**Statewide Independent Living Council (SILC)**

**MINUTES May 17th -18th, 2018**

The Statewide Independent Living Council held a meeting on May 17th -18th, 2018, at American Red Cross 4655 Sherwood Common Blvd, Baton Rouge, LA 70816. Chairperson RoseViltz presided.

**Present:**

Fuselier, Rocky (Day 1, 2)

Geddes, Sharon (Day 1, 2)

Gray, Anita (Day 1, 2)

Taylor, Erick (Day 1, 2)

Viltz, Rose(Day 1, 2)

Baker, Kandy (Day 1, 2)

Duplechine, Jamie (Day 1)

Cochran, Jay (Day 1, 2)

Beverly, Keiara (Day 1, 2)

**Absent:**

Bristo, Rashad (Day 1, 2)

Morales, Rosemary (Day 1, 2)

Nguyen, Steven (Day 1, 2)

Harrell, Antoinette (Day 1, 2)

**Guest:**

 April Dunn

A. Dickerson

Stephen Johnson

Ken York

Natasha Smith

Melanie Washington

Vera Wilson

Dana Garrison

Gale Dean

\*EO= Executive Order

\*FO= Fiscal Office

\*ED=Executive Director

**SILC Staff Present**

Lewis, Jessica

# CALL TO ORDER AND INTRODUCTIONS

SILC Chairperson, Rose Viltz, called the meeting to order at 1:13PM, and asked everyone to briefly introduce him or herself. Viltz asked Jessica Lewis to call roll to determine if a quorum is present. A quorum was present.

**MISSION STATEMENT**

Sharon Geddes led the members of SILC in the reading of the council’s membership statement.

**APPROVAL OF THE AGENDA**

Rose Viltz asked members to review the agenda for any corrections. Erick Taylor made the motion to approve the May 17th and 18th agenda with corrections, Anita Gray seconded the motion. There were no objections and the agenda was approved.

**APPROVAL OF THE MINUTES:**

The council was afforded a few moments to review the minutes from January 2018. Jay Cochran made a motion to approve the January 2018 minutes with corrections and Jamie Duplechine seconded the motion. The council without any opposition approved the minutes unanimously.

**Director’s Report**

Jessica Lewis provided an update regarding the membership stating she is still looking for individual to represent the Alexandria region. Jessica stated there will be elections today and they will take effect on June 1, 2018. Rocky Fuselier will be going to the NCIL Conference and Jamie Duplechine went to the Region 6 Conference in April, and if anyone would like to attend the APRIL Conference in October, they must notify Jessica Lewis. Jessica Lewis noted there would be a Disability Committee in the process of being created in Baton Rouge. Jessica discussed. Jessica stated SILC could look at organizing an Independent Living Day at the Capitol. Regarding the Interagency Agreement, Jessica Lewis stated she asked about getting the $10,000 back to SILC. She also indicated we need to have a SPIL Goals Committee to go over and create SPIL goals. We may need to take out resource development since there is now way to raise money and insert that into the budget. Jessica informed members about the steps of becoming autonomous.

**BUDGET UPDATE**

Jessica Lewis presented the report on the budget, which was included on the budget handout. Rose went back to day One regarding the budget from day 2 and discussed the expenditure sheet. At this point, the council again went over the budget with questions answered with the guidance of the ED. The Chair stated to understand what we are voting for is imperative. The ED went thought the IAT and how it was based off projections and explained the salaries being more that the 50,000. The explanation given was that she implemented 1,000 more so that the council will not go over in this line item and if there was a raise on the salary at any point. At this time, there will be no raised but if it were, with implementing this in makes it easier to not have to pull from another line item to compensate. The benefits portion was also based off projections from the last FY thus this number. The ED went on to discuss the other line items in full details and reason for an increase of 10,000. Furthermore, money can be moved to different line items if needed. The out state portion is based on the ED and a member going to each conference. Further discussion went on about other numbers in the budget. An explanation as to why we are trying to arrive to the 10,000 mark. At the end of FY17, the fiscal office will move money to cover the negative items on the present budget. The EO has also indicated that she cannot ask the FO to move money when the SILC wants, it will only be on the FO terms. If the 10,000 is not given to the SILC then new adjustments will be made. Jay asked why is the salaries potion higher on the FO budget implying a possible raise. The ED responded by saying this is what the FO has put as there number in this line item although the ED has not received a raise. Mitch indicated that in the pass the council would vote on were to move money but now what is being said is the council has no say so as to how the money is used but responsible for using it. He believes there is an issue with that and it puts SILC in a liable. The EO explained to the council SILC does not sign the IAT but everyone else regarding money does. Kandy then explained where the SILC comes in and the LRS part. SILC only does the planning on how they want to spend the money and then presented to the DSE. Rosewent on with what to do if we would like to request more and the proper channels to do so. Kandy indicated that all the FO is concerned about is what makes those categories balanced in whatever way needed. Another breakdown was given. Jessica also explained how the payment of PCA is done and how it has to be providing in in state and outstate funds.

