Minutes

STATE INDEPENDENT LIVING COUNCIL
QUARTERLY BUSINESS MEETING
HOLIDAY INN, BOISE IDAHO
October 11th, 2019

Attendees
Council: Roger Howard, Melva Heinrich, Sean Burlile, Eric Bjork, Ray Lockary, Denise Myler, Angela MacDonald, Molly Pollastrini, Shiloh Blackburn
Ex-Officio: Jane Donnellan, Steve Achabal
SILC Staff: Megan Bates, Jami Davis, Mel Leviton, Jeremy Maxand
Interpreters: Sheila Robertson, Fran Bennett
Guests: Kevin Bittner, LeAnn Naillon, Brandi Schmidt, Mandy Greaser
Absent: Candy Harris, Beth Kreite, Max Hudson

<table>
<thead>
<tr>
<th>Call to Order</th>
<th>The meeting was called to order at 9:07 a.m., October 11th, 2019 by Eric Bjork, Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introductions</td>
<td>Introduce members, staff and visitors</td>
</tr>
<tr>
<td>Approval of Minutes</td>
<td>Motion was made and carried to approve the July 2019 council meeting minutes</td>
</tr>
<tr>
<td>Perfection of the Agenda</td>
<td>Motion was made to adjust the schedule by splitting the State Plan Quarterly Update into two sections to include an introduction of the new State Plan</td>
</tr>
</tbody>
</table>
| April Meeting Evaluation | Facilitator: Angela MacDonald, Vice-Chair
Angela presented an overview of the July Meeting Evaluation. |
<p>| Executive Director | Facilitator: Mel Leviton, Executive Director |</p>
<table>
<thead>
<tr>
<th>Report</th>
</tr>
</thead>
</table>
| • SILC Updates  
  o Recent activities  
    ▪ SILC budget has been submitted  
    ▪ Megan is streamlining internal processes  
    ▪ Jeremy has hit the ground running with his programs  
    ▪ Jami is working on the 2020 YLF and has activities planned in the coming month  
  • SPIL Updates  
    o 2020 SPIL approval  
      ▪ Approved September 26, 2019  
      ▪ Effective October 1st, 2019  
    o 2021-24 SPIL planning  
      ▪ Planning will begin immediately  
  • Office Space Update  
    o 120 S Cole Road  
    o Targeted move in date December  
    o Will use reserves to pay rent for remaining time in current location  
  • 2020 Budget  
    o Possible reduction in current SFY 2020 budget  
      ▪ Options for reducing spending  
        ❖ Reduce Council member conference attendance  
        ❖ Reduce SILC staff conference attendance  
        ❖ Average expenses for each conference:  
          o SILC Congress this year will be $1,500 a person-plane tickets will probably increase as we get closer to the event.  
          o NCIL was $2,200 per person |
- APRIL will be $1,750 for youth, $1,500 for adults, our total expenses are expected to be $10,000

- Reduce the number of days for Council meetings
  - Quarterly meetings are required
  - Training is required during the year (now in 2-day meetings)
  - Council Meetings- $3,370 per day (Food, travel, room rental, lodging, mileage)

- Reduce staff travel and rural outreach
  - We’re already reducing these costs

<table>
<thead>
<tr>
<th>NFB of Idaho Resolution 2019-01</th>
<th>Facilitator: Eric Bjork, SILC Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Received letter from NFB of Idaho</td>
<td></td>
</tr>
<tr>
<td>- Full Council reviewed Resolution 2019-01</td>
<td></td>
</tr>
<tr>
<td>- Council voted to approve draft response to send to NFB of Idaho with signatures of Mel Leviton, Executive Director and Eric Bjork, SILC Chair on behalf of full Council</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Executive/Finance Committee Report</th>
<th>Facilitator: Eric Bjork, SILC Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>- SILC Bylaws</td>
<td></td>
</tr>
<tr>
<td>- Motion to accept Bylaws as written and carried</td>
<td></td>
</tr>
</tbody>
</table>
- **Review Budget**, Megan Bates, SILC Financial Specialist  
  o Title 1  
    - As of 9/30/19 there is a balance of $0  
    - FFY 2020 begins 10/01/19  
  o Title VII  
    - As of 09/30/19 there is a balance of $24,802.03 that will roll over to FFY20  
  o General Funds  
    - As of 10/11/19, there is a balance of $100,588.00  
- **Audit Update**  
  o Auditors will be in the SILC office in two weeks  
  o Audit costs just under $11,000  
- **SILC Chair/Vice Chair Nominations**  
  o Eric Bjork – Chair  
  o Angela MacDonald – Vice Chair  
- **SILC Congress attendance**  
  o February 24 – 26, 2020 San Diego, CA

