

## Minutes of May 3, 2017

### Attending Members

#### Executive Committee:

Terri Finn, Chairperson, Salem  
Ed Heflin, Vice Chair, Macomb  
Jeri Wooters, Treasurer, Decatur

#### Members:

Gianna Baker, Chicago  
Margarite Brooks, Normal  
Arricka Newingham, DCFS, Springfield  
MaryBeth Farmer, DRS, Springfield  
Amy Foster, Alton  
Melanie Fleenor, ISBE, Springfield  
Michael Griswold, Rockford  
Esther Lee, Arlington Heights  
Kevin MacDonald, Vienna  
Rachael Mellen, Peru  
Jae Jin Pak, Chicago  
Sarita Phadke, Schaumburg  
Sara Powell, Springfield  
Hadley Ravencroft, Urbana

#### Staff:

Shelly Richardson, Executive Director  
Tara Dunning, Financial Manager

#### Guest:

Ryan Croke, INCIL, Interim Director

### Wednesday, May 3, 2017

Call to Order: The meeting of the Statewide Independent Living Council of Illinois was called to order by Chairperson Finn at 10:02 a.m. on Wednesday, May 3, 2017. Introductions and a welcome was extended to our newest SILC member Jae Jin Pak.

Approval of Minutes: The minutes of the February 1, 2017 meeting were distributed for review and approval.

**MOTION:** Griswold motioned to accept the minutes of the February 1, 2017 meeting as presented. Mellen seconded the motion. Motion carried.

Chair Report: Chairperson Finn reported that her six years serving on SILC will end June 30. She is happy to pass the torch on to the new officers and confident in the SILC's board of directors. She reviewed the meeting packet and discussed the Executive Committee meeting which was held on April 9<sup>th</sup>. She is happy to report the 704 Report for 2016 has been completed and submitted to the Administration on Community Living (ACL).

Executive Director Report: Director Richardson reported on her activities since she began employment as director of SILC March 1<sup>st</sup>. She has been working on the State Plan for Independent Living (SPIL) document which she has distributed for review. The SPIL document is a working document which will be updated each month to show progress on the goals and objectives of the SPIL. Richardson reported that she attended a town meeting in which the budget impasse was discussed. She has met with Amber Smock of Access Living to discuss the advocacy objectives in the SPIL and move forward on accomplishing them. Richardson has met with or plans to meet with several organizations in the next several weeks including Andres Gallegos, Tom Wilson and Judy Panko Reis at Access Living about healthcare access, Cheryl Jansen at Equip for Equality about sub-minimum wage, Lore Baker at Illinois Housing Development Authority, Ryan Croke to discuss Managed Care Organizations (MCOs).

Richardson also reported that trainings are moving forward for CIL staff on employment in conjunction with Lake County CIL. Mini-Grants have been approved for several CILs on transportation objectives.

Richardson also reported that she has completed Tara Dunning's annual evaluation, she also plans to update and print the SILC brochure in different languages and formats. She would like to purchase the DVD of Lives Worth Living to share with new board members.

Operations Committee Report: Treasurer Wooters reported that the January, February and March financial reports are in the meeting packet for review and approval. Wooters discussed the amended organizational budget which also needs approval. Wooters reported that minor changes to the By-Laws (page 11) are also necessary. And finally, revisions to the Executive Director's job description were discussed.

**MOTION:** Finn motioned to accept the January, February and March financial reports as presented. Ravencroft seconded the motion. Motion carried.

**MOTION:** Mellen motioned to accept the amended organizational budget as presented. Griswold seconded the motion. Motion carried.

**MOTION:** Foster motioned to accept the proposed changes to the By-Laws by identifying specific months the Executive Committee will meet. "The Executive Committee will meet the month prior to each regularly scheduled board meeting during the months of January, April, July and October". Mellen seconded the motion. Motion carried.

**MOTION:** Griswold motioned to approve the changes to the ED job description as discussed. MacDonald seconded the motion. Motion carried.

