



Shiloh Blackburn, SILC Chair
 Mel Leviton, SILC Executive Director

**State Independent Living Council (SILC)
 Quarterly Business Meeting
 Minutes
 April 13 & 14, 2023
 9:30 a.m. – 4:30 p.m. MDT, 8:30 a.m. – 3:30 PDT
 ASL Provided**

- Attendance:** Shiloh Blackburn, Brittany Shipley, Tara Adams, Michael Lefevor, Candy Harris, Anhora Snodgrass
- Via Zoom:** Erik Kimes
- Ex-Officio:** Alan Aamodt, Steve Achabal, Russ Salyards
- Absent:** Erik Peterson, Sherri Boelter, Brianna Tamayo, Erin Olsen
- SILC Staff:** Mel Leviton, Jami Davis, Megan Bates, Janey Bruesch

April 13 Minutes

Call to Order and Introductions	<ul style="list-style-type: none"> • Shiloh Blackburn called the meeting to order and declared a quorum at 9:37 a.m. • Introductions were made • The "Code of Conduct for Meetings" was reviewed
Approval of Minutes and Perfection of Agenda	<ul style="list-style-type: none"> • No changes were made to the agenda. • Candy Harris moved and Brittany Shipley seconded to approve the January minutes. Motion carries.
January Meeting Evaluations	<ul style="list-style-type: none"> • Candy Harris reviewed the results of the January meeting evaluations.
Meeting Etiquette	<ul style="list-style-type: none"> • Shiloh Blackburn reminded everyone to say their name and talk slowly for the interpreters. Remember to raise your hand, wait to be recognized, wait for a mic and be respectful. It is ok to have differences of opinions.

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	<p>During in-person meetings, if you interrupt continuously, you will receive a warning from the chair and then if it continues, you will be asked to take a break. During Zoom meetings, you will receive a warning from the chair and then if it continues, you will be muted.</p>
Executive Director Report	<ul style="list-style-type: none">• Mel Leviton stated that it has been a busy 3 months. The SILC remains fully staffed. Megan is working hard to prepare us for the transition to LUMA. Jami arranged several meetings with Legislators which she attended with Mel. Jami also learned to do the PPR. Janey is very proficient in Council business and office operations.• Mel attended several H&W committee meetings and hearings around Medicaid; Mel and Jami met with select legislators to introduce them to the SILC. Didn't plug the budget or issues, just informing them about what we do.• The SILC does not have to have an audit. The Executive Committee decided to do an audit for 1 year, every 3 years. The SILC will continue to look at the options and have asked other agencies/groups what they do. We are open to suggestions. The State insurance covers the Council if anything happens.• Attended SILC Congress in March. Little Rock is a little challenging related to accessibility. Made a lot of good connections and learned a lot.• Working with Domini Baker, a BSU graduate student, on providing results from the statewide assessment. Mel will provide a report on the community meetings. Notes were taken by various people which makes it hard to pull everything together in a meaningful context. Might consider hiring a contractor to do the survey in the future. The SILC and CILs should do the community meetings.• The PPR was approved on the 27th of March. The SILC had to provide information on the corrective action plan related to the Council makeup. They are now counting ex-officios.

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	<ul style="list-style-type: none"> • The SILC will be doing technical amendments through 2024 on the SPIL. The Planning Committee and Council will review the amendments tomorrow. • The SILC is one of six states that are in the beta group to try the software program for the SPIL. One challenge in the past has been getting signatures. CILs and the SILC are using the platform and are in the system which makes it easier. • Idaho was tapped at NA-SILC to participate on the national group for 1915c waivers. • The SILC budget was approved and signed by the Governor on March 20, 2023.
<p>October Meeting Dates</p>	<ul style="list-style-type: none"> • Candy Harris moved and Michael Lefevor seconded to change the October Council meeting dates to October 5 & 6, 2023. Motion carries.
<p>Program Updates</p>	<ul style="list-style-type: none"> • There has been an increase in ABLÉ calls. • Jami gave a presentation to the ICBVI rehab teachers on ABLÉ. • Jami provided emergency prep training at Capital High. Jami took deconstructed emergency bags and discussed each item as they put them together. • Jami will be going to eastern Idaho next week for more emergency prep training at schools. She will meet with emergency personal and have a table with ABLÉ information at the Easter Egg hunt in Chubbuck.
<p>Executive/Finance Committee Report</p>	<ul style="list-style-type: none"> • Megan reviewed the budget. • Shiloh stated that the Executive Committee met in March to prepare for this meeting, review the January meeting evaluation results and discuss the audit. • It is recommended that the Executive Committee draft a Policy regarding the audit for the Council to approve in July. • It was suggested that the SILC bring in someone from ILRU to do some training for the SILC and staff, CIL Boards, directors, and staff, ICBVI and Voc Rehab to provide a refresher and a different perspective on

