



Idaho State Independent Living Council

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MINUTES

STATE INDEPENDENT LIVING COUNCIL (SIILC) QUARTERLY BUSINESS MEETING HOLIDAY INN, BOISE, IDAHO July 12, 2018

Attendees

Council: Ray Lockary (Chair), Eric Bjork, Candy Harris, Melva Heinrich, Roger Howard, Rich Huber, Angela MacDonald, Denise Myler, Molly Sherpa, William Toombs

Ex-Officio: (Non-Voting Members) Beth Kriete, Nancy Wise

SIILC Staff: Mel Leviton, Lyn Moore

Guests: Doug Miley (IDVR), Michelle Schoonderwoerd (Interpreter), Suzanne Buckley (Interpreter), Mandy Bishop (new LIFE Director), Kelli Romine (IL Specialist at LINC Caldwell office)

Absent: Sean Burlile (joined meeting at 1:00pm), Jami Davis, Jane Donnellan, Maxwell Hudson, Jerry Riener, Mike Smith

1. Call to Order	The meeting was called to order at 9:19 am, Thursday, July 12, 2018 by Ray Lockary, Chair
Introductions	Purpose: Establish a quorum; introduce members, staff and visitors. Facilitator: Ray Lockary, Chair Council Members welcomed Mandy Bishop, the new Executive Director at Living Independently for Everyone (LIFE). Mel invited everyone to attend Youth Leadership Forum (YLF) BBQ this evening at Julia Davis park.
2. <u>Motion</u> Approval of Minutes	Purpose: Ensure understanding and identify any needed changes to July agenda. Facilitator: Ray Lockary, Chair Motion was made and carried to approve the April 13, 2018 council meeting minutes.

<p><u>Motion</u> Perfection of Agenda</p>	<p>Motion was made and carried to approve the July 12 – 13, 2018 agenda with no changes.</p>
<p>3. April Meeting Evaluation</p>	<p>Purpose: Feedback and information Facilitator: Eric Bjork, Membership Chair Eric provided a handout with overview of the April 13, 2018 Meeting Evaluation.</p>
<p>4. Executive Director Report</p>	<p>Purpose: Information and decision making Facilitator: Mel Leviton, Executive Director</p> <ul style="list-style-type: none"> • Mel shared the passing of Merle Buckland, Kelly Buckland’s wife. Cards provided to sign that will be sent to Kelly and Rodney, and another for Merle’s mother. • Update: State Strategic Plan and upcoming year-end report. Significant changes for SFY2019 adding improvements to the plan. Draft copies of State Strategic Plan were provided to Council Members. • Additional Part B funds <ul style="list-style-type: none"> ○ Review the SPIL and sub-grantee agreements with the DSE for allocation information. ○ Allowable to spend in FFY2018 and FFY2019. ○ Distribution percentage amounts do not change. ○ Per ACL additional amounts will be used for IL services. If additional details are needed ACL will notify us. • Executive Director/SILC activities <ul style="list-style-type: none"> ○ SILC internal operations: Council Member requests. Mel requested Council Members’ project requests for SILC staff go through her. ○ Recent activities: Council Members and staff were involved with Intermountain Fair Housing Council (IFHC) Vision Summit,

