

Minutes of November 2, 2016

Attending Members

Executive Committee:

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

Members:

Gianna Baker, Chicago
Margarite Brooks, Normal
Diane Cottrell, DCFS, Harvey
John Eckert, DoA, Springfield
MaryBeth Farmer, DRS, Springfield
Amy Foster, Alton
Melanie Fleenor, ISBE, Springfield
Michael Griswold, Rockford
Esther Lee, Arlington Heights
Rachael Mellen, Peru
Sarita Phadke, Schaumburg
Sara Powell, Springfield

Guest:

Ann Ford, INCIL
Richard Grafton, Estes, Bridgewater and Ogden, CPA
Dane Rockafellow, Alton

Staff:

Sarah Durbin, Executive Director
Tara Dunning, Financial Manager

Wednesday, November 2, 2016

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, November 2, 2016. Introductions were made and Finn welcomed SILC's newest member DCFS Representative Diane Cottrell.

Approval of Minutes: The minutes of the August 4, 2016 meeting were distributed for review and approval.

MOTION: Powell motioned to accept the minutes of the August 4, 2016 meeting with the correction of the spelling of Rachael Mellen's name. Griswold seconded the motion. Motion carried with one abstention by Cottrell.

Chair Report: Chairperson Finn introduced Richard Grafton who will discuss the recent audit of the fiscal year ending June 30, 2016.

Mr. Grafton from Estes, Bridgewater and Ogden, CPAs is present today to discuss the audit of fiscal year from July 1, 2015 through June 30, 2016. Mr. Grafton reviewed the report noting there

are no findings and it is a nice clean audit. Grafton has prepared the annual tax reports to be signed and mailed. He thanked the Council and SILC staff for their continued business.

MOTION: A motion was made by Powell to accept the audit report as presented. A second was made by Wooters. Motion carried.

Finn discussed the SurveyMonkey poll that went out to the Council to gather feedback on the structure of the quarterly meetings. Beginning in February we will include team building exercises into each meeting. The quarterly meetings will continue to be held from 10am to 3pm however we will attempt to reserve the last couple of hours for team building.

Finn reported that the Executive Director's annual job performance evaluation was held in August and the Executive Committee met with Sarah Durbin in October to discuss Durbin's response to the evaluation.

Operations Committee Report: Treasurer Wooters discussed the July, August and September financial reports that are in the meeting packets. She also reported on the organizational budget that was approved at the August meeting. She explained that administrative income from the administration of the Next Steps Program contract has been reduced from \$10,000 to \$7,800 causing the organizational budget to be out of balance. A revised organizational budget was distributed for review and approval. Wooters reported that the Operations Committee will be reviewing and revising the evaluation tool used for the Executive Director's annual job performance evaluation.

MOTION: Brooks motioned to accept the July, August and September financial reports and the revised organizational budget as presented. Heflin seconded the motion. Motion carried.

Executive Director's Report: Executive Director Durbin provided an update on the completion of the 2014-2016 State Plan for Independent Living (SPIL). The 2017-2019 SPIL has been approved by the Administration on Community Living (ACL). She is pleased that advisory groups and structures are in place for a smooth transition to move into the next three-year plan.

Durbin discussed the retreat in August and how well it went. The general consensus of the Council is to continue to work on team building and explore asset mapping as well as to meet annually with the CIL directors. The Executive Committee will listen to all recommendations moving forward and make decisions about how to continue the momentum.

Outreach Committee Report: Outreach Committee Chairperson Brooks has provided a written report. It is attached as Appendix A.

Advocacy Advisory Group Update: Durbin reported the Advocacy Group met in September to review the objectives in the 17-19 SPIL. Group members were assigned as leads to specific objectives to monitor and report on the implementation of the advocacy activities and objectives.

Employment Advisory Group Update: Durbin reported the Employment Group met in September to review the objectives in the 17-19 SPIL. Group members were assigned as leads to specific objectives to monitor and report on the implementation of the employment activities and objectives.

Housing Advisory Group Update: Baker reported the Housing Group met in September to review the objectives in the 17-19 SPIL. Group members were assigned as leads to specific objectives to monitor and report on the implementation of the housing activities and objectives.

Transportation Advisory Group Update: Heflin reported the Transportation Group met in September to review the objectives in the 17-19 SPIL. Group members were assigned as leads to specific objectives to monitor and report on the implementation of the transportation activities and objectives.

