

Minutes of November 7, 2018

Attending Members

Officers:

Rachael Mellen, Vice Chair, Peru
Michael Griswold, Treasurer, Rockford
Sara Powell, Secretary, Springfield

Members:

Gianna Baker, Chicago
Allison Boot, Urbana
Amy Foster, Alton
Patrick Galligan, Edwardsville
Connie Heinz, ISBE, Springfield
Christine Hultgren, Rock Island
Norma Machay, DCFS, Waukegan
Ryan Maloney, East Galesburg
Jae Jin Pak, Chicago
Dan Stupavsky, INCIL, Quincy
Grace Tsao, Des Plaines

Staff:

Shelly Richardson, Executive Director
Tara Dunning, Financial Manager

Guests:

Anna Austin, ILU, Springfield
Richard Grafton, Estes, Bridgewater & Ogden, CPA

Wednesday, November 7, 2018

Call to Order: The quarterly meeting of the SILC was called to order on Wednesday, November 7th at 10:10 by Vice-Chairperson Rachael Mellen. Amy Foster read SILC's mission and vision statement.

Shelly Richardson announced that while Kevin MacDonald did make the trip to Springfield for today's meeting, he is not well and has spoken with her this morning to express his concerns that he is not able to commit the time necessary to SILC to has resigned.

MOTION: Powell motioned to appoint Rachael Mellen as SILC chairperson effective immediately to complete Kevin's term. Pak seconded the motion. Motion carried.

Welcome and Introductions: Mellen welcomed newest board member Ryan Maloney from East Galesburg as well as SILC's longtime accountant Richard Grafton. She asked that we go around the table and introduce ourselves.

FY2018 Audit Report: Richard Grafton presented the audit report and independent auditor's letter for review. He reported that the audit went quite smoothly as usual. He discussed the changes to the audit process now that SILC is not a grantee with the state but a vendor.

MOTION: Griswold motioned to accept the audit as presented. Foster seconded the motion. Motion carried.

Approval of Minutes: The minutes of the August 2, 2018 meeting were distributed for review and approval.

MOTION: Foster motion to accept the August minutes as presented. Boot seconded the motion and the motion carried.

Chair Report: Mellen reported that she was not prepared to provide a chair report today, however, she did state that she will work with the Executive Committee to complete the annual evaluation of the executive director that is behind schedule.

Executive Director Report: Richardson reported that much of her time is spent writing the next State Plan for Independent Living for federal fiscal years 2020 through 2022. The new SPIL is due to ACL on June 30, 2019.

Richardson reported that SILCs have been notified by ACL that the new SPIL online tool to submit the SPIL to ACL is still being developed. Because the new SPIL instrument will not be implemented prior to the expiration of the current SPILs, ACL is providing guidance on the process to draft and submit for approval an FY2020 SPIL. SILCs will have the option to make either (a) substantial and material changes (write a new Plan) or (b) make a technical amendment to the FY2017-FY2019 SPIL (amend the current SPIL to extend its deadline by one year). Richardson reported that since we have begun the process of drafting the next Illinois SPIL, she recommends that we move forward as usual in our timeline to develop the 2020-2022 SPIL.

Advisory Groups continue to work on the objectives and activities in the current SPIL as well as develop new objectives and activities for the new SPIL. She is pleased to report that community leadership grants will be provided to four CIL in this final year of the SPIL. At this time, no proposals have been received for the HSTP grants.

Richardson reported she attended the Association of Programs for Rural Independent Living (APRIL) conference at the beginning of October and the Housing Action Illinois conference at the end of October. She is pleased to have been appointed to Housing Action Illinois' board of directors.

MOTION: Griswold motioned to approve SILC of Illinois to continue our current timeline to submit to ACL substantial and material changes for a new plan. Pak seconded the motion. Motion carried.

Treasurer Report: Treasurer Griswold provided a written report in the board packets and discussed the financial reports for July, August and September. He discussed the grant funds versus unrestricted funds and how they are reported on the monthly financial report.

Griswold reported that our three-year contract with the auditor has expired and the Council discussed options moving forward with Estes, Bridgewater and Ogden or sending the audit out for bid.

MOTION: Foster motioned to direct the financial manager to write up a general description of the services provided by SILC's auditor and prepare a Call for Proposals to be sent to SILC's auditor as well as two other audit firms. Powell seconded the motion. Motion carried.

MOTION: Tsao motioned to direct staff to develop a more accurate budget format for the monthly reports to the Council which identify grant funds separate from unrestricted funds. Pak seconded the motion. Motion carried.

MOTION: Stupavsky made a motion to accept the financial reports for July, August, September 2018. Boot seconded the motion and the motion carried.

Outreach Committee Report: Outreach Chair Pak reported that with this morning's resignation of Kevin MacDonald the SILC now has 2 vacant positions. We are pleased to have a replacement for Debra Alexander as the representative for Division of Developmental Disabilities. Andrea Medley has been appointed to replace Alexander. David Patton has been appointed to replace Ed Heflin. Baker suggested that we need representation from the MI community and the immigrant community and recommended reaching out to the Illinois Coalition of Immigrant and Refugee Rights. Other suggestions include developing a flyer to share with potential board members and establishing an email address to receive inquiries from interested parties.

INCIL Report: Stupavsky reported that end of the year reporting has CIL staff consumed this time of year, however, he feels that advocacy efforts have increased. Croke and Stupavsky discussed Part B increase from ACL and the decision to provide SILC with \$5,000 of the \$50,276 increase while retaining \$45,276 for INCIL to provide training to CIL staff.

Croke discussed the Ann Ford Leadership Development Fund. This special fund of INCIL exists to support travel, training and education costs for at least one Illinois CIL staff or board member annually who seeks to strengthen the background, skills and experiences required to become a more effective advocate in the Independent Living Movement.

Named for Ann Ford, the founding Director of Illinois Network of Centers for Independent Living, the scholarship fund is a fitting way to honor Ann, who worked for more than three decades in the field of Independent Living, as a staff member and CIL Director, and later as the statewide association leader.

DSE Report: Austin reported she does not have a report at this time. Richardson reported that the Independent Living Unit has assured her that SILC is receiving all the federal funds we are entitled.

DCFS Report: Machay reported that DCFS continues to hire child welfare specialists and are beginning to be staff effectively. She reported that DCFS is seeing more families during the investigation level, intake level and removal level in an effort to have parents and guardians more involved in all aspects of the process. She is seeing more children with disabilities as well. Youth age out of the system at 21 and DCFS is working to make transition a smoother process.

ISBE Report: Heinz reported that ISBE's Secondary Transition Team consists of 6 team members who not only are a compliance committee but recognize effective transition planning, self-advocacy and how important this is to teach students. The team is currently working to develop an autism component. She reported that ISBE is working closing DHS and the CILs to provide Fast Track Employment Transition Services.

Adjournment: A motion to adjourn the meeting of the SILC was made by Foster and seconded by Pak. 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 Wednesday, February 6, 2019.

Signed: Sara Powell, Secretary
Date: 6 February 2019