	<p>Council Members were encouraged to attend through SILC sponsorship, if in the local area. SILC presented disability awareness workshop generating interest and questions by property managers.</p> <ul style="list-style-type: none">○ National Council on Independent Living (NCIL) conference is scheduled for July 23-26, 2018. Denise Myler and Mel Leviton are attending from SILC and Council. Mandy, Executive Director, Living Independently for Everyone, Inc. (LIFE) and two Council Members from Disability Action Center NW (DACNW) will also be attending. Appointments are set with Representative Mike Simpson and Senator Jim Risch.○ Idaho Youth Leadership Forum (IDYLF) is happening now. Rick Huber co-facilitated voting workshop, Roger Howard facilitated BluePath workshop. Great partners this year included: Idaho Department of Labor (IDOL), DACNW, Idaho Parents Unlimited (IPUL), Idaho Coalition against Sexual and Domestic Violence, and fund raiser at 10 Barrel.○ Idaho Inclusive Emergency Coalition has met three times. Jerry Riener, SILC program specialist, hosts the workgroup DAC, LINC and LIFE is also participating. The group is working on shelter accessibility.○ SILC has purchased materials for Emergency Blue Folder Deal. The kits are to help prepare for an emergency. Red emergency bags to store emergency folders and provide emergency gear to support a 2-3 day emergency situation have also been purchased. Centers for Independent Living (CIL) and Council Members are encouraged to contact SILC with requests for emergency
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	<p>kits. We must track number of kits distributed for SPIL reporting.</p> <ul style="list-style-type: none"> ○ ABLÉ workshops and one-on-one training held throughout the state. Ten workshops served thirty people. Workshop attendance was low so travel and time have been evaluated. The decision has been made to spend budget dollars on YouTube videos covering Emergency Preparedness, ABLÉ, Financial Literacy. Does not mean workshops will no longer be held, but workshops will be reduced. ○ Mel resigned from Idaho Building Code Board and may be looking for replacements on few other committees. Let Mel know if you are interested. ○ Georgetown Leadership Academy attended by Mel in early May. Mel thanked the Council for their support of her attendance. Academy supported Mel’s goal of helping IL become more involved with refugee and other immigrant communities. ○ Additional Executive Director updates available at lunch.
<p>5. <u>Motion</u> Executive/ Finance Committee Report</p>	<p>Purpose: Information and decision making Facilitator: Ray Lockary, SILC Chair</p> <ul style="list-style-type: none"> • Budget Review – Lyn Moore, SILC Fin. Spec. <ul style="list-style-type: none"> ○ SFY2018 General Fund spent to zero. • APRIL attendance – October 5-8, 2018, Denver, CO. SILC staff has submitted two proposals to present with a possible third proposal on Emergency Preparedness by Jerry Riener. If Jerry’s presentation proposal is accepted he will fund participation with his travel budget not the APRIL budget.

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| | <ul style="list-style-type: none">a) Estimated cost per person \$1,311.00, if youth attend it's an additional \$100 due to extra day. See Criteria below.b) Amount currently budgeted – \$5,919.00.c) Reminder, APRIL includes an additional day for youth. The pre-conference day is the Power of ADAPT. LIFE is sending six youth with chaperones. LINC is willing to provide chaperones for others and will be sending three people. DAC will possibly sponsor two youth. DAC prefers youth attend with chaperone/mentor. Mel communicated that the chaperones will not be SILC staff.d) Review attendance criteria:<ul style="list-style-type: none">▪ Complete Council Member application form▪ Potential for Idaho SILC Youth Scholarship(s) for Youth Advisory Committee (YAC) Members. SILC scholarships may be available to active YAC Members who apply for, but don't receive the APRIL youth scholarship. Per Mandy, LIFE, APRIL is not granting as many scholarships, unlikely kids will get scholarships through APRIL.e) Number attending APRIL, youth and alternates (DECISION) Membership Committee – budget allows for two Council Members to attend.f) Application deadline (DECISION) Membership Committee Chair - Ideal situation is to have applications by July 13 in order to make decision during open meeting. Youth applications can be taken at YLF BBQ on July 12th. Membership Committee can make decision to send one Council Member and one youth member. Motion was made and carried to select one Council Member and two alternates, then leave open to |
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	<p>Membership Committee to send either Council Member or youth (18 – 24 and member of YAC) if an application is received.</p> <p>g) Date that Membership Committee will make a decision about who will attend and provide applicants/Council with notice (DECISION) Membership Committee – report after lunch on July 13th. On July 13th, no APRIL attendees were announced given the large number of applications submitted by youth. The Membership Committee asked the committee chair, Eric to review the applications and select attendees. Eric agreed to do so in the next few weeks. The Council was informed and there was no disagreement to this plan.</p>
6. Committee Sessions	<p>Purpose: Collaboration, strategy, decision making</p> <p>Facilitator: Committee Chairs</p> <ul style="list-style-type: none"> Members of committees that finish early are asked to join ongoing committee discussions.
Working Lunch On site	Peer to peer support and regional collaboration.
7. Motion SPIIL Planning Committee Report	<p>Purpose: Information and discussion</p> <p>Facilitator: Ray Lockary, SILC Chair and Mel Leviton, Executive Director</p> <p>Guest: Paul Dzedzic (via conference call)</p> <ul style="list-style-type: none"> Mel provided overview of SPIIL development process and suggested goals to complete upcoming SPIIL. The importance of a detailed resource plan and data to support that plan were emphasized. Ultimately we have a better chance of additional funding once we report data supporting the additional needs of Idahoans with disabilities.