	<p>independent living (IL). It is not advocacy but about putting IL into practice. ILRU does not charge for their staff time, travel, and other expenses. The SILC would be responsible for the cost of meals, the venue and Council members expenses (travel, per diem, accommodations). CILs, IBCV and Voc Rehab would be responsible for the expenses for their staff and Board. The Council could consider some sponsorships to help LIFE or DAC-NW get their staff to the training. The plan would be to start late on the first morning and end around 2 p.m. on the second day to allow for travel time and reduce the number of hotel nights needed. This would be specific to the SILC, CILs, ICBVI and VR. It would not be open to the public.</p> <ul style="list-style-type: none"> • Candy Harris moved and Tara Adams seconded to move forward with the planning for ILRU training. Discussion: Brittany stated that there is another event being worked on so doesn't want them to conflict. The SILC is aware and is looking at August dates. This event would not be open to the public. Motion carries. • Mel and Jami will talk to the CIL Directors. • There are no Council members interested in attending the NCIL Conference in July 2023. • Council will discuss the Regional IL Conference tomorrow.
<p>Voting for Council Vice-chair</p>	<ul style="list-style-type: none"> • Brittany Shipley was elected as the vice-chair effective at the end of this meeting.
<p>By-law, Policy, and Committee Assignment Discussion</p>	<ul style="list-style-type: none"> • Shiloh appointed Brittany Shipley as the chair for the Policy Committee, Tara Adams as the Chair for the Membership/Outreach Committee, and reappointed Eric Kimes and Steve Achabal as co-chairs for the Planning Committee. • Shiloh appointed Brianna Tamayo, Russ Salyards and Erin Olsen to the Membership/Outreach Committee; Alan Aamodt and Michael Lefevor to the Planning Committee; and Eric Peterson, Sherri Boelter and Anhora Snodgrass to the Policy Committee.

	<ul style="list-style-type: none"> • The Executive Committee will review the bylaws and policies. There is no timeline at this point.
<p>SILC Congress Reports</p>	<ul style="list-style-type: none"> • Jami stated that she has attended many SILC Congress Conferences over the years. It is great to network with other states, the ACL, etc. She always feels fortunate to be in Idaho. She learned a lot and it was a really good meeting. Jami stated that Janey was able to get donations for three baskets representing Idaho that were raffled off during the conference. Jami is the regional representative for Region X and on the conference committee for next year. • Janey stated that it was great learning about other SILCs, the issues they have and how fortunate we are in Idaho. It was a great learning experience including learning more about the Christopher Reeve Foundation, Ms. Wheelchair Arkansas, ACL, and the networking with other SILCs. • Michael Lefevor moved and Brittany Shipley seconded to send up to four Council members to the APRIL Conference in October. Motion carries. Note: Janey will send the conference application to the Council first thing Monday with a due date of May 1.
<p>Training: Home and Community Based Services (HCBS)</p>	<ul style="list-style-type: none"> • Shiloh stated there has been an adjustment to the agenda. The Executive Session will happen tomorrow. Team Building will happen now and then we will have the HCBS session. • Jami facilitated a team building exercise. • Mel provided information on the basics of HCBS. Settings are community settings (place to live, where you go to school, where you spend your free time, what you eat and when, services you need, etc.), rules are the rights people have.
<p>Executive Committee Meeting</p>	<ul style="list-style-type: none"> • Executive Session was moved to Friday at 1 p.m.

