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OA/ID Number: 52057
Folder ID Number: 52057-003

Folder Title:
Endependence Center of VA (Minutes) [September 1986 - March 1987]

Stack: **Row:** **Section:** **Shelf:** **Position:**

MINUTES OF THE BOARD OF DIRECTORS OF THE

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

MARCH 18, 1987

Board members present: Gretchen Menn, John Collins, Tom Deniston, Robert Gorski, Mary Doremus, Keiko Komatsubaro, Delbert Phillips, Gwyneth Rochlin, and Wayne Shook. The staff was represented by Executive Director, Sharon Mistler. Interpreters were: Cindy Winn and Pam Carchio.

The meeting was called to order at 6:10 p.m. in the conference room of the Endependence Center, by the President, Gretchen Menn.

* The minutes of the previous meeting were approved as amended.

The Bylaws Committee met to review the existing bylaws of this organization. Anyone with suggestions for improvements should contact Gwyneth Rochlin, the Chairperson of the committee. The next meeting for the Bylaws Committee is set for March 25 at the Center.

President Gretchen Menn announced assignment of committee chairpersons to be; 1) John Collins for Development Committee, 2) Robert Gorski for Finance Committee, 3) Joyce Frieden for Membership Committee, and 4) Tom Deniston for Personnel Committee. New committee members should be reported to the Board for approval. Committees should schedule their meetings through Sharon Mistler or Monica Hall. Staff support must be requested at least one week in advance.

Sharon Mistler gave the Center Report. Mistler had given a keynote speech at a conference on women and disability in Utah,

and had attended management training at no cost to the Center. Marsha Mazz had spoken on a broadcast program sponsored by the League of Women Voters. The vacancy announcements for Housing Specialist had generated good resumes. Ballots for the 15th Board member had been mailed to all members. ECNV will host a hospitality room at the National Women in Law Conference. At the National Council on Independent Living (NCIL) meeting, May 7-14, ECNV will be responsible for the catering of the legislative reception. The Department of Education has communicated to NCIL favoring "local option" as to whether or not a majority of an ILP's governing board (as opposed to advisory boards) must be persons with disabilities. NCIL will approach the Senate Subcommittee on the Handicapped to clarify it's intent. NCIL is setting up a Peer Technical Assistance Network, for ILP management problems. The Center is meeting grant requirements for newsletter production by counting a recent information mailing and another one about to occur.

It was reported that a discussion of whether or not to continue providing county funds ($24,000.) to ECNV occurred at a recent meeting of the Fairfax County Supervisors. The Fairfax Commission on the Handicapped had at it's December meeting decided to recommend no further funding for ECNV, for no apparently logical reason. Communication of this recommendation has not been made to ECNV in an official or direct manner. Gretchen Menn, the President, was sent a copy of a letter from Fairfax County to officials in other Northern Virginia jurisdictions. The letter informed of the recommendation of the

Fairfax Commission on the Handicapped regarding ECNV's future funding. Tom Deniston report that four times Peter Clark has refused Deniston's offer to set up meetings between ECNV and Fairfax officials. Mary Doremus will encourage an article about ECNV to be written and published in the Providence Journal. All Fairfax residents should be encouraged to write letters in support of the Center. Gretchen Menn will attend the May meeting of the Fairfax Commission on the Handicapped. All Board members are urged to attend with her.

On behalf of Joyce Frieden, who was absent, Robert Gorski moved to abolish the Legislative Committee. The Board agreed the committee was nonfunctional and not needed, but thought a bylaws amendment might be required to aboliished it. The Board referred the matter to the Development Committee.

The Board directed Sharon Mistler to prepare a synopsis of the Center's various grant deliverables, their budgets, and how the funding is utilized at the Center. This should be mailed out to the Board members before the Nay Board of Directors meeting.

Gwyneth Rochlin spoke in support of going ahead with some kind of retreat or planning session for the staff and board. Mistler is still investigating.

Compiled from the notes of Tom Deniston and Robert Gorski, and respectfully submitted,

Joyce Frieden, Secretary

ECNV

Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

M E M O R A N D U M

To: All Board Members, ECNV, Inc.
From: Joyce Frieden, Secretary
Date: April 7, 1987
Regarding: April 15, 1987 Board of Directors Meeting

Enclosed you will find the minutes from the last Board of Directors meeting held March 18, 1987. The next meeting is scheduled for April 15, 1987 at 6p.m. at the Endependence Center of Northern Virginia conference room. This is to be an Executive Committee Meeting, however, all Board Members are invited to come. Thank you.

a full Board

Please bring these material with you to the meeting

President
John D. Collins III

703/525-3268 (Voice/TDD)

Executive Director
Sharon E. Mistler

Dept of Ed

Endependence Center of Northern Virginia

Board of Directors Meeting

March 18, 1987

interpreters

moved seconded

The meeting was called to order by the President at 6:10 PM. The minutes of the previous meeting were approved as amended.

The Bylaws Committee has met to review our existing bylaws and model bylaws. It will meet again 3/25. Bylaw improvement thoughts should be sent to the Chair of the Committee.

The following are Committee Chairs:

? approved

Joyce Frieden - Membership
Robert Gorski - Finance (with fund-raising focus)
Tom Deniston - Personnel (membership restricted to BOD only)
John Collins - Development (mission to be determined)

Committees must schedule their meetings through Sharon or Monica Staff support must be requested at least one week in advance

In addition to the prepared Center Report, the NCIL Annual meeting is Scheduled 5/8-14 (BOD - 5/9 & 5/12). There is a Legislative Reception on 5/7. ECNV is charged with assisting the caterers. The Board also discussed the ramifications of DOE's apparent decision to allow consumer control of advisory boards rather than governing boards.

The Fairfax County Commission on the Handicapped has advised the County Supervisors that ECNV should be dropped from any future County funding. Tom Deniston and Gretchen Menn are scheduling a meeting with the Commission for early May.

[Someone else (Robert Gorski, perhaps) must fill in the remainder]

Part time scribe departed at 7:00 PM.

ECNV Board Meeting Minutes
March 1987

The meeting commenced at 6:15. Board members present were ~~Gretchen Menn, Mary Doremus~~, Delbert Phillips, ~~Tom Deniston, Keiko Kamatsubaru~~, Gwenyth Rochlin, Wayne Shook. ~~Robert Gorski~~ arrived during discussion of agenda item #2. ~~John Collins~~ arrived during discussion of agenda item #3. Staff members present was Sharon Mistler.

I. . . .
. . .

II. . . .
. . .

The Board agreed that Committees of the Board must inform the either Sharon or Monica Hall of upcoming committee meetings at least one week in advance of a scheduled meeting.

III ASSIGNMENT OF COMMITTEE CHAIRS

Gretchen Menn announced her assignment of committee chairs: Membership Committee - Joyce Frieden; Finance Committee - Robert Gorski; Personnel Committee - Ton Deniston; Development Committee - John Collins. Menn expressed her recommendation that the Finance Committee focus on fund raising, and the Development Committee focus initially on defining its role. To continue to serve on a committee, current members do not need Board approval. New committee members should be reported to the Board for approval.

IV. CENTER REPORT

Sharon Mistler gave the Center report.

1. Mistler keynoted a conference in Utah on women and disability.
2. Mistler attended management training in Houston at no cost to theCenter.
3. Masha mazz representated the Center on a broadcast program sponsored by the League of Women Voters.
4. The vacancy announcement for Housing Specialist has generated some good resumers.
5. Ballots for electing a 15th Board member have been mailed to all ECNV voting members.
6. A community mailing on the subject of air travel regulations is being readied. The mailing about the regulations will assist in developing data the National Council on Independent Living would like to give to the U.S. Department of Transportation.
7. The upcoming National Women in Law Conference (at the Geroge Washing- ton University's Marvin Center includes some panels on disa- bility, and many disabled women are expected to attend. ECNV will help to host a hospitality room.

8. At the upcoming National Council on Independent Living meeting, May 7-14, ECNV will be responsible for directing the catering the legislative reception.
9. Marca Bristo met with Madeleine Will recently regarding the issue of extent that consumer control is required in the Department of Education's regulations on ILP's. Will asserted that she favors permitting "local option" as to whether or not a majority of an ILP governing board (as opposed to advisory boards) must be persons with disabilities. NCIL will approach the Senate Subcommittee on the Handicapped in order to obtain in writing a "Senate counsel," which will elaborate that the Senate intented, in the Rehabilitation Act reauthorization, that the requirement for consumer participation applies to the governing board of an ILP.
10. The NCIL is establishing a nationwide network of experts who can assist new centers (and existing centers) avoid various management problems that established centers have had to live through. The project is called Peer Technical As- sistance Network, and application forms are in this month's Board packets.
11. The Center is meeting grant requirments for newsletter production by counting a recent information mailing and another one about to occur.

V. OTHER BUSINESS

1. CONTINUED FUNDING FROM FAIRFAX COUNTY (CURRENTLY $24.000)

It was reported that a discussion of whether or not to continuing providing county funds to ECNV occurred at a recent meeting of the Fairfax County Supervisors. Supervisor Martha Paneno spoke strongly in favor of discontinuing funding. Supervisor Audrey Moore was a strong supporter of continued funding. No action was taken by the supervisors.

Penn i o

Tom Deniston reported on one source of negative feeling toward ECNV - Peter Clark, staff director of the Fairfax Commission on the Handicapped. At the Commission's December meeting, during discussion of a possible Resource Center for the Deaf, Commission members also discussed ECNV and its services. For no apparently logical reason the Commission decided to recommend no further funding for ECNV to the County Supervisors. Communication of this recommendation has not been made to ECNV in an official or direct manner. It was first revealed to Sharon Mistler by a staff person from another county who was being lobbied by Peter Clark to recommend stopping further funding for ECNV from her county.

Last week Gretchen Menn was "c.c.-ed" a letter from Fairfax County to officials in other Northern Virginian jurisdictions. The letter informed these officials of the recommendation of the Fairfax Commission on the Handicapped regarding ECNV's future funding.

Since the beginning of the year, Tom Deniston has had several conversations with Peter Clark and finds him a difficult person with whom to reason. Moreoever, four times Clark has refused Deniston's offer to arrange meetings between ECNV and Clark and other officials from Fairfax. Clark will only commit to allow ECNV a place on the May agenda of the Commission on the Handicapped.

Sharon Mistler then reported on her knowledge of Peter Clark, and the Fairfax Commission on the Handicapped. The Center's previous executive director found Peter Clark difficult to talk to and often uncooperative. Commission members are generally not activists in disability. In recent months, there has been no contact between the Commission on the Handicapped and ECNV except for one written request, in December, for information on Center service to Fairfax County residents.

At the suggestion of Supervisor Audrey Moore (whose daughter is a participant at ECNV), Mistler has called Fairfax's County Executive and the situation to him. He has requested a copy of the Center's response to Peter Clark's December information request. Mistler will be sending copies of the Center's response to all Fairfax supervisors. Supervisor Moore also suggests that ECNV encourage Fairfax residents to write letters in support of the Center.

Mary Doremus offered to encourage an article about ECNV to be written and published in the Providence Journal.

John Collins refreshed the Board's memory of the difficulty of the Center's relationship with Fairfax County by recalling the Access Project that was dumped on the Center three years. The project was botched by Fairfax County from the beginning and halfway through the County pressed ECNV to take over and finish it with insufficient funding.

Mistler reported that Peter Clark has contacted Bob Montgomery, the Center's Rehab liaison, regarding Montgomery's opinion of the Center's management. Montgomery gave Clark a very positive assessment and offered documentary proof, which Clark refused.

Mistler described Peter Clark's basic philosophy is inimical to community-based programs receiving public funding.

Gretchen Menn will attend the May meeting of the May meeting of the Fairfax Commission on the Handicapped. All Board members are urged to attend with her. In addition, the Board encourages Board members to attend the April Commission meeting in order to become more familiar with Peter Clark and the Commission members. Also, there might be opportunities to chat with some Commission members and provide them with appropriate information about ECNV. This meeting will be April 6, at the Human Resources Building, near the Fair Oaks Mall. The building is located on Waples Mill Road, a short distance from where Highway 50 crosses over Interstate 66.

2. STATUS OF BOARD LEGISLATION COMMITTEE
On behalf of Joyce Frieden, who was absent, Robert Gorski moved to abolish the Legislation Committee. The Board agreed the Committee was nonfunctional and not needed. But a bylaws amendment will be required to abolish it. The Board voted to refer the matter to the Development Committee.

3. PROFILE OF THE CENTER'S FINANCIAL RESOURCES
The Board directed Sharon Mistler to prepare a synopsis of the Center's various grant deliverables, their budgets, and how the funding is utilized at the Center. This will be mailed to Board members in advance of the ~~June~~ MAY full board meeting.

4. BOARD-STAFF COOPERATION
Gwyneth Rochlin spoke in support of going ahead with some kind of retreat or planning session for the staff and board together. Mistler reported that one recent NCIL function included a training program about which participants felt very favorably. Mistler will investigate the possibility and the cost of having the training session for ECNV.

The meeting adjourned at 8:00 pm.

day before close

Richard Ryder
(703) 256-9800

$250.

The Board of Directors meeting of the Endependence Center of Northern Virginia for Wednesday, February 18, 1987, was called to order at 6:00 p.m. in the Center conference room, by Vice President Gretchen Menn. Board members present were Gretchen Menn, Gary Vialle, Dale Brown, Wayne Shook, Gwyneth Rochlin, Robert Gorski, Ruth Phillips, Kaiko Komatsubarro, Delbert Phillips, Joyce Frieden, and Doris Ray. Mary Doremus, John Collins, and Tom Deniston called to express regrets that they would not be able to attend. Staff members present were Sharon Mistler, Monica Hall and Marsha Mazz. Interpreters for the meeting were Pam Carchio and Cindy Winn.

The minutes of the General Assembly meeting and the Board of Directors meeting of January 21, 1987 had been mailed prior to this meeting. Corrections were requested that Joyce Frieden's name be added to the ad hoc committee to count ballots on the General Assembly minutes, and that the Board minutes include that Gretchen Menn had requested that materials be mailed about ADAPT's positions.

* Joyce Frieden moved that the minutes be accepted as corrected. Seconded by Delbert Phillips. The motion passed.

The election of officers was next on the agenda. The Chair, Gretchen Menn, opened the floor for nominations to the position of President. Gretchen Menn was nominated.

* Delbert Phillips moved that Gretchen Menn be elected President by acclamation. Robert Gorski seconded the motion. The motion passed.

The Chair then opened the floor for nominations to the position of Vice-President. Joyce Frieden, Ruth Phillips and John Collins were nominated. Joyce withdrew her name.

* Ruth Phillips won the election to Vice-President.

Then the Chair opened the floor for nominations to the position of Secretary. Joyce Frieden was nominated.

* Delbert Phillips moved that Joyce Frieden be elected Secretary by acclamation. Seconded by Gary Vialle. The motion passed.

The chair opened the floor for nominations to the position of Treasurer. Tom Deniston was nominated.

* Tom Deniston won election to the position of Treasurer.
* Delbert Phillips moved to expand the executive committee. Gwyneth Rochlin seconded the motion. The motion passed.
* Dale Brown moved the the expansion of the executive committee be held to one position, that of 2nd Vice-President. Seconded by Gwyneth Rochlin. The motion passed.

The chair opened the floor for nominations to the position of 2nd Vice-President, just created. John Collins was nominated.

* Delbert Phillips moved that John Collins be elected to the position of 2nd Vice-President by acclamation. Gwyneth Rochlin seconded the motion. The motion passed.

Gretchen Menn, the Chair, introducted the Executive Director, Sharon Mistler, to give the Center Report (attachment A).

* Joyce Frieden moved acceptance of the report. Delbert Phillips seconded. The motion passed.

Gretchen, as the President, appointed Ruth Phillips as the Chairperson of the Personel Committee.

* Gwyneth Rochlin moved that the Board accept the appointment of Ruth Phillips as Chairperson of the Personel Committee. Seconded by Delbert Phillips. The motion passed.
* Joyce Frieden moved that the Board authorize the Personel Committee to accept the Department of Rehabilitation Services salary schedule. Delbert Phillips seconded the motion. The motion passed.