	<ul style="list-style-type: none"> • Paul Dzedzic introduced himself via conference line and provided background information to assist with facilitating the SPIL development. • Potential SPIL assessment questions, development process, etc. (DECISION(S)) <ul style="list-style-type: none"> ○ Make questions more specific and easier to understand. ○ Previous questionnaires have been provided on the SILC SharePoint website. ○ Suggestion that CIL staff assist community members with completion of the questionnaire either by phone, in person, or online. ○ Mel provided overview of Oregon’s questionnaire and suggests Idaho consider a similar format/list of questions. ○ Council Members stated the Oregon questionnaire was an improvement over past questionnaires. ○ The SPIL planning committee will continue to work on the assessment to include input received from the Council. ○ No decisions or motions made.
<p>8. <u>Motion</u> Membership/ Outreach Committee Report</p>	<p>Purpose: Information and decision making Facilitator: Eric Bjork, Membership Chair</p> <ul style="list-style-type: none"> • Review membership term expiration dates. Non’s term expired in May 2018. One Council Member position, for a person with a disability, is open in Region 3. Ex-Officio, Nancy Wise, will also term out in 2018. It was communicated, due to Federal regulation, that Ex-Officio Members do not have a vote within full Council decisions. They do have a vote in their committees and sub-committees. Their input is valued and appreciated as partners. • Open positions and target groups – Currently the SILC has one open Council Member position, for a person with a disability, in Region 3. ICBVI will review open Ex-Officio position. Target groups are

	<p>Tribal, immigrant and Refugee community members.</p> <ul style="list-style-type: none"> • Review applications for upcoming and/or current open positions (DECISION) No applications to review – no decision required. • Outreach discussion – for this meeting all Council Members are members of the Membership Committee. Suggestion, when we advertise our public meetings we invite community members to join the meeting to learn more about SILC. Roger will put the word out in Region 3. Vote, if needed – no vote required.
<p>9. Policy Committee Report</p>	<p>Purpose: Information and decision making Facilitator: Rick Huber, Policy Chair</p> <ul style="list-style-type: none"> • Communication plan – emails: if email is solicitation for money the email will not be forwarded to full Council. Information can be separated out, removing request for monetary donation, the revised email can be sent to full Council. • Review NCIL summer policy guide – included in Council Meeting packets. All Council Members are encouraged to review the document. • Review public comment opportunities for IDHW, IDVR and other relevant negotiated rule-making – Beth Kriete sent link to Mel and Jami for all rule-making in 2019 session. (Action Needed) Mel will forward to Council Members. Suggestion that when administrative bulletin comes out each month, Mel will notify Council of rule-making information.
<p>10. Agency Reports</p>	<p>Purpose: Brief Agency highlights, barriers, etc. Facilitator: Ray Lockary, SILC Chair</p> <ul style="list-style-type: none"> • Disability Action Center Northwest (DAC-NW) – Molly notified Council of new employee (Mel) in Post Falls. Netflix show “Brain on Fire”, great story based on true story.

- Idaho Commission for the Blind and Visually Impaired – Nancy provided update on ICBVI's Summer Work Experience Program (SWEP). Each summer, blind and visually impaired students (16-21 years old) from throughout Idaho come together in Boise for seven weeks to experience paid employment, live in a supervised dormitory environment, make new friends, and participate in fun and exciting recreational activities. All these experiences help participants develop skills and confidence to work and live on their own as adults. Larry Henrie, Senior Computer/AT Instructor and SWEP Coordinator reports that we have 13 participants this year, 5 men and 8 women. They arrived on June 17th and went through training from the DOL for job etiquette, interviewing and resume writing. They attended classes in the Assessment and Training Center and learned how to use the bus system. They are employed at Computers for Kids, Botanical Gardens, All Valley Animal Clinic, Ada County Housing, Commission for Libraries, Bridge Café, one is working as an intern for the ICBVI State Technologist, ISP BEP café in Meridian, Boise Parks and Rec and St. Vincent's DePaul. All students are having a great experience. Their activities include Adaptive Cycling, Dutch oven cooking, Yoga, Adaptive music class, BBQ with the NFB and Seeing Eye Dogs, White Water Rafting and a fishing trip. The SWEP program is in session through August 2, 2018. Nancy suggested there may be future opportunities to coordinate some activities between the SWEP program and SILC's IDYLF.
- Living Independently For Everyone (LIFE) – Mandy communicated the Medicaid inspection last week passed with no findings. LIFE will be adopting some of their best practices at other locations. Pocatello and Idaho Falls computer labs looking for grants to cover expenses. After NCIL Mandy will

