**SILC Meeting Day 1 Minutes**

Zoom Link:

<https://us02web.zoom.us/j/86520197790?pwd=di9nQk5ZTUJ1bnJSeDVmK1g0Y3JiQT09>

Password: 548249.

Or Telephone Dial:

USA 602 333 0032

Conference code: 523927

**DAY 1**

**Call to Order – Jamie Duplechine   (1:00 p.m.)**

**Roll Call / Determination of Quorum – Jarrod Bottley (1:05 p.m.)**

On behalf of the Statewide Independent Living Council (SILC) Secretary, the Interim Coordinator of the SILC, Jamar Lanier Ennis conducted the roll call. Quorum was established.

**SILC Council Members**:

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| **Jamie Duplechine** | **Absent** |
| **Anita Patin** | **Absent** |
| **Jarrod Bottley** | **Absent** |
| **Daryn Broussard** | **Present** |
| **Erick Taylor** | **Present** |
| **Sharron Hennessey** | **Present** |
| **Juon Wilson** | **Absent** |
| **Welma Jackson** | **Absent** |
| **Rocky Fuselier** | **Present** |
| **Steven Nguyen** | **Present** |
| **Antoinette Harrell** | **Absent** |
| **Claudia Garofalo** | **Present** |
| **Yavonka  Archaga** | **Present** |
| **Ester Jett** | **Present** |
| **Rashad Bristo** | **Absent** |
| **Cheri Crain** | **Present** |
| **Charlene Gradney** | **Present** |

**Guest:**

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| **Kandy Baker (LRS)** |
| **Melissa Bayham (LRS)** |
| **Jamar Lanier Ennis (SILC)** |
| **Bambi Polotzola (GODA)** |
| **Melanie Washington (GODA)** |
| **Lillian DeJean (GODA)** |
| **Mitch Granger** |

**Introductions – Members and Guests (1:10 p.m.)**

On behalf of the Statewide Independent Living Council (SILC) Chairperson, the Interim Coordinator of the SILC Jamar Lanier Ennis introduced the members of the SILC and guests in attendance.

**Pledge of Allegiance - Lead by members (1:15 p.m.)**

The Treasurer of the SILC, Daryn Broussard led the members of the SILC and guests in the reading of the Pledge of Allegiance.

**Mission Statement (1:20 p.m.)**

On behalf of the Statewide Independent Living Council (SILC) Chairperson, the Interim Coordinator of the SILC Jamar Lanier Ennis led the SILC council members in the reading of the SILC’s Mission Statement.

**Approval of Agenda (1:25 p.m.)**

Rashad Bristo made a motion to approve the August 5th and 6th SILC Meeting Agenda. Erick Taylor seconded the motion to approve the August 5th and 6th SILC Meeting Agenda. The motion passed unanimously without any abstentions, objections, or discussion.

**Approval of Prior Meeting Minutes (1:30 p.m.)**

Rocky Fuselier made the motion to approve the May 2021 minutes with amendments. Yavonka Archarga seconded the motion to approve the May 2021 minutes with amendments. The motion passed unanimously without any abstentions, objections, or discussion.

**Interagency Agreement – Eleanor Murrell.   (1:35 p.m.)**

Kandy Baker, a representative of the Louisiana Rehabilitation Services (LRS) provided an update relative to the Interagency Agreement on Behalf of Eleanor Murrell.

**Quarterly Budget Update-  Daryn Broussard   (1:45 p.m.)**

Jamar Lanier Ennis will contact the finance department within the Office of the Governor to gain access to the SILC’s quarterly budget. The Official Quarterly Budget of the SILC will be shared with the members of SILC via email.

**Discussion on LASILC’s Autonomy (2:00 p.m.)**

·     ***Update from Fiscal Agent committee, Esther Jett.***

 Esther Jet provided an update in regards to the discussion relative to the SILC’s Fiscal Agent Committee. Esther provided that the Fiscal Agent Committee was established to provide a recommendation to the SILC in response to the need for a permanent fiscal agent when the SILC successfully transitions from the Office of the Governor into an autonomous entity. Esther also provided that the Fiscal Agent Committee has successfully fulfilled their only task by recommending New Horizons as the future Fiscal Agent of SILC. As of August 5, 2021,, there are no pending matters before the Fiscal Agent Committee and therefore said committee should be dissolved.