The Chair asked for input on priorities for the 1987 calendar year. Delbert suggested seeking more private funding. Joyce Frieden added that increased public relations would aid in seeking private funding as well as increasing awareness of services available from the Center. Doris Ray requested increased targeted outreach to people living in the far west and east of the service area. Joyce suggested that targeted outreach should include specific minorities such as disabled people who are black, hispanic, visually impaired, etc. Delbert added mentally retarded people. Dale Brown requested the staff be asked if any Center service comsumers who are mentally retarded might be appropriate to serve as Board members. Sharon Mistler stated that the Center for Resource Management had given excellent training at an Independent Living conference, and they might be asked to do training for the staff and board of the Center.

The next agenda item was to fill the 15th slot on the Board of Directors. Don Galloway was nominated.

* Delbert Phillips moved that Don Galloway be accepted by acclamation. Seconded by Dale Brown. The motion passed.

Gwyneth Rochlin voiced objection to not having this position open to the General Assembly since it was vacant at the time of the last election.

* Gwyneth moved to resend the motion electing Don Galloway to fill the 15th slot on the Board of Directors. Delbert Phillips seconded the motion. The passed with 3 negative votes.
* Wayne Shook moved that the membership be mailed ballots with the names of all persons nominated for board positions at the General Assembly meeting of January 21, 1987, who had not been elected, so that the general membership would elect a person to the 15th slot. Those persons being: Larry Allison, Don Galloway, and Tony Suazo. Seconded by Ruth Phillips. The motion passed with 2 negative votes.

The Chair asked for other business. Doris Ray inquired why ADAPT support was not on the agenda, since it had been requested at the last Board meeting. Joyce Frieden passed copies of the membership forms to all members present and thanked the staff, from the Membership Committee, for the work involved in it's completion. Joyce also stated that the staff should be applauded for it's swift reaction to the changes in the elections procedures at the last General Assembly meeting. Ruth Phillips distributed phamphlets to those present from the PVA about tax deductions for businesses that remove architectual barriers.

* Doris Ray moved that the Board nominate Jon Strother for an annual award from the Human Rights Committee of Fairfax County. Delbert Phillips seconded the motion. The motion passed.
* Gwyneth Rochlin moved that the President create a Bylaws Committee. Seconded by Ruth Phillips.

Gretchen Menn appointed Gwyneth Rochlin to be Chairperson and members to include Wayne Shook, Delbert Phillips, Doris Ray, and Joyce Frieden.

* Gwyneth Rochlin moved approval of the Bylaws Committee. Ruth Phillips seconded. The motion passed.

The Chair stated that the next full Board meeting would be in one month, on Wednesday, March 18, in the conference room of the Center.

The meeting adjourned at 8:50 p.m.

meeting called to order at 6 PM by Gretchen Menn in Pres Collins' absence

I. minutes approved as corrected moved J.F. second D.P.

II Elections

Pres Gretchen Menn by acclamation

V.P. Ruth Phillips ✓, John Collins

Sec Joyce Frueh by acclamation

Tres. Tom Denison ✓,

moved to expand executive committee

moved D.P.
second G.R.

moved to expand by one the executive committee

moved D.B
second G.R.

nominated John Collins for 2nd Vice presidi
by acclamation
moved D.P.
second G.R.

III Center Report as attached by Sharon

Gretchen asked Ruth to serve as Personnel Committee accepted moved Joyce second D.P.

give personnel executive committee power to accept DRS salaries schedule for the board moved J.F. second D.P.

moved G.R
second D.P.

Board
Present: Gretchen, Gary, Dale, Wayne
Robert
Gwyenth & Ruth, Karko, Delbert, Joyce,
~~Dale~~, Doris, Ev

Staff: Sharon, Monica, Marsha

Interpreters: Pam Garcko, Cindy Wynn

III Priorities 1987 - calendar year

Delbert - private funding

Dale - P.R.

Doris - targeted outreach
Joyce → - black, hispanic
Delbert - M.R.

Sharon
Center for Resource Management

Joyce - Training for board & staff

March full Board meeting

V Expand the board
Don Galloway
moved Joyce
second D.P.

Acclamation
moved D.P.
second D.B.

Gretchen voiced objection to not having this
position open to the General

[redacted] Gwyneth moved to resend the motion nominating Don [redacted] Galloway

D. P. second.

passed

mail out ballots to general membership all the names that [redacted] weren't elected at the general meeting in January 1987 for expanding the board to 15.

motion Wayne

second- Ruth

friendly Gwyneth - that a letter be sent asking for nominations and giving a 15 day limit

LARRY ALLISON ✓

TONY SUAZO ✓

DON GALLOWAY ✓

passed

Doris Adapt Support

Joyce membership pamphlets completed - thank staff - from membership committee

Staff be applauded for it's reaction at the elections

Ruth - passed out PVA pamphlets on accessibility & tax deductions for removing architectural barriers

[redacted]

to nominate John Struthers for Human Rights committee annual award by Fairfax Co.

moved Doris
second Delbert

~~Gretchen~~ Gwyneth - moved to create Bylaws Committee
second Ruth

Gretchen ex officio
Wayne
~~Gwyneth~~ - chair
Delbert
Doris
Joyce
~~Gretchen~~

passed

~~Doris~~ reported on Press conference on legislation

Sharon reported on a Women in Law conference

Gwyneth

called - Tom, John, Mary

adjourned - 8:50

MINUTES OF BOARD OF DIRECTORS MEETING
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

January 21, 1987

The meeting commenced at 10:20 pm. Board members present were Delbert Phillips, Ruth Phillips, Gretchen Menn, Gwyneth Rochlin, Robert Gorski, Joyce Frieden, Gary Vialle, Dale Brown, Wayne Shook, and Doris Ray.

1. The Board voted to extend the terms of the present officers to February 18, 1987, when the Board will meet again.

2. The Board approved Sharon Mistler arranging a dinner meeting with members of the National Council on Independent Living so that the ECNV board might learn of successful fund raising strategies.

3. Doris Ray updated the Board on ADAPT's activities on behalf of accessible mass transit. No action was taken. Gretchen requested materials be mailed.

The meeting adjourned at 11:45 pm.

MINUTES OF THE ANNUAL MEETING OF THE
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

January 21, 1987

The meeting commenced at 7:15 pm and was chaired by Gretchen Menn. Approximately 35 people were assembled.

1. A panel of two persons presented information on the Virginia Department on the Rights of Disabled Persons and a proposed human rights commission for Virginia.

2. The staff of the Endependence Center were introduced.

3. Sharon Mistler reviewed the highlights of 1986.

4. Gretchen Menn described the planning of the annual meeting and the nominating process.

5. Robert Gorski described and answered questions about the election process. By unanimous vote the membership approved rescinding the membership application cutoff previously set by the board. Time was allowed for persons attending the meeting to complete application forms, pay membership dues, and receive ballots. By unanimous vote the membership approved providing ballots to members who had lost or forgotten previously issued ballots. Current board members introduced themselves and answered questions by the board. Don Galloway was nominated for board by Lex Frieden; Doris Ray seconded the nomination. Ballots were collected and counted by an ad hoc committee consisting of Jill Robinson, Dale Brown, Robert Gorski, and Gwyneth Rochlin. Winning candidates were Tom Deniston, Ruth Phillips, John Collins, and Mary Doremus.

The meeting adjourned at 10:00 pm.

BOARD OF DIRECTORS
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA
MEETING AGENDA
February 18, 1987

Ruth

I. Approval of Minutes

II. Election of Officers

III. Center Report

IV. 1987 Priorities

V. Board of Director Vacancies

VI. Other Business

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA, INC.
Center Report
February 18, 1987

January was a mixed month. The annual meeting brought extra activity to Center staff and a sense of excitment surrounded the election of board members and the involvement of new people at the meeting and on the board. The following morning brought the first great snowstorm of '87 which quickly immobilized Northern Virginia. Our statistics for the month suffered as a result but that is traditional for snow months. We look forward to the spring surge of activity. Special thanks should go to Monica and Debbie for holding down the fort even on days when the Center was officially closed.

We received quite a few accolades for the fine work done by Jill on the Human Rights Bill. The leader of the Northern Virginia coalition of groups working on the legislation credited Jill as being the one most critical person to the effort. "Without Jill's knowledge, analysis, and patient persistence the peice would never have come out of the Finance Committee much less get the positive response from the floor." Jill's work has given disability rights groups in Virginia the leadership position within the larger civil rights community.

Marsha returned from maternity leave and the entire staff celebrated. She immediately dug into the work of trying to assure accessibility of the new County Courthouse complex. There are severe problems and Marsha is working closely with the Arlington commission to convince the County the present design is inadequate. Marsha also accompanied Anthony to his first Metro hearing. After the great blizzard Anthony attempted to come to work. The three subway elevators closest to his apartment were not in use. He insisted Metro workers help him down the escalators since the elevators were out. He made it!! This was such a common experience for so many that he decided he had to speak up for all those who couldn't make it. The Metro hearing was the perfect opportunity. To deal wityh this system problem, Marsha is preparing a questionnaire to be handed out to colleagues who are regular users to start collecting data on the frequency of problems with the system.

The Center staff is also pursuing the feasibility of developing a map of the subway stations that will indicate accessibility features. We are contacting a professor at the University of Maryland who teaches a mapping class in hopes he can identify a student who could do the technical drawings for a class project. The idea is to pair a disabled user with a student to do the accessibility study. This information is something we are frequently asked for and we know of no group preparing this type of map.

Marsha and I recently attended a meeting at PVA to discuss the negotiations of the Air Carrier Act Regulations. We learned that there will be three negotiating teams:
One representing federal agencies; one representing the airline industry; one representing disability groups. 6-8 representatives will be on each negotiating team. The team representing the disabled community was listed in the Federal Register as the following: representatives from the American Council for the Blind, the National Federation of the Blind, Paralyzed Veterans of America, National Council on Independent Living, Easter Seals, and the National Association for the Advancement of Travel for the Handicapped. I was very honored the NCIL asked that I be the negoiator for NCIL.

The National Board of NCIL met in D.C. this month and we provided technical assistance on transportation, interpreters and babysitting services. The critical votes were taken:

1. The RSA regulation being written to implement the ammendments has to confirm that "consumer controlled board" refers to the governing board. It was voted that this is not negotiable.

2. NCIL would continue to advise the Commisssioner on IL issues but would not agree to an official TASK FORCE.

3. NCIL would offer RSA technical assistance on writing the job descriptions for the new IL positions within RSA. (The offer was accepted, TA was given).

4. NCIL offered its mailing list to RSA for the purpose of disseminating job postings. (The offer was accepted. Job information will go out to all Centers in NCIL.)

5. The NCIL legislative priorities are: The Civil Rights Restoration Act, RSA Title VII regulations, Long Term Health Care, HUD 202 regulations, Air Carrier Regulations, Social Security.

Mary Johnson, Editor of the Disability Rag, visited the Center for most of one day. She was quite excited over new ideas presented by stafffor issues to be discussed in future issues of the Rag. She was very complimentary regarding the quality of Board members and staff members of ECNV.

Last week we received a call from David Siskind of DRS, Virginia, saying that DRS is suggesting that all ILC's in Virginia adopt the state salary schedule so there is uniformity in salaries. A conference call was held with all Virginia Directors to discuss the implications. We all agreed that it would be to the benefit of the Centers to adopt the schedule. It appears that ECNV's salaries would not be significantly affected. It appears that all our positions are presently in an identifiable class although they are at the low end of the scale. I recommend the Personnel Committee of ECNV review the material and if there is no significant problem be given the power to adopt the system. A decision needs to be made quickly in that our Federal proposal is now being written and this change would have to be reflected in the proposal.

Marie Lynch was offered and accepted a job in private rehab. The $8,000 raise was impressive. The posting for the position will be in Sundays Post and is being sent to all independent living centers nationwide. If any board members have suggestions as to other places to which the postings should be sent please notify Monica with the name and address.

The staff is planning a series of workshops for the Spring on topics such as financial benefits, PCA management, and sexuality. We are in the process of identifying good speakers and panelists. Please call me with any suggestions.

UPCOMING EVENTS

WOMEN AND LAW CONFERENCE
March 18-22
George Washington University
(brochure available with
description of disability
related workshops)

NATIONAL ORTHOPSYCHIATRIC ASSOC.
March 27-29
(one of the keynote panels on
disabled people and the psychology
professions. Information due any day)

ADAPT Meetings
March 8-10
activities on Hill and around town
Contact Doris Ray for information

WKYS
Interview on Feb 23 to discuss ECNV
services and activities

Attachment I
ECNV, Inc.
Monthly Expenditures
January, 1987

Line Item:	Amount
Personnel:	
Executive Director	$ 2,792.22
Director of Internal Services	$ 00.00
Administrative Assistant	$ 1,347.97
Bookkeeper	$ 1,347.97
Director of Public Affairs	$ 1,925.67
Director of Advocacy	$ 1,444.25
ILS Training Specialist	$ 00.00
I&R Coordinator	$ 1,925.67
PCA/Housing Coordinator	$ 1,347.97
Custodian	$ 00.00
	$12,131.72
Fringe:	
Matching FICA	$ 867.42
Fed Employ. Tax	$ 97.05
Insurance	$ 645.00
	$ 1,609.47
Travel/Training: (for staff and participants)	$ 00.00
Equipment:	$ 1,442.76
Supplies:	$ 812.80
Other:	
Rent (to include utilities, maintenance and insurance)	$ 3,736.95
Telephone	$ 347.04
Printing	$ 108.75
Dues/Subscriptions	$ 00.00
Legal/Audit	$ 00.00
Interpreter	$ 135.00
Accounting	$ 159.83
	$ 4,487.57
GRAND TOTAL:	$20,484.32

Attachment II
ECNV, Inc.
Recap Sheet
January, 1987

	Budgeted Amount	Current Amount	Cumulative Amount	Remaining Amount
Line Item:				
Personnel:	$158,050.00	$ 12,131.72	$ 85,807.87	$ 72,242.13
Exec.Dir	$ 33,506.64	$ 2,792.22	$ 19,545.54	$ 13,961.10
Dir Internal Ser.	$ 485.83	$ 00.00	$ 485.83	$ 00.00
Admin. Asst.	$ 16,175.64	$ 1,347.97	$ 9,435.79	$ 6,739.85
Bookkeeper	$ 16,175.64	$ 1,347.97	$ 9,435.79	$ 6,739.85
Dir PR/Fund	$ 23,108.04	$ 1,925.67	$ 13,479.69	$ 9,628.35
Dir Advocacy	$ 17,331.00	$ 1,444.25	$ 10,109.75	$ 7,221.25
ILS Specialist	$ 11,583.53	$ 00.00	$ 00.00	$ 11,583.53
I&R Coordinator	$ 23,108.04	$ 1,925.67	$ 13,479.69	$ 9,628.35
PCA/Housing Coord	$ 16,175.64	$ 1,347.97	$ 9,435.79	$ 6,739.85
Custodian	$ 400.00	$ 00.00	$ 400.00	$ 00.00
Fringe:	$ 30,029.50	$ 1,609.47	$ 12,210.22	$ 17,819.28
Travel/Training:	$ 4,600.50	$ 00.00	$ 1,356.78	$ 3,243.72
(for staff and for participants)				
Equipment	$ 9,300.00	$ 1,442.76	$ 5,021.40	$ 4,278.60
Supplies:	$ 6,500.00	$ 812.80	$ 3,679.46	$ 2,820.54
Other:	$ 63,850.00	$ 4,487.57	$ 35,113.60	$ 28,736.40
Rent(to include Utilities,Insur.& maint.)	$ 47,750.00	$ 3,736.95	$ 28,507.28	$ 19,242.72
Telephones	$ 6,500.00	$ 347.04	$ 3,221.09	$ 3,278.91
Printing	$ 4,000.00	$ 108.75	$ 1,573.62	$ 2,426.38
Dues/Subs	$ 2,000.00	$ 00.00	$ 572.11	$ 1,427.89
Legal/Audit	$ 2,000.00	$ 00.00	$ 00.00	$ 2,000.00
Interpreter	$ 600.00	$ 135.00	$ 562.50	$ 37.50
Accounting	$ 1,000.00	$ 159.83	$ 677.00	$ 323.00
GRAND TOTAL:	$272,330.00	$ 20,484.32	$143,189.33	$129,140.67

VIRGINIA DEPARTMENT OF REHABILITATIVE SERVICES
Receiving Report Verification

_____Final _____Semi-Annual _____Quarterly _XXX_Monthly

TO: Bob Howe, Department of Rehabilitative Services
FROM: Monica G. Hall, ECNV, Inc.
PROJECT TITLE: Endependence Center of Northern Virginia, Inc.
PROJECT NUMBER: _____
REPORTING PERIOD: From ___Jan 1___to _____Jan 31_____19_87__

Contract Reference	Description	Agency takes exception	Agency verifies item
1.	To complete 100 program intakes		
	Completed this month ____1_____		
	Has completed to date ___35____		
2.	To provide peer counseling to 100 persons		
	Completed this month _____ 7___		
	Has completed to date ___87____		
3.	To provide 1500 units individual peer counseling		
	Completed this month ____29____		
	Has completed to date __367____		
4.	To provide ILS training to 50 individuals		
	Completed this month ____10____		
	Has completed to date ___159___		
5.	To provide 500 units ILS training		
	Completed this month _____ 41___		
	Has completed to date __1011___		
6.	To provide 1000 units of information		
	Completed this month ___ 89____		
	Has completed to date _1196____		
7.	To provide 50 units of referral		
	Completed this month _____ 5____		
	Has completed to date __124____		
8.	To write 100 IILP's		
	Completed this month _____0____		
	Has completed to date ___13____		
9.	To write 300 objectives as part of IILP's		
	Completed this month _____ 0 __		
	Has completed to date ____412__		
10.	To complete 150 objectives for a 50% completion rate		
	Completed this month ____ 3__ ___300%__		
	Has completed to date ____388__ ___94%___		
11.	To provide 4000 units of community service and outreach		
	Completed this month ____128___		
	Has completed to date __1743___		
12.	To provide 240 hours of training for all service staff		
	Completed this month ____ 0____		
	Has completed to date ___10____		

This is to verify that the listed actions were accomplished by ECNV, Inc., with exceptions noted. Exceptions are documented on attached sheets.