**PARTNER UPDATES**

LRS:

Ken York asked Steven Johnson to go over Prior approval processing briefly at the meeting and further mentioned SILC is funded with VR money and must follow Education regulations. Ken York indicated they are only serving Order of Selection group one, and stated there is a possibility of a 24% cut which will impact LRS and they will not be able to serve group 1. Ken mentioned he is excited about the State as a Model Employer Taskforce.

SLIC:

Mitch Granger indicated that it was important that HB 1 be stopped the way it is currently, and that the penny sales tax can make a positive change in many people lives.

New Horizons Update:

Gale Dean provided an update on behalf of New Horizons Independent Living Center. She stated VITA has had a very good tax season for free income tax preparation. She stated they are planning a giant flea market at the fairgrounds in the area, and for Bar Wars 5 local pubs will be participating in the fundraiser.

The CILs updates have filled SPIL Goal #1, Objective 1, and Activity 1 with the CILs updates.

Call to Recess

Day 2

# CALL TO ORDER AND INTRODUCTIONS

SILC Chairperson, RoseViltz, called the meeting to order at 9:05am, and asked everyone to briefly introduce him or herself. Viltz asked Jamie D. to call roll to determine if a quorum is present. A quorum was present.

**SPIL GOAL #1: Objective 1: Activity 3: SILC members and SILC Director Report on events attended to raise awareness of IL philosophy, programs, initiatives, and Centers for Independent Living**

**Report on Events**

Jamie gave a report on the region 6 conference. Jamie gave Jessica a gift that was sent from the region 6 conference to present from the planning committee. Jamie passed around the book from the Region 6 conference. At the conference, a woman name Alexis Freedman spoke about climate change in IL. They also showed video clips of what is happening in different areas regarding the climate change in IL. Jamie stressed the SILC need to come together and be prepared for what could happen because no one will be prepared for the services being cut. She talked about the emergency preparedness that should happen in each state and that the IL movement cannot get things done unless we have many voices to push this through. A lot of IWD have become complacent. Rosella ask for any comments or questions. There was none. Rose asked Jessica about the disability council that she is trying to create in Baton Rouge then further discussion about other councils that are already created in other cities. The question was asked do anyone go to these meetings in their areas. The question was further asked if the council should attend the meetings in their areas. The answer giving was yes to bring awareness to SILC. If the Council is created in BR then maybe a SILC member can be on the council. Jessica then went over the composition handout of what she believes the council should be comprised of and that she has been in talks with Steve Kauffman and Sharron Hennessey regarding this matter. The Mayor’s office has now showed some interest in starting this council. Rocky expressed that would be a great idea to get all chairs from each disability council to speak with each other to see what’s going on in each area. At this time the Shreveport, area does not have a disability council because he mayor does not see it as a priority. Jamie stated that downtown Lafayette is more accessible because of their council. Maybe members of SILC could sit on some of these councils to make a difference. This can help with moving to autonomy. Rose states Sharron and Jay should help start the disability council in Shreveport.

**SPIL GOAL #1: Objective 1: Activity 5: SILC members provide updates on activities/events occurring in each member's local community that are opportunities for dissemination of IL philosophy and services**

Rosella asked member if there is anything would like to share. Rocky stated @SLIC had a summer picnic for consumers. Sharon gave a short repot on the event that she participated in (undetectable). Mitch said that they (@SLIC) sponsored the Mayors disability conference 3 weeks ago. They had booths and staff participates. Mitch said that he will sent a list of events that they have done in passed and will do in future. Mitch stated they provide socials for consumers a lot and gave a list of the different events. Jamie stated she is organizing a club for adults with disabilities and next event is in June but would like to do every other week and once a year does something big. Went on to discussions about a disability support groups. May want Jeff Arseneaux or someone to come talk to us maybe at next meeting regarding support groups. Erick stated that he would like to maybe start a group around parents and people with cerebral palsy. Rose advised him to search Facebook to see if this is already set up in some areas.