INCIL Report: INCIL Representative Wooters reported on various INCIL committees including the Outcome Measures Committee, the Part C Funding Committee, and the Sustainability Committee. Plans for a Region V Independent Living Conference on April 5-7 2017 are moving forward. Region V includes Illinois, Wisconsin, Indiana, Minnesota, Michigan, and Ohio.

DSE Report: DSE Representative Farmer has provided a written report. It is attached as Appendix B.

ISBE Report: ISBE Representative Fleenor reported that there continues to be several vacancies at the State Board of Education, however, as of August 1 there is a new Assistant Superintendent. ISBE continues to work on the initiative to monitor school districts across Illinois and review their transition plans.

DoA Report: DoA Representative Eckert reported at the aging waiver has been approved by CMS for a five year renewal with revised language to include person centered planning.

Adjournment: A motion to adjourn the meeting of the SILC was made by Foster and seconded by Brooks. Motion carried and meeting was adjourned at 1:00pm.

Next Meeting: The next quarterly meeting of the Statewide Independent Living Council will be held on Wednesday February 1, 2017.

Jennifer Phillips, Secretary

Date

Appendix A
Outreach Committee Update
November 2, 2016
Presented by Margarite Brooks

Sarah Durbin's outreach efforts:

Based on our plan from last year and the areas we lost representation from in this past year I am focusing on the following areas.

- Since we currently have 13 women and 3 men on the council, we need to add men to gain parity.
- Our goal from last year was to add another member who is deaf. Since Corey Axelrod has declined, I have been working with JACIL, PACE, and SCIL for assistance with finding potential candidates who are deaf. This will also allow us to add demographic representation in areas we are lacking. JACIL recommended two people who are deaf but when the director exploring their interest they both declined. JACIL's Deaf Services Coordinator is also assisting us in finding other potential candidates.
- I am talking with LCCIL identify candidates from this area since we lost representation from this area this past year. I also am talking with NICIL and Stone-Hayes CILs. We have not had representation from either of these areas. I have a potential candidate from the Galesburg area (Stone-Hayes CIL). His name is Ryan Maloney and I will be meeting with him later this month. His information will then be passed to the Outreach Committee for a decision. I was told he is a young Lester Prichard.
- I also have gotten four names of individuals from the Chicago area. I am in the process of making the initial contact with these people. As I mentioned earlier, I will then send the information to the Outreach Committee on any individual who is interested in joining the council.

Appendix B:
Department of Human Services-Division of Rehabilitation Services (DHS/DRS)
AND
Independent Living Unit (ILU) Summary
October 27, 2016
Presented by MaryBeth Farmer

* Budget: We are still managing expenses in light of the Stop Gap budget, trying to contain costs as much as possible until we receive a full complete budget which is anticipated after November. We are starting to gear up for FY18 budget season. DRS has been fortunate due to the fact that the majority of our budget is federally funded.

* Many DRS staff including representatives from the SRC participated in a three day visit from RSA. Federal Rehabilitation Services Administration conducted a technical assistance on-site visit with the Division of Rehabilitation Services- Vocational Rehabilitation administrative and field office staff. Illinois was one of five states (IL, OK, AZ, WY, NEV) chosen to receive technical assistance since the passage of the Workforce Innovation and Opportunity Act.

The Technical Assistance focused on three areas of WIOA:

- Provision of Pre- Employment Transition Services
- Competitive Integrated Employment
- Supported Employment Services

Upon completion of the meeting, RSA will submit their comments/results/recommendations for DHS/DRS to review and respond. The biggest challenge in VR will be the development of rules/policies/procedures for field staff and training regarding the new rules. WIOA indicates that they will no longer recognize Homemaker services as an acceptable outcome. Only the provision of services to individuals who are blind under a VR plan will be able to receive services.

Letters have been sent out to our CRP vendors regarding the process of dealing with the issue of Career Counseling

* Home Services Program - Overtime

HSP Bureau Chief Vivian Anderson and several DHS staff attended two JCAR hearings regarding the proposed Overtime policy within the Home Services Program. There were over 400 comments received. DHS will be formulating responses to those letters as part of the rulemaking process.

