

Minutes of May 2, 2018

Attending Members

Executive Committee:

Rachael Mellen, Vice Chairperson, Peru
Sara Powell, Secretary, Springfield

Members:

Debra Alexander, DDD, Springfield
Gianna Baker, Chicago
Margarite Brooks, Bloomington
Amy Foster, Alton
Michael Griswold, Rockford
Cathy Grochowski, Crystal Lake
Erik Hanson, DRS, Springfield
Edward Heflin, Macomb
Jae Jin Pak, Chicago
Jeri Wooters, Decatur

Staff:

Shelly Richardson, Executive Director
Tara Dunning, Financial Manager

Guest:

Ryan Croke, INCIL, Springfield

Wednesday, May 2, 2018

Call to Order: The meeting of the Statewide Independent Living Council of Illinois was called to order by Vice Chairperson Mellen at 10:04 a.m. on Wednesday, May 2, 2018. Mellen announced this will be the last meeting for members Ed Heflin, Margarite Brooks and Jeri Wooters as their terms will end June 30. Mellen thanked them for their service to SILC. Mellen established that a quorum has been met even with so many Council members out for various reasons. Mellen read SILC's mission statement and the Council reflected on its meaning.

Approval of Minutes: The minutes of the February 7, 2018 meeting were distributed for review and approval.

MOTION: Griswold motioned to accept the February minutes as presented. Pak seconded the motion and the motion carried with one abstention by Wooters.

Resource Plan Training: Director Richardson discussed the various funding streams that make up the "resource plan" for SILCs. Richardson reported that she has participated in several trainings recently involving SILC and CIL funding and building their resources. She discussed Innovation and Expansion Funds – Title I and would like to revisit this discuss when writing the next State Plan for Independent Living in the coming year.

Richardson discussed lobbying and fundraising and the new authorities SILCs have to do each. The Council discussed forming a fundraising committee.

INCIL Rep. Wooters discussed the history of funding for Illinois CILs specifically Part B funds vs. Part C funds as well as other funding sources that CILs may have. Wooters also discussed the one-time ARRA awards that some CILs received approximately five years ago.

Tara Dunning discussed SILC's finances and explained the reports she provides quarterly to the Council. She discussed the monthly reimbursement reports she provides to our funder, IDHS/DRS. She also gave a brief overview of the change on our status as a grantee to a vendor.

MOTION: Powell made a motion to support the level of documentation provided to the Council as an explanation for budget modifications. Grochowski seconded the motion. Motion carried.

Chair Report: Vice Chairperson Mellen reported in Chair MacDonald's absence. Mellen reported that the Executive Committee met in April and minutes of that meeting are in the packet for your review. She provided a brief update on new members in the process of being appointed by the Governor. She reported that the Operations Committee will be presenting a Policies and Procedures Manual for approval. Finally, Mellen reminded members of two important events coming up, Independent Living Rally Day is May 16 at and Recovery and Empowerment Day is May 17 at the Capitol Complex.

Executive Director Report: Richardson reported that Esther Lee and Sarita Phadke have resigned their positions on the Council. The Outreach Committee will report further on the status of new appointments to the board.

Richardson discussed the accessibility training scheduled in June for CIL staff wishing to increase their knowledge of providing accessibility surveys of medical facilities. Great Lakes ADA Center will provide the two-day training in Springfield. Memorandums of Understandings (MOU) will be signed by each CIL participating to ensure that each CIL is committed to providing to the accessibilities surveys in their service areas.

Richardson discussed the timeline to develop the next State Plan for Independent Living (SPIL) which is due to ACL on June 30, 2019. She reminded the Council that our by-laws indicate that an ad-hoc drafting committee must be chosen which is comprised of three CIL directors, 3 SILC members and the Executive Directors of both SILC and INCIL.

MOTION: Powell made a motion to form an ad-hoc committee for the purpose of developing the SPIL 2019-2021. The motion was seconded by Foster. Motion carried.

Treasurer Report: Dunning reported in the absence of the Treasurer. She indicated the three financial reports that are available in the meeting packet for January, February and March. Dunning reviewed the amended organizational budget as of March 30th providing explanation for moving funds to different categories.

MOTION: Griswold made a motion to accept the financial reports for January, February and March. Foster seconded the motion and the motion carried.

MOTION: Powell made a motion to approve the new organizational budget as presented. Foster seconded the motion. Motion carried.

