dLCV Board Meeting Minutes

April 25, 2026| 1:00pm

In Person

Virginia Tech Center, Richmond VA

Board members present: Sean Campbell, President. Vishali Kachiraju, Greg Crapanzano, Bolor Amarsanaa, Jennifer Stancil, Ken Stout, Cameron Lynch, Tyler Williamson, Charlotte Woodward, Angela Thanyachareon, Cecily Peeples-Rodriguez, Brandon Cassidy, Jennifer Baker, Heidi Campell, Lisa Richard, Evan Wrinkle, and Lisa Lynch

Staff present: Colleen Miller, Taylor Easley

Guests: None

Members absent: Diana Crosswhite

Call to Order

Sean Campbell, President, called the meeting to order at 1:10pm

Consent Items

Sean Campbell presented the consent agenda items. Jennifer Stancil moved to adopt the consent agenda. Ken Stout seconded, and the motion passed unanimously.

- Agenda
- Progress Report
- Director's Report
- Director of External Relations Report
- Minutes – 01-31-2026
- Director of Compliance Report
- Litigation Report

Mission & Vision

Lisa Richard read the Mission and Vision Statements

Public Comment

There was no public comment.

Mission Moment

Heidi Campbell did the mission moment about Nathan's story. Nathan has autism. He was never admitted into the hospital, but he was in the ER for 135 hours and he spent most of that time restrained, even in his sleep. dLCV published a report about his experience and worked with the family to hold the hospital accountable.

President, Executive Committee

Sean Campell reported the following

- Committee assignments
    - Lisa Lynch is not on the Finance Committee.
- Succession Plan
    - There is new language proposed for the succession plan to require notice to federal funders.
    - Heidi Campell made a motion to adopt the language in the succession plan and Tyler Williamson second. Passed unanimously.
- PAIMI Council bylaws
    - At the urging of our federal funders, the PAIMI council may seek to update their bylaws so they can pick their own members. They discussed the change, but they have not adopted the change. PAIMI bylaws have been tabled to their next meeting.
    - Lisa Richard will attend the July 11 PAIMI meeting.

Governance discussion – Fiscal Oversight-Bolor Amarsanaa

- As part of the Board's oversight of fiscal policy, the Board reviewed the gift acceptance and operating reserves and investment policy. The Finance Committee will meet in July or August to update the policy and procedures manual for board adoption.

Committee Reports

- Resource Development Committee-Angela Thanyachareon
    - Status of Board member pledges
        - 10 out of 18 board members have made pledges
    - Richmond Meet and Greet-Greg Crapanzano
        - The Richmond meet and greet was great. There were around 70 people who came. The board did a targeted outreach. It was very successful. People from the legislature were there.
        - dLCV has 36 new supporters
    - Remaining 2026 Meet and Greets

        - Working on the Charlottesville Meet and Greet. Heidi is the co-chair. The Charlottesville Meet and Greet will be in August.
        - Will start working on the Northern Virginia Meet and Greet for the fall.

    - Impact Awards
        - The Impact Awards ceremony will be on May 7 at 6pm. We have over 40 nominations. Evan Wrinkle will be MC for the event.
    - Day of Giving

        This will be in late July, to match the Day of Giving with the Anniversary of the ADA. We have a goal of raising $10,000.
    - Donor thank you calls
        - Board members called donors during a break

- Public Awareness and Goals Committee-Sean Campbell
    - Annual input survey
        - The input survey is live. Sean asked Board members to take the survey and send it to a few people during the break

- Governance Committee-Heidi Campbell
    - Skills assessment survey
        - The committee is finalizing the skills assessment survey. When it is finalized, Taylor will send it to all Board members.

- Personnel Committee- Lisa Lynch
    - The committee is reviewing the entire Personnel Manual but it is going more slowly than planned.
    - The committee asked to discuss, during closed session, a recommendation regarding a one-time adjustment to PTO for some staff who left dLCV but then returned.

- Finance and Audit Committee-Bolor Amarsanaa

    - Financial reports
        - We are under budget for quarter 2
        - Next quarter might be a little higher because of salary increases that started in January and some anticipated increases is travel and services expenses
    - FY 26 Grant status
        - Almost all grants are fully funded. PAIMI still is not fully funded.
    - FY 27 grant outlook
        - The budget submitted by the President proposes cuts to or elimination of many grants.
    - Audit
        - dLCV is on track to meet the June 30 filing deadline

        - Updated the Succession plan for the CFO
            - The SAMSHA reviewers requested a written succession plan for the CFO.
            - Sean Campbell moved to adopt the CFO succession plan. Jennifer Stancil seconded. Passed unanimously

- Retreat Follow Up decisions-Sean Campbell
    - Interim or permanent hire
        - The Board discussed whether to seek an interim director or a permanent director. The Board is strongly leaning towards a permanent hire but recognizes that this will put more responsibility on the Board to ensure the new ED is successful. Heidi Campbell moved and Tyler seconded to hire a permanent director. Greg moved to amend the motion to authorize the President to appoint a search committee to pursue a permanent hire. Heidi and Tyler considered that a friendly amendment. All in favor.
    - ED qualifications and responsibilities
        - The Board discussed the job description for the new executive director and specifically whether the new ED should be an attorney. Greg moved that the job description be amended to read that the director be an attorney in good standing or will have demonstrated expertise in the legal framework and statutes within Virginia and at the federal level regarding the laws and regulations affecting persons with disabilities, and that the director will have expertise managing an organization with a focus on protecting civil rights. Heidi seconded the motion. The board discussed that this states a strong preference for an attorney but does not exclude non-attorneys. 16 in favor, one opposed.

    - Sean Campbell created the following ad hoc committees, with the expectation that every Board member will be on at least one.
            - Job Description – Lisa Lynch, chair. Members – Heidi, Evan, Vishali, Lisa R, Cecily, Ken. Robert Gray will staff this. The committee will work with Finance to establish a salary range, and will revise the job description, discuss whether the position can be remote, develop an application and collection process, and develop tentative interview questions

            - Finance Committee – Bolor, chair. Members as established. Becka Herbig will staff the committee in Colleen's absence. Finance will review and revise the RFP for a search firm and develop, with the job description committee, the salary range.

- Internal Search process – Greg, chair. Members – Cameron, Brandon, Jenny, Jennifer, Angela, Charlotte, Tyler. Devin Coleman will staff this committee. The committee will work with Finance on the RFP for the search firm, will review and revise the timeline, and will identify what work needs to be done internally.

Other business – none

Closed session: personnel

At 3:28, Ken Stout moved to go into closed session. Tyler seconded. In closed session, the Board adopted unanimously the proposal to restore seniority to two employees.

At 3:38, Tyler moved and Ken seconded to come out of closed session. Each member certified that only matters concerning personnel were discussed in closed session.

Sean adjourned the meeting at 3:40