**Meet and Greet**

Tuesday, August 14, 2018

5:00 PM – 7:00 PM

**Doubletree Hotel**

[**Address**](https://www.google.com/search?rlz=1C1CHBD_enUS697US697&q=doubletree+by+hilton+durango+address&stick=H4sIAAAAAAAAAOPgE-LWT9c3LElLTyk0T9eSzU620s_JT04syczPgzOsElNSilKLiwE6kqiyLgAAAA&ludocid=260980700029443577&sa=X&ved=2ahUKEwj8r7TVoNHcAhVm_4MKHYYvDjkQ6BMwE3oECAgQJQ)**:**[501 Camino Del Rio, Durango, CO 81301](https://maps.google.com/?q=501+Camino+Del+Rio,+Durango,+CO+81301&entry=gmail&source=g)

[**Phone**](https://www.google.com/search?rlz=1C1CHBD_enUS697US697&q=doubletree+by+hilton+durango+phone&ludocid=260980700029443577&sa=X&ved=2ahUKEwj8r7TVoNHcAhVm_4MKHYYvDjkQ6BMwFXoECAgQOQ)**:**[(970) 259-6580](https://www.google.com/search?q=doubletree+durango&rlz=1C1CHBD_enUS697US697&oq=doublet&aqs=chrome.2.69i57j0j35i39j0l3.3747j0j7&sourceid=chrome&ie=UTF-8)

**General Meeting**

Wednesday, August 15, 2018

9:00 AM – 4:30 PM

**Double Tree Hotel, Animas Room**
[**Address**](https://www.google.com/search?rlz=1C1CHBD_enUS697US697&q=doubletree+by+hilton+durango+address&stick=H4sIAAAAAAAAAOPgE-LWT9c3LElLTyk0T9eSzU620s_JT04syczPgzOsElNSilKLiwE6kqiyLgAAAA&ludocid=260980700029443577&sa=X&ved=2ahUKEwj8r7TVoNHcAhVm_4MKHYYvDjkQ6BMwE3oECAgQJQ)**:**[501 Camino Del Rio, Durango, CO 81301](https://maps.google.com/?q=501+Camino+Del+Rio,+Durango,+CO+81301&entry=gmail&source=g)

[**Phone**](https://www.google.com/search?rlz=1C1CHBD_enUS697US697&q=doubletree+by+hilton+durango+phone&ludocid=260980700029443577&sa=X&ved=2ahUKEwj8r7TVoNHcAhVm_4MKHYYvDjkQ6BMwFXoECAgQOQ)**:**[(970) 259-6580](https://www.google.com/search?q=doubletree+durango&rlz=1C1CHBD_enUS697US697&oq=doublet&aqs=chrome.2.69i57j0j35i39j0l3.3747j0j7&sourceid=chrome&ie=UTF-8)

**Minutes for Wednesday, August 15, 2018**

**Purpose of the Meeting**: Council members will discuss and take action on committee proposals that advance the mission of the SILC. The goal of the meeting is to review the content of the committee proposals, discuss proposed action items and vote to ratify committee proposals.

Present: Chris Roe, Chair

 Joan LaBelle, Chair-Elect

Steve Heidenreich, Treasurer

Charlotte Morgan, Secretary

 Joe Triplett, Council Member

Katie Talerico, Council Member

Nancy Jackson, Council Member

Adam Tucker, Council Member

Jacob Cowgill, Intern

 Karen Prince, Program Coordinator

Absent: Rick Newell, Council Member

Matthew Ruggles, Council Member

Jennifer Scilacci, Council Member

Bill Wood, Council Member

Guests: Olivia Tonti, SILC candidate

 Martha Mason, Executive Director Southwest Center for Independence

 Ruthie Uhl, Program Manager Southwest Center for Independence

 Bill Edwards, Executive Director Center For Disabilities

 Ray Garman

 Candie Dalton, Executive Director Atlantis Community Inc.