Operations Committee Report: Wooters directed the Council to review the Policies and Procedures Manual that was drafted by the Operations Committee with direction from ACL. As you may recall, this directive is a mandate from ACL to all SILCs and DSEs and included specific instructions on how SILCs must do specific tasks such as vetting board members or announcing meetings to the public.

MOTION: Griswold made a motion to approve the Policies and Procedures Manual as presented. Brooks seconded the motion. Motion carried.

Outreach Committee Report: Brooks reported on the status of incoming council members and provided a written report. **See Exhibit A attached.**

Brooks presented the slate of candidates for officers of the upcoming fiscal year.

Chair – Kevin MacDonald
Vice – Rachael Mellen
Treasurer – Michael Griswold
Secretary – Sara Powell

MOTION: Foster made a motion to accept the slate of officers as presented. Wooters seconded the motion. Motion carried.

Advocacy Advisory Group Update: Richardson provided an update on the Advocacy Group objectives and activities. There are several projects currently being completed. They include:

- 1) develop and send a questionnaire to all Illinois Senate and House candidates up for election in November. This task expects to be complete by the end of June. The answers received from the candidates will be posted on SILC's website.
- 2) Community Leadership Grants have been made to 4 CILs. RAMP, SHCIL, Options and JACIL.
- 3) To date four CILs have completed Olmstead videos.
- 4) The development of a White Paper has evolved into a collaborative project with UIC to host town hall meeting to gather information on issues and to help develop the next SPIL.
- 5) ADA Accessibility Training to CIL staff will take place on June 6 & 7 in Springfield.

Employment Advisory Group Update: Mellen reported on the activities of the Employment Advisory Group. She indicated that minutes of the last conference call are in the packet for review. Measurable indicators have been met for many training activities for the SPIL year including WIPA and employment toolbox trainings.

Housing Advisory Group Update: Baker reported on the activities of the Housing Advisory Group. Minutes of the last conference call are in the packet for review. She reported on the progress of changes and improvements to ILHousingSearch.org. The upgrades should be completed by June 30. After the new year she should be able to provide data on the number of people needing accessible units added to the list.

Transportation Advisory Group Update: Heflin reported on the activities of the Transportation Advisory Group. Minutes of the last conference call are in the packet for review. Trainings to dispatchers with a focus on soft skills and human service skills is being planned by RTAC. SILC is still in the development stages for a webinar for CIL staff to navigate the transit system.

INCIL Report: Wooters reported on I.L. Rally Day on May 16th. She discussed the fiscal year 2019 contracts and budget requirements for CILs and changes to that process. She briefly discussed changes to the RFP process for the PA contracts to CILs.

DSE Report: Hanson elaborated on the changes to the contracts and RFP process. He reported he and his staff have been busy conducting compliance reviews of CILs. He has completed 8 of 13 in the past several months.

Division of Developmental Disabilities Report: Representative Alexander reported that Director Greg Fenton will be retiring June 30. She reported on the DDD Ligas Consent and PUNS selection for this year.

Adjournment: A motion to adjourn the meeting of the SILC was made by Powell and seconded by Pak. Motion carried, and meeting was adjourned at 2:50pm.

Next Meeting: The next quarterly meeting of the Statewide Independent Living Council will be held on Wednesday, August 2, 2018.

Signed: _____

Date: _____

Exhibit A: Outreach Report - May 2, 2018

Shelly has interviewed three (3) new candidates who have all completed the questionnaire. The Outreach Committee has reviewed the resumes and questionnaires and will be making a recommendation to the Governor for immediate appointment.

They include:

Allison Boot (Urbana) to replace Jen Phillips (Carbondale)

Douglas Gamble (Springfield) to replace Ed Heflin (Macomb)

Grace Tsao (Chicago) to replace Barbara Stotlar (Pinckeyville)

Jose Mendez' (Chicago) appointment is still tabled. Jose reported a possible move out of state. Shelly has not been able to connect with him to confirm his move and continued interest in serving. If Jose does not move out of state, he will be recommended for appointment to fill the vacancy left by Margarite Brooks.

Dan Stupavsky has been nominated by INCIL to replace Jeri Wooters as the INCIL representative. Jeri's term ends June 30, 2018.

MacDonald, Foster, Griswold, Lakin, and Lee have agreed to continue their service on the Board.