INCIL Report: INCIL Representative Wooters reported that Ann Ford has retired and INCIL has hired Ryan Croke as Interim Director on a part-time basis. INCIL will be posting the open position and interviewing in the next couple of months. Wooters is happy to report that the Region V Independent Living Conference held in April was a success.

Outreach Committee Report: Outreach Chairperson Brooks provided a written report which is attached as Appendix 1. She discussed the election of officers for the fiscal year 2018 beginning July 1. Nominations have been accepted and a slate of candidates was presented by the Outreach Committee.

Chair – Kevin MacDonald  
Vice Chair – Rachael Mellen  
Treasurer – Hadley Ravencroft  
Secretary – Jennifer Phillips

**MOTION:** A motion to accept the slate of candidates was presented by the Outreach Committee. A second was received by Finn. Motion carried. New officers take office July 1.

Advocacy Advisory Group Update: Ravencroft discussed the objectives and activities in the current SPIL relating to advocacy. She reported that Executive Director Richardson will be meeting with Andres Gallegos and others to move forward on the report card and white paper objectives.

Employment Advisory Group Update: Mellen reported that the Employment Advisory Group met in April and are moving forward with trainings and other activities in the SPIL. Toolbox to Employment trainings are being scheduled at JACIL and at LCCIL in July.

Housing Advisory Group Update: Baker reported on housing issues Housing Action Illinois are currently working on as well as the progress of the objectives and activities within the Housing Advisory Group.

Transportation Advisory Group Update: Heflin reported that the Transportation Advisory Group met in April to review and discussed the progress on the objectives and activities of the Transportation Advisory Group. He discussed the HSTP mini-grants and the ombudsman program research.

DSE Report: Farmer reported that she is pleased that Illinois' 704 Report was submitted on time with the help of Tara Dunning and Barbara Peake. She discussed state contracts which are due next Friday. Her office continues to conduct compliance reviews of Centers for Independent Living.

Adjournment: A motion to adjourn the meeting of the SILC was made by Griswold and seconded by Heflin. Motion carried and meeting was adjourned at 3:05pm.

Next Meeting: The next quarterly meeting of the Statewide Independent Living Council will be held on Thursday, August 3, 2017.

\_\_\_\_\_  
Kevin MacDonald, Chairperson

\_\_\_\_\_  
Date

## Appendix 1

### Outreach Committee Report May 3, 2017 by Margarite Brooks

Following is a listing of potential Council candidates and where they are in the appointment process.

- Jae Jin Pak (Chicago) - newly appointed (replaced Curtis Robertson, term ended 6/30/2016)
- Matt Lakin (Bluffs) - awaiting approval from the Governor (to replace Stacie Robinson, resigned 7/2017)
- Cathy Grochowski (Crystal Lake) - awaiting approval from the Governor (to replace Cynthia Swanson, resigned 1/2016)
- Gianna Baker (Chicago) – Agreed to be re-appointed (term expires 6/30/2017)
- Sarita Phadke (Chicago) – Agreed to be re-appointed (term expires 6/30/2017)

We have one (1) more term expiring on 6/30/2017.

We have seven (7) terms expiring 6/30/2018. Four (4) of these seats are eligible to serve a second term, leaving the need for three (3) new appointments.

- Ryan Maloney (East Galesburg) – Sarah completed a face to face interview, secured resume, interested
- Patrick Maher (Chicago) – Sarah completed a phone interview, secured resume, interested
- Christine Hultgrin (Rock Island) – Sarah completed phone interview, secured resume, interested
- Allison Boot (Urbana) – Sarah Completed a phone interview, secured resume, interested
- Jose Mendez (Chicago) – Secured resume
- Marilyn Harbison (Springfield) – Secured resume
- Grace Tsao – (Chicago) – Secured resume
- Alberto Guzman (Chicago) – Sarah sent 2 emails with no response
- Bonnie Buckley (Charleston) – sent an email