Steven Nguyen made a motion to dissolve the SILC’s Fiscal Agent Committee. Erick Taylor seconded the motion to dissolve the SILC’s Fiscal Agent Committee. The motion passed without any abstentions, objections, or discussion.

***·       Executive Order from the Governor’s office.***

*Interim SILC Coordinator Jamar Lanier Ennis circulated a digital version of SILC’s Executive Order via email and the Zoom Platform. Ennis encouraged the members of the SILC to make recommendations and suggestions to the current Executive Order  so that it may be favorably amended in anticipation of the SILC’s autonomy.*

A Motion was made by Yavonka Archaga to email any recommended changes to the SILC’s Executive Order, to Jamar Lanier Ennis by August 12, 2021. Rocky Fuselier seconded the motion to email Jamar Lanier Ennis any recommended changes to the SILC’s Executive Order by August 12, 2021. The motion passed without any abstentions, objections, or discussion.

*·* ***Status of revised contract and Update from Louisiana Rehabilitation Services.***

Kandy Baker provided relevant updates on behalf of the Louisiana Rehabilitation Services (LRS) and in regards to the revised SILC contract agreement.

Kandy mentioned that the revised contract is currently being reviewed by the legal department within LRS. After legal completes its review the revised contract will be submitted to the contracts department within LRS. Once the revised contract is approved by the contracts department within LRS, it will be submitted for approval by Louisiana State Procurement. Kandy mentioned that October 1, 2021 is the target for full approval of the revised contract; however, if the legal department concludes that it is necessary to go beyond the target date she will inform the council.

Furthermore, after consulting with LRS’s federal partners, Kandy mentioned that the total budget of $120,993.00 with an indirect cost rate of 12.57 percent. Kandy also advised the SILC that New Horizons Independent Living Center is the designated fiscal agent in the proposed contract, and pursuant to the State Plan for Independent Living (SPIL) and the SILC resource plan, they shall be responsible for payment of SILC’s approved invoices and expenses.

It was mentioned that the contract must follow all federal and state laws including the Louisiana State Travel regulations. Kandy suggested that the SILC amends its policy and procedures to account for any anticipated expenses to enable SILC representatives to attend conferences and be reimbursed.

*·* ***Update from Attorney Jay Mark Miller.***

Attorney J. Mark Miller, a Partner with the Kean Miller Law Firm has been hired by New Horizons Independent Living Center to assist the SILC in its pursuit to be established within a 501(c)(3).  It was mentioned that Mr. Miller has an initial draft of the Articles of Incorporation. To be effective, the elected officers of the SILC must sign and date the document in the presence of a notary public. Jamar Lanier Ennis, a duly licensed notary in the State of Louisiana will ensure that all signatures are collected at no cost to the officers of the SILC.

Additionally, IRS Form 1023 must be completed and transmitted to the federal government. It was mentioned that Gale Dean of New Horizons Independent Living Center will assist in this endeavor.

*·* ***Job Description, Advertisement, and Interview Process of the future LA SILC Executive Director.***

Ester Jett provided an update regarding the hiring of the LA SILC Executive Director on behalf of SILC Chairperson Jamie Duplechine.

It was mentioned that there have been several online postings made via Facebook, the Louisiana Works at Hire webpage, and the Indeed platform. Ester mentioned that Jamie has received several responses and has compiled many resumes of those individuals who have applied for the position. The number of applicants has yet to be determined.