 Aaron Pasternz, Center for People With Disabilities

 Peter Pike, Program Manager, Office of Independent Living Services

 Dixie Herring, Executive Director The Independence Center

 Linda Taylor, Executive Director Center For Independence

 Ian Engle, Executive Director North West Colorado Center for Independence

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| Approval of the May 16, 2018 Minutes* Changes to minutes proposed by Nancy
* Add month to 501c3 YLF
* Membership report: need to include 121 Rep as being too busy. There may be a person interested from this part of the State. Chris and Martha will follow up
* Deaf and Hard of Hearing. Net gain of 1 member. Agreed to call themselves Deaf\* to be inclusive of all people with hard of hearing or Deaf/Blind
* There are repeated information for HCPF.
* Hiring four people for catchment area not for
* Amendments are not a negative for the minute taker as our meetings are complex and difficult to process including all the following steps after the meeting.
* Joe Triplett motioned to accept minutes as amended. Charlotte Morgan seconded. Motion passes

Opening remarks by Chair* Great program at the Youth Leadership Forum. Thanks to the SILC members who assisted, the Office of Independent Living Services, and the Centers for Independent Living. According to Bill, from time of recommendation to presentation was three years. Detailed organizing and planning took about a year. Are working on next year’s event.
* Welcome to Jacob Cowgill as the Intern