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**SPIL GOAL #1: Objective 1: Activity 7: Plans for the next annual meeting at a Center for Independent Living**

 Rose stated that the next meeting would be July 5 and 6th. Mitch then suggested to change the date because members may still be on vacations from July 4th Holiday. The ED also stated that the CIL site visit has to be this year in Lake Charles, with this in mind would July or October be a good time to go. The meeting was changed to July 12th and 13th in Lake Charles.

**SPIL GOAL #2: Objective 1: Activity 1: SILC Director will attend the LRC meeting and provide information on SILC activities and report to the SILC information learned at the LRC meeting.**

Jessica Lewis passed out handouts regarding LRC and stated at the time of the last meeting she was the chairperson of the employment committee. At the LRC meeting, the council spoke about different ways to help IWD be employed and problems with vendors. In addition, there were other committees at this meeting. In addition, the website that Kandy stated on the day one of the SILC meeting prior was in these handouts. The site is Louisiana believes, which give statistics regarding the IWD within the state. In the handouts were minutes from each committee along with LRC meeting in January. The person from department of Ed was very informative in this meeting. Jessica stated that she would not be the chair over employment committee any longer because her term has expired but she will still be in the committee and report on findings and issues. Jessica stated the meeting was at the Casino. Kandy then went on to speak about why the meeting was held at the casino. One of the reasons is to accommodate a room to hold 50 people were needed and meeting space are half the price of regular hotel. This rate was probably promotional. Kandy did express that sleeping room rates are more than the state rate. Jessica then stated that the reason why they are in the meeting space at the Red Cross is that it is free to the council. Kandy also discussed that it is very confusing to navigate the area. The next meeting will be at the casino and the October meeting it will be at Lod Cook building on LSU campus.

**SPIL GOAL #2: Objective 1: Activity 2: Report by CILs on Volunteer Income Tax Assistance (VITA) services**

Stated by Jay that this report was giving by Gale on Day 1 of the meeting.

**SPIL GOAL #2: Objective 2: Activity 2: Advocate for improvement on transportation issues that affect individuals with disabilities**

 Rose mentioned that Jessica would be getting someone from DOTD to possibly to join council as an Ex- Officio. Jessica discussed that this would be a good idea since this a statewide council. Rose asked what aspect of transportation we would address with this DOTD person. The council stated every aspect that can be addressed would be great. Rose then tasked the entire council with getting someone in their area that can also help with the transportation issues. Mostly affected are the low populated areas. Jay suggested that someone from Lake Charles transit comes to the July meeting and maybe this could be implemented in all areas for someone to come and address the transit in their areas. Suggested that Tina A. comes back and give a report on DOTD transit. Jessica said that if not Tina then it would be someone from DOTD, as well as when we go to the CIL’S a local transit can come and present. Jamie discussed her experience with even parking spots for accessible parking and what she learned at the conference that there is a person name Mat March and how he has an organization name parking mobility and he talked with authorities and decide that if someone get a ticket by parking in an accessible spot illegally they would take a class about accessible parking and that it would lessen the fine for the person and the statistics found that a lot of people had no idea about accessible parking thus the violation of parking there. In addition, he has an app called parking mobility and if the person is illegally parked, you can take a picture and send it in. Jessica suggested that this sounds like a legislation piece that maybe SILC can assist with getting off the ground. Talk to your reps in your area regarding this matter. Mitch asked the question that did something change where part of the fine goes back to the Mat Marsh group. Jamie only knows basic. Mitch implied that they were going to be a part of the movement but then found that some of the money would only go back to Mat’s group. Jamie will get more information from Mat. Further discussion went on about this issue. Rose stated that she believes that this can be a bill and we should all be involved with this. If this bill can be put in place, it will come from SILC.

**SPIL GOAL #2: Objective 2: Activity 1: Identify disability issues and organize campaign in favor of individuals with disabilities**

Jamie D. spoke about REV Up and how it was launched and it was by the American Association of People with disabilities. It was suggested that SILC should get involved. Jamie stated that she would get it started and we will go from there. Jessica stated that the National Disability Voter’s Registration week is July 16 through 20th. Rose stated we should try to do something in each corner of the state.

**SPIL GOAL #3: Objective 1: Activity 1: Educating legislators regarding CILs and the services they provide while advocating for legislative appropriation of funds**

Maybe invite legislators to next meeting to discuss this bill stated in previous goal. Anita will invite legislator Scott, Jessica will invite Senator Barrow to the next meeting. Erick will invite Sen. Barrow and Mitch will invite Sen. Johns. Maybe get legislator that comes to give an education piece on how a bill can get started. In addition, maybe give bullet points of what him/her to address.