<table>
<thead>
<tr>
<th>Committee Sessions</th>
<th>Facilitator: Committee Chairs</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Management Assistant Update</th>
<th>Facilitator: Jami Davis, SILC Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>YLF</td>
</tr>
<tr>
<td></td>
<td>2019 review</td>
</tr>
<tr>
<td></td>
<td>2020 planning</td>
</tr>
<tr>
<td></td>
<td>Core Gift Training</td>
</tr>
<tr>
<td></td>
<td>November 7-8</td>
</tr>
<tr>
<td></td>
<td>Career Mentoring Day</td>
</tr>
<tr>
<td></td>
<td>Transition Institute</td>
</tr>
<tr>
<td></td>
<td>SILC Congress</td>
</tr>
<tr>
<td></td>
<td>Tools for Life</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Specialist Update</th>
<th>Facilitator: Jeremy Maxand, SILC Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Emergency Preparedness Update</td>
</tr>
</tbody>
</table>
| State Plan Quarterly Update | Facilitators: Mel Leviton, Executive Director & Melva Heinrich, Planning Chair  
|---------------------------|-------------------------------------------------------------------------------------------------|---|
|                           | • Q3 just ended  
|                           | • Working on better ways to report  
|                           | • SPIL Planning team  
|                           |   o CIL directors  
|                           |   o SILC Director  
|                           |   o DSE rep  
|                           |   o Partner agencies eps  
|                           |   o SILC Chair  
|                           | • Reduce some objectives  
|                           | • Increase measurable outcomes  
|                           | • Struggles on the reporting for the SPIL  
|                           |   o Mandy Greaser will be assisting with making a SurveyMonkey to collect data  
|                           |   o Mel will send out quarterly reminder to complete SurveyMonkey |
| Medicaid is making some corrections to how Medicaid For Workers is administered |
| Finalization of the Administrative Rules for Idaho |
| Idaho Caregivers Alliance is seeking stories from caregivers |
| Idaho Commission on Aging will be holding townhall meetings for the Senior Service State Plan in Eastern Idaho and Southcentral Idaho in October and November |

### Membership/Outreach Committee Report

**Facilitator:** Angela MacDonald, Membership Chair

- Application received from Tabatha and Council voted to forward application to the Governor’s office
- Motion to send 3 individuals to SILC Congress, Council approved
  - Eric
  - Steve
  - Denise

### Planning Committee Report

**Facilitator:** Melva Heinrich, Planning Chair

- **Q3 full report**
  - Data will be complete
- **Q4 brief report**

### Agency Reports

**Facilitator:** Eric Bjork, SILC Chair

- Disability Action Center Northwest (DAC-NW)
  - IL Conference was a success and built quite a few relationships, newsletter has distribution of 10,100
  - Grant cycles have changed
- Idaho Commission for the Blind and Visually Impaired (ICBVI)
- 2 vacancies being filled in ICBVI
- Increased case loads

- Idaho Commission on Aging (ICOA)
  -

- Living Independently For Everyone (LIFE)
  - Struggling to increase services in rural areas
  - Overhauling ACL program to include more community outreach

- Living Independence Network Corporation (LINC)
  - Youth fundraiser was successful for Youth program
  - 2 new employees starting

- Idaho Division of Vocational Rehabilitation (IDVR)
  - Summer youth experiences were successful
  - Doing 3 year Comprehensive Statewide Needs Assessment, survey is on VR’s website
  - VR is working on proposed language for the EES program for Idaho Statute

- Crisis Prevention Core Services Team
  - SWITC is in the process of positive redesign

- NWADA
  - Hands Around the Capitol will take place next year with planning committee beginning in January
  - Trained over 100 people in disability etiquette
  - Disability Awareness Day in January

**Travel Forms and Evaluations**

**Adjourn**  Meeting adjourned at 4:15 p.m.