It was suggested that the SILC adopts a formal plan and timeline to hire an Executive Director

Steven Nguyen made a motion that SILC provides its chairperson a suggested timeline for hiring its new Executive Director as follows: there be  a selection of potential applicants from the resumes received by August 13, 2021; conduct initial interviews from August 16th-20th; conduct second interviews from August 30 through September 3rd,; make a decision of the hiring of SILC’s Executive Director by September 10, 2021; and make an offer to the final candidate by September 15, 2021. Erick Taylor seconded the motion. The motion to provide the SILC chairperson the above suggested timeline for hiring a SILC Director passed unanimously without any objections, abstentions, or discussion.

**Discussion on LASILC’s Policy and Procedures Manual (3:00 p.m.)**

It was mentioned that the LA SILC’s Policy and Procedures Manual should mirror all relevant binding documents including but not limited to the future Executive Order and Bylaws.  It was mentioned that Gale Dean of New Horizons Living Center will ask Attorney Jay Mark Miller to review the Policy and Procedures Manual for any recommended changes.

It was also advised that the incoming Executive Director of SILC may have some input and or suggestions to streamline their work.

It was advised by Gale Dean that the approval of the Policy and Procedures Manual can be voted on by the SILC after its formal exodus from the Office of the Governor.

**Discussion on LASILC’s Bylaws (3:30 p.m.)**

Gale Dean of the New Horizons Independent Living Center provided that Attorney Jay Mark Miller reviewed and made recommended changes to the Bylaws in anticipation of SILC’s transition from the Office of the Governor’s Office. The members of the SILC suggested that there be extended time to review the current Bylaws for recommended changes. Because the Bylaws is an integral part of SILC’s pursuit to become autonomous by October 1, 2021, an emergency or executive meeting may be scheduled to ensure a timely passage.

**Public Comment (3:55 p.m.)**

 No public comment was provided.

**Adjournment (4:00 p.m.)**

 The August 5, 2021 SILC meeting Adjourned at 3:55 p.m.

**SILC Meeting Day 2 Minutes**

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<https://us02web.zoom.us/j/86520197790?pwd=di9nQk5ZTUJ1bnJSeDVmK1g0Y3JiQT09>

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**Call to Order- Daryn Broussard (9:05 a.m.)**

The August 6, 2021 SILC meeting was officially called to order at 9:05 am by SILC Treasurer, Daryn Broussard.

**Roll Call / Determination of Quorum – Daryn Broussard (9:07 a.m.)**

Daryn Broussard conducted attendance pursuant to the most recent SILC membership roster. Quorum was established.

**SILC Council Members:**

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| --- | --- |
| **Jamie Duplechine** | **Absent** |
| **Anita Patin** | **Absent** |
| **Jarrod Bottley** | **Absent** |
| **Daryn Broussard** | **Present** |
| **Erick Taylor** | **Present** |
| **Sharron Hennessey** | **Present** |
| **Juon Wilson** | **Absent** |
| **Welma Jackson** | **Absent** |
| **Rocky Fuselier** | **Present** |
| **Steven Nguyen** | **Present** |
| **Antoinette Harrell** | **Absent** |
| **Claudia Garofalo** | **Present** |
| **Yavonka  Archaga** | **Present** |
| **Ester Jett** | **Present** |
| **Rashad Bristo** | **Present** |
| **Cheri Crain** | **Present** |
| **Charlene Gradney** | **Present** |

**Guest:**

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| --- |
| **Kandy Baker (LRS)** |
| **Melissa Bayham (LRS)** |
| **Jamar Lanier Ennis (SILC)** |
| **Bambi Polotzola (GODA)** |
| **Melanie Washington (GODA)** |
| **Lillian DeJean (GODA)** |
| **Mitch Granger** |

**Independent Living Centers Updates (9:15 a.m.)**

*Southwest Louisiana Independence Center (@SLIC)– Rocky Fuselier*

Rocky Fuselier provided an update on behalf of the SLIC. Please click the links below to gain access to the updates and reports that were circulated during the SLIC update provided.