SILC Administration* SILC Liaison Report

Karen Prince reviewed the update Travel Reimbursement form* Also distributed and reviewed with the SILC was a step by step guide on how to complete the travel reimbursement form.
* There is a deadline of sixty (60) days to submit a travel reimbursement. That means that the form must be received in less than sixty days to the Office of Independent Living Services. The form must be in accounting and processed on the 60th day. Please do not wait to turn in forms.
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| Outstanding Issues* Policies and Procedures
* Draft Policies & Procedures will be sent out by email by Chris. There will probably be an electronic vote to finish up the Policies & Procedures.
* Some amendments from committees have been received to update Policies & Procedures.
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| Committee Recommendations and Resolutions **Standing Committees*** Executive
	+ Program Coordinator/Office of Independent Living Services
	+ Program Coordinator/Office of Independent Living Program Coordinator
		- Office of Independent Living Services is no longer allowed to provide support for no cost. They must charge for anything beyond regulation per Division of Vocational Rehabilitation beginning September 1
			* Committee work
			* SILC Meeting
			* Finances
			* Outreach: phone/email/website
			* Program Performance Report – previously 704 report
		- Options are to pay for services by hour or percentage for Office of Independent Living or to hire a Program Coordinator to handle these responsibilities
			* Program Coordinator will require completing a Documented Quote through CDLE Procurement
			* Other options are for SILC members begin to take responsibility for tasks
			* Federal regulations do not require the State to provide support. Since the SILC chooses to have the Office of Independent Living Services act as their fiscal sponsor then the funds are governmental and can only be utilized by a government employee.
			* Want to have training for the applicants on how a DQ works. The Office of Independent Living Services cannot provide the training, it would have to go through Procurement and the Vendor Self Service website has been updated and it should be easier to use.
			* There is $30,000 in budget for Program Coordinator
			* There is $21,000 in budget for Office of Independent Living Services
			* Chris made a motion to publish a DQ for the SILC Coordinator not to be over $30,000. Charlotte Morgan seconded the motion. Motion passes.
			* Chris will work with Joan to develop a SOW.
			* Chris requests a motion for Chair, Chair-elect, and Treasurer to work with Office of Independent Living Services to determine what services will be provided to the SILC.
			* Discussion on using temp systems. Can use the price agreement and have a temp on board within a few weeks. Also have the option to get a State temp that would be a State employee but for only nine months.
	+ SILC Members tracking time
		- Hours worksheet was reviewed (see attachment).
		- Can use this information when requesting grant or foundation funding.
		- Also provides evidence of the work that is being completed with the federal funding
		- Committee Chairs need to get information to Steve for reporting/tracking of meeting and times.
		- Individual members need to provide information to Steve for reporting/tracking
		- Federal amount is $24.69/hour for volunteer time
* Finance
	+ YLF budget has added revenue/resources from other entities.
		- We spent $75-80,000 for the full event. Some items were overspent by line.
		- Banners were overspent but will be used next year.
		- Suggestion to use hats or something else next year that could be reused annually
		- Suggestion to have in kind and hard donations separated on the budget
		- Suggestion to record CILs staff wages
		- Night of the dance and payment for band and DJ there was a free concert by youth. Next year could access these resources
		- Need to have a media presentation
		- The YLF Coordinator and other key staff have been asked to provide lessons learned
	+ SFY 2018 Budget
		- Part B funds were received in May so they were not able to be spent and have been carried forward to SFY 2019
	+ SFY 2019 Budget
		- Budget has been amended and needs a vote
		- Joe Triplett moved to accept budget as proposed.
		- Tabled – will be reviewed after Public Comment section
		- Budget was reviewed (see attachment)
		- Discussion on YLF funding for 2019. There is no funding available in the current budget for YLF in 2019.
		- Joe made a motion to accept the budget. Nancy seconded. Motion passes
* Membership, Nomination, and Training
	+ Updates
		- Adam Tucker has been appointed since May meeting
		- Olivia Tonti and Sam Jarris are in process
		- Only vacancy is the 121 Representative
		- SILC application process was reviewed. Boards and Commissions has the final approval and no one is appointed until B & C completes the process.
		- Charlotte, Joan, and Nancy met and established a training plan for the SILC
		- Orientation will happen in Denver for the new members.
		- Every SILC meeting will include a portion for training. For this meeting we will have a panel from CIL directors.
		- New Indicators require that each SILC member have a training record. The form has not been developed yet.
		- Preference is to have all people in person for orientation and trainings.
	+ Election of Officers
		- Current officers have stated that would like to stay on another term
		- Nominations
			* Chair, there were no nominations beyond the current Chair
			* Chair-Elect, there were no nominations beyond the current Chair
			* Treasurer, there were no nominations beyond the current Treasurer
			* Secretary, there were no nominations beyond the current Secretary
		- Nancy made a motion to elect all the officers for another term. Joe seconded. Motion passes.
* Public Policy
	+ Five areas to review have been selected including transportation.
	+ Steve is working on rural issues with APRIL
	+ Public Policy did a survey of the Center Directors and choose their items from the survey.
	+ Once research is completed will write a white paper.
	+ Suggestion to develop a white paper on Youth Leadership
	+ Past white papers were reviewed
	+ The Public Policy committee is recruiting for volunteers
		- Katie Talerieco volunteered
		- Any individuals who are interested in joining the committee, please see Chris and he will give you the contact information
* SPIL
	+ ILRU had a training for SPIL but it was canceled as ACL/ILA is making changes
	+ Yesterday ILRU had a training on connections with the SILC in the State.
	+ SPIL Committee is requesting representation from each CIL but it does not necessarily have to be the Executive Director
	+ Hope to have representation from the DSE
	+ Reminder to new members – the SPIL is the main responsibility of the SILC. It is the blueprint of the IL services in the State
* Youth
	+ YLF becoming 501c3