 **SPIL GOAL #3: Objective 2: Activity 1: Participating in webinars, conference calls, and training from national groups**

 Rose asked any other member to give report on anything that they have participated in. Jessica discussed the list that she has included in binders of all webinars and meetings that she has attended. Training coming up on Civil law held down town. Rose also said these trainings go all the way to November.

**SPIL GOAL #4: Objective 1: Activity 2: Formulate Policy and Procedure manual to comply with federal regulations**

 Rose discussed Jessica submitted the manual and Mrs. Paula McWee sent back corrections. She asked the council to look over. Jessica shared the bullet points from for those corrections. Jessica stated Paula said that the EO did not have to change but after the call, the EO would have to change regarding ED evaluations at some point. In addition, the fed law to be in compliance means the SILC has to hire/ fire staff if needed but the first step is the ED evaluation. The Hiring/ Firing part will come once the SILC is completely autonomous as a 501. At this point, the Fed law does, not have a tool to evaluate if SILCs are in compliance and one will not come anytime soon. As of now, the SILC is safe until they come out with a tool with specifications for compliance. The ED evaluation will be done through survey money and results will go to Chair. the Chair will then speak to my supervisor of the ED then a report will go to ED. Paula did express that being in Governor’s office is not the best practice but she did understand why because of the lack of funding to the council budget to effectively run a 501c3. The 704 report does not ask about evaluation of ED put its something they will add, it will then be reported. She also stated you do not have to be a 501 to be compliant but in P&P manual, it has to show that the SILC evaluate staff. Once implemented Bruce and Bambi will then talk to Legal department as to how they will reword the EO for Governor’s next term to say that an evaluation will be giving for the ED. This manual was created because ACL wanted something in place by a certain date, but the SILC had already finished before date was set by ACL. Mitch asked what the option for SILC is if The Governor’s office does not take control of the SILC again. We should protect our self from if this happens. The chair stated as of now we have a safety net. First, we need to make sure the SILC can take care of its self with including fundraising. Jessica will reach out to Bruce regarding the mater and put him in contact with Mitch. Rose further discuss the other comments that Paula placed in document. Please refer to document for those comments. Mitch posed a question to ask if someone only stays half day will they still be paid for attending. The ED shared that the member will only be paid for what participation was done. Rose deeply expressed that a member that does not give prior notice that they will not come to meeting, will be responsible to pay back any hotel cost for non-cancellation. Rose asked for a motion to approve the P&P Manual with amendments. Jay motioned, Sharron 2nd. No abstentions.

 Vote for new offices. New officers stay the same as old officers. Erick move to keep all officers the same. No objections.

* Rose- Chair
* Steven – vice chair
* Jamie – secretary
* Jay – Treasurer
* Erick- member at large

**SPIL GOAL #4: Objective 1: Activity 4: Review Bylaws to ensure compliance with federal regulations and amend with necessary corrections as needed**

Bylaws were amended. Officers take effect June 1 along with Bylaws. Paula advised the council to take out description about absence in P&P manual and put in bylaws. Mitch asked how to inforce this? Inforce by adding to Bylaws. That part of the enforcement was read by Chair. The document was discussed regarding the additions. There will be a change from calendar year to Fiscal year in the Bylaws for allowed absence. There was Motion by Erick Tylor with changes, 2nd by Anita Gray. No abstentions.

**SPIL GOAL #4: Objective 2: Activity 2: Prepare for the implementation of standards and Indicators through training**

 Jessica and Kandy did training in 31st of March for the standards and indicators.

**SPIL GOAL #4: Objective 2: Activity 3: Develop evaluation tool or checklist for reporting standards and indicator**

Jessica has a ACL tool that SILC will use to track the standards and indicators that was produced by Kandy. Exactly like the SPIL goals just with standards and indicators. Jessica went on to discuss how tool will work.

 Upcoming SILC meeting dates and locations, including future meeting at CIL -

 Reiterated that SILC will meet 12th and 13th in Lake Charles.

Who wants to go to the APRIL Conference in October let ED know by next meeting. Officers will have the chance first. Rose asks for information on this conference.

Motion by Jay

Second by Sharon to adjourn.

 Jamie D. motioned to approve minutes with corrections and Jill E. and A. Harrell seconded.

Minutes approved by council.