<https://docs.google.com/document/d/1RKKC0-GwwOmlw_dyeKzuBffSs1RxiLtO/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true>

<https://docs.google.com/document/d/11zZEBn0ckN1PeaXfBPLyI8LFdXoib--i/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true>

<https://docs.google.com/spreadsheets/d/1LfoeEZYgUoMQgyJkutMOLOhnSNX0VRpb/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true>

A motion was made by Ester Jett to direct the SILC to write a letter in support of a rate increase and parity of rates among the OCDD and OAAS systems. Rashad Bristo seconded the motion directing the SILC to write a letter in support of a rate increase and parity of rates among the OCDD and OAAS systems. The motion passed unanimously without any abstentions, objections, or further discussion.

***Update from New Horizons Independent Living Center (NHILC) – Gale Dean***

Gale Dean provided an update on behalf of the NHILC. Please click the link below to gain access to the updates and reports that were circulated during the NHILC update.

[*https://docs.google.com/spreadsheets/d/1LfoeEZYgUoMQgyJkutMOLOhnSNX0VRpb/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true*](https://docs.google.com/spreadsheets/d/1LfoeEZYgUoMQgyJkutMOLOhnSNX0VRpb/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true)

***Update from Resources on Independent Living (RIL)- Yavonka Archaga***

Yavonka Archarga provided an update on behalf of the RIL. Please click the links below to gain access to the updates and reports that were circulated during the RIL update.

[**https://drive.google.com/file/d/1oeXUKkPRS42QGqXhPzqneUuvAmzNOs7z/view?usp=sharing**](https://drive.google.com/file/d/1oeXUKkPRS42QGqXhPzqneUuvAmzNOs7z/view?usp=sharing)

[**https://drive.google.com/file/d/1FIp2Hcnz7bVwY-y5xzl7\_TgGWqT-w2OS/view?usp=sharing**](https://drive.google.com/file/d/1FIp2Hcnz7bVwY-y5xzl7_TgGWqT-w2OS/view?usp=sharing)

Yavonka Archaga made a motion to direct the SILC to write a letter to the Mayor of New Orleans to support an increase in funding to improve accessibility. Claudia Garofalo seconded the motion directing the SILC to write a letter to the Mayor of New Orleans to support an increase in funding to improve accessibility. The motion passed unanimously without any abstentions, objections, or discussion.

**Agency Updates (10:00 a.m.)**

***Louisiana Rehabilitation Services (LRS)– Melissa Bayham***

Melissa Bayham provided an update on behalf of LRS. Please click the link below to gain access to the updates and reports that were circulated and provided during the LRS update.

[*https://docs.google.com/document/d/1R1\_r3hLINNfNuoHehJH7UfwkcyoGf1-P/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true*](https://docs.google.com/document/d/1R1_r3hLINNfNuoHehJH7UfwkcyoGf1-P/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true)

***Veteran Affairs- Welma Jackson***

Welma Jackson submitted an update to the SILC electronically.  Please click the link below to gain access.

[***https://docs.google.com/document/d/1SbC9s3OIiOh0e9vLn\_OGgeNLhJu4SjDm/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true***](https://docs.google.com/document/d/1SbC9s3OIiOh0e9vLn_OGgeNLhJu4SjDm/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true)

***Office of Behavioral Health (OBH)- Charlene Gradney***

Charlene Gradney provided an update on behalf of OBH. Please click the link below to gain access to the updates and reports that were circulated and provided during the OBH update.

[*https://docs.google.com/document/d/1i\_Q4zgpEK142SE-t4rMQO9s\_weM0dmRI/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true*](https://docs.google.com/document/d/1i_Q4zgpEK142SE-t4rMQO9s_weM0dmRI/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true)

***Update from the Governor’s Office of Elderly Affairs (GOEA)- Cheri Crain***

Cheri Crain provided an update on behalf of GOEA. Please click the link below to gain access to the updates and reports that were circulated and provided during the GOEA update.

[*https://docs.google.com/document/d/1FdpWGCdCEKqboQIxdQN9zQYwC5mumsPfP02fL72sMHA/edit*](https://docs.google.com/document/d/1FdpWGCdCEKqboQIxdQN9zQYwC5mumsPfP02fL72sMHA/edit)

***Office of Citizens with Developmental Disabilities- Bernard Brown***

Bernard Brown submitted an update to the SILC electronically.  Please click the link below to gain access.