		- Bill has completed a white paper on the nonprofit status
		- Do not need to get SILC approval to move forward
		- Do not need to get State approval to move forward
		- Joe made a motion to establish a resolution supporting the YLF moving forward as a 501c3. Charlotte seconded. Vote – 7 in favor, 1 not in favor. Motion passes
		- Request to review pros and cons of status
			* YLF can go through process quicker than the SILC
			* Fund raising is expected to be easier
			* Able to hire employees
			* Clarify tax exemption status
			* Not having to use State procurement rules and processes
			* YLF finances would not be dependent on the SILC
			* YLF or SILC 501c3 should not compete with fund raising for the CILs
			* Liability issues will need to be addressed
			* Conflict of interests with SILC and YLF 501c3 and funding
		- Bill is planning on moving forward before the end of the year. Has secured funding for the application fees
		- To become a 501c3 there are four components
			* Write bylaws, work-plan, purposes, officers, and structure
			* 2 registrations with the State
			* 1 registration with the Federal government
			* Establish a Board
		- k
	+ YLF 2018
		- Suggestion to include testimonials from delegate graduates as marketing
	+ Bill will be stepping down as the Youth Committee Chair. He has not given a date
		- Katie is interested in finding more information about what is required. Chris will notify Bill that Katie is interested.
		- Question on Co-Chairs. Suggestion for Bill and Katie to Co-Chair. Bill will be traveling a great deal. Suggestion to Co-Chair with a youth.
		- Jacob relayed he would be working a communicative/marketing approach to increase knowledge and awareness of people with disabilities
* Ad Hoc Committees
* 501(c)3
	+ 501(c)3 Proposal
		- Committee has been meeting
		- From SILC Congress, most SILCs are 501c3s
		- Research with other SILCs indicated that they are happy and satisfied that they moved to become nonprofits. Even though it means additional work
		- Cost is a barrier
		- Need support of CIL Directors and DSE
		- Think we need permission of the Governor, Steve Anton, Director DVR is checking into that
		- Will have additional costs related to management structure and staffing
		- Pros
			* Think there will be more autonomous in regards to bringing on staff
		- SILC would be the Board of Directors and would still be appointed through Boards and Commissions
		- Recommendation is for SILC to become 501c3
		- Resource development would need to be in hundreds of thousands of dollars. There might be funding available from federal government. Need to start resource development now.
			* Chris and Peter are working on a three year budget. Looking at bare bones that wouldn’t be significantly more than current budget.
		- Need to start working on a business plan to see if this is a feasible project. Might find that as we work on it not able to complete the proposal.
		- Nancy made a motion to move forward on 501c3. Joe seconded. Motion passes.
* Deaf and HOH
	+ - No Report
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| Public Comment * Ian Engle had a suggestion for the SILC to contract with the CILs to find a SILC Coordinator
* Ian Engle suggested to work with staff that worked on the SILC YLF.
* Ian Engle discussed having their be a good representation/presence at the APRIL conference in Denver
* Ian Engle stated that ADAPT is coming to Denver and wants to get the word out. Anyone interested needs to be referred to Ian Engle
* ACCIL Legislative Reception will be in January/February
* Ian Engle would like to provide training on how to talk with legislators without lobbying.
* Peter Pike provided good feedback on technology and remote access of the meeting.
* Peter Pike congratulated the CO SILC on the success of the YLF.
* Peter Pike posed the question “what is the problem you are trying to solve by becoming a 501c3?”
* Peter Pike provided a suggestion to connect the public policy committee with the other Governor appointed councils (State Rehabilitation Council and Developmental Disability Council) that have Public policy committees.
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| Coordinating Activities with Other State Entities* SRC Report – Representative Steve Heidenreich
* State Rehabilitation Council (SRC) – Steve Heidenreich. Focus is on Employment First. Planning on a conference in the upcoming year. Want the SILC to be present. Think this is an opportunity to link up with public policy. SILC has not held a conference on independent living based in the SPIL, may be a way to collaborate with the SRC
* DVR Report –Representative Jennifer Scilacci
* Division of Vocational Rehabilitation (DVR) – Jennifer Scilacci as provided by Peter Pike. There has been an organization change and there are four leading staff. Steve Anton is the Director, Joleen Schaake is the Chief Financial Officer, Krista Dann is the Deputy of Planning and Organization, Stacey is the Deputy of Field Services. DVR looks at their performance metrics on a monthly basis in comparison with the standards and indicators required by the Workforce Innovation and Opportunity Act (WIOA). SRC is working with DVR to increase the number of outcomes for employment.
* HCPF Report-Adam Tucker
* Health Care Policy and Finance (HCPF) – Adam Tucker. DVR and HCPF are going to tour the State beginning late next month. Will be going to Durango, Grand Junction, Pueblo, Fort Collins, and Salida and will be providing training on supported employment. DVR and HCPF are working together to provide services to people who were considered to be to disabled to work. SB 18-145 requires national certification for job coaches. Vendors who go through the training and certification can be reimbursed up to $1,500. APSE is a gold standard and are looking at that and other models. Goal is to establish Colorado as an Employment First that leads to integrative competitive employment. Charlotte talked about her brother with MS who was given a letter from his doctor saying he cannot work. Looking at training for customizable employment. Discussion of ABLE accounts and Medicaid Buy-In. There are two waivers for benefits planning. DVR is increasing their services in benefits planning.
* Office of Independent Services-Peter Pike
* Office of Independent Living Services – Peter Pike. All 9 CILs were successfully implemented with a start date of July 1, 2018; it was a six month process. The OILS served as the fiscal sponsor for the YLF. The Office is looking for ways to increase awareness across DVR of the CILs and the SILC. The Office is working with the CILs to determine how the CILs can be vendors with CCT.
* Association of Professionals for Supported Employment (APSE) – Katie Talerieco will be added to next agenda.
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| SILC Member Training—Membership Committee* The Executive Directors of Centers for Independent Living presented on a variety of topics.

