

## Minutes of May 6, 2020

### Attending Members:

#### Officers:

Jae Jin Pak, Chair, Chicago  
Michael Griswold, Vice-Chair, Rockford  
Allison Boot, Treasurer, Urbana  
Grace Tsao, Secretary, Des Plaines

#### Members:

Heather Baker, Olney  
Jesus Campuzano, Chicago  
Emma Danielson, Springfield  
John Eckert, DoA, Springfield  
Amy Foster, Edwardsville  
Patrick Galligan, Edwardsville  
Christy Hultgren, Rock Island  
Hershel Jackson, Rock Island  
Ryan Maloney, East Galesburg  
Dave Patton, Good Hope  
Dan Stupavsky, INCIL, Quincy

#### Staff:

Shelly Richardson, Executive Director  
Tara Dunning, Financial Manager

#### Guests:

Anna Austin, DSE, Springfield

### Wednesday, May 6, 2020

Call to Order: The quarterly meeting of the SILC was called to order on Wednesday, May 6th at 10:05 a.m. by Chair Jae Jin Pak. Due to the Covid-19 restrictions, this meeting was held via conference call. Pak reviewed conference calling etiquette and procedures.

Approval of Minutes: The minutes from the February 5, 2020 meeting were presented for approval.

**MOTION:** Hultgren motioned to accept the minutes of February. Campuzano seconded the motion. Motion carried.

#### Review and Discussion on the Draft State Plan for Independent Living 2021-2023:

Director Richardson reported that staff participated in a webinar held by ACL on April 30th regarding the writing of the new SPIL.

With changes to the requirements and delays in completing sections pertaining to the distribution of funds written by INCIL, SILC members will likely be voting on approving a final version of the SPIL by email or another call will be scheduled. Richardson reviewed each section of the draft SPIL individually.

Treasurer's & Operations Committee Report: Treasurer Boot provided a written report in the meeting packet. Financial reports for January, February, and March were also included. Boot reported that end of the fiscal year budget adjustments will need to be made to clean up line items and expend all the state contract. Dunning reported the need to purchase a new refrigerator as well as other equipment to make working virtually and from home more accessible.

Pak excused Richardson from the meeting to discuss end of the year one-time performance pay increase. The Council discussed the work in the past year to complete the SPIL as well as managing the office during the pandemic.

**MOTION:** Griswold motioned to allow SILC staff the discretion to amend the budget as necessary to expend all funds by June 30. Campuzano seconded the motion. Motion carried.

**MOTION:** Foster motioned to accept financial reports as presented. Tsao seconded the motion. Motion carried.

**MOTION:** Foster made a motion to provide the Executive Director with a one-time salary increase of 5% of the annual salary. Hultgren seconded the motion. Motion carried.

Executive Director's Report: Richardson reported she has spent most of her time in recent weeks on conference calls and webinars discussing Covid-19. She discussed the August 5-6 SILC retreat and quarterly meeting. It was agreed to forgo the retreat this year as it is likely we will not be meeting in person in August. The quarterly meeting will be held on Wednesday, August 5th from 10am – 3pm.

Richardson reported that the May meeting is usually when we elect new officers for the coming fiscal year, however, with the lack of a quorum in the past year and officers only being appointed at the February meeting she is requesting that the Council motion to approve the current Executive Committee to serve until June 30, 2021.

Richardson provided an update on membership. She reported that Gianna Baker has resigned, and she will be reaching out to Matt Lakin who has not been participating or responding to her calls for some time now. She will try to reach him again to make sure all is well, and he wants to complete this term which ends June 30, 2021.

**MOTION:** Campuzano motioned to extend the current Executive Committee officers and committee members until June 20, 2021. The motion was seconded by Boot. Motion carried.

INCIL Report: Stupavsky reported most of the CILs have been closed to the public since March 16th. Community activities such as training have been postponed and CIL staff are working from home. All Part C CILs (20 of the 22) are receiving CARES Act funding to be used in the community as they see fit.

The CIL directors have spent a lot of time on the telephone discussing Section 3.2 of the draft SPIL and how they want to prioritize additional funding should it be available to Illinois.

DoA Report: Eckert reported that the Department on Aging is working on Covid-19 management. With over 100,000 seniors they are focusing on making sure personal protective equipment (PPE) is available to everyone. They have applied for a waiver to help home care agencies to receive PPE.

Adjournment: A motion was made by Boot to adjourn the meeting at 1:11pm. This motion was seconded by Jackson and the meeting was adjourned.

Next Meeting: The next quarterly meeting of the Statewide Independent Living Council will be held on Wednesday, August 5, 2020.

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Grace Tsao, Secretary

Date

APPROVED AUGUST 5, 2020