_____

Project Administrator

Paralyzed Veterans of America
801 Eighteenth Street, N.W.
Washington, D.C. 20006

Here's a way to attract new customers!

And save $35,000 at the same time.

Tax Savings for You and a New Consumer Market for Your Business

What would you say to someone who told you they knew of a *large tax deduction* you could take every year—that was especially designed for a business like yours?

And, what would you think if someone told you at the same time you'd be *improving your business*—in both site appearance and prospective customer base?

Too good to be true? Well, a provision of the Tax Reform Act, Section 190 of the Internal Revenue Code, allows you to *deduct up to $35,000 annually* from your taxable income just by making your business accessible to more people who need—and want—the goods and services you offer.

"Widen" Your Doors for the New Market

There are many potential customers for whom negotiating "architectural barriers," such as steps and narrow doorways is a problem. In fact, today, millions of Americans have some form of physical handicap—from young professionals who use wheelchairs for mobility to retired persons with arthritis—in addition to mothers with baby carriages. All are potential customers who would appreciate easy access to your place of business.

The Federal government, too, is anxious for all Americans—regardless of physical handicap—to enjoy the benefits of accessibility. To encourage business owners to make accessibility improvements, Section 190 of the Tax Reform Act of 1986 allows up to $35,000 annually in income tax savings for costs associated with site improvements.

Accessibility Means Good Business

Whether you are a business person or medical professional, you can *open your doors to more customers* by making simple site improvements. And, at the same time, these renovations are likely to improve and enhance your business surroundings, attracting additional customers who previously had not taken advantage of your business.

In addition, businesses using vehicles to transport customers, clients or employees also can take advantage of these deductions for making vehicles accessible to handicapped persons.

Because you can deduct $35,000 annually, the *improvements need not be done all in one year.* Each year you can make deductible architectural improvements to your establishment as long as the changes benefit handicapped individuals and are within established accessibility guidelines.

We've Already Done Your Homework

Write us today to find out the specific guidelines which will make your renovations qualify for Section 190 tax deductions. Our staff of experts is ready to help your business grow!

Simply return the attached card to: Section 190 Program, Paralyzed Veterans of America, 801 Eighteenth Street N.W., Washington, D.C. 20006.

I would like to learn more about making accessibility improvements to my business under the tax benefits of Section 190. Please send me more information.

Name: _____

Title: _____

Name of Business: _____

Address: _____

_____

Business type:

☐ food service ☐ retail ☐ health care ☐ hotel

☐ tax accountant ☐ other _____

Telephone No.: ( ) _____ (In case we have a question about your request.)

Free Brochures:

Please send me _____ copies of **Design Guidelines Qualifying for the Tax Advantages of Section 190.**

Please send me _____ copies of *this* brochure, **The Tax Advantages of Section 190.**

Why We're Involved

Since 1947, the Paralyzed Veterans of America (PVA) has worked to overcome architectural barriers in American society—for their own members who use wheelchairs for mobility—and for all Americans. The legislation described here, Section 190 of the Tax Reform Act of 1986, is the fruition of eight years of PVA involvement and support. PVA worked specifically to make Section 190 permanent—with no expiration date—within the Tax Reform Act to obtain the best legislation possible for the nation's businesses.

NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

BUSINESS REPLY MAIL
FIRST CLASS PERMIT NO. 13135 WASHINGTON, DC

Section 190 Program
Paralyzed Veterans of America
801 Eighteenth Street, N.W.
Washington, D.C. 20006

ECNV

Endependence Center of
Northern Virginia, Inc.
2111 Wilson Blvd., Ste 400
Arlington, Virginia 22201

ECNV Membership

We Believe

ECNV, a resource center for persons with disabilities, believes that each individual has the right to determine his or her own lifestyle. Each person has the right to end dependence on institutions, agencies and families

The problems and barriers of any community are known best to citizens confronting them. Solutions come from persons who have solved similar problems creatively. Thus, the majority of the Board of Directors, Advisory Council and staff are disabled individuals.

ECNV believes all disabled people, their families, and their advocates have the right to participate in determining the priorities of the center. Involvement helps the community provide dignity, options and support for all.

The Center Offers

Services such as information and referral, independent living skills training, housing registry and counseling; personal care attendant registry; advocacy for individual or system-wide problems; technical assistance.

Membership Brings

- Access to a network of disability rights advocates
- Legislative updates
- Six newsletters a year
- Participation in the annual meeting
- Opportunity to vote on policies

For More Information

Call the Executive Assistant, Monica Hall, 525-3268 (Voice/TDD).

ECNV MEMBERSHIP FORM

Be Part Of The Solution!

MEMBERSHIPS ARE GOOD FOR 12 MONTHS

☐ Youth Membership (must be under 20 years old) ..... $ 6.00
☐ Individual Membership (no age restrictions) $12.00
Additional Donation ..... _____

Total Enclosed ..... _____

(If you are unable to pay at this time, put a check mark in the box beside the membership category you wish to apply for.)

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____ VOICE or TDD
PLEASE CIRCLE ONE

The Board of Directors meeting of the Endependence Center of Northern Virginia for Wednesday, February 18, 1987, was called to order at 6:00 p.m. in the Center conference room, by Vice President Gretchen Menn. Board members present were Gretchen Menn, Gary Vialle, Dale Brown, Wayne Shook, Gwyneth Rochlin, Robert Gorski, Ruth Phillips, Kaiko Komatsubarro, Delbert Phillips, Joyce Frieden, and Doris Ray. Mary Doremus, John Collins, and Tom Deniston called to express regrets that they would not be able to attend. Staff members present were Sharon Mistler, Monica Hall and Marsha Mazz. Interpreters for the meeting were Pam Carchio and Cindy Winn.

The minutes of the General Assembly meeting and the Board of Directors meeting of January 21, 1987 had been mailed prior to this meeting. Corrections were requested that Joyce Frieden's name be added to the ad hoc committee to count ballots on the General Assembly minutes, and that the Board minutes include that Gretchen Menn had requested that materials be mailed about ADAPT's positions.

* Joyce Frieden moved that the minutes be accepted as corrected. Seconded by Delbert Phillips. The motion passed.

The election of officers was next on the agenda. The Chair, Gretchen Menn, opened the floor for nominations to the position of President. Gretchen Menn was nominated.

* Delbert Phillips moved that Gretchen Menn be elected President by acclamation. Robert Gorski seconded the motion. The motion passed.

The Chair then opened the floor for nominations to the position of Vice-President. Joyce Frieden, Ruth Phillips and John Collins were nominated. Joyce withdrew her name.

* Ruth Phillips won the election to Vice-President.

Then the Chair opened the floor for nominations to the position of Secretary. Joyce Frieden was nominated.

* Delbert Phillips moved that Joyce Frieden be elected Secretary by acclamation. Seconded by Gary Vialle. The motion passed.

The chair opened the floor for nominations to the position of Treasurer. Tom Deniston was nominated.

* Tom Deniston won election to the position of Treasurer.
* Delbert Phillips moved to expand the executive committee. Gwyneth Rochlin seconded the motion. The motion passed.
* Dale Brown moved the the expansion of the executive committee be held to one position, that of 2nd Vice-President. Seconded by Gwyneth Rochlin. The motion passed.

The chair opened the floor for nominations to the position of 2nd Vice-President, just created. John Collins was nominated.

* Delbert Phillips moved that John Collins be elected to the position of 2nd Vice-President by acclamation. Gwyneth Rochlin seconded the motion. The motion passed.

Gretchen Menn, the Chair, introducted the Executive Director, Sharon Mistler, to give the Center Report (attachment A).

* Joyce Frieden moved acceptance of the report. Delbert Phillips seconded. The motion passed.

Gretchen, as the President, appointed Ruth Phillips as the Chairperson of the Personel Committee.

* Gwyneth Rochlin moved that the Board accept the appointment of Ruth Phillips as Chairperson of the Personel Committee. Seconded by Delbert Phillips. The motion passed.
* Joyce Frieden moved that the Board authorize the Personel Committee to accept the Department of Rehabilitation Services salary schedule. Delbert Phillips seconded the motion. The motion passed.

The Chair asked for input on priorities for the 1987 calendar year. Delbert suggested seeking more private funding. Joyce Frieden added that increased public relations would aid in seeking private funding as well as increasing awareness of services available from the Center. Doris Ray requested increased targeted outreach to people living in the far west and east of the service area. Joyce suggested that targeted outreach should include specific minorities such as disabled people who are black, hispanic, visually impaired, etc. Delbert added mentally retarded people. Dale Brown requested the staff be asked if any Center service comsumers who are mentally retarded might be appropriate to serve as Board members. Sharon Mistler stated that the Center for Resource Management had given excellent training at an Independent Living conference, and they might be asked to do training for the staff and board of the Center.

The next agenda item was to fill the 15th slot on the Board of Directors. Don Galloway was nominated.

* Delbert Phillips moved that Don Galloway be accepted by acclamation. Seconded by Dale Brown. The motion passed.

Gwyneth Rochlin voiced objection to not having this position open to the General Assembly since it was vacant at the time of the last election.

* Gwyneth moved to resend the motion electing Don Galloway to fill the 15th slot on the Board of Directors. Delbert Phillips seconded the motion. The passed with 3 negative votes.
* Wayne Shook moved that the membership be mailed ballots with the names of all persons nominated for board positions at the General Assembly meeting of January 21, 1987, who had not been elected, so that the general membership would elect a person to the 15th slot. Those persons being: Larry Allison, Don Galloway, and Tony Suazo. Seconded by Ruth Phillips. The motion passed with 2 negative votes.

The Chair asked for other business. Doris Ray inquired why ADAPT support was not on the agenda, since it had been requested at the last Board meeting. Joyce Frieden passed copies of the membership forms to all members present and thanked the staff, from the Membership Committee, for the work involved in it's completion. Joyce also stated that the staff should be applauded for it's swift reaction to the changes in the elections procedures at the last General Assembly meeting. Ruth Phillips distributed phamphlets to those present from the PVA about tax deductions for businesses that remove architectual barriers.

* Doris Ray moved that the Board nominate Jon Strother for an annual award from the Human Rights Committee of Fairfax County. Delbert Phillips seconded the motion. The motion passed.
* Gwyneth Rochlin moved that the President create a Bylaws Committee. Seconded by Ruth Phillips.

Gretchen Menn appointed Gwyneth Rochlin to be Chairperson and members to include Wayne Shook, Delbert Phillips, Doris Ray, and Joyce Frieden.

* Gwyneth Rochlin moved approval of the Bylaws Committee. Ruth Phillips seconded. The motion passed.

The Chair stated that the next full Board meeting would be in one month, on Wednesday, March 18, in the conference room of the Center.

The meeting adjourned at 8:50 p.m.

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

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The Chair stated that the next full Board meeting would be in one month, on Wednesday, March 18, in the conference room of the Center.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Joyce Frieden

Joyce Frieden, Secretary

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA, INC.
Center Report
February 18, 1987

January was a mixed month. The annual meeting brought extra activity to Center staff and a sense of excitment surrounded the election of board members and the involvement of new people at the meeting and on the board. The following morning brought the first great snowstorm of '87 which quickly immobilized Northern Virginia. Our statistics for the month suffered as a result but that is traditional for snow months. We look forward to the spring surge of activity. Special thanks should go to Monica and Debbie for holding down the fort even on days when the Center was officially closed.

We received quite a few accolades for the fine work done by Jill on the Human Rights Bill. The leader of the Northern Virginia coalition of groups working on the legislation credited Jill as being the one most critical person to the effort. "Without Jill's knowledge, analysis, and patient persistence the peice would never have come out of the Finance Committee much less get the positive response from the floor." Jill's work has given disability rights groups in Virginia the leadership position within the larger civil rights community.

Marsha returned from maternity leave and the entire staff celebrated. She immediately dug into the work of trying to assure accessibility of the new County Courthouse complex. There are severe problems and Marsha is working closely with the Arlington commission to convince the County the present design is inadequate. Marsha also accompanied Anthony to his first Metro hearing. After the great blizzard Anthony attempted to come to work. The three subway elevators closest to his apartment were not in use. He insisted Metro workers help him down the escalators since the elevators were out. He made it!! This was such a common experience for so many that he decided he had to speak up for all those who couldn't make it. The Metro hearing was the perfect opportunity. To deal wityh this system problem, Marsha is preparing a questionnaire to be handed out to colleagues who are regular users to start collecting data on the frequency of problems with the system.

Call Marsha about help-g

President
John D. Collins III

703/525-3268 (Voice/TDD)

Executive Director
Sharon E. Mistler

The Center staff is also pursuing the feasibility of developing a map of the subway stations that will indicate accessibility features. We are contacting a professor at the University of Maryland who teaches a mapping class in hopes he can identify a student who could do the technical drawings for a class project. The idea is to pair a disabled user with a student to do the accessibility study. This information is something we are frequently asked for and we know of no group preparing this type of map.

Marsha and I recently attended a meeting at PVA to discuss the negotiations of the Air Carrier Act Regulations. We learned that there will be three negotiating teams:
One representing federal agencies; one representing the airline industry; one representing disability groups. 6-8 representatives will be on each negotiating team. The team representing the disabled community was listed in the Federal Register as the following: representatives from the American Council for the Blind, the National Federation of the Blind, Paralyzed Veterans of America, National Council on Independent Living, Easter Seals, and the National Association for the Advancement of Travel for the Handicapped. I was very honored the NCIL asked that I be the negoiator for NCIL.

The National Board of NCIL met in D.C. this month and we provided technical assistance on transportation, interpreters and babysitting services. The critical votes were taken:

1. The RSA regulation being written to implement the ammendments has to confirm that "consumer controlled board" refers to the governing board. It was voted that this is not negotiable.

2. NCIL would continue to advise the Commisssioner on IL issues but would not agree to an official TASK FORCE.

3. NCIL would offer RSA technical assistance on writing the job descriptions for the new IL positions within RSA. (The offer was accepted, TA was given).

4. NCIL offered its mailing list to RSA for the purpose of disseminating job postings. (The offer was accepted. Job information will go out to all Centers in NCIL.)

