

Minutes of May 8, 2019

Attending Members

Officers:

Rachael Mellen, Chair, Peru
Jae Jin Pak, Vice-Chair, Chicago
Michael Griswold, Treasurer, Rockford
Sara Powell, Secretary, Springfield

Members:

Allison Boot, Urbana
Amy Foster, Edwardsville
Patrick Galligan, Edwardsville
Erik Hanson, DSE, Springfield
Connie Heinz, ISBE, Springfield
Christine Hultgren, Rock Island
Dan Stupavsky, INCIL, Quincy
Grace Tsao, Des Plaines

Staff:

Shelly Richardson, Executive Director
Tara Dunning, Financial Manager

Wednesday, May 8, 2019

Call to Order: The quarterly meeting of the SILC was called to order on Wednesday, May 8th at 10:04 by Chairperson Rachael Mellen.

Welcome and Introductions: Mellen welcomed board members present for today's meeting at the Illinois Assistive Technology Program. Members introduced themselves and Christy Hultgren was asked to read SILC's mission and vision statement.

Approval of Minutes: The minutes of the February 6, 2019 meeting were distributed for review and approval as well as the minutes of the March 12, 2019 conference call.

MOTION: Foster motioned to accept the February minutes as presented. Hultgren seconded the motion and the motion carried.

MOTION: Griswold motioned to accept the March minutes as presented. Tsao seconded the motion and the motion carried.

Chair Report: Chair Mellen discussed the SILC Congress 2019 which she and the Executive Director attending at the end of February in Florida. It was a meeting with ACL at the conference which lead to our current position of extending Illinois' SPIL until September 2020.

Mellen reminded members of the annual Conflict of Interest policy which is in the packet and needs to be signed for 2019. She discussed the Operations Committee's role in updating policy and has asked Allison Boot to chair this committee which has been dormant recently. She has agreed and the Operations Committee will begin work on updating SILC's policies.

Chair Mellen appointed these individuals to serve as chairperson of SILC's committees and advisory groups:

Outreach Committee: Jae Jin Pak
Operations Committee: Allison Boot
Advocacy Advisory Group: Michael Griswold and Eric Brown
Employment Advisory Group: Amy Foster
Housing Advisory Group: Gianna Baker
Transportation Advisory Group: Dave Patton

MOTION: Hultgren motioned to approve the appointment of chairpersons to SILC's committees and advisory groups. Stupavsky seconded the motion. Motion carried.

Closed Executive Session: At this time, Mellen called for a closed session to discussed personnel items.

MOTION: Griswold motioned to provide SILC staff with a one-time pay increase in June. Powell seconded the motion. Motion carried.

Election of Officers for Fiscal Year 2020: Mellen reported it is time again to elect officers for the next fiscal year. These positions will take effect on July 1. She is pleased that for the first time we have more than one individual seeking election. For that reason, she asked for the motion to cast our vote by secret ballot.

MOTION: Griswold motioned to use a secret ballot for the election of officers. Foster seconded the motion. Motion carried.

Dunning has collected the votes and announced the officers of the upcoming fiscal year:

Chairperson – Rachel Mellen
Vice Chairperson – Jae Jin Pak
Treasurer – Michael Griswold
Secretary – Grace Tsao

Outreach Committee Report: Pak reported that the Outreach Committee has vetted two potential members to fill vacancies on the Council. Hershel Jackson from Rock Island is a person with deafness and works at the IL-IA Center for Independent Living and Jennifer Phillips who served on the Council 2015-2016 but had to resign due to family commitments. Both are interested in joining the Council and have been recommended to the Governor's office.

Executive Director Report: Executive Director Richardson reported on her activities since the last meeting. The consumer satisfaction survey to gauge CIL services and performance is underway and expected to be complete by the end of June. We had 100% participation from CILs for the first time.

The new State Plan (SPIL) for 2020-2022 has been put on hold until ACL can get the new input tool online. They have asked all states to extend their current SPIL for another year, pushing back the end date to June 30, 2020. Richardson has been in contact with all our partners to relay this change.

Richardson discussed board member roles and responsibilities and has copies of the film *Lives Worth Living* if anyone would like to take a copy for viewing. She discussed the monthly SILC Speaks conference calls she participates in and finds them very helpful.

Richardson reminded members of the May 15th Independent Living Rally Day at the Capitol. She discussed her appointment to Housing Action Illinois' board as well as Illinois Assistive Technology Program's advisory board.

Treasurer Report: Treasurer Griswold provided a written report (see attached Exhibit A). The Council discussed the financial reports for January, February and March provided in the packet. The Council discussed the three proposals received for the next three-year audit contract. Griswold discussed the draft budget for fiscal year 2020.

