded that to his understanding it would be a new building and similar to Ms. Ewing's move.

1. **For Possible Action- Finance Subcommittee Proposals for the use of BEN reserve funds (projects, initiatives & others.), David Furse**

Mr. Furse remembered that no new projects were proposed by the Finance

Subcommittee during their meeting 4/13/18 but this would be the time to discuss

any ideas or expenses which would require adding it to the 2020-21 fiscal year

budget.

 Ivan Delgado mentioned that in several sites he has noticed the cash registers are not accessible for low vision operators and that the Program must make an effort to support those who wish to work for themselves. He endorsed the *Clover System* which is the system he uses in his site.

 David Furse interjected the need for Mr. Delgado to speak on this subject in section E asking for someone to make a motion in order to move forward in the meeting. Beth Perring asked if there were any major projects/initiatives being considered by the Program that have been missing in this discussion. David Furse responded that there were not. Bill Schley stated that there were no proposals presented to the Program from the Finance Subcommittee. **April Smith made a motion that based on Bill Schley's statement regarding there were no proposals presented to the Program from the Finance Committee for use of BEN Reserve funds**. **Bill Schley seconded this motion and it carried unanimously.**

1. **For Possible Action- Finance Subcommittee proposal for the amount of funding**

 **for the Health Care Cost Reimbursement for biennial budget cycle SFY 20/21,**

 **David Furse**

Bill Schley referred to the information in the April 13, 2018 meeting given by David Furse that none of the Operators have expended the entire $14,500. He added that with the fiscal year ending on June 30th he saw no reason to pursue increasing the amount at this time. He then offered a discussion in the event a person does go beyond that amount in their medical expenses and how that can be handled on an Operator by Operator and need by need basis.  **Bill Schley made a motion to the NCBV Committee that for fiscal year 2020/21 to keep the amount of $14,500 for the Medical Reimbursement and if any licensed Operator goes beyond that amount in medical expenses they may petition the Bureau or Committee on a need by need basis. April Smith seconded this motion and it carried unanimously.**

**D. For Possible Action-Finance Subcommittee proposal for the additional amount of**

 **funds to be distributed for retirement income for biennial budget cycle SFY**

 **2020/21.**

Bill Schley stated that this point was the only item in which he felt an indecision. He noted that in the past year there have been those who have expressed in meetings that this amount of retirement income should be increased. He stated that he thought that it would be a good idea to increase the amount if in 2 years the economy is such and the minimum reserve is in place, this might be the time to open up this item for discussion.

David Furse interjected stating that this item was written in the Agenda as a possible **action** and not for **discussion.** If it is to be a potential policy change that would be first done in a Policy and Procedure Subcommittee Meeting. We could create an agenda, discuss it and then present it to the Full Committee . Bill Schley asked David Furse if this action meant that those Operators in the Finance Subcommittee need to present this to the Policies and Procedures Subcommittee. According to David Furse the Policies and Procedures Subcommittee would have to create this opportunity for discussion on its Agenda in order to decide if they wish to propose a policy change and then bring that to the NCBV Full Committee. As the current policy states, the reserve amount needs to be at least $3 million dollars before additional money can be disbursed. Beth Perring asked if in December 2019 there was $4 million dollars in reserve and the 2020/21 budget was created and we want to raise our retirement, is that something we can do? David Furse answered that this provision was drafted into the policy a few years ago to include any changes to the future to ensure the health of BEN and not just the Program and that the budget for 2020/21 fiscal year would be determined based on the current reserve. The Committee would have to wait until 2020 to discuss this action for 2022/23 - 2 years from our current date to decide the next budget based again on the reserve amount.

Bill Schley began to make a motion that the Committee proceed to the next item without having discussed or voted on anything in regards to the increase of the Retirement and Health Care reimbursement when David Furse explained that

this discussion was already concluded since the reserve fund was under $3 million that this increase action could not be made for fiscal period 2021.

 **Bill Schley verified from David Furse's statement that he made a motion that no additional funds were to be distributed to Operators for the retirement disbursement due to the base reserve not being $3 million. April Smith seconded the motion and it passed unanimously**.