	<p>meet with school superintendents to collaborate on how to prevent youth from falling between the cracks for educational resources.</p> <ul style="list-style-type: none"> • Living Independence Network Corporation (LINC) – Roger working with Ada County to review polling locations for access. ICBVI has training video to educate poll workers. Working with Help America Vote Act. Scott Hoover, ICBVI, will make program accessibility recommendations. Regional IL conference Sept 6-7, 2018 at Linen Building. IL conference is free with option to offset price of lunch(s). Sponsorship applications at Simplot and other local companies. SILC is a major sponsor through Part B funds and the provision of ASL through state general funds. Conference will include BluePath mapping, recreation and adventure activities, as well as arts and cultural activities. IL Conference web link: https://lincidaho.org/event/2018-independent-living-conference-resource-fair/ • Idaho Division of Vocational Rehabilitation (IDVR) – via email from Jane. Over 400 students participating in summer programs, approximately 60 students have participated in college campus life. Extended employment services program seeks input for new rules to be presented during 2019 session. Business Liaison has created a business liaison team. This is very exciting to build synergy with businesses.
<p>12. Motion Adjournment</p>	<ul style="list-style-type: none"> • The meeting adjourned at 4:07 pm July 12, 2018. Motion made and carried to adjourn.

**STATE INDEPENDENT LIVING COUNCIL (SILC)
 QUARTERLY BUSINESS MEETING
 HOLIDAY INN, BOISE, IDAHO
 July 13, 2018**

Attendees

Council: Ray Lockary (Chair), Eric Bjork, Sean Burlile, Melva Heinrich, Rick Huber, Angela MacDonald, Denise Myler, Molly Sherpa, William Toombs (had to leave at 12:00 Noon)

Ex-Officio: Beth Kriete, Nancy Wise

SILC Staff: Mel Leviton, Lyn Moore

Guests: Doug Miley (IDVR), Michelle Schoonderwoerd (Interpreter), Suzanne Buckley (Interpreter), Mandy Bishop (LIFE Director)

Absent: Jami Davis (SILC staff), Jane Donnellan, Candy Harris, Roger Howard, Maxwell Hudson, Jerry Riener (SILC staff), Mike Smith

1. Call to Order	The meeting was called to order at 9:11 am, Friday, July 13, 2018 by Ray Lockary, Chair
Introductions	Purpose: Establish a quorum, introduce members, staff and visitors. Facilitator: Ray Lockary, Chair
2. Current SPIL Review	Purpose: Information Facilitators: Melva Heinrich, Planning Chair, and Mel Leviton, Executive Director <ul style="list-style-type: none"> • Committee recommends changes to the survey questions. Recommendation is to construct questions, review for plain language, then finalize. • Decision to hold town hall meetings is recommended along with town hall meetings at universities. Mel recommends we also include transition schools. Council needs to make decision on town hall meetings, they must be done in some form. Suggestion is to develop

	<p>hard copy survey for town hall meetings then replicate online.</p> <ul style="list-style-type: none">• Suggestion, as Paul recommends, collect our data so we can expand our resources by supporting funding requests with hard data.• What format should survey use: Oregon has accessible well researched questions that go beyond what has previously been used. Committee recommends using the numbered scale system on questions similar to what Oregon uses.• We must use caution on developing SPIL that is too big, unmanageable goals and activities. Keep revised survey questions to a minimum for both assessment phase as well as data analysis but yet enables data analysis to provide needed information for decision making.• Council has consensus to use the Oregon format using Likart scale with modifications. Motion was made and carried to follow Oregon's format with needed modifications.• Questions: What does the Council want to accomplish over the next three years? What do we want our focus to be on? We need to recognize that every region and town vary in needs so our survey must be broad enough to address the various needs, while at the same time develop questions that can best capture the information and be analyzed to support decisions.• How does the SPIL best support the CILs to address the various needs of their regions/towns to include housing, education, transportation, etc.?• Multiple suggestions to expand demographic/geographic question(s).• Request to include Veteran status in demographics question.• Clarification provided that this step is to refine/build questionnaire. (Action Needed)
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	<p>Mandy volunteered to build draft survey using Oregon’s format. The draft will be sent to the SPIL committee for further refinement, then presented to full Council for finalization.</p> <ul style="list-style-type: none"> • Additional ideas for survey questions: (Action Needed) All suggestions for questions go to Mandy and Melva by email. The Planning committee will continue to meet and revise based on Council input, and get the assessment out by September 1.
<p>3. SILC Chair Training</p>	<p>“What Every SILC Member Should Know” Purpose: Training Facilitator: Ray Lockary, Chair</p> <ul style="list-style-type: none"> • Ray’s goal is to determine knowledge of SILC Council Members in the self-assessment survey. • Focus on your “No” answers. • Link to IL-Net website listed below. Mel has previously sent. (Action Needed) Take advantage of other items on this website. http://www.ilru.org/projects/silc-net • IL-Net website has several links on their website for CILs. Great example of a CIL intake plan and services. • Goal is to know the basics, i.e. location of CILS, name, brief history, Director’s name, and basics for Designated State Entity (DSE). • Invitation to all Council Members to attend Consortium for Idahoans with Disabilities (CID) monthly meetings. (Action Needed) How will meeting dates be communicated to Council Members? CID members cover each other in many ways, i.e. public testimony, etc.
<p>Working Lunch On site</p>	<p>Peer to peer support and regional collaboration.</p>