5. The NCIL legislative priorities are: The Civil Rights Restoration Act, RSA Title VII regulations, Long Term Health Care, HUD 202 regulations, Air Carrier Regulations, Social Security.

Mary Johnson, Editor of the Disability Rag, visited the Center for most of one day. She was quite excited over new ideas presented by stafffor issues to be discussed in future issues of the Rag. She was very complimentary regarding the quality of Board members and staff members of ECNV.

Last week we received a call from David Siskind of DRS, Virginia, saying that DRS is suggesting that all ILC's in Virginia adopt the state salary schedule so there is uniformity in salaries. A conference call was held with all Virginia Directors to discuss the implications. We all agreed that it would be to the benefit of the Centers to adopt the schedule. It appears that ECNV's salaries would not be significantly affected. It appears that all our positions are presently in an identifiable class although they are at the low end of the scale. I recommend the Personnel Committee of ECNV review the material and if there is no significant problem be given the power to adopt the system. A decision needs to be made quickly in that our Federal proposal is now being written and this change would have to be reflected in the proposal.

Marie Lynch was offered and accepted a job in private rehab. The $8,000 raise was impressive. The posting for the position will be in Sundays Post and is being sent to all independent living centers nationwide. If any board members have suggestions as to other places to which the postings should be sent please notify Monica with the name and address.

The staff is planning a series of workshops for the Spring on topics such as financial benefits, PCA management, and sexuality. We are in the process of identifying good speakers and panelists. Please call me with any suggestions.

UPCOMING EVENTS

WOMEN AND LAW CONFERENCE
March 18-22
George Washington University
(brochure available with
description of disability
related workshops)

NATIONAL ORTHOPSYCHIATRIC ASSOC.
March 27-29
(one of the keynote panels on
disabled people and the psychology
professions. Information due any day)

ADAPT Meetings
March 8-10
activities on Hill and around town
Contact Doris Ray for information

WKYS
Interview on Feb 23 to discuss ECNV
services and activities

Attachment I
ECNV, Inc.
Monthly Expenditures
January, 1987

Line Item:	Amount
Personnel:	
Executive Director	$ 2,792.22
Director of Internal Services	$ 00.00
Administrative Assistant	$ 1,347.97
Bookkeeper	$ 1,347.97
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(for staff and for participants)				
Equipment	$ 9,300.00	$ 1,442.76	$ 5,021.40	$ 4,278.60
Supplies:	$ 6,500.00	$ 812.80	$ 3,679.46	$ 2,820.54
Other:	$ 63,850.00	$ 4,487.57	$ 35,113.60	$ 28,736.40
Rent(to include Utilities,Insur.& maint.)	$ 47,750.00	$ 3,736.95	$ 28,507.28	$ 19,242.72
Telephones	$ 6,500.00	$ 347.04	$ 3,221.09	$ 3,278.91
Printing	$ 4,000.00	$ 108.75	$ 1,573.62	$ 2,426.38
Dues/Subs	$ 2,000.00	$ 00.00	$ 572.11	$ 1,427.89
Legal/Audit	$ 2,000.00	$ 00.00	$ 00.00	$ 2,000.00
Interpreter	$ 600.00	$ 135.00	$ 562.50	$ 37.50
Accounting	$ 1,000.00	$ 159.83	$ 677.00	$ 323.00
GRAND TOTAL:	$272,330.00	$ 20,484.32	$143,189.33	$129,140.67

VIRGINIA DEPARTMENT OF REHABILITATIVE SERVICES
Receiving Report Verification

_____Final _____Semi-Annual _____Quarterly _XXX_Monthly

TO: Bob Howe, Department of Rehabilitative Services
FROM: Monica G. Hall, ECNV, Inc.
PROJECT TITLE: Endependence Center of Northern Virginia, Inc.
PROJECT NUMBER: _____
REPORTING PERIOD: From ___Jan 1___to _____Jan 31_____19_87__

Contract Reference	Description	Agency takes exception	Agency verifies item
1.	To complete 100 program intakes		
	Completed this month ____1_____		
	Has completed to date ___35____		
2.	To provide peer counseling to 100 persons		
	Completed this month _____ 7___		
	Has completed to date ___87____		
3.	To provide 1500 units individual peer counseling		
	Completed this month ____29____		
	Has completed to date __367____		
4.	To provide ILS training to 50 individuals		
	Completed this month ____10____		
	Has completed to date ___159___		
5.	To provide 500 units ILS training		
	Completed this month _____ 41___		
	Has completed to date __1011___		
6.	To provide 1000 units of information		
	Completed this month ___ 89____		
	Has completed to date _1196____		
7.	To provide 50 units of referral		
	Completed this month _____ 5____		
	Has completed to date __124____		
8.	To write 100 IILP's		
	Completed this month _____0____		
	Has completed to date ___13____		
9.	To write 300 objectives as part of IILP's		
	Completed this month _____ 0 __		
	Has completed to date ____412__		
10.	To complete 150 objectives for a 50% completion rate		
	Completed this month ____ 3__ ___300%__		
	Has completed to date ____388__ ___94%___		
11.	To provide 4000 units of community service and outreach		
	Completed this month ____128___		
	Has completed to date __1743___		
12.	To provide 240 hours of training for all service staff		
	Completed this month _____ 0____		
	Has completed to date ___10____		

This is to verify that the listed actions were accomplished by ECNV, Inc., with exceptions noted. Exceptions are documented on attached sheets.

_____

Project Administrator

MINUTES OF THE ANNUAL MEETING OF THE
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

January 21, 1987

The meeting commenced at 7:15 pm and was chaired by Gretchen Menn. Approximately 35 people were assembled.

1. A panel of two persons presented information on the Virginia Department on the Rights of Disabled Persons and a proposed human rights commission for Virginia.

2. The staff of the Endependence Center were introduced.

3. Sharon Mistler reviewed the highlights of 1986.

4. Gretchen Menn described the planning of the annual meeting and the nominating process.

5. Robert Gorski described and answered questions about the election process. By unanimous vote the membership approved rescinding the membership application cutoff previously set by the board. Time was allowed for persons attending the meeting to complete application forms, pay membership dues, and receive ballots. By unanimous vote the membership approved providing ballots to members who had lost or forgotten previously issued ballots. Current board members introduced themselves and answered questions by the board. Don Galloway was nominated for board by Lex Frieden; Doris Ray seconded the nomination. Ballots were collected and counted by an ad hoc committee consisting of Jill Robinson, Dale Brown, Robert Gorski, and Gwyneth Rochlin. Winning candidates were Tom Deniston, Ruth Phillips, John Collins, and Mary Doremus.

The meeting adjourned at 10:00 pm.

MINUTES OF BOARD OF DIRECTORS MEETING
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

January 21, 1987

The meeting commenced at 10:20 pm. Board members present were Delbert Phillips, Ruth Phillips, Gretchen Menn, Gwyneth Rochlin, Robert Gorski, Joyce Frieden, Gary Vialle, Dale Brown, Wayne Shook, and Doris Ray.

1. The Board voted to extend the terms of the present officers to February 18, 1987, when the Board will meet again.

2. The Board approved Sharon Mistler arranging a dinner meeting with members of the National Council on Independent Living so that the ECNV board might learn of successful fund raising strategies.

3. Doris Ray updated the Board on ADAPT's activities on behalf of accessible mass transit. No action was taken.

The meeting adjourned at 11:45 pm.

MINUTES OF EXECUTIVE COMMITTEE AND PERSONNEL COMMITTEE MEETING
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA
December 17, 1986

The meeting commenced at 6:17 pm. Present were Gretchen Menn, Larry Allison, Robert Gorski, Ruth Phillips, and Sharon Mistler.

1. The agenda presented by Gretchen Menn was adopted.

2. Minutes of the October meeting of the Executive Committee were accepted.

3. PERSONNEL COMMITTEE

Responding to a question from Ruth Phillips regarding supervision of staff, Sharon Mistler stated that there is no present need for an assistant or a deputy director , due to the small size and independent nature of the center staff. However, if two or three more people were added, another administrator would be needed.

Staff member Dennis Shaw's 60-notice to the Director has expired. He continues on staff because his intended employment fell through and he is development a fund raising manual for the Center.

In thinking about replacement for Shaw, Sharon Mistler feels that a full-time public relations person is not needed at the present time. There is a great need for proposal writing. The Personnel Committee directed Mistler to prepare two alternatives (one a full-time, the other part-time) for the public relations position for the consideration of the Board.

On the subject of a merit policy for staff, Mistler informed the Committee that the average county merit increase is 4-6%, while the state COLA plus merit is 10%; and that she has withheld merit raises on two staff persons. The PersonnelCommittee agreed that ECNV's merit ppolicy needs to be consisten with restrictions of funding sources. The Committee will draft policy language for presentation at the January board meeting.

Regarding the recently completed executive director evaluation, Mistler had the following comments for improving the process in the future:

1) require some minimum of attendance at Board meetings before Board members could participate in evaluation;
2) the evaluation should ask only about subjects which are included in the job description for the executive director;
3) only Board members with a clear idea of the role of the execu tive director should participate in the evaluation;
4) an evaluator should answer only those questions pertaining to are as of the exeuctive director's performance about which the Board or staff member is knowledgeable;

5) staff members should evaluate from the perspective of their professional experiences with the executive director, and not from more global points of view;
6) the evaluation process needs to be so constructed that it does not become distorted into a complaint process;
7) the Board should explore appointed an evaluating committee.

The Personnel Committee discussed the need to increase the amount of permitted carry-over annual leave. The Executive Committee approved a motion to increase for this year only the carry-over to 120 hours, at the discretion of the executive director. The Personnel Committee will study the matter further.

4. DEVELOPMENT COMMITTEE

The Executive Committee voted to delay a day-long planning meeting for board and staff to March.

5. FINANCE COMMITTEE

Ruth Phillips reported that the committee will soon meet with Mistler and make a year-end report. Mistler announced her intention to hire a part-time secretary, with money from an unfilled county-funded position.

6. ANNUAL MEETING

Robert Gorski reported on the preparation undertaken by Gretchen Menn, Joyce Frieden, and himself (see attachment #1). The Committee voted (1) to include the names of Tom Deniston, Ruth Phillips, Larry Allison, John Collins, Mary Doremus and Tony Suazo on the printed ballot for the board elections; (2) to continue the board size at 14; and (3) to have a membership application cutoff date of 5pm, January 16, 1987 in order for members to vote in the board elections.

7. INSURANCE

Gretchen Menn reported she is continuing to investigate liability insurance for the board.

The meeting adjourned at 8:55pm.

REPORT TO BOARD FROM ANNUAL MEETING COMMITTEE
December 16, 1986

Members of the Committee are Joyce Frieden, Robert Gorski, and Gretchen Menn. The Committee met twice to develop a plan for the Annual Meeting and election of members to the ECNV board, and makes the following recommendations.

The Annual Meeting should be held at 7:30 pm on January 21, 1987. It will be about 1½ hours in length, following which the full board will meet to elect board officers and conduct any necessary business.

Besides the three activities that the bylaws specify take place at an Annual Meeting (election of board members, approval of mission and goals, and approval of a budget), the upcoming Annual Meeting should include:

* Fun -- entertainment by one or more deaf performers.
* Food -- light snacks and refreshments.
* A Program -- a three-person panel presentation about disability rights in Virginia. Presentations will focus on the impact of H.B. 817, the operation of the Department of Disability Rights, and the pros and cons of the proposed legislation for a comprehensive bills of rights in Virginia. Panelists will be Jill Robinson (from ECNV), a staff person from the Department of Disability Rights, and Assemblyman Warren STambaugh. (A fourth panelist could be a Northern Virginia lawyer with cases involving the provisions of HB 817.)

An annual report on the Center should be available by the date of the Annual Meeting and should be given to those who attend the meeting, and mailed to those who do not attend and who request a copy of the report.

60 Copies of a recent newsletter from the Department of Disability Rights should be sent to each ECNV member prior to the Annual Meeting.

The Board elections should fill the four positions of members whose term is expiring and a 15th board position allowed by the bylaws and currently unfilled.

On the ballot should be the four Board members whose terms are expiring. They are Larry Allison, John Collins, Tom Deniston, and Ruth Phillips. Additional names should include Mary Doremus, Don Galloway, and Tony Suazo. The Annual Meeting Committee decided to forego inquiring if Nell Carney, Sharon Wilkin, and S. Williams would be interested in being on the ballot. The Committee reached no decision on whether to include Eunice Fiorito on the ballot. She had been approached previously and had given permission for the Committee to consider her.

Ballots should list candidates alphabetically, include short biographies, and invite voting members to vote for up to five candidates. Ballots should be numbered by hand and registered to insure against election tampering.

Ballots should be mailed to all voting members in advance of the Annual Meeting with instructions on voting by mail or in person at the Annual Meeting.

On December 18, a letter to the membership should be mailed from the President or Acting President announcing the Annual Meeting and the board elections.

Outreach should be done to encourage nonmembers to attend Annual Meeting program.

There should be no cutoff date for membership renewal or membership application.

#####

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA
BOARD OF DIRECTORS MEETING
AGENDA
November 19, 1986

1st Delbert 2nd Georgette

1. Approval of Agenda
2. Approval of Minutes
   a. September Board of Directors Meeting
   b. October Executive Committee Meeting
3. Center Report
4. Committee Reports
5. Japanese Bazaar

Carol - Kenyans

6. Annual Meeting
7. Insurance
8. Personnel
9. Other Business

old participants

new participants

Mary Doremus

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA
November 19, 1986

The meeting commenced at approximately 6:15 pm. Present were Board members: Gretchen Menn, Ruth Phillips, Delbert Phillips, Robert Gorski, Doris Ray, Larry Allison, Gwenyth Rochlin, Joyce Freiden, Tom Deniston, and Keiko Kamatsubaru. Staff members present were: Sharon Mistler and Monica Hall.

1. The Board approved the agenda as prepared by the president.

2. CENTER REPORT
Sharon Mistler presented the report (see attachment #1).

3. COMMITTEE REPORTS
a. Development Committee
Robert Gorski reported the Committee continues to recommend a one-day training retreat for board and staff to occur during the winter. More specific recommendations will be made at the beginning of the new year.

b. MEMBERSHIP COMMITTEE
Joyce Frieden reported that 39 membership renewals notices were sent out and so far 13 people have renewed.

4. JAPANESE BAZAAR
Keiko Kamatsubaru reported preliminary figures for the bazaar as grossing $3,500 and costing $2,000. In addition, she announced, the Toyota Company has promised to make a donation to the Center. More people attended and made purchases at the Bazaar this year than any year previous. Organizing the Bazaar was particularly difficult this year because of unsureness of identifying an appropriate location until late in the fall.

5. ANNUAL MEETING
The Board approved holding the 1986 Annual Meeting on the 3rd Wednesday in January 1987. Robert Gorski was designated to chair the planning for the 1986 Annual Meeting, other Board members were invited to participate, and the Planning Committee was directed to report its recommendations at the December meeting of the Executive Committee. When to hold the 1987 Annual Meeting will be considered at a later date, but the Board agreed to tentatively schedule it for November 1987, at which time Board member terms scheduled to end in 1987 will expire.

6. BOARD INSURANCE
Gretchen Menn reported that she is continuing to investigate how best to insure the members of the Board against liability.

7. PERSONNEL
The Board convened an executive session and discussed appropriate remuneration for the Executive Director, merit pay policies, and other related matters. During discussion, four motions were voted on. (1) Delbert Phillips moved to grant the executive director a five percent merit raise retroactive to January 1, 1986. The motion did not pass; the votes were two Yes, three No, and two Abstain. (2) Doris Ray moved (a) that no merit raises be granted until the Board adopts a comprehensive merit scale, and (b) that the Personnel Committee recommend a merit scale plan by February 1987. The motion passed. (3) Doris Ray moved that the executive director's salary be increased by 8%, effective the next pay period. The motion passed. (4) Robert Gorski moved to adopt the report of the Personnel Committee (see attachment #2). The motion passed. At the end of the discussion of personnel matters, the Board reconvened in regular session.

The meeting adjourned at approximately 8:30 pm.

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

ECNV Center Report--November 19, 1986

The Center received really fine compliments on the Open House. ECNV staff and Board should feel really good about its "coming out" in our new home!

