



Idaho State Independent Living Council

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**State Independent Living Council (SILC)  
Quarterly Business Meeting  
Minutes - January 13, 2023  
10:30 a.m. – 4:30 p.m. MST  
9:30 a.m. – 3:30 p.m. PST  
ASL & Zoom Captioning provided  
Zoom Meeting**

**Attendance:** Shiloh Blackburn, Candy Harris, Tara Adams,  
Erik Kimes, Eric Peterson, Brittany Shipley,  
Michael Lefevor, Sherri Boelter, Brianna Tamayo,

**Ex-Officio:** Alan Aamodt, Erin Olsen, Steve Achabal, Russ Salyards

**SILC Staff:** Mel Leviton, Jami Davis, Megan Bates, Janey Bruesch

**Guests:** Ray Lockary, Jeremy Maxand, Mark Leeper

**MINUTES**

<b>Call to Order and Introductions</b>	<ul style="list-style-type: none"> <li>• Shiloh Blackburn called the meeting to order and declared a quorum at 10:33 a.m.</li> <li>• Introductions were made</li> </ul>
<b>Approval of Minutes and Perfection of Agenda</b>	<ul style="list-style-type: none"> <li>• There is a change to the agenda. There will be no audit report as the audit has not happened. It will be discussed during the time allotted for the audit and the Executive Director’s report.</li> <li>• Election process and voting. Candy terms off in May so in addition to voting,</li> </ul>

## SILC QUARTERLY BUSINESS MEETING

	<p>we will need to take nominations for a new Vice-chair during this meeting and vote during the April meeting.</p> <ul style="list-style-type: none"><li>• Eric Peterson moved and Michael Lefevor seconded to approve the October minutes as presented. Motion carries.</li></ul>
<b>October Meeting Evaluations</b>	<ul style="list-style-type: none"><li>• Candy Harris reviewed the October meeting evaluation results.</li></ul>
<b>Audit Report</b>	<ul style="list-style-type: none"><li>• Mel stated that there is no report as the audit has not happened. There have been issues reaching the auditor. Mel explained the process in the past and provided the timeline of what has happened thus far. SILC was just notified that Pulliam &amp; Associates, Chartered, has merged with another group.</li><li>• Eric Peterson asked if SILC has discretionary funds to hire an attorney. The answer was no.</li><li>• Eric Peterson moved that the Executive Director contact the State Purchasing Department with this situation and ask if they have a written recommendation for a procedure for SILC to follow to hire another accounting agency. Eric Peterson will contact the Board of Accountancy to determine if they have a complaint process and a written</li></ul>

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	<p>recommendation of how SILC may proceed. If information is supplied within one week, then SILC can proceed forward. The Executive Director is to call an emergency Executive Committee meeting to make the decision. If SILC does not have a response within one week, the Executive Director be authorized to hire an attorney, of her choosing, with a specific question to be addressed, can we hire another accounting agency since there has been a lack of communication, and follow up from the current accounting agency. Eric Peterson withdrew the motion.</p> <ul style="list-style-type: none"><li>• Michael Lefevor asked if there is a way SILC can move to another firm and move on.</li><li>• Sherri asked if SILC could pull the documents off the auditor's site. Answer was yes.</li><li>• Eric Peterson moved and Candy Harris seconded that the Executive Director use her best discretion for the next week to resolve this matter and terminate the relationship. If it has not been completed that the Executive Director call a special meeting of the Executive Committee to determine how we proceed. Discussion ensued. Mel shared the timeline of what has</li></ul>
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## SILC QUARTERLY BUSINESS MEETING

	<p>happened thus far with the audit process. Group took a 15-minute break and then continued the discussion. Motion does not carry.</p> <ul style="list-style-type: none"><li>• Michael Lefevor moved and Sherri Boelter seconded to pull the SILC documents from the auditor’s site, send an email with a letter to the auditor stating that due to a lack of response SILC is cancelling the agreement. Motion carries. (Eric P nay; Sherri, Erik K, Tara, Brianna, Candy, Michael, Brittany) (Note: Be sure to also send the letter certified, return receipt, signature required.</li><li>• Eric Peterson explained to the Council his reasons for voting against the motion.</li></ul>
<b>Executive/Finance Committee Report</b>	<ul style="list-style-type: none"><li>• Shiloh gave a quick review of the Executive Committee meeting. The Executive Committee reviewed one application from the Council to attend SILC Congress and approved it. The Executive Committee also approved sending the intern working on the Community Survey Results to SILC Congress. Two SILC staff members will also attend (Mel and Jami).</li><li>• Megan reviewed the financial report.</li></ul>

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	<p>Candy and Erik Kimes asked that Megan send them the excel spread sheets to review.</p>
<b>LUNCH</b>	
<b>Membership/Outreach Committee Report</b>	<ul style="list-style-type: none"><li>• Candy Harris stated that Justyne Collins from Region I and Tara Rowe from Region V applied for positions on the Council. The Membership/Outreach Committee recommends approving both applications and send them to the Governor for appointment to SILC.</li><li>• Mel asked if the Committee had interviewed either of the applicants. Answer was no. Discussion ensued.</li><li>• Eric Peterson moved and Michael Lefevor seconded that the Council approve the applications and send them to the Governor's office for appointment pending an interview with each candidate by the Chair of the Membership/Outreach Committee. Motion carries. NOTE: Staff will reach out to Candy next week to set up and help facilitate the interviews.</li><li>• Candy stated that she has someone she feels would be an ideal representative on the Council when she terms off in May. His name is Larry. Steve talked to him and Mel stated that she has worked with him. Steve is also trying to solicit candidates from around the state.</li><li>• Mel stated that the process would be for Larry to complete an application and</li></ul>

