General Meeting

Wednesday, September 21, 2016

9:00 AM – 4:00 PM

**La Quinta Silverthorne**

560 Silverthorne Lane,

Silverthorne, CO

Present: Joe Anzures, Chair

Martha Mason, Chair Elect

Chris Roe, Treasurer

Melissa Fishburn, SRC Representative

Jerry Michel

Nancy Jackson

Jason Eaton

Matthew Ruggles

James (Joe) Triplett

Travis Morgan

Steven Estes

Karen Prince, Independent Living Program Coordinator

Absent: Bill Wood, Secretary

Jennifer Scilacci

Lana Mutters

ASL Interpreters: Denise Flores

Sara Romes

Guests: Candie Dalton, ED Atlantis

Char Morgan, SILC Applicant

Larry Williams, ED Center For Disabilities

Linda Taylor, ED Center For Independence

Joan LaBelle, Program Director, Center For People With Disabilities

Owen Erquiaga, SILC Applicant

Ray Jarman

Dixie Herring, ED The Independence Center

**Minutes**

**Call to Order** (Joe)

* Approval of Agenda
* Introductions
* Chairperson’s Remarks
* Approving the minutes
  + Melissa Fishburn motioned to approve minutes as written, Travis Morgan seconded. Minutes approved.

**Old Business**

* SILC Operations Guide (Joe)
  + Positive aspects of guide: Alphabetical and provides information as needed
  + Negative: is very long, dry, and detailed. Suggested making succinct. Need to have it fully explained for legal reasons and as a reference tool.
  + Need to ensure that all members are treated fairly.
  + Need to remember we are dealing with public funds.
  + ACTION: Everyone should read the Ops Guide and go through highlighting or red underline their changes. Send those items to Karen for compilation and the Guide will be reviewed at the November SILC meeting.
* Membership (Joe)
  + SILC Composition was reviewed. Red terms expire at the end of this month, yellow terms are for next October and have 8 leaving, green goes until 2018. Matthew states he will reapply this week. Joe Anzures was able to renew for 1 year and will term out next October.
  + There are 5 spots to fill. Joe Anzures renewed, Nancy Jackson renewed, Matthew Ruggles states he will renew, the remaining 2 positions need to be filled. Currently have 1 person with a Governor’s application, and 2 other SILC pre-applicants.
  + Want to replace Mario’s position with another youth, which is defined as under 26. Suggestion to recruit a youth from the Youth Advisory Council once it is fully developed.
    - Question on the table is to hold spot open for youth and remain out of compliance and constitution
  + Currently out of compliance and out of constitution. Think if we ask ACL/ILA and provide a reason it will be approved to remain out of compliance.
  + Could we put someone in the spot to fill compliance and constitution and then ask them to resign when a youth is found.
  + Nancy Jackson made a motion to hold open the spot that was designated for a youth for four more months to try to find a youth and if no youth is found fill the position with another applicant in February because the youth position is a priority for the SILC. Jason Eaton seconded. Motion passes.

**SFY 2017 Budget**

* Budget based on narrative in SPIL and amounts from SPIL Committee were reviewed. They all match except for the youth line. The intent of the SPIL committee was to use the $14,250 across three years but that was not put into the narrative as other categories were. The SPIL has been approved by ACL/ILA so to change the Youth amount would require a SPIL amendment with a public input. The ILAC met via email when the budget shortfall was discovered and amended the Part B funds to provide 30% of the funds to the SILC. Due to that there are enough funds to cover the Youth amount and the SILC Coordinator with funds left over for operating expenses.
* The SILC would like to provide the ILAC a huge Thank You!
* Martha made a motion to approve the budget as written. Jason Eaton seconded. Motion passes.
* Meetings (number and location)
  + Going to Sterling in November
    - Nancy will be coordinator for Meet and Greet
  + Meeting date and place for Jan 2017 meeting
    - *Note: SILC Congress conflicts with Jan 2017 meeting.* Chair and Chair-Elect are scheduled to attend SILC Congress
    - Will be sending out Doodle Poll to see if January 25 will work.
* SILC Coordinator
  + Need to develop a job description.
  + Discussion on sub-committee
  + Martha made a motion for Jason Eaton to be Chair of subcommittee to develop job description and be part of the selection committee. Chris Roe seconded. Motion passes
    - Committee members
      * Chris Roe
      * James Joe Triplett
      * Melissa Fishburn