* Illinois School for the Deaf

Interviews for two candidates for the position of Superintendent at the Illinois School for the Deaf will be conducted October 25 and October 27. We are very excited to meet and talk with the Supt. candidates.

* State Rehabilitation Council:

DRS Administrative staff will be meeting with the State Rehab. Council members in November to start a Strategic Planning process. This will be an excellent opportunity to set a vision for the SRC and DRS in the future!

Independent Living Unit

*No Wrong Door (NWD)-The final draft was submitted for public comment and posted on the DHS website. Comments were incorporated and the final draft was sent to ACL on September 29, 2016. The Dept. on Aging staff (DOA) has yet to receive feedback from ACL. In the interim, the Executive Committee met to discuss next steps and implementation of system. The Executive Committee will be the Governing Body and referred as such in the future. This Body consists of DHS Division members, HFS and DOA staff. We plan to meet in November, December and January to discuss the goals identified in the plan and initiating stakeholder involvement. At this time, rather than convening a new group of stakeholders, Governing Body members will share with their respective networks the status of NWD and tasks. If a goal/task is of interest to the network or specific to that group, it does not prohibit the networks to convene their own committees or workgroups to discuss issues. However, the networks will be asked to appoint a liaison(s) to share input to the Governing Body and will participate in meetings with other stakeholders, as they are scheduled. The Governing Body will continue to seek out and rely on you and other stakeholders to share your experiences, suggestions and ideas as we move forward with implementation of each of the goals outlined in the plan.

All of the feedback received on the draft plan was extremely valuable with some of the more significant edits to include:

The plan was edited throughout to make more clear the state's intention that all agencies at the local level work together as equal partners in the NWD System;

Goal 2 (Governance and Administration-policies, expectations and requirements) was edited to include the expectations for local level agreements to be based on equal partnership and co-leadership of NWD networks;

The plan was reorganized and edited throughout to better describe how consumer will be meaningfully involved as stakeholders;

Senior Centers were added to the list of key partners at the local level; and

Goal 4 (Public Outreach) was edited to include gathering information from local partners about best practices in collaboration and to explore opportunities to bring local partners together for strategic planning and collaboration.

*GATA-The November 1 was the deadline for Indirect Cost Rate Proposals entry by grantees into the Crowe-Horwath CARS system. All grantees must complete their pre-qualification and fiscal and administrative risk assessments (ICQ) prior to receiving an invitation to the Indirect Cost Rate (CARS) System. Making a selection concerning the indirect cost rate (even federally approved indirect cost rates) must be done through the Crowe-Horwath CARS system. If not recorded in CARS, no indirect cost will be considered for current grants as well as any future FY 17 grants.

*The final rule for IL was filed on 10/26/16 and will be issued in the next Federal Register. The ACL website has a great deal of information regarding the final rule and you are encouraged to review it.

*Accreditation-Kris Smith requested national input from our Rehabilitation Service partners regarding accreditation. She posed four questions:

1. Does your state require a Community Rehabilitation Provider to be accredited?
2. What specific areas/types of services require accreditation?
3. Are there other standards that your state uses to ensure quality VR services are being provided?
4. Is there any form of credentialing for Centers for Independent Living providing employment services, such as job placement or supported employment? If yes, who is the credentialing entity?

There were 13 states that responded. It is our intent to share this with INCIL and discuss options, along with suggestions CILs provide to DHS. The ILU would like to convene a committee to discuss this topic and options as DHS moves forward with this requirement.

*Regulatory Reform Initiative-The Governor's Office has initiated a regulatory reform project requiring state agencies to review all their existing administrative rules and make recommendations for any changes. Staff were provided with checklist and questionnaire templates to complete for each Rule applicable to their area. The IL Unit completed the first step in this process with intent to revise and update language in Rule 515, which deals with advisory councils (SILC portion) and Rule 886, which deals with Centers for Independent Living. The questionnaire requested any references to other rules for the purpose of consolidation and/or consistency in language and procedures. The suggested sections to revise and rationale were submitted on October 1.

*Compliance Reviews-Compliance Reviews have been scheduled with a total of four completed and three scheduled (November, January and February). It is DHS/ILU intent to schedule at least three more reviews.

*Individual Service Hours-The IL Unit requests that the Centers complete the total hours of service provided with Individual Services to consumers. This information will be part of the DHS/ILU Annual Report.