Presentation was recorded and is available at: <https://zoom.us/recording/share/HZKvoBqdrxQX8zbOsu1_lJeBmFW9VKy1qAKk-p-PpV-wIumekTziMw?startTime=1534364354000>Presenters: * Bill Edwards, Center For Disabilities
	+ Alamosa, Baca, Bent Conejos, Costilla, Crowley, Custer, Fremont, Huerfano, Kiowa, Las Animas, Otero, Prowers, Pueblo, Rio Grande, and Saguache
	+ Satellite office in Alamosa and Canon City
	+ Changed name in 2004 to CFD, working to change name to Center for
* Linda Taylor, Center For Independence
	+ Chaffee, Delta, Eagle, Garfield, Gunnison, Hinsdale, Lake, Mesa, Montrose, Ouray, Pitkin, and San Miguel (14,000 square miles)
	+ Main office in Grand Junction. Satellite office in Montrose and Glenwood Springs
	+ Incorporated since 1982. Three name changes
	+ Part C and B
	+ Fees for service
	+ OIB
* Candie Dalton, Atlantis Community Inc.
	+ Arapahoe, Adams, Denver, Douglas, Clear Creek, Jefferson
	+ Incorporated in 1975. 2nd CIL in the Nation
	+ 2 Part C grants and Part B
		- 1 Part C is a mobile unit. The first in the nation.
* Martha Mason, Southwest Center for Independence
	+ Dolores, Montezuma, San Juan, La Plata, Archuleta
	+ Incorporated in 1991
	+ Part B center
	+ Satellite office in Cortez. Office hours in Bayfield and Pagosa Springs
* Joan LaBelle, Disabled Resource Services
	+ Jackson, Larimer
	+ One satellite office in Loveland. Possibly establishing a satellite office in Walden
	+ Incorporated in 1978, 40 year anniversary.
	+ Part B center
* Ian Engle, North West Colorado Center for Independence
	+ Grand, Routt, Moffat, Rio Blanco, Summit
	+ Started as Independent Life Center in 1997
	+ Part B Center
* Dixie Herring, The Independence Center
	+ Counties are El Paso, Lincoln, Teller and Park
	+ Satellite offices are in Bailey, Fairplay, Cripple Creek
	+ Part B center
* There are 9 CILs in Colorado all 64 counties are covered.
* Each CIL completes a Program Performance Report (PPR) aka 704
* CFI’s working budget was reviewed. Cost reimbursement model was reviewed. Different fiscal years were reviewed: Federal October 1; State July 1; Calendar January 1; various fiscal years related to county differences. Resource development and building a reserve depends on whether restricted or unrestricted funding.
* History of IL was reviewed starting with Ed Roberts. Wade Blank’s story was shared.
* We are the vanguard of freedom from isolation driving through the bigotry of dependence.
* Certification process and indicators were reviewed.
	+ Independent Living Philosophy
		- Cross-disability
		- Consumer control
		- Self-help and peer support
		- Equal access
		- Self-help and self-advocacy
	+ Cross disability basis
		- Provide services to all disability types
	+ Independent Living Goals
		- Person selecting own goals
		- Reviewed in a Consumer Service Records
	+ Community Options and Community Capacity
		- Information and referral
		- Community partners
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| Southwest Center for Independence – Martha, Executive DirectorSouthwest Center for Independence gave a presentation on their CIL and services in their catchment area. |
| Member feedback loopMember Feedback – How do we do this meeting better?* Having the CIL Directors here was valuable and should be increased to work with CILs and SILC.
	+ Recommendation for SILC members to volunteer at CIL
* Suggestion to return to “adoptee” of CIL will be discussed in Exec Committee
* Suggestion to return to working lunches
* Suggestion to have CIL Director’s return bi-annually
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| Chair Closing Remarks* Thanks to the CIL Directors for their presentation and taking time to meet with us today
* Next meeting is November 14th in Pueblo at CFD
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| Adjourn 4:21 pm |
| Next meeting: November 14, 2018 in Pueblo |