**SILC Bylaws**

* SILC meetings are set to be face to face – change to include webinar (i.e., ZOOM)?
  + - Leave face to face with ZOOM support
* How should voting for Officer Elections be handled? Secret ballot or voice vote?
  + - ballot
* Will training committee from SPIL be standing or ad hoc?
  + - Suggestion to add training to membership
    - Martha makes a motion to add training responsibilities to the membership committee to make it an on-boarding group and to add more members. James Joe Triplett seconded. Motion passes
* Non-profit committee?
  + - Chris Roe made a motion to have an ad-hoc committee for 501c3. James Joe Triplett and Nancy Jackson seconded. Motion passes.
* Voting and adoption of new Bylaws
  + - Martha made a motion to approve Bylaws as submitted and discussed. Jason Eaton seconded. Motion passes.

**Representative from the Center’s Director’s Report (Nancy)**

* 2 EDs from ACCIL selected for Unit Manager interviews, which were held on September 9th.
* ACCIL Retreat will be held Thursday and Friday at La Quinta Silverthorne
* ACCIL plans to have breakfast/luncheon for Legislatures and SILC will be invited
* Deborah Weising was hired as the Beyond Vision and Metro office Manager at CPWD
* Had a second statewide meeting with CIL service staff
* CPWD provided a training with Dave Hancox on information and referral and some staff from other CILs
* SILC Meet and Greet last night was very successful and there were consumers, parents, and DVR staff in attendance

**Committee Updates**

* Executive (Joe)
  + - * Attendance continues to be an issue, please attend if you are a Committee Chair or an Officer
    - SPIL (Martha)
      * Recommendation to divide the group and have a committee for current SPIL and a second for having a committee for developing the upcoming SPIL
      * Discussion on how to wrap up current SPIL with a report.
      * Discussion for how to monitor current SPIL
      * Recommendation to start work on upcoming SPIL in 2018 for the next cycle
      * Thanks to Martha for all the work on drafting the SPIL
    - Communications - Website/Social Media (Steven)
      * Martha made a motion to purchase premium plus maintenance plan. James Joe Triplett seconded. Motion passes.
      * Suggestion to have more members on the committee
* Youth (Bill)
  + Steven Estes stated that the Youth committee has a rough draft survey to have reviewed
    - Public Policy (Matthew/James)
      * No report
      * James Joe Triplett says he wants to meet with Joe Anzures to find out how to find out about legislation that could impact independent living. James says he also gets information from CCDC.
        + Joe Anzures says the Denver Council has a person who tracks legislation and will invite him to next SILC.
        + Discussion on SNAP bill
* SRC Report (Melissa)
  + SRC meeting was last week of July

**Public Comment (Sign-up sheet by the door)**

* Matthew Ruggles discussed the barriers for Deaf and Hard of Hearing consumers receiving services from CILs.
* Candie Dalton stated that she would like to be notified of any problems within Atlantis Community CIL.