<p>4. <u>Motion</u> Schedule Next Year's Meetings</p>	<p>Purpose: Decision making Facilitator: Mel Leviton, Executive Director</p> <ul style="list-style-type: none"> • Select quarterly dates (DECISION) <ul style="list-style-type: none"> ○ January 10 & 11, 2019 ○ April 12, 2019 ○ July 11 & 12, 2019 ○ October 11, 2019 • Council members were agreeable to these dates after discussion. Motion and vote not required.
<p>5. Northwest ADA Idaho Center Training</p>	<p>Purpose: Training Facilitator: Dana Gover, NWADA</p> <ul style="list-style-type: none"> • Overview of NWADA • Partner with Idaho CILs • Lewis (EMT with service dog) – Dana will send electronic information • Dana hopeful to bring Lewis to SILC Council meeting for SILC training • Dana shared NWADA success stories • Dana addressed questions from the Council Members
<p>6. The Making of The SPIL</p>	<p>Purpose: Discussion Facilitators: Mel Leviton, Executive Director with assistance and input from the SPIL Planning Committee</p> <ul style="list-style-type: none"> • Potential public forum locations (towns) – Jami can help with alternative schools. Jami and Mel will split state. Past success has been Sandpoint, Orofino, Idaho Falls, and opportunities to partner with CILs on locations. Flops - Boise State. • Details: ASL at all last time, although they were only needed in Orofino and Boise. We will revisit ASL upon request in unlikely to need locations. There is a shortage of interpreters and we don't want to take them away from the things where they are needed. • Questions: Can town hall meetings be incorporated into SILC Council Meetings?

	<p>Perhaps in future, but needs to be planned a year in advance in order to facilitate needed Council Meeting location/room details.</p> <ul style="list-style-type: none"> • Can we hit rural counties in eastern Idaho not just Idaho Falls and Pocatello? Depends on how much up front work CILs can do to ensure good turnout in rural areas. Possible rural areas in eastern Idaho are Salmon, Driggs and Victor. • How can we maximize September IL conference to facilitate town hall meetings? • Mandy's first choices are meetings in Pocatello, Idaho Falls and Driggs. • LINC's priority locations are Twin Falls, Burley, Nampa, Caldwell, Boise State University and CWI. Roger excited about possible coordination in Caldwell specific for people who speak Spanish. This requires survey be translated to Spanish. Another target is our refugee communities requiring translation services. • DACNW priority locations are Grangeville, Riggins, Sandpoint, Coeur d'Alene, Kellogg, Nez Perce reservation, Troy (Molly has connection) and Moscow. • Suggestions from ICBVI are Twin Falls, Sandpoint, Coeur d'Alene and Pocatello. • Sean suggested Job Corp in Nampa. • Transition programs/alternative schools suggestions are NW Children's' Home (Lewiston). YAC and YLF interested in bringing town hall meetings to their home towns. • DAC uses internet for interpretation in rural areas. We must ensure internet access in rural areas. • CIL partnerships are critical for public meetings. • (Action Needed) Mel will have proposal out to planning committee within the next two weeks.
<p>7. YLF 2018 Update</p>	<p>Purpose: Information Facilitator: Jami Davis, SILC Staff and YLF Attendees</p>

	<ul style="list-style-type: none"> • Jami read YLF 2018 agenda to Council Members. • Delegates completed YLF workbook. • Job shadowing project was well received. • Full week was very well received by delegates. • Bryce learned advocacy and standing up for himself. "Jami is a great teacher and friend." • Devin found renewed sense of purpose and focus on goals. "Enlightening and learned a lot. IDYLF should continue into the future." • Katie (YAC member) learned to trust herself and others, "be honest". • Jacey (Peer Counselor) learned to help in fast-paced environment, provide guidance to others and lead groups. • Jami learned as much from delegates and counselors as they learned at the program. • Standing applause for Jami and Jerry's successful first annual IDYLF!
8. Complete Travel Forms and Evaluations	Next Meeting Location: Holiday Inn Boise Airport 2970 W Elder Boise, Idaho 83705
Next Meeting	October 12, 2018
<u>Motion</u> Adjournment	The meeting adjourned at 3:12pm July 13, 2018. Motion made and carried to adjourn.