[*https://drive.google.com/file/d/1Lw14qRXrXQFwxws2ggiH9JRtVJAhoX8J/view?usp=sharing*](https://drive.google.com/file/d/1Lw14qRXrXQFwxws2ggiH9JRtVJAhoX8J/view?usp=sharing)

***Department of Transportation and Development– Jamie Ainsworth DOTD***

Jamie Ainsworth submitted an update to the SILC electronically.  Please click the link below to gain access.

[*https://docs.google.com/document/d/178yd5eOKQ4\_nkJMQz25TBnDifmwTF0Nl/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true*](https://docs.google.com/document/d/178yd5eOKQ4_nkJMQz25TBnDifmwTF0Nl/edit?usp=sharing&ouid=102540795776535410210&rtpof=true&sd=true)

***Louisiana Housing Corporation- Juon Wilson***

*No Report Provided.*

***People First Louisiana/GACDA and NCIL Housing Committee- Sharon Hennessey***

 Sharon Hennessey provided that the GACDA Housing Committee is in the midst of scheduling a meeting to discuss plans to further their work with the Louisiana Housing Committee.

Sharon also provided that she is a member of the Universal Design subcommittee of the NCIL, and that Louisiana is at the forefront of universal design and affordable housing.

**SILC Member Updates (11:00 a.m.)**

***Recap of activities/events occurring in each Council member’s local community that might provide opportunities for dissemination of Independent Living services and philosophy.***

Bambi Polotzola of the Governor’s Office of Disability Affairs will forward information regarding an upcoming training/meeting to discuss REV-UP initiatives. REV Up is a campaign aimed to increase the political participation of the disability community while also engaging candidates and the media on disability related issues. It was suggested that SILC build a coalition to build from the existing work, and to join forces with interested parties.

Esther Jett provided that her agency has launched a campaign to educate and compel individuals to receive the COVID-19 vaccination to her staff and the community.

Rashad Bristo provided that his employer, Healthy Blue of Blue Cross and Blue Shield has launched a mobile vaccination project in his region. Mr. Bristo further provided that his agency is encouraging the statewide community to be proactive and continue to wear masks and social distance. Bristo emphasized that the COVID-19 vaccine is very helpful, but it is not a cure.

***Recap of the Council’s participation in Louisiana’s Emergency Management Disability and Aging Coalition (EMDAC) and report on EMDAC activities at quarterly LASILC meetings.***

It was mentioned that EMDAC presented during the 2021 Governor’s Office of Disability Affairs Council. It was mentioned that a conference call may happen in the near future to discuss updates and concerns. Several SILC members mentioned that the EMDAC weekly conference calls that took place last year were extremely informative and helpful.

***Recap of Council’s participation in webinars, conference calls, and training.***

*No additional reports were provided.*

***Discussion on the Independent Living Center Consumer Satisfaction Survey***

Rocky Fusilier mentioned that a phone survey was conducted, 50 individuals were called and 21 of the 50 individuals participated.

Ester Jett provided that her agency received a 92 percent positive feedback rating.

**Legislative Updates (11:30 a.m.)**

***Recap of activities relative to the legislative advocacy efforts of LASILC***

It was mentioned that SILC Chairperson Jamie Duplechine met with the staff of Congresswoman Letlow to discuss the ongoing needs of the SILC and independent living.

**Other Business, Closing and Public Comments (11:50 a.m.)**

No other business, closing remarks, or public comments were provided.

**Adjournment (12:00 p.m.)**

Erick Taylor made a motion to adjourn the August 6, 2021 SILC meeting. Steven Nguyen seconded the motion to adjourn the August 6, 2021 SILC meeting. The motion to adjourn the August 6, 2021 SILC meeting passed without any objections, abstentions, or discussion. The August 6, 2021 SILC meeting adjourned on August 6, 2021.