**Conferences and Trainings**

* NCIL July Conference (Martha) [15 minutes]
  + Thank you for sending me. There was 7 representatives from Colorado: 4 from Atlantis, 2 from The Independence Center, and Martha. Lot of youth present. Large presence of people who have disabilities and other barriers into society. Federal legislations were reviewed. ADA Waiting Time lawsuits. ADA Notification law. Disability Integration Act: language drafted by NCIL has bipartisan support, states that people with disabilities need to be integrated into the community, next step from Olmstead, extending money follows the person. Legislative and Advocacy guide, NCIL.org. Martha will provide a written summary.
  + CO SILC is very well connected with their CILs and work well together and have a strong working relationship more so than many other States. Suggestion to have CO SILC/CIL EDs put together a presentation for next NCIL conference.
* APRIL Conference 2016 Reno, NV. October 21-24.
  + Melissa will be attending
* SILC Congress 2017 Mesa, AZ. Tuesday, January 17 to Friday, January 20. Early registration is $295 until Friday, December 22.
  + There is no opposition to sending a representative to SILC Congress
  + Expenses could be around $1500-2000 and there are funds in the budget.
  + Suggestion to have Chair and Chair-Elect attend.
    - If Joe goes as Chair he only needs to have his registration fee paid
  + Melissa Fishburn said she would be willing to be Chair-Elect and nominated herself.
  + James Joe Triplett made a motion to send Melissa Fishburn and pay Joe Anzures registration fee, sending both of them. Travis Morgan and Nancy Jackson seconded. Motion passes.
    - Steven Estes will be alternate.

**New Business**

* Meet & Greets (Joe)
  + Need to have a representative from the SILC coordinate the Meet and Greet the night before.
  + Suggestion to have Jason and Steven write up task analysis, steps taken to craft M & G.
* Elections (Joe)
  + In packet there are descriptions of job duties from the SPIL
  + There is also a ballot with the nominations with people who have already been nominated, each officer spot has an option to write in as well.
  + Discussion of taking responsibility for the position elected too.
  + Elections were held and the officers for next year will be:
    - Chair – Joe Anzures
    - Chair-Elect – Melissa Fishburn
    - Secretary – Chris Roe
    - Treasurer – Martha Mason
* Strategic Planning (Chris)
  + Please review notes that were submitted to all SILC members
  + Proposing 6 year plan to fit between SPIL cycles.
  + Will need a snapshot perspective from Chair on where SILC is currently at
  + Looking to have a couple of surveys and Jennifer Scilacci will be helping with that
  + Will be looking to do a SWOT
  + Will have a list of topics for SILC to look at
  + Think the stakeholders need to be surveyed. List of potential stakeholders is part of the notes, please review and amend or add to the list
  + Want the SILC to review survey questions and then complete the survey before the next SILC meeting.

**Meet w/Ellen Golembeck, CDLE Director & Steve Anton, DVR Director**

a)       What do you see the role of the “New” office for Independent Living being in contrast to DVR’s current role as a fiscal agent?

Reason for position in Unit Manager PD was provided and read. Expect to be a larger role than just the fiscal agent.

b)      What do you see the involvement of the OIL being in regards to implementing the new three year SPIL?

Thanks was given to the members who developed the SPIL. Want the OIL Manager to develop a dashboard to track deliverables. Functional responsibility of the OIL Manager to report to Steve as a Direct Report, which will be reported to Ellen. Purpose of office is not to be status quo but is an investment into the future.

c)       How do you see the merger with CDLE helping to bring more attention to employment opportunities across the State for individuals with disabilities?

One step is to the kick off of Disability Awareness month on September 30th. Also looking at how the workforce centers are connecting across disciplines in accord with WIOA. Have currently cross-trained 1,200 State employees.

d)      How do you view DVR’s role in solving youth issues beyond the current SWAP and ASPIRE programs?

Have enhanced the youth initiative and have a direct report to Steve from the youth unit.

e)      Would you support The SILC in its pursuit of becoming a 501C3, which is one of our SPIL objectives?

Would need additional information and then vette it through the State’s process.

f)        DVR currently has a representative on the SILC would you see that seat migrating to the OIL?

Yes, it is in the OIL Manager PD to be the representative for the SILC and when that person is hired, Jennifer will resign and the new hire will be appointed.

James Joe Triplett made motion to adjourn meeting at 4:10 pm. Seconded by Jerry Michel