1. **For Possible Action- Additional comments and/or suggestions of the projects**

 **and initiatives for inclusion in the upcoming BEN Budget proposal**.

Ivan Delgado renewed the discussion he had begun earlier in the meeting regarding the Clover System*.*  He felt it would benefit Operators and that the Program needed to make an effort to attract new Operators and that, the Blind Operators should have access to a cash register, know what was happening with their cash register and one that gives positive operational benefits. When Bill Schley asked him whether he was referring to the procurement or the supplying of talking cash registers to BEN sites, Mr. Delgado answered that he was specifically discussing the Clover System based on his personal experience. In attending conventions and speaking to others, they have been told that the Square or the Clover System is not blind-accessible, which he feels is not correct. He listed the Square System as being another potential tool which is run on an iPad with reasonable rates but noting that the POS will last much longer than an iPad. Adding that even by using a phone much can be done with the Clover System such as changing sales tax, gain helpful Program apps, etc. and wished the BEN Program would make it available to the blind Operators.

Marina Bucalo stated that the BEN Program was currently working with vendors in Las Vegas to provide Square iPad with voice over capability for some of our locations. We are in the process of purchasing three POS systems with two being placed at So. Nevada Health an one at the Mesquite Library. Tim Berg wished to share that he had gone to Desert Cash Register on that day to check out the POS systems available and was quite disappointed. He specified that the Square system was not an inferior system, but not for a real business operation. He stated that for reporting and inventory purposes, for example, it did not do what he needed it to do such as eliminate ingredients when an item such as a sandwich is sold. Since Mr. Berg has some vision, he does not rely on the voice over as much as the vision, which is tiny. When it shows the items the customer has ordered, (i.e a burger) it will appear so dim, he reported to see the fillings.

David Furse reminded all that the main purpose of this session was to bring up possible ideas for the budget. Ivan Delgado's idea of accessible cash registers has been noted. If this is what the Committee wishes the budget to include, a vote must be taken first with a motion and a second to this motion. From there this project can be presented to the supervisors and then become part of the budget for a project to be considered. David Furse expressed his gratitude for Mr. Berg's feedback and does not wish to focus specifically on Square or Cloversystems but an alternate accessible option.

David stated that this was the point in which someone would need to make a motion if this addition was to be made in the upcoming budget proposal. Beth Perring suggested a motion to the Committee to update the registers and in doing so the Operator participates in the choice of the register.

**April Smith made a motion to include accessible cash register upgrades for the next budget. Bill Schley seconded it and it carried unanimously.**

**F. Discussion/Possible Action- Evaluation and selection of type of subcommittees**

 **needed and possible selection of subcommittee chairs.**

**Carol Ewing read her established Sub Committees:**

Finance Subcommittee; Policies & Procedures Subcommittee; Site Expansion, Long Range Subcommittee; Training & Development Subcommittee; Watch Dog Subcommittee. No other committees have been named at this meeting. The next meeting will report members of each Subcommittee.

**IX. Second Public Comment, Carol Ewing**

Carol Ewing wished to discuss that she received a notice from Sara Filman, one of the Managers, at the Smith Center Sara. Over the past ten years, they have held 3-week long audio description workshops held here in Las Vegas. We have describers at the Smith Center or the Broadway production. One describer has passed away and they have asked if anyone would like to become a describer for the visually impaired. She asked listeners to think about and if they are interested to let them know. They would turn them in and get them trained. Joe Schneider, who heads up the American Conference for the Blind, could host this training and if there were 5-6 applicants, it could be hosted in Las Vegas.

Ms. Ewing's second announcement is regarding the Blast Conference sponsored by the National Federation of Blind Vendors held in San Antonio Texas on November 13-16. She urged all to participate in this conference.

Based on Ivan Delgado's earlier discussion Bill Schley inquired as Chairperson of the Training Subcommittee what the Program has in place to help Operators upgrade along with the rate technology is moving in these areas. He declared that the BEN Program already had the best training and wondered what was available as far as new trainees are concerned. David Furse mentioned *NAMA* and *BLAST* Conferences highlighting the cutting edge in what was out there right now. With technology constantly progressing, the BEN Program is trying to stay ahead of the curve and to pass this information on to new Operators. Promises come from these vendors and the Program tests these systems to be certain all goes well. The Training Subcommittee is in place to stay on top of these things and to push us. Mr. Furse later asked if this Subcommittee had done any research in this area.

Ivan Delgado asked Bill Schley if he was the only member of the Training & Development Subcommittee. Mr. Schley counted himself, Bert Hansen and Harold Petrofsky. With that information, Mr. Delgado requested email communication between these Subcommittee members to which Mr. Schley agreed and suggested possibly a Subcommittee meeting to address their concerns.

**X. Discussion- Date for Next NCBV Meeting, Carol Ewing**

July 27, 2018 at 3:30pm was scheduled.

**XI. Adjournment, Carol Ewing**

**Bill Schley made a motion for adjournment, April Smith seconded the motion, and it passed unanimously.**

This meeting adjourned at 4:46pm