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	<p>send it to the SILC office. The Membership/Outreach Committee would review it in April and make a recommendation to the Council. There is no way to fill the seat before Candy terms off in May.</p> <ul style="list-style-type: none"><li>• Mel stated that we have at-large seats. If we need to move someone from an at-large seat, this would be the time.</li></ul>
<b>Policy Committee Report</b>	<ul style="list-style-type: none"><li>• Eric Peterson stated that the Policy Committee will be meeting monthly via Zoom starting in February and continuing through April. SILC will publish a public meeting notice and Council members are welcome to attend the meetings.</li><li>• Brittany stated that the date listed in the agenda for Disability Awareness Day (DAD) is wrong. The correct date for DAD Tuesday, February 21, 2023.</li><li>• That same week on Thursday, February 23, NAMI will be doing mental health awareness at the capitol.</li><li>• Jami shared the link for the Legislative website and how to use the website.</li><li>• Mel stated that there are several groups that will be doing legislative updates on Fridays. As soon as she receives them she will share them with the Council.</li></ul>

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	<ul style="list-style-type: none"><li>• Committees publish an agenda in the afternoon and they sometimes change by morning. Mel always appreciates a heads up on any changes.</li><li>• Eric Peterson moved and Michael Lefevor seconded to continue to support the issues and entities as SILC has in the past. Motion carries. Note: Eric asked that Mel send the Council an email with a specific list of what issues and entities SILC has supported in the past.</li></ul>
<b>Planning Committee Report</b>	<ul style="list-style-type: none"><li>• Erik Kimes stated that SILC will do some technical amendments to the SPIL for the bridge year. These changes are to help catch what is actually being done.</li><li>• The participation in the Quarterly SPIL Report has greatly improved. It was suggested that comment sections be added to each question to help capture more information.</li><li>• Mel stated that SILC has contracted with a grad student to do the data reports from the Community Survey and Listening Sessions. Mel is meeting with her weekly and she will meet the Council in April. She is a nurse by profession.</li></ul>
<b>Program Updates</b>	<ul style="list-style-type: none"><li>• Jamie stated that she has had 32 ABLE calls and/or emails. Twenty-four people were planning to or had opened an ABLE account. She also met with a person</li></ul>

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	<p>from the Refugee community with his interpreter.</p> <ul style="list-style-type: none"><li>• Jami and Mel met with the Deputy Administrator, Health &amp; Welfare, Self-Reliance due to automatic denial of benefits for people with ABLE accounts. The issue had been resolved before they met.</li></ul>
<b>SILC Chair and Vice-Chair Elections</b>	<ul style="list-style-type: none"><li>• Jami provided the poll for voting members for the chair and vice chair.</li><li>• Shiloh Blackburn was elected as Chair and Candy Harris was elected as Vice chair.</li><li>• Since Candy terms off May 28<sup>th</sup>, we need to get nominations today for the Vice chair position. We will vote on the new Vice chair in April.</li><li>• Candy nominated Erik Kimes as Vice chair. Erik declined the nomination at this time.</li><li>• Michael nominated Brittany. After clarification on the time commitment, Brittany accepted the nomination.</li><li>• Sherri nominated Tara. Tara declined at this time.</li><li>• Tara nominated Sherri. Sherri declined at this time.</li><li>• Michael Lefevor moved and Erik Kimes seconded to close nominations. Motion carries.</li></ul>



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<b>Executive Director Report</b>	<ul style="list-style-type: none"><li>• Mel stated that the PPR is done. It was completed in mid-December but there have been 3 weeks of technical issues. It is due the end of January. Once Shiloh reviews next week, she will sign it and then SILC staff will get the other signatures that are required.</li><li>• The JFAC meeting for the SILC budget request is February 7th.</li><li>• Mel and Jami have met with 3 members of JFAC so far. They have a meeting with the co-chairs next week. It is basically a meet and greet. No one seems opposed to our budget so we are just trying to let them know we are here and give them a better idea of what the SILC does.</li><li>• SILC secured grants for COVID tests for underserved and marginalized communities. Thus far SILC has distributed 8,000 tests. SILC has another order of 4,800 coming. Half of them are already committed. Groups have said the reporting is horrible to get them themselves. It has been a really great way to connect with communities and be helpful. It has opened some doors. Steven Snow will be doing a video with ASL on how to do the tests. The shelf life is 12 months past the expiration date.</li></ul>
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## SILC QUARTERLY BUSINESS MEETING

<b>Break</b>	
<b>Training - Info on Legislative Session</b>	<ul style="list-style-type: none"><li>• Mel reviewed a PowerPoint presentation on the Legislative process and communicating with decision makers. The hope is to clarify the differences between educating or advocating.</li><li>• Shiloh stated that the first time she met with legislators on her own, the legislator took notes, asked questions, and asked what her experiences were. During a hearing he actually mentioned what she had said.</li><li>• Mel stated that it is up to us to help educate legislators.</li><li>• Mel would like to have some legislators attend Council meetings and do some training for us.</li><li>• Mel stated that staff are here to help you. If you want one of us to go with you to meet with a legislator, just let us know.</li></ul>
<b>Adjourn</b>	Meeting was adjourned at 4:15 p.m.