Even through the disruptions of recent weeks and the siege of illness that has been upon us ECNV's activities keep perking along. In addition to the continuation of the provision of core services the following activities are worth noting!

1. Sheryl Law was hired as a part-time trainer for the Transition to Independence Program. Sherry brings with her a wealth of experience from her previous years at the Boulder, Colorado independent living center. There she served as assistant coordinator for the Independent Living Program for the past 2 1/2 years and served in other staff positions for the previous 3 years.

2. Jill Robinson is working with the legislation creating a civil rights bill for the state of Virginia. In your packet you will find a letter to the other state directors explaining the bill and also a copy of a comparison of this bill and 817.

3. I have been working on comments regarding the new regulations for the Rehabilitation Act Ammendments. I have been asked to represent the Virginia Directors at the Region III forum to be held at GWU on December 1, 1986.

4. The Transition to Independence Program is into its fourth session and second week of its training classes. Drop in supervision of people moving into their own apartments has begun. The second session of a 3 part workshop on sexuality for mentally retarded adults will be held tomorrow night.

5. The final draft of some information brochures will be reviewed tomorrow and are scheduled to go immmediately to print.

6. A first draft of a Case Study for Fundraising has been completed. I am presently editing a 47 page document prepared by Denny. Then the second draft will be disseminated to the Executive Committee for their input.

President
John D. Collins III

703/525-3268 (Voice/TDD)

Executive Director
Sharon E. Mistler

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

how much per unit # of units

125 individuals potentially in state

40 for N. Va.

7. Marie continues to work with various community groups to expand the housing options available. Presently Eva Tieg has included in her budget money for a pilot program to provide direct financial subsidy to individuals who are disabled so that they can rent units available on the open market. Also included is money for support services such as personal care attendant money. If the legislature approves her budget all the ILCs will be administering sections of this program.

8. Jill has been working with the building inspectors to tighten up the inspection process of new construction. It is apparent that waivers are not being granted but buildings are still opening with violations to the code. It is obvious ECNV will need to plan a monitoring program to assist the inspectors.

Enclosed in your packet is a copy of the monthly statistics and fiscal report. You will also find a summary of the major provisions of the Reauthorization of the Rehabilitation Act.

All of the ECNV staff wishes to thank those Board members who have been so helpful during John's absence. I, personally, wish to thank those who have been so sensitive and supportive during my personal days of illness.

Sharon Mistler Son
November 19, 1986

Attachment #2

PERSONNEL COMMITTEE REPORT
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

The Personnel Committee of the Endependence Center of Northern Virginia met October 23, 1986. All three members, Larry Allison, Ruth Phillips, and Gretchen Menn were present. The purpose of the meeting was to review the evaluation forms which had been completed as a part of the Annual Performance Review of the Executive Director of the ECNV.

Overall members of the Board of Directors gave the Director positive reviews with basically general but positive comments. Her average rating from Board members on the 23 elements on which she was assessed was 4.11 on a five-point scale. The initial plan for the evaluation included input from ECNV staff. The Board agreed that the overall staff assessment would have the same weight as the assessment of one member of the Board of Directors.

The Personnel Committee discovered that only four staff members completed assessment forms and three of those who did gave negative ratings. Other staff members told members of this Committee that they had felt unconfortable completing the forms and were given the impression that if few staff members completed the forms, no staff evaluations would be considered. Thus they did not complete the forms. From rather extensive comments of these three staff members, attempts were made to discern the comparatively few concrete staff concerns. These concerns were discussed with the Executive Director and are included in the Evaluation report.

The personnel committee then discussed personnel concerns at ECNV generally and decided that it would meet the Executive Director to explore how the ECNV Board of Directors and/or its Personnel Committee can assist in enhancing employee morale and ensuring a quality staff.

Attachment I
ECNV, Inc.
Monthly Expenditures
October, 1986

Line Item:	Amount
Personnel:	
Executive Director	$ 2,792.22
Director of Internal Services	$ 00.00
Administrative Assistant	$ 1,347.97
Bookkeeper	$ 1,347.97
Director of Public Affairs	$ 1,925.67
Director of Advocacy	$ 1,444.25
ILS Training Specialist	$ 00.00
I&R Coordinator	$ 1,925.67
PCA/Housing Coordinator	$ 1,347.97
Custodian	$ 00.00
	$12,131.72
Fringe:	
Matching FICA	$ 867.42
Fed Employ. Tax	$ 97.05
Insurance	$ 645.00
	$ 1,609.47
Travel/Training: (for staff and participants)	$ 49.69
Equipment:	$ 376.32
Supplies:	$ 582.08
Other:	
Rent (to include utilities, maintenance and insurance)	$ 3,626.95
Telephone	$ 531.32
Printing	$ 655.25
Dues/Subscriptions	$ 4.80
Legal/Audit	$ 00.00
Interpreter	$ 45.00
Accounting	$ 115.47
	$ 4,978.79
GRAND TOTAL:	$19,728.07

Attachment II
ECNV, Inc.
Recap Sheet
October, 1987

e Item:	Budgeted Amount	Current Amount	Cumulative Amount	Remaining Amount
sonnel:	$158,050.00	$ 12,131.72	$ 49,412.71	$108,637.29
t.Dir	$ 33,506.64	$ 2,792.22	$ 11,168.88	$ 22,337.76
Internal Ser.	$ 485.83	$ 00.00	$ 485.83	$ 00.00
n. Asst.	$ 16,175.64	$ 1,347.97	$ 5,391.88	$ 10,783.76
keeper	$ 16,175.64	$ 1,347.97	$ 5,391.88	$ 10,783.76
PR/Fund	$ 23,108.04	$ 1,925.67	$ 7,702.68	$ 15,405.36
Advocacy	$ 17,331.00	$ 1,444.25	$ 5,777.00	$ 11,554.00
Specialist	$ 11,583.53	$ 00.00	$ 00.00	$ 11,583.53
Coordinator	$ 23,108.04	$ 1,925.67	$ 7,702.68	$ 17,405.36
Housing Coord	$ 16,175.64	$ 1,347.97	$ 5,391.88	$ 10,783.76
odian	$ 400.00	$ 00.00	$ 400.00	$ 00.00
ge:	$ 30,029.50	$ 1,609.47	$ 6,607.81	$ 23,361.69
el/Training:	$ 9,600.50	$ 49.69	$ 1,274.59	$ 8,325.91
staff and for participants)				
pment	$ 4,300.00	$ 376.32	$ 2,685.62	$ 1,614.38
lies:	$ 6,500.00	$ 582.08	$ 1,635.83	$ 4,864.17
r:	$ 63,850.00	$ 4,978.79	$ 21,140.84	$ 42,709.16
(to include	$ 47,750.00	$ 3,626.95	$ 17,437.96	$ 30,312.04
ities,Insur.& maint.)				
phones	$ 6,500.00	$ 531.32	$ 2,053.16	$ 4,446.84
ting	$ 4,000.00	$ 655.25	$ 810.95	$ 3,189.05
/Subs	$ 2,000.00	$ 4.80	$ 243.10	$ 1,756.90
l/Audit	$ 2,000.00	$ 00.00	$ 00.00	$ 2,000.00
rpreter	$ 600.00	$ 45.00	$ 247.50	$ 352.50
unting	$ 1,000.00	$ 115.47	$ 348.45	$ 651.55
D TOTAL:	$272,330.00	$ 19,728.07	$ 82,817.40	$189,512.60

VIRGINIA DEPARTMENT OF REHABILITATIVE SERVICES
Receiving Report Verification

_____Final _____Semi-Annual _____Quarterly _XXX_Monthly

TO: Bob Howe, Department of Rehabilitative Services
FROM: Monica G. Hall, ECNV, Inc. Monica G. Hall
PROJECT TITLE: Endependence Center of Northern Virginia, Inc.
PROJECT NUMBER: _____
REPORTING PERIOD: From ___Oct 1___to _____Oct 31_____19_86__

Contract Reference	Description	Agency takes exception	verifies it
1.	To complete 100 program intakes Completed this month ____3_____ Has completed to date ___31____		
2.	To provide peer counseling to 100 persons Completed this month ____15____ Has completed to date ___62____		
3.	To provide 1500 units individual peer counseling Completed this month ____89____ Has completed to date __290____		
4.	To provide ILS training to 50 individuals Completed this month ____26____ Has completed to date ___95____		
5.	To provide 500 units ILS training Completed this month ____312___ Has completed to date ___814___		
6.	To provide 1000 units of information Completed this month ___223____ Has completed to date __799____		
7.	To provide 50 units of referral Completed this month ____12____ Has completed to date ___74____		
*8.	To write 100 IILP's Completed this month _____2____ Has completed to date ___10____		
9.	To write 300 objectives as part of IILP's Completed this month _____108__ Has completed to date ____277__		
10.	To complete 150 objectives for a 50% completion rate Completed this month _____99__ ___92%___ Has completed to date ____256__ ___85%___		
*11.	To provide 4000 units of community service and outreach Completed this month ____319___ Has completed to date ___528___		
12.	To provide 240 hours of training for all service staff Completed this month ____10____ Has completed to date ___10____		

some confusion re def. of IILP - will pick up in future months

staff to busy to count all units

This is to verify that the listed actions were accomplished by ECNV, Inc., w exceptions noted. Exceptions are documented on attached sheets.

Total # of open cases ~ 110

_____
Project Administrator

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

November 19, 1986

Dear Virginia ILC Directors:

As you know, the Study Commission which was appointed to recommend a comprehensive human rights bill for Virginia has almost concluded its work. The Commission staff is still is the process of making some last minute changes relating to the real estate section of the bill it has drafted. The draft is expected to be available in the middle of December.

Using the earlier draft printed by the Study Commission and an oral briefing by a Commission member about the changes subsequently made to that draft, we have compared the Study Commission's expected final product with the substantive civil rights provisions of H 817, "The Virginians With Disabilities Act." Our analysis (a copy of which is enclosed) resulted in the conclusion that the Study Commission's draft bill would significantly expand the protection of our rights.

The most exciting aspect of the draft bill is the establishment of a state Commission on Human Rights with many of the serious enforcement powers and duties commonly granted to such state agencies. Victims of discrimination would be able to seek remedies through a state administrative procedure without the need to hire an attorney and undertake the costs of a lawsuit. Complainants also have the right to seek judicial review of Commission action (or inaction). If possible (i.e., if we come up with a well qualified, credible candidate whom we seriously push), people with disabilities are to be represented on the Commission.

The draft would also extend new protections by clarifying that both indirect and unintentional discriminatory conduct is prohibited.

The only major substantive loss of protection is in the employment area. The draft would only apply to employers with 15 or more employees. This is significant because the greatest number of employers fit in that category, and most employees are employed by those employers. This loss is offset only to a degree by the extension of coverage to more people with those people with disabilities who do no need accommodations, as 817 does. Also, the draft regulates the conduct of employment agencies and labor organizations, not only employers, as 817 does.

Weighing the gains against the losses, we believe this new bill would be a significant net gain of substantive rights, enforcement and remedies.

Additionally, working hard for the enactment of this bill would make us an active part of the coalition comprised of each of the other protected groups. This coalition already has an extensive network and years of experience in civil rights lobbying in Virgina. It would be to our benefit to gain their respect and appreciation.

You will be getting a letter shortly from this coalition (United Virginians). The letter will be soliciting your support for the bill. It is our recommendation that we all pull out all the stops to lobby this bill, beginning immediately. We hope to see each ILC make personal contact with each of the consumer groups in its area to get each of their members active in the effort. Each member of each consumer group should be encouraged to try to activate other organizations of which s/he is a member (social, recreational, professional, civic, fraternal organizations, churches, etc.). We should be able to have an enormous influence if legislators are contacted by every member of this extensive network.

Please send us the name and address of the people and organizations you activate so we can build a lobbying mailing list/data base, and keep all interested parties apprised of further developments.

The possibility of the passage of this draft bill presents us with an opportunity to expand our rights and secure better civil rights enforcement. United Virginians feels that the momentum they have built in the several years they have been working toward the enactment of a bill such as this may well pay off this year. An all-out effort on our part would be both beneficial and timely.

If you have any questions or comments about the draft, or if you disagree with our analysis or conclusion, please give us a call.

Thank you for your cooperation.

Sincerely,

Sharon Mistler
Director

and

Jill Robinson
Acting Advocacy Director

cc: Interested Parties

ECNV
Endependence Center of Northern Virginia, Inc.
2111 Wilson Boulevard, Suite 400
Arlington, Virginia 22201

COMPARISON OF THE STUDY COMMISSION'S PRELIMINARY DRAFT WITH EXISTING PROTECTIONS

Note: Throughout this comparison, the Study Commission's Preliminary Draft is referred to as "the draft," and H 817 is referred to as "817."

1. Definitions.

The draft defines "discrimination" to include any "direct or INDIRECT practice or act" which has the "purpose or EFFECT" of "excluding, evicting, restricting, denying, refusing, limiting, or segregating" a person on account of a protected class status (emphasis added). This is enormously significant because in recent years the applicability of civil rights statutes to situations in which the discrimination was indirect has been questioned. This definition offers us greater protection than is available under 817.

All of the definitions which comprise the total definition of "otherwise qualified person with a disability" (including definitions of "person with a disability," "physical impairment," and "mental impairment) are the same. The draft adds definitions of "disability" ("any condition or characteristic that renders a person a 'person with a disability'") and "major life activity" (the federal definition.) The added definitions add clarity, and are needed under the new structure.

2. Employment

Definition of employer. The draft's definition of employer is restricted to those with fifteen or more employees. While this tracks several federal employment provisions, it provides less coverage than 817 which applies to all employers. Most employers have fifteen or fewer employees, so this is a significant restriction on coverage.

Application. The draft regulates the conduct of employment agencies, labor oraganizations and joint labor-management committees as well as the conduct of employers. Because 817 reached only employers, this is a gain.

Employer conduct.

The draft prohibits discrimiatory conduct "because of . . .disability." 817 prohibits discrimination against an "otherwise qualified person with a disability solely because of such disability." The later definition is quite problematic because by triggering the "otherwise qualified person" language, it extends the protection of the statute only to people who are "qualified without accommodation to perform the duties" of the job or position. Additionally, the "solely" language restricts protection to situations in which the disability was the only reason for the employers conduct. Thus in many real-life situations where the employer may have engaged in discriminatory conduct for a number of reasons, of which the disability was only one, the disability based discrimination is not prohibited. In this respect, the draft language offers greater protection than that of 817.

The language prohibiting discrimination in the draft is more specific and offers better notice to employers that it is not merely the overt, obvious forms of discrimination which are prohibited. (For example, it is declared unlawful to "fail or refuse to hire, to discharge, or otherwise to discriminate;" to "limit, segregate, or classify an employee in a way which would deprive or tend to deprive an individual of employment opportunities or otherwise adversely affect the status of an employee;" and "to print. . .a notice of advertisement. . discrimination."

A separate section of the draft prohibits discrimination in apprenticeship, on-the-job or other training or retraining programs, whether run by an employer, labor organization, or joint labor-management committee. This is a gain.

The "reasonable accommodation" section of the draft is identical to that of 817.

The draft does not contain 817's language that its provisions do not alter the Minimum Wage Act. I see no compelling need for this provision.

The draft provisions, unlike those of 817, are applicable to employers covered by the Rehab Act. This is a gain because it allows the complainant to select federal or state administrative procedures and remedies.

The remarkably condescending provision of 817 which stated that "[n]o employer who has hired any person because of the requirements of this section shall be liable for any alleged negligence in such hiring" has not been carried over to the draft.

The 817 policy statment that "[i]t is the policy of this Commonwealth that persons with disabilities shall be employed" in state, local and state supported employment was not originally carried over to the draft. Since a policy statement does not confer substantive, enforceable rights, this was no great loss. In any event, at our request, the Study Commission has decided to carry this provision over to the draft (if I understand correctly).

3. Public Accommodations.

817, by its terms, applies to certain enumerated public places and public accommodations. The draft only prohibits discrimination in "public accommodations." The only apparent difference between the two involves "streets, highways, sidewalks, and walkways." 817 declared that people with disabilities have "the same rights as other persons to the full and free use of" these features. For this protection to carry over to the draft, the definition of "public accommodation" would have to be interpreted to include those features. (The closest language would be "[a]ny place, store or OTHER ESTABLISHMENT. . .which is supported directly or indirectly by government funds." [Emphasis added.]) If the needed interpretation were not made (which is unlikely because it is a rule of statutory interpretion that civil rights statutes are to be interpreted broadly), this would be a minor loss.