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Adjourn	<ul style="list-style-type: none">• The meeting was adjourned at 4:40 p.m.
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- Ex-Officio:** Alan Aamodt, Russ Salyards
- Absent:** Erik Peterson, Sherri Boelter, Brianna Tamayo, Erin Olsen, Steve Achabal
- SILC Staff:** Mel Leviton, Jami Davis, Megan Bates, Janey Bruesch

April 14 Minutes

Call to Order and Introductions	<ul style="list-style-type: none">• Shiloh Blackburn called the meeting to order and declared a quorum at 9:37 a.m.• Introductions were made
Presentation by the Office of Performance Evaluation (OPE)	<ul style="list-style-type: none">• The OPE Staff provided information about the OPE and the 2022-23 report on the Sustainability of the Direct Care workforce
Executive Committee Session	<ul style="list-style-type: none">• Session was held to discuss personnel matters.
Membership/Outreach Committee Report	<ul style="list-style-type: none">• Candy Harris provided the Membership/Outreach Committee report.• The Council still needs a PWD from Region VII. There are also some At-Large positions available.• The Committee recommends the applications from Larry Henrie and Shannon Morgan be

	<p>approved and sent to the Governor for appointment.</p> <ul style="list-style-type: none"> • Candy Harris moved and Eric Kimes seconded to send Larry Henrie and Shannon Morgan’s applications to the Governor’s office for appointment to the SILC. Motion carries.
<p>Policy Committee Report</p>	<ul style="list-style-type: none"> • Brittany Shipley provided the Policy Committee update. She reminded people that if there is anything they are interested in, they are welcome to join the Zoom meetings that occur between Council meetings. • The Policy Committee will meet in May via Zoom to discuss what efforts will look like over the summer. • There will be a “Lunch and Learn” with the DD Council to learn more about advocacy. It will be for people with disabilities or their family members. It is not for providers. We hope to start in about 3 weeks and do it every two weeks over the summer. We really want the point to be advocacy and not get off track. • In September there will be a leadership and advocacy workshop in Idaho Falls. The plan is to include youth/young adults. • Brittany tasked everyone to review the OPE report and pick out one item in the report that they are interested in before the next Council meeting in July.
<p>Planning Committee Report</p>	<ul style="list-style-type: none"> • Erik Kimes provided the Planning Committee report. • The Second Quarter SPIL reports are in your handbooks. • SPIL revision/amendments

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	<ul style="list-style-type: none"> ○ 2.2 is not complete ○ The CARES Act has been removed ● Erik Kimes moved and Candy Harris seconded to accept the SPIL revision/amendments as presented with the minor change indicating that 2.2 is not complete. Motion carries. ● The goal is to have a draft report on the Community Assessment to the Council by July 1 so you have time to review it prior to the July Council meeting so questions can be asked and the results can be discussed as well as ideas on how to improve for the future.
<p>Team Building</p>	<ul style="list-style-type: none"> ● IL Regional Conference update – hope to have a venue early next week. The date may have to be moved out a bit. ● The “Lunch and Learn” is free. ● Alan stated that VR might have funds available for youth to learn about advocating. ● Would like to have a BBQ either with the July Council meeting or the ILRU training in August. Plan to invite SILC alumni, Council, and staff families and perhaps VR Youth, etc. ● The SILC needs to get back to doing orientation for new members the afternoon/evening prior to the Council meeting. ● In July, the Council could see if the SILC can provide scholarships to Council members to attend the event in September in eastern Idaho.
<p>Other business</p>	<ul style="list-style-type: none"> ● Brittany Shipley moved and Candy Harris seconded to set aside \$400 for registration for the Regional Independent Living Conference in Boise tentatively set for June. Motion carries. ● Notes: Janey will send the conference application to the Council with a deadline of

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	<p>May 1 for members to apply to attend the APRIL Conference. She will also send Brittany and Tara the link to previous agendas for APRIL.</p> <ul style="list-style-type: none">• The Executive Committee will need to meet in May to review the applications for APRIL and make a decision.
Adjourn	<ul style="list-style-type: none">• The meeting was adjourned at 3:55.