MOTION: Powell made a motion to accept the financial reports for January, February and March 2019. Boot seconded the motion and the motion carried.

MOTION: A motion was made by Stupavsky and seconded by Foster to accept the proposal received by Estes, Bridgewater and Ogden for the audit. Motion carried.

MOTION: Powell motioned to approve the organizational budget for fiscal year 2020. Tsao seconded the motion. Motion carried.

Advocacy Advisory Group Report: Griswold reported that the Advocacy Advisory Group has been monitoring activities and have completed most activities. Health care webinars with Gallegos have been completed, accessibility surveys of medical facilities have been completed by CIL staff, Olmstead videos, while not as popular as other activities, have been completed by 4 CILs with a 5th expected from SAIL.

Employment Advisory Group Report: Richardson reported the Employment Advisory Group has been monitoring their activities and have completed most activities. She has been reaching out to resources who may be able to take over the Toolbox to Employment trainings and the University of Illinois at Chicago is interested in providing a self-employment and entrepreneurship webinar to CIL consumers.

Housing Advisory Group Report: Richardson reported the Fair Housing Training is scheduled for July 24th for CIL staff. She also reported she has been appointed to Housing Action Illinois' board of directors.

Transportation Advisory Group Report: Richardson reported that Dave Patton has agreed to take over as chair of this advisory group on July 1st. The flier instructing CIL staff to call Rural Transit Assistance Center (RTAC) has been re-sent to all CILs as a quarterly reminder. She also discussed the proposal by RTAC to the Governor to develop and appoint a new transportation committee. SILC and INCIL are in support of this initiative.

INCIL Report: INCIL Representative Dan Stupavsky provided updates to the PA program which INCIL is now administering. Stupavsky also reported that INCIL had a lengthy

conversation at the last meeting about the SPIL amendment and all CIL Directors have signed on to approve this extension.

DSE Report: DSE Representative Erik Hanson reported funding for CILs for fiscal year 2020 remains steady. The Home Services Program (reintegration) is being moved under the Independent Living Unit. Money Follows the Person will not be coming back. He is pleased to announce that our very own Rahnee Patrick from Access Living will assume the position of Director of the Department of Human Services on May 20th.

ISBE Report: ISBE Representative Connie Heinz reported ISBE has a new Superintendent, Dr. Carmen Ayala. There is also a new Special Education Superintendent, Barbara Mohr and plans to hire a new deaf and hard of hearing consultant as well as a vision consultant by July 1. These positions have been vacant for three years.

Presentation: Jacksonville Area Center for Independent Living – Peggy Davismeyer: Ms. Davismeyer has recently taking the position of Executive Director at JACIL and is present today to discuss the Center and their services.

Announcements: Mellen thanked Sara Powell for her six years of service on the Council coming to an end on June 30th. Sara has served many roles in her tenure, chairperson, outreach committee chairperson and lastly secretary. Thank you, Sara, for your time and commitment.

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 2:24pm.

Next Meeting: The next quarterly meeting of the Statewide Independent Living Council will be held on Thursday, August 8, 2019.

Grace Tsao, Secretary

Date:

EXHIBIT A

Treasurer's Report May 8, 2019

In your packets, you will find the January, February, and March financial reports and a revised March budget that includes \$5,000 in Part B funding we were given when the Part B funding increase came down from ACL. INCIL voted against our recommendation of putting the money out to bid to CILs and instead recommended that SILC receive \$5,000 and INCIL receive \$45,276 for training programs.

The revised March budget includes the \$5,000 increase in funds and cleans up several line items that were over/under budget, bringing our total DHS contract to \$238,723 from the previous \$233,723.

In order to offer a little more detail on the revised budget, increases were made to the travel, supplies, contractual, training and education, miscellaneous costs, and telecommunications, while the fringe, consultant, occupancy, and SPIL activities lines were decreased.

Turning to the draft budget for fiscal year 2020 which begins July 1, 2019, we have received an unexpected increase of \$2,805. Staff have put together a budget in the amount of \$236,528 for your approval.

Finally, as you may recall we did send out a call for proposals for a 3-year contract for our audit and tax preparation on April 1st. The deadline for proposals was May 3rd so we have a decision to make on awarding a proposal.

Estes, Bridgewater & Ogden, CPAs

2019 - \$5,600

2020 - \$5,600

2021 - \$5,600

Eck, Schafer & Punke, LLP

2019 - \$5,500

2020 - \$5,650

2021 - \$5,800

Kerber, Eck and Braeckel, LLP

2019 - \$7,000

2020 - \$7,200

2021 - \$7,350

- Motion to approve the January, February, and March financial reports
- Motion to approve the 2020 budget
- Motion to approve an auditor