817 announces that people with disabilities are "entitled to full and equal accommodations. . ." The draft makes it unlawful, on the basis of the enumerated statuses, to "deny, DIRECTLY OR INDIRECTLY, any person the full and equal enjoyment. . ." of accommodations. The latter is a significant gain for us. The only reasonable interpretation of this section would require, for example, that newly purchased buses would have to be accessible. If installing barriers on a public transportation system is not direct discrimination, it must certainly be indirect discrimination.

817 had a provision which required localities to "ensure that persons with disabilities have access to the public transportation" either by providing accessibility, or by providing paratransit, or by a combination of both. This provision could be interpreted as an exception to the earlier provision articulating the entitlement to "full and equal accommodations," and to permit a locality to deny people with disabilities the use of their main line systems. This was a significant retreat from the public accommodations statute which 817 repealed. The new draft originally did not carry this disasterous provision forward. This would have been a very significant gain. However, the provision may have been added back, which would represent no net loss.

An argument can also be made that the inclusion of the "indirectly" language will more strongly support the argument that this section has an impact on the design of new buildings and other forms of "accommodations."

4. Education.

The provisions of the education sections of 817 and the draft are comparable except that the difference in how the draft is formulated omits the reference to "an otherwise qualified person with a disability." As in the employment section, this eliminates some unwanted baggage, and constitutes a modest gain. (To benefit from the provisions of 817, a person with a disability has to meet all the requirements for admission or all the requirements for participation in its extracurriciular programs. Under the draft, an argument regarding discriminatory admission requirements could be advanced.)

5. Real Estate Transactions.

This section of the draft goes far beyond the provisions of 817, which applies only to housing accommodations. The draft provides more extensive coverage in the housing area by articulating and prohibiting the many indirect procedures which can be used to effect discrimination in housing accommodations. (817 merely establishes that persons with disabilities are "entitled to full and equal opportunity to acquire. . .housing accommodations.") The draft is specifically applicable to real estate brokers, real estate operators, and financial institutions making mortgages as well as sellers and lessors. The draft also regulates transactions involving real estate other than housing, such as investment and business properties. (This may have been changed in subsequent meetings of the Study Commission.)

While the draft specifically prohibits charging higher fees to tenants who have guide dogs or hearing dogs, it does not make the simple declaration that it is unlawful to refuse to rent or lease because of a dog. Any reasonable interpretation of the basic prohibitions would include this concept. Therefore, this represents a loss only to the extent that it is much preferable to depend on plain language than on a reasonable interpretation.

6. State grants and voting.

Two sections of 817, conveying substantive rights were originally omitted from the draft. The first, the state equivilent of Section 504, prohibited discrimination under state grant programs and programs conducted by the state. I have thought of no act of discrimination which would be prohibited by this section that would not be prohibited by other sections of the draft. Nevertheless, at our request, the Study Commission added this section to the draft.

The loss of the voting section, though less significant in light of the federal voting provisions, was a loss of previously awarded substantive rights. It is my understanding that the Study Commission has decided to retain this section, moving it to the election code.

7. Establishment of Human Rights Commission, Procedures and Remedies.

These sections of the draft are so far superior to those of 817 that I think their advantages are obvious, and do not need clarification. Suffice it to say, the benefits we would gain from these provisions alone would justify our support of the draft, even were we not to factor in the other gains as weighed against the losses.

11/18/86

SUMMARY OF MAJOR PROVISIONS OF THE REAUTHORIZATION OF THE REHABILITATION ACT

*** STATE MATCH RATIO -- The 80 per cent Federal share for FY 1987 and FY 1988 will be retained. However, beginning in FY 1989, the Federal share would decrease 1 per cent for five years for funds in excess of the amount receive in FY 1988. The Federal share would remain 80 per cent for funds received by States that were equal to or less than the amount received in FY 1988.

*** SUPPORTED EMPLOYMENT -- A new definition of employability is added which is defined as "a determination that, with the provision of vocational rehabilitation services, the individual is likely to enter or retain, as a primary objective, full-time employment and when appropriate, part-time employment consistent with the capacities or abilities of the individual in the competitive labor market or any other vocational outcome the Secretary may determine consistent with the Act." Congressional intent makes it clear that while the Secretary is authorized to determine additional vocational outcomes not specifically included in the statute, such a determination must be consistent with the Act.

*** REAUTHORIZATION -- The Act will be reauthorized for an additional five years.

*** DUE PROCESS SYSTEM -- The Act is amended to provide that the Director of any designated State unit shall establish procedures for the review of determinations made by the counselor or coordinator. The agreement provides that such procedures will include review by an impartial hearing officer. The impartial hearing officer shall have a background and experience in, and knowledge of, the delivery of vocational rehabilitation services. It is intended that the impartia hearing officer have no previous involvement in the decisions or service disputes at issue. All disputes should be resolved promptly on a fair and equitable basis. The Director shall haveresposibility for a final review of determinations made by the impartial hearing officer. This final review must also occur in a timely manner.

*** R & T CENTERS -- The consideration of past performance for peer review of all renewal applications for Research and Training Centers is now required.

*** SUPPORTED EMPLOYMENT -- A new State grant program for supported employment has been added. This program provides for training and traditionally time-limited postemployment services leading to supported employment. Congress indicates that all services provided under this new part be of limited time duration. Flexibility on the part of the State agencies is stressed.

*** A STATE SHALL NOT BE IMMUNE UNDER THE 11th AMENDMENT FOR VIOLATIONS OF SECTION 504, TO TAKE EFFECT AFTER ENACTMENT OF THE REHABILITATION ACT AMENDMENTS OF 1986.

MINUTES OF EXECUTIVE COMMITTEE AND PERSONNEL COMMITTEE MEETING
ENDEPENDENCE CENTER OF NORTHERN VIRGINIA
December 17, 1986

The meeting commenced at 6:17 pm. Present were Gretchen Menn, Larry Allison, Robert Gorski, Ruth Phillips, and Sharon Mistler.

1. The agenda presented by Gretchen Menn was adopted.

2. Minutes of the October meeting of the Executive Committee were accepted.

3. PERSONNEL COMMITTEE

Responding to a question from Ruth Phillips regarding supervision of staff, Sharon Mistler stated that there is no present need for an assistant or a deputy director , due to the small size and independent nature of the center staff. However, if two or three more people were added, another administrator would be needed.

Staff member Dennis Shaw's 60-notice to the Director has expired. He continues on staff because his intended employment fell through and he is development a fund raising manual for the Center.

In thinking about replacement for Shaw, Sharon Mistler feels that a full-time public relations person is not needed at the present time. There is a great need for proposal writing. The Personnel Committee directed Mistler to prepare two alternatives (one a full-time, the other part-time) for the public relations position for the consideration of the Board.

On the subject of a merit policy for staff, Mistler informed the Committee that the average county merit increase is 4-6%, while the state COLA plus merit is 10%; and that she has withheld merit raises on two staff persons. The PersonnelCommittee agreed that ECNV's merit ppolicy needs to be consisten with restrictions of funding sources. The Committee will draft policy language for presentation at the January board meeting.

Regarding the recently completed executive director evaluation, Mistler had the following comments for improving the process in the future:

1) require some minimum of attendance at Board meetings before Board members could participate in evaluation;
2) the evaluation should ask only about subjects which are included in the job description for the executive director;
3) only Board members with a clear idea of the role of the execu tive director should participate in the evaluation;
4) an evaluator should answer only those questions pertaining to are as of the exeuctive director's performance about which the Board or staff member is knowledgeable;

5) staff members should evaluate from the perspective of their pro fessional experiences with the executive director, and not from more global points of view;
6) the evaluation process needs to be so constructed that it does not become distorted into a complaint process;
7) the Board should explore appointed an evaluating committee.

The Personnel Committee discussed the need to increase the amount of permitted carry-over annual leave. The Executive Committee approved a motion to increase for this year only the carry-over to 120 hours, at the discretion of the executive director. The Personnel Committee will study the matter further.

4. DEVELOPMENT COMMITTEE

The Executive Committee voted to delay a day-long planning meeting for board and staff to March.

5. FINANCE COMMITTEE

Ruth Phillips reported that the committee will soon meet with Mistler and make a year-end report. Mistler announced her intention to hire a part-time secretary, with money from an unfilled county-funded position.

6. ANNUAL MEETING

Robert Gorski reported on the preparation undertaken by Gretchen Menn, Joyce Frieden, and himself (see attachment #1). The Committee voted (1) to include the names of Tom Deniston, Ruth Phillips, Larry Allison, John Collins, Mary Doremus and Tony Suazo on the printed ballot for the board elections; (2) to continue the board size at 14; and (3) to have a membership application cutoff date of 5pm, January 16, 1987 in order for members to vote in the board elections.

7. INSURANCE

Gretchen Menn reported she is continuing to investigate liability insurance for the board.

The meeting adjourned at 8:55pm.

REPORT TO BOARD FROM ANNUAL MEETING COMMITTEE
December 16, 1986

Members of the Committee are Joyce Frieden, Robert Gorski, and Gretchen Menn. The Committee met twice to develop a plan for the Annual Meeting and election of members to the ECNV board, and makes the following recommendations.

The Annual Meeting should be held at 7:30 pm on January 21, 1987. It will be about 1½ hours in length, following which the full board will meet to elect board officers and conduct any necessary business.

Besides the three activities that the bylaws specify take place at an Annual Meeting (election of board members, approval of mission and goals, and approval of a budget), the upcoming Annual Meeting should include:

* Fun -- entertainment by one or more deaf performers.
* Food -- light snacks and refreshments.
* A Program -- a three-person panel presentation about disability rights in Virginia. Presentations will focus on the impact of H.B. 817, the operation of the Department of Disability Rights, and the pros and cons of the proposed legislation for a comprehensive bills of rights in Virginia. Panelists will be Jill Robinson (from ECNV), a staff person from the Department of Disability Rights, and Assemblyman Warren STambaugh. (A fourth panelist could be a Northern Virginia lawyer with cases involving the provisions of HB 817.)

An annual report on the Center should be available by the date of the Annual Meeting and should be given to those who attend the meeting, and mailed to those who do not attend and who request a copy of the report.

60 Copies of a recent newsletter from the Department of Disability Rights should be sent to each ECNV member prior to the Annual Meeting.

The Board elections should fill the four positions of members whose term is expiring and a 15th board position allowed by the bylaws and currently unfilled.

On the ballot should be the four Board members whose terms are expiring. They are Larry Allison, John Collins, Tom Deniston, and Ruth Phillips. Additional names should include Mary Doremus, Don Galloway, and Tony Suazo. The Annual Meeting Committee decided to forego inquiring if Nell Carney, Sharon Wilkin, and S. Williams would be interested in being on the ballot. The Committee reached no decision on whether to include Eunice Fiorito on the ballot. She had been approached previously and had given permission for the Committee to consider her.

Ballots should list candidates alphabetically, include short biographies, and invite voting members to vote for up to five candidates. Ballots should be numbered by hand and registered to insure against election tampering.

Ballots should be mailed to all voting members in advance of the Annual Meeting with instructions on voting by mail or in person at the Annual Meeting.

On December 18, a letter to the membership should be mailed from the President or Acting President announcing the Annual Meeting and the board elections.

Outreach should be done to encourage nonmembers to attend Annual Meeting program.

There should be no cutoff date for membership renewal or membership application.

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MINUTES OF ECNV EXECUTIVE COMMITTEE MEETING
October 19, 1986

The meeting commenced at 6:10 pm. Present were members Robert Gorski, Gretchen Menn, and Ruth Phillips. Also present were Sharon Mistler and board member Dale Brown.

1. The agenda proposed by Gretchen Menn was adopted.

2. The minutes of the August Executive Committee meeting were approved.

3. CENTER REPORT
Sharon Mistler reported a low response to recruitment ads for the trainer position, probably because the position involves part-time work and working at night. Denny Shaw has not submitted a letter of resignation; Mistler will soon discuss with him his plans for leaving the Center. In the meantime, Shaw is doing good work researching fund raising possibilities among foundations and corporations. He is not doing any public relations work. New letterhead for the Center has arrived. On monthly reporting to the Department of Rehabilitation, staff has been greatly underreporting the amount of community education they do because of misunderstanding how the Department counts units of service.

4. OPEN HOUSE
Staff has worked out an agreement to split costs for ECNV and Development Team to both hold open houses on the same evening.

5. JAPANESE BAZAAR
Mistler reported that since both John Collins and Joyce Frieden have been ill, she has advised Keiko Komatsubara to postpone the bazaar to the spring. Komatsubara, however, feels that November is still possible.

6. BOARD INSURANCE
The board decided to delay this item to the November full board meeting. By that time, staff and board members should have examples of what other ILPs and nonprofit organizations do.

7. OTHER BUSINESS
Board decided to have the Personnel Committee go ahead with an evaluation of the executive director and then to recommend an appropriate adjustment in pay.

The meeting adjourced at 7:20 pm

Attachment I
ECNV, Inc.
Monthly Expenditures
October, 1986

Line Item:	Amount
Personnel:	
Executive Director	$ 2,792.22
Director of Internal Services	$ 00.00
Administrative Assistant	$ 1,347.97
Bookkeeper	$ 1,347.97
Director of Public Affairs	$ 1,925.67
Director of Advocacy	$ 1,444.25
ILS Training Specialist	$ 00.00
I&R Coordinator	$ 1,925.67
PCA/Housing Coordinator	$ 1,347.97
Custodian	$ 00.00
	$12,131.72
Fringe:	
Matching FICA	$ 867.42
Fed Employ. Tax	$ 97.05
Insurance	$ 645.00
	$ 1,609.47
Travel/Training: (for staff and participants)	$ 49.69
Equipment:	$ 376.32
Supplies:	$ 582.08
Other:	
Rent (to include utilities, maintenance and insurance)	$ 3,626.95
Telephone	$ 531.32
Printing	$ 655.25
Dues/Subscriptions	$ 4.80
Legal/Audit	$ 00.00
Interpreter	$ 45.00
Accounting	$ 115.47
	$ 4,978.79
GRAND TOTAL:	$19,728.07

Attachment II
ECNV, Inc.
Recap Sheet
October, 1987

Line Item:	Budgeted Amount	Current Amount	Cumulative Amount	Remaining Amount
Personnel:	$158,050.00	$ 12,131.72	$ 49,412.71	$108,637.29
Exec.Dir	$ 33,506.64	$ 2,792.22	$ 11,168.88	$ 22,337.76
Dir Internal Ser.	$ 485.83	$ 00.00	$ 485.83	$ 00.00
Admin. Asst.	$ 16,175.64	$ 1,347.97	$ 5,391.88	$ 10,783.76
Bookkeeper	$ 16,175.64	$ 1,347.97	$ 5,391.88	$ 10,783.76
Dir PR/Fund	$ 23,108.04	$ 1,925.67	$ 7,702.68	$ 15,405.36
Dir Advocacy	$ 17,331.00	$ 1,444.25	$ 5,777.00	$ 11,554.00
ILS Specialist	$ 11,583.53	$ 00.00	$ 00.00	$ 11,583.53
I&R Coordinator	$ 23,108.04	$ 1,925.67	$ 7,702.68	$ 17,405.36
PCA/Housing Coord	$ 16,175.64	$ 1,347.97	$ 5,391.88	$ 10,783.76
Custodian	$ 400.00	$ 00.00	$ 400.00	$ 00.00
Fringe:	$ 30,029.50	$ 1,609.47	$ 6,607.81	$ 23,361.69
Travel/Training:	$ 9,600.50	$ 49.69	$ 1,274.59	$ 8,325.91
(for staff and for participants)				
Equipment	$ 4,300.00	$ 376.32	$ 2,685.62	$ 1,614.38
Supplies:	$ 6,500.00	$ 582.08	$ 1,635.83	$ 4,864.17
Other:	$ 63,850.00	$ 4,978.79	$ 21,140.84	$ 42,709.16
Rent(to include Utilities,Insur.& maint.)	$ 47,750.00	$ 3,626.95	$ 17,437.96	$ 30,312.04
Telephones	$ 6,500.00	$ 531.32	$ 2,053.16	$ 4,446.84
Printing	$ 4,000.00	$ 655.25	$ 810.95	$ 3,189.05
Dues/Subs	$ 2,000.00	$ 4.80	$ 243.10	$ 1,756.90
Legal/Audit	$ 2,000.00	$ 00.00	$ 00.00	$ 2,000.00
Interpreter	$ 600.00	$ 45.00	$ 247.50	$ 352.50
Accounting	$ 1,000.00	$ 115.47	$ 348.45	$ 651.55
GRAND TOTAL:	$272,330.00	$ 19,728.07	$ 82,817.40	$189,512.60

VIRGINIA DEPARTMENT OF REHABILITATIVE SERVICES
Receiving Report Verification

_____Final _____Semi-Annual _____Quarterly _XXX_Monthly

TO: Bob Howe, Department of Rehabilitative Services
FROM: Monica G. Hall, ECNV, Inc. Monica G. Hall
PROJECT TITLE: Endependence Center of Northern Virginia, Inc.
PROJECT NUMBER: _____
REPORTING PERIOD: From ___Oct 1___to _____Oct 31_____19_86__

Contract Reference	Description	Agency takes exception	verifies it
1.	To complete 100 program intakes		
	Completed this month ____3_____		
	Has completed to date ___31____		
2.	To provide peer counseling to 100 persons		
	Completed this month ____15____		
	Has completed to date ___62____		
3.	To provide 1500 units individual peer counseling		
	Completed this month ____89____		
	Has completed to date __290____		
4.	To provide ILS training to 50 individuals		
	Completed this month ____26____		
	Has completed to date ___95____		
5.	To provide 500 units ILS training		
	Completed this month ____312___		
	Has completed to date ___814___		
6.	To provide 1000 units of information		
	Completed this month ___223____		
	Has completed to date __799____		
7.	To provide 50 units of referral		
	Completed this month ____12____		
	Has completed to date ___74____		
8.	To write 100 IILP's		
	Completed this month _____2____		
	Has completed to date ___10____		
9.	To write 300 objectives as part of IILP's		
	Completed this month _____108__		
	Has completed to date ____277__		
10.	To complete 150 objectives for a 50% completion rate		
	Completed this month _____99__ ___92%___		
	Has completed to date ____256__ ___85%___		
11.	To provide 4000 units of community service and outreach		
	Completed this month ____319___		
	Has completed to date ___528___		
12.	To provide 240 hours of training for all service staff		
	Completed this month ____10____		
	Has completed to date ___10____		

This is to verify that the listed actions were accomplished by ECNV, Inc., w
exceptions noted. Exceptions are documented on attached sheets.

_____
Project Administrator

SUMMARY OF MAJOR PROVISIONS OF THE REAUTHORIZATION OF THE REHABILITATION ACT

*** STATE MATCH RATIO -- The 80 per cent Federal share for FY 1987 and FY 1988 will be retained. However, beginning in FY 1989, the Federal share would decrease 1 per cent for five years for funds in excess of the amount receive in FY 1988. The Federal share would remain 80 per cent for funds received by States that were equal to or less than the amount received in FY 1988.

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*** R & T CENTERS -- The consideration of past performance for peer review of all renewal applications for Research and Training Centers is now required.

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*** A STATE SHALL NOT BE IMMUNE UNDER THE 11th AMENDMENT FOR VIOLATIONS OF SECTION 504, TO TAKE EFFECT AFTER ENACTMENT OF THE REHABILITATION ACT AMENDMENTS OF 1986.

MINUTES OF ECNV BOARD OF DIRECTORS MEETING
September 17, 1986

The meeting commenced at 6:20 pm.

Board members present: John Collins, Joyce Frieden, Wayne Shook, Robert Gorski, Gary Viall , Tom Deniston, Delbert Phillips, Larry Allison, Ruth Phillips, Gretchen Menn, Keiko Komatsubara, and Doris Ray.

Staff members present: Sharon Mistler.

Jean Linquist interpreted.

1. The Board approved the agenda presented by John Collins.

2. CENTER REPORT

Sharon Mistler referred Board members to the written monthly report, and answered questions before leaving to attend a planning meeting. Among other developments she described, Mistler announced that a final annual budget will be available in a week and that Jill Robinson will fill in for Marsha Mazz (and at her salary level) during the time that Mazz is on maternity leave.

3. GRAND OPENING

The Board agreed to hold the opening on October 24, from 4-8 pm, and at the same time and in conjunction with the opening for Development Team, Inc. After discussing whether or not to honor anyone at the opening, and who were the best candidates for recognition, the Board decided to allow time for brief remarks by Justin Dart and by Altamont Dickerson. Other community leaders will simply be recognized as they attend. Joyce Frieden reported that the Membership Committee has been working on certificates and awards for staff persons, but would prefer that staff be recognized at some time after the grand opening. The Board recommended to staff that if feasible, 2,000 invitations should be prepared and each should include a brochure and a membership form.

4. NEW BOARD MEMBERS

John Collins welcomed Keiko Kamatsubara, Gary Viall., and Wayne Shook to the Board. All members introduced themselves.

5. FUND RAISING

John Collins encouraged the Board to assume more responsibility for giving direction to the Center's fund raising activities. Recent actions by the state of Virginia once again underscore the precarious nature of depending on governments for operating funds. In order to develop more support from the local community, Collins asked the Board to consider joining community-wide funding programs. Collins reported on his investigation of three possibilities - United Way, Combined Health Appeal, and Combined Federal Campaign. The Board voted to apply at this time to both CHA and CFC and to direct Collins and Sharon Mistler to carefully investigate the requirements of United Way and report to the Board.

5. FUND RAISING (CONTINUED)

During the discussion about community funding programs, Board members asked various questions about the Center's finances and funding sources which could not be answered, since at that time no staff were present. The Board agreed that it would be helpful to allow time at a future meetings for a full presentation of the Center's financial profile.

Collins confirmed that the staff person with responsibilities for public affairs and fund raising will be leaving the Center within 60 days.

Doris Ray suggested that staff investigate the possibility of the Center obtaining funding from the state Medicaid service in order to do training programs and other projects. The ILP in Norfolk has succeeded in this type of arrangement. One additional point in favor of the Medicaid service as a funding source is that it would probably be more reliable than any fee-for-service with DRS, which continues to appear not at hand.

6. DEVELOPMENT COMMITTEE REPORT

Robert Gorski reported that the Committee had asked Advisory Council member Robert Ruffner to review the responses to the Board Assessment and make written comments. The collated comments and Ruffner's comments were distributed to Board members. (See attachment #1) Gorski also reported that the Committee encourages the Board to go forward with a one-day planning session. The Committee had talked with Sharon Mistler about the idea and agreed that it would be best to have the session on a Saturday and make attendance nonmandatory. Because of numerous Center activities scheduled for the fall, followed by seasonal holidays, the Board decided to schedule a one-day planning session on a Saturday in January.

Gorski also reported that the Committee feels that the Center has so critical a need for someone with strong public affairs and fund raising skills, the Board (1) should not shrink from the prospect of hiring an able-bodied person, and (2) should consider raising the salary for such a person above the $23,000 level currently alloted to the position. Collins recommended that if Board members know of good candidates, they should be referred to Mistler. Gretchen Menn urged that Mistler be consulted first, that is, before encouraging a person to seek an interview with Mistler.

7. OTHER COMMITTEE REPORTS

Membership Committee had no report. On behalf of the Finance Committee, Ruth Phillips announced that the Committee has scheduled a meeting with Mistler on October 3. Personnel Committee had no report, but Gretchen Menn distributed evaluation forms for the executive director to each Board member present. Members Gary Viall and Wayne Shook declined to participate in the evaluation because of being so new to ECNV.

8. OTHER BUSINESS

The Board accepted the minutes of the July meeting as drafted.

John Collins announced that several local politicians have asked the Center to write papers on disability issues.

Initial terms of office were selected for the three new board positions. By lot, Wayne Shook drew a one-year term; Keiko Kamatsubara drew a two-year term; and Gary Viall drew a three-year term.

The meeting adjourned at 8:15 pm.

Attachment - 1

comments from Robert Ruffner (member of ECNV Advisory Council) on responses of Board members to Assessment questionnaire

1. "There is little evidence that the Board knows what the staff does and what ECNV is. In fact, it seems that the Board is in some ways at cross purposes with the staff. For example, some Board members have goals for the Center which are unrealistic for the staff resources and talents."

2 "The suggestion for a half-day Board briefing by staff members is a good idea."

3. "By the very nature of the work that goes on at a center, and because Board members are not there during the workday, it is difficult to define goals. You can't help but be somewhat vague. But the Board needs to work on the mission statement so that the statement will lead the Board to make itself more aware of the Center activities and accomplishments."

4. "there is a need for measureable objectives - actually a group of measureable objectives - for each goal. For instance, the objective "Each year ECNV will increase its fund raising by at least 20%" is a good objective to help to better define the overall goal (#2 of the statement): "Operate a community resource center."

5. "While the Executive Director apparently praises staff to the Board, if the Board has little knowledge of the staff activities, then the Board cannot really appreciate what staff are being praised for."

6. "There seems to be a lack of community recognition for ECNV Board members. This is important because such recognition is the major benefit for volunteering to be on a board. Also, it is important because it helps to encourage Board members to work hard."

7. "There is a need for a staff person with strong, effective public affairs skills and marketing skills. Among the many aims such a staff person can work on, an important one is helping the Board to shape and refine its mission and goals."

8. "The absence of Board comments about fund raising is telling. Fund raising should be a major preoccupation of the Board."

Compilation of Comments from Board Assessments

STATEMENT OF MISSION AND GOALS

The mission of the Endependence Center of Northern Virginia is to enable disabled persons to improve the quality of their lives, determine their own lifestyles, participate in all aspects of society, and secure their human and civil rights; and to provide a mechanism for consumer control and policy direction of the service delivery system that impacts their lives.

The goals of the Center are

1. Provide independent living support services.
2. Operate a community resource center.
3. Develop the professional/personal capabilities of disabled persons.
4. Promote equal opportunity and access to community services through individual and systems advocacy.
5. Identify unmet needs and develop programs to fill service gaps.
6. Provide a focal point for the disability community in Northern Virginia
7. Develop and encourage positive role models for disabled persons.

I. What activities occur at the Center that help to meet this mission and these goals? In your opinion, which parts of the Mission statement and which goals are ECNV most effective in meeting?

RESPONSES:

As I studied this sheet, I have realized how distant I am from the day-to-day operations of the Center. I know very little about what each staff member does and how they perceive their roles. ECNV may want to consider a ½-day orientation for the Board at which staff would explain their jobs and activities.

The oriental deaf support group applies to Goal #5.

The many disabled people on staff applies to Goal #7.

The PCA/Housing Coordinator and ILS Specialist position applies to Goal #1.

Does ECNV serve professional disabled people - which would part of Goal #3?

I am really not sure. I have little contact with staff, except for Sharon; and no contact at all with the people we want to serve. Are we making any difference for people with disabilities. Sharon reports on individual successes every so often. And she is good about complimenting the staff's dedication and long hours when she reports to the Board. But Board meetings are mostly devoted to administration issues. We don't talk about what is happening to people with disabilities. Without evidence to the contrary, I guess we are meeting our mission. But I get the impression that few disabled people actually come to ECNV. And do any groups use are office for their meetings and get togethers? This relates to Goal #6.

Housing service, personal care attendent services, and the advocacy program apply to the mission.

There are specific programs now in operation which address each of the goals.

Maybe the goals which present programs most effectively enhance are Goals #1, #2, and #6.

Look at our Board and staff in light of Goal #7.

As staff and financial resources permit, other programs can be developed around other goals.

Peer counseling, housing, assistance, information services, the newsletter, attendant referrals, classes in a range of topics over the years, etc. all function in support of these goals.

However, I feel that the center needs to set specific objective and develop specific time frames in which to develop objectives and target time and money resources to reach these objectives. Without set objectives that are measurable , it is extremely difficult to "measure" anything, or evaluate a program's overall performance, or performance in meeting specific goals.

I feel, though I can't "measure," that the Center is most effective in the following areas:

Independent Living services that apply to Goal #1.
Goal #3.
Goal #4
Goal #7.

The workshops and classes provide the services that are necessary to support the individuals to develop independent living skills.

The referral and information services help to develop the resources and external strengths a disabled person needs to cope in a normal world.

The transportation advocacy program of the center has helped to provide better service by Metro and other transportation services for disabled people.

Since the Center opened the goal of providing a focal point for persons with disabilities has partially met. There has to be more work in this area, especially for the deaf and blind communities.

II. Are there other important or significant activities occuring at the Center which the Statement of Mission and Goals does not cover?

RESPONSES:

The integration into the work place of individuals that have not been employed. I think the Center can do a lot more to give disabled individuals an opportunity to function in a service capacity for other disabled people in a volunteer or paid service. I realize that the staff of the Center strive to be professiona. However, there is a tendency to exclude those without significant skills. I invision the Center as a place to teach these skills and start people off in the work place.

The Center gives jobs to a number of people who are active in the disability community and in disability advocacy.

Fortunately, the folks who wrote the mission statement and goals wrote them broad enough to encompass any good program to promote independent living for people with severe disabilities. I think we can and should be spending our time on things other than revising the Statement of Mission and Goals.

Yes. I think ECNV does much to help the disability movement since we are located so close to Washington, DC.

Not offhand.
An important activity which should be, but is not, occurring at the Center is the encouraging of coalition building among consumers with disabilities.

III. Is the Statement of Mission and Goals appropriate and complete? If not, how should the Statement be changed?

RESPONSES:

It is complete.
You may want to consider adding a comment about equal opportunity among disabled people in the Center's services.
Regarding Goal #3, the Center should develop professional/personal capabilities of ALL disabled people in Northern Virginia, including those traditionally underserved, such as minorities and women.

It is appropriate and complete.
Now we may need new objectives to meet certain goals. This is why objectives are not in the charters of organizations; they change yearly or monthly.

It could be massaged a bit, but I think it is pretty adequate.
Once we start to set objectives, we may decide to adjust our goals.

Yes.

I think it is a good statement for what the board knows about the center and what it does. But I think the board should find out more about the center and then go back and look again at the goals and the direction we want to take.

Center Report
September 17, 1986

September has been a "start-up" time! Grant proposals were requested earlier than usual so Fairfax and Alexandria grant proposals are in for fiscal year '88.

A $500 donation was received from Justin Dart, Jr. who applauded our services and gave great appreciation for assistance given to Etsuko. A thank you note was sent by the Executive Director. It would be appropriate for the President to also send one.

ECNV staffer Marsha Mazz spoke to a rally "Take Back the Night", addressing the issue of Violence and Disabled Women. Sharon Mistler appeared on Arlington Cable's "Arlington Alive" describing ECNV and outlining the issues now facing disabled people in Northern Virginia. A taping for NPR is scheduled for Tuesday to address abuse and disabled people. The staff was filmed for a documentary being prepared by Mary Doremus on attitudes and the media. Sharon Mistler was asked to represent NCIL at the constituency meeting held by Justin Dart on the day of his confirmation.

New stationary, cards, information sheets, etc. are ready for printing. There was a delay due to the county considering changing our building address. The county has made the final determination that the address will remain the same.

The Transition Project has started its final training session for this fiscal year. ECNV has been awarded a continuation grant of $50,000 for the project.

Marsha Mazz will soon be going on maternity leave. Jill Robinson will come on staff for the duration of Marsha's leave to cover the bulk of Marsha's work. ECNV should be proud to be able to attract someone with Jill's credentials to help out during this time.

The Transition Project is advertising a job for part-time training. A Job Description/announcement is enclosed in your packet.

Anthony and Sharon are finalizing the annual budget. Determination will then be made on any positions that need to be filled. Recommendations will be forthcoming.

Hope you enjoy the conference chairs. They are the most versital and functional ones we could locate.

Endependence Center of Northern Virginia, Inc.
Staff Mailing List

Debbie Eshelman
9120 Maywood Lane
Fairfax, Virginia 20031
703/385-8752

Michael Frisenger
5535 Columbia Pike, #601
Arlington, Virginia 22204
703/931-4611

Monica Hall
1241 Elden Street, #103
Herndon, Virginia 22070
703/437-1556

Marie Lynch
1229 N. Quinn St.
Arlington, Virginia 22209
703/527-3440

Marsha Mazz
4520 Tuckerman Street
Riverdale, Maryland 20737
301/927-8884

Sharon Mistler
2111 Jefferson Davis Hwy., #119N
Arlington, Virginia 22202
703/979-9659

Anthony Okoro
301 G Street, S.W. Apt # 534
Washington, D.C. 20024
202/863-2917

Donald Sellers
4810 N. Ninth Street
Arlington, Virginia 22203
703/698-1605

Dennis Shaw
6532 79th Place
Cabin John, Maryland 20818
301/229-6518

Attachment I
ECNV, Inc.
Monthly Expenditures
September, 1986

Line Item:	Amount
Personnel:	
Executive Director	$ 2,792.22
Director of Internal Services	$ 00.00
Administrative Assistant	$ 1,347.97
Bookkeeper	$ 1,347.97
Director of Public Affairs	$ 1,925.67
Director of Advocacy	$ 1,444.25
ILS Training Specialist	$ 00.00
I&R Coordinator	$ 1,925.67
PCA/Housing Coordinator	$ 1,347.97
Custodian	$ 00.00
	$12,131.72
Fringe:	
Matching FICA	$ 867.42
Fed Employ. Tax	$ 97.05
Insurance	$ 645.00
	$ 1,609.47
Travel/Training: (for staff and participants)	$ 00.00
Equipment:	$ 1,715.62
Supplies:	$ 463.69
Other:	
Rent (to include utilities, maintenance and insurance)	$ 3,757.16
Telephone	$ 378.84
Printing	$ 42.12
Dues/Subscriptions	$ 128.30
Legal/Audit	$ 00.00
Interpreter	$ 67.50
Accounting	$ 54.28
	$ 4,428.20
GRAND TOTAL:	$20,348.70

Attachment II
ECNV, Inc.
Recap Sheet
September, 1986

ine Item:	Budgeted Amount	Current Amount	Cumulative Amount	Remaining Amount
ersonnel:	$158,050.00	$ 12,131.72	$ 37,280.99	$120,769.01
xec.Dir	$ 33,506.64	$ 2,792.22	$ 8,376.66	$ 25,129.98
r Internal Ser.	$ 485.83	$ 00.00	$ 485.83	$ 00.00
dmin. Asst.	$ 16,175.64	$ 1,347.97	$ 4,043.91	$ 12,131.73
ookkeeper	$ 16,175.64	$ 1,347.97	$ 4,043.91	$ 12,131.73
r PR/Fund	$ 23,108.04	$ 1,925.67	$ 5,777.01	$ 17,331.03
r Advocacy	$ 17,331.00	$ 1,444.25	$ 4,332.75	$ 12,998.25
S Specialist	$ 11,583.53	$ 00.00	$ 00.00	$ 11,583.53
&R Coordinator	$ 23,108.04	$ 1,925.67	$ 5,777.01	$ 17,331.03
CA/Housing Coord	$ 16,175.64	$ 1,347.97	$ 4,043.91	$ 12,131.73
ustodian	$ 400.00	$ 00.00	$ 400.00	$ 00.00
ringe:	$ 30,029.50	$ 1,609.47	$ 5,058.34	$ 24,971.16
ravel/Training:	$ 9,600.50	$ 00.00	$ 1,224.83	$ 8,375.67
or staff and for participants)				
quipment	$ 4,300.00	$ 1,715.62	$2,309.30	$ 1,990.70
upplies:	$ 6,500.00	$ 463.69	$ 1,081.75	$ 5,418.25
ther:	$ 63,850.00	$ 4,428.20	$ 16,162.05	$ 47,687.95
ent(to include tilities,Insur.& maint.)	$ 47,750.00	$ 3,757.16	$ 13,811.01	$ 33,938.99
elephones	$ 6,500.00	$ 378.84	$ 1,521.84	$ 4,978.16
rinting	$ 4,000.00	$ 42.12	$ 155.70	$ 3,844.30
ues/Subs	$ 2,000.00	$ 128.30	$ 238.30	$ 1,761.70
egal/Audit	$ 2,000.00	$ 00.00	$ 00.00	$ 2,000.00
nterpreter	$ 600.00	$ 67.50	$ 202.50	$ 397.50
ccounting	$ 1,000.00	$ 54.28	$ 232.98	$ 767.02
RAND TOTAL:	$272,330.00	$ 20,348.70	$ 63,117.26	$209,212.74

Center Report
September 17, 1986

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CENTER REPORT

Three major activities are slated for the upcoming weeks:

Voter Registration Planning Meeting
Friday, September 19
4:30--6:30 pm
(John will give report)

PCA Conference
Overview of legislation in other states.
Tenitive Date - Friday, October 10
10 am to 4 pm.
(waiting speaker's confirmation)

Open House
Oct 24
Question--Should we honor "elected officials in N. Va", as suggested by Geraldine Whiting of our Advisory Committee?
* Planning is being done jointly with the Development Team, Inc.

Position Announcement August 12, 1986

INDEPENDENT LIVING SKILLS TRAINING SPECIALIST

Position Overview:

This part time position (20 hours per week) involves teaching independent living skills to adults with mild mental retardation and learning disabilities who want to live independently in the community. This position requires working evening hours and an occasional Saturday.

Position Description:

- Conduct assessments to determine person's eligibility for the program.
- Teach independent living skills such as cooking, money management, and consumerism in a classroom setting using various instructional approaches such as stand-up training, small group instruction and team-teaching.
- Evaluate participants for independent living readiness.
- Conduct on-site skill training in participant's residence.
- Provide drop-in supervision in participant's residence on a scheduled basis.

Qualifications:

- College degree and some experience working with people with mental retardation or learning disabilities.
- Good oral communication skills.
- Understanding of independent living concept.
- Ability to teach individuals requiring frequent repetition and a variety of instructional approaches.

Salary: $8.50/hour

Closing Date: September 19, 1986

Individuals with disabilities encouraged to apply.

To apply send resume to:

Debbie Eshelman
Endependence Center of Northern Virginia
2111 Wilson Blvd., Suite 400
Arlington, VA 22201

Affirmative Action Employer

VIRGINIA DEPARTMENT OF REHABILITATIVE SERVICES

Receiving Report Verification

_____Final _____Semi-Annual _____Quarterly _XXX_Monthly

TO: Bob Howe, Department of Rehabilitative Services
FROM: Monica G. Hall, ECNV, Inc. Monica G. Hall
PROJECT TITLE: Endependence Center of Northern Virginia, Inc.
PROJECT NUMBER: _____
REPORTING PERIOD: From __Sept 1___to ____Sept 30_____19_86__

Contract Reference	Description	Agency takes exception	verifies item
1.	To complete 100 program intakes		
	Completed this month ____1 ____		
	Has completed to date ___28____		
2.	To provide peer counseling to 100 persons		
	Completed this month ____16____		
	Has completed to date ___47____		
3.	To provide 1500 units individual peer counseling		
	Completed this month ____79____		
	Has completed to date __201____		
4.	To provide ILS training to 50 individuals		
	Completed this month ____27____		
	Has completed to date ___69____		
5.	To provide 500 units ILS training		
	Completed this month ____365___		
	Has completed to date ___502___		
6.	To provide 1000 units of information		
	Completed this month ___219____		
	Has completed to date __576____		
7.	To provide 50 units of referral		
	Completed this month ____12____		
	Has completed to date ___62____		
8.	To write 100 IILP's		
	Completed this month _____2____		
	Has completed to date ____8____		
9.	To write 300 objectives as part of IILP's		
	Completed this month _____161__		
	Has completed to date ____169__		
10.	To complete 150 objectives for a 50% completion rate		
	Completed this month ____152__ ___94%___		
	Has completed to date ____156__ ___52%___		
11.	To provide 4000 units of community service and outreach		
	Completed this month ____155___		
	Has completed to date ___209___		
12.	To provide 240 hours of training for all service staff		
	Completed this month _____0____		
	Has completed to date ____0____		

This is to verify that the listed actions were accomplished by ECNV, Inc., with exceptions noted. Exceptions are documented on attached sheets.

_____
Project Administrator

CIL

Endependence Center of N. Va., Inc
Center

Participant Statistical Report

Time Covered by Report July 1-- Sept 30, 1986

Date Submitted: Oct 3, 1986 Submitted by: Monica G. Hall

	Current Month	YTD	PY
1. Number of Intakes	30	30	
2. Number of Objectives Written	169	169	
3. Number of Objective Completed	156	156	
4. Percentage Completed	92%	92%	
5. Number of Participants Achieving Objectives			
A. Education	2	2	
B. Housing	1	1	
C. Employment	42	42	
D. Training			
E. Financial Income	2	2	
F. Attendant Management	1	1	
G. Recreation/Leisure Education			
H. Communication	2	2	
I. Adjustment to Disability			
J. Transportation	1	1	
K. Other (Specify)			
L. Other (Specify)			
6. Number Referred to Rehabilitation	1	1	
7. Number Referred from Rehabilitation			
8. Number of Rehabilitation Clients Served			

Year-To-Date - This figure will always include current month figure.

Previous Year - This figure will remain constant which will be the total by item for

CIL
Endependence Center of Northern Virginia
Center

Service Activity Report

Time Covered by Report: July 1--Sept 31, 1986

Date Submitted: Oct 3, 1986

Submitted by: Monica G. Hall

	Units Provided Includes IILP and Non-IILP			Participants Served IILP Only		
	MO.	YTD	PY	MO.	YTD	PY
0. Intakes/Assessments	* optiona	)				
	30	30				
1. Information	553	553				
2. Referral	57	57		3	3	
3. Peer Counseling	201	201		67	67	
4. Group Counseling	124	124				
5. I. L. Skills Training	482	482		1	1	
6. Community Education	22	22				
7. Leisure Education						
8. Transportation						
9. Interpreter/Reader						
10. Emergency Attendant Care	10	10				
11. Volunteer	3	3				
12. Advocacy						
A. Individual	31	31		23	23	
B. System	94	94				
13. Technical Assistance (Including Assessibility Survey)				* (optional)		
14. Registry						
A. Housing	3	3				
B. PCA	2	2				
C. Equipment						
D. Interpreter/Reader						
TOTAL	1,612	1,612		94	94	

*Optional for CIL only for that single item identified.
Year-To-Date - This figure will always include current month figure.
Program Year - This will remain constant which will be the total by service for th

4. Community Accessibility

	Monthly Units	YTD
01 Number of new parking spaces		
02 Number of new curb cuts	2	
03 Number of modifications to private buildings		
04 Number of modifications to public buildings		
05 Number of modifications to recreational/social sites		
06 Policy changes		
07 Other (specify)		

5. Other Options

	Monthly Units	YTD
01 Specify		
02 Specify		
03 Specify		
04 Specify		

6. Cooperative Arrangements

	Networking							
	Activities (On Board, Committees)		Formal Agreements		Informal Agreements		Others	
	Monthly	YTD	Monthly	YTD	Monthly	YTD	Monthly	YTD
01 Medical								
02 Housing	2	2						
03 Transportation	2	2						
04 Education					1	1		
05 Vocation	1	1						
06 Employment								
07 Recreation					1	1		
08 Finance								
09 Other (specify)	13	13	1	1	1	1	6	6

COMMUNITY OPTIONS/CENTER ACTIVITY

Center ECNV, Inc. Date 7 / 1 / 86 to 9 / 30 / 86

A. Community Options

1. Housing

	Monthly Units	YTD
01 Development of new units		
02 Utilization of existing accessible units		
03 Modification in existing accessible units		
04 Policy changes		
05 Other (specify)		

2. Attendant

	Monthly Units	YTD
01 Development of new PCA's	3	3
02 Number of new attendant training programs		
03 Number of new sources designating funds for PCA		
04 Number of existing sources increasing funds for PCA		
05 Policy changes		
06 Other (specify)		

3. Transportation

	Monthly Units	YTD
01 Development of new driver training program		
02 Number of new volunteer transportation vehicles		
03 Number of new accessible private transportation vehicles		
04 Number of new or additional accessible public transportation vehicles		
05 Number of new or additional accessible paratransit public transportation vehicles		
06 Number of new sources designating transportation funds		
07 Number of existing sources increasing transportation funds		
08 Number of new or additional transit depots, centers, stops		
09 Policy changes		
10 Other (specify)		

B. CIL Community Activity

# of presentations

# of people at presentation

Speaking		Audiovisual		Articles		Newsletters		Total	
Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD
7/49	7/49			2/2000	2/2000				
3/55	3/55								

1. Community Education
   - 01 . Transportation
   - 02 . Housing
   - 03 . Community Accessibility
   - 04 Disability Awareness
   - 05 Other Disability Issues
   - 06 Gen. Public Rel. & Outreach
   - 07 Conferences, seminars
   - 08 Other (specify)

2. Program Income

Month	YTD

   - 01 Fee for Service
   - 02 Fund Raising
   - 03 City
   - 04 County
   - 05 State
   - 06 Federal
   - 07 United Way
   - 08 Endowment
   - 09 Cooperation/Foundation
   - 10 Membership
   - 11 Production Sales
   - 12 Speaker Fees/Honorariums
   - 13 Business
   - 14 Donation
   - 15 Other

4. Community Accessibility

	Monthly Units	YTD
01 Number of new parking spaces		
02 Number of new curb cuts	2	
03 Number of modifications to private buildings		
04 Number of modifications to public buildings		
05 Number of modifications to recreational/social sites		
06 Policy changes		
07 Other (specify)		

5. Other Options

	Monthly Units	YTD
01 Specify		
02 Specify		
03 Specify		
04 Specify		

6. Cooperative Arrangements

	Networking							
	Activities (On Board, Committees)		Formal Agreements		Informal Agreements		Others	
	Monthly	YTD	Monthly	YTD	Monthly	YTD	Monthly	YTD
01 Medical								
02 Housing	2	2						
03 Transportation	2	2						
04 Education					1	1		
05 Vocation	1	1						
06 Employment								
07 Recreation					1	1		
08 Finance								
09 Other (specify)	13	13	1	1	1	1	6	6

3. Consumer Involvement In CIL Activity

	Persons This Month	YTD	Total No. In Group
01	Total paid staff	9	9	9
02	Total volunteer staff	3	x	3
03	Number of disabled on paid staff	5	5	x
04	Number of disabled volunteer staff	0	0	x
05	Number of disabled on CIL Governing Board	11	x	13
06	Number of disabled on CIL Advisory Board		x	
07	Number of disabled In CIL Administraton	2	x	3
08	Number of disabled In CIL Supervison	1	x	1
09	Number of disabled In CIL Direct Services	3	x	5
10	Number of disabled In CIL Support Services	0	x	1
11	Number of household family member involved			x
12	Other (specify)			

C.I.L.

ASSISTED/SERVED BY DISABLING CONDITION

Types of Disabling Conditions

A. Visual Impairments
RSA Code 100 - 149

B. Hearing Impairments
RSA Code 230 - 289

C. Orthopedic Deformities (Except Amputation)
RSA Code 300 - 399

D. Orthopedic Deformities (Missing Member)
RSA Code 400 - 449

E. Emotional Disorders
RSA Code 500 - 526

F. Mental Retardation
RSA Code 530 - 534

G. Other Disabling Conditions
RSA Code 600 - 699

H. Condition Not Reported
RSA Code 800

	ECI		WWCIL		ECNV		RCIL		IRC		WINCH		TOTAL	
	A	S	A	S	A	S	A	S	A	S	A	S	A	S
A					25	2								
B					19									
C					154	9								
D					4									
E					1	3								
F					28	1								
G					60	11								
H					132									
TOTAL					578	26								

Time Covered by Report July 1--Sept 30, 1986

Submitted by Monica G. Hall

Date Submitted Oct 3, 1986

Definitions:

A - Assisted Anyone who received information only, referral only or individual advocacy and did not have an IILP written at the time the assistance was provided.

S - Served Anyone who has one or more services provided under an IILP.