General Meeting

Wednesday, January 21, 2015

9:00 AM – 3:00 PM – Touring the local ILC afterwards

Wingate by Wyndham

4711 N. Elizabeth St.

Pueblo, CO 81008

Draft Minutes

**Call to order/introductions/Chairperson’s remarks**

Present (some were late due to weather conditions from Denver Metro to Pueblo) 🡪

Buna Dahal: SILC Chair

Travis Morgan: Tribal rep

Mario Rocha: Treasurer and Financial Committee Chair

Joe Anzures: member, Youth Chair, Chair Elect, Chair of SPIL

Jason Eaton: SILC member, for-profit company rep

David Robinson: Exec. Director in Boulder (technically guest, at table for usage of captioning device)

Karen Prince: IL program Coordinator

Nancy Jackson, Exec Director of Disabled Resource Services in Fort Collins

Martha Mason: Exec Director of Southwest Center in Durango

Matthew Ruggles: DHH rep and work for Co. Springs Center

Priscilla Carlson: SILC Coordinator

Jennifer Silva (on phone): SILC member and Chair of Membership Committee

Joelle Bruner (on phone): SILC member and DVR rep

Dixie Herring (on phone): Exec Director of The Independent Center in CO. Springs

Jean Hammes (comes in during finance report): AAAAA rep.

Colin Laughlin came in after 9:30 AM

Guests 🡪

Rob Buzogany, DVR

Aaron Pasterz: IL advisor for CPWD in Boulder

Cleo Por Cezar (sp?): Works for Innovage PACE program (501c3)

Ian Engel: Exec Director of Northwest Independent Living Center in Steamboat Springs

Larry Williams: Exec. Director of the ILPueblo

Interpreters for Mathew: Crystal and Terry with TIA interpreting

**Approval of minutes**

Some members would like the minutes sent out earlier. The minutes are posted on website once the transcription/notes and all of the formatting is done. Then the Coordinator sends out the notice that minutes are posted to the website. Once it’s posted, the meeting packets just serve as a reminder.

Joe made the motion. Mario seconds. Minutes are approved.

**Committee Reports**

Executive (Buna) –

Going to be voting in old business about bylaws and mapping project.

Finance (Mario) –

Becoming a nonprofit would allow Council to seek grants and fundraising for more activities. There is a possibility that this is not achievable due to enactment of WIOA, and so we need to know the regulations from the SILC itself. Buna requests to have more info and agenda item for March meeting. It might be possible to have meetings quarterly instead of every two months. There might be issues with bylaws and posting of public meetings on web site since meetings are already posted and open to public. The bylaws say that the Council must meet four times per calendar year, but the budget is based on the fiscal year. It may be necessary to go back and review budget and find where expenses can be cut. Nancy suggests that a conference call in lieu of a face-to-face meeting could be an option. She also suggested that the ACCIL could help the Council in applying for 501(c)(3) status. This could take up to a year. Jason suggests that the meetings be held at the centers instead of paying for a room. This could reduce costs and allow centers to showcase themselves.

Website/Social Media (Mario – Jason is the new chair) –

Website is changed at least weekly. Jason is requested to bring report of Google Analytics at next meeting.

Data Collecting (Jean) –

Now what? So what? Now is time to go to Association of ILCs and seeing how the map data can be used to develop the next SPIL. What might goals for service delivery be? What are targeted areas for needs of services in relation to those goals and data collection? Jean thinks it's a good idea to have a review of the website map with Buna and Joe so that there is an understanding of what it is and how it can be used now and in the future. Good idea to link map of ILCs to SILC web page along with any other maps relevant to SILC. SRC is interested in how to use resource for demographics as well. Liz King needs data as well. Joe is wondering about who owns mapping project? How are services added or deleted within areas? Joe also suggests that there be a joint meeting with SRC and SILC to understand project; training would be useful as well.

SPIL (Joe) –

First goal of statewide plan is to identify disability population hubs and services in them. Where are our needs in these areas? Mapping project was first layer of first goal.

Second part of this is the survey targeting specific catchment areas trying to get to the client level to understand current and future services. Survey is up and live (although unreleased). It is on SurveyMonkey. The link should be released to Council and survey taken. Feedback necessary before launch. IL centers would like paper survey. Joe currently has five responses from centers regarding estimated amount of paper surveys to be printed, which leaves five more remaining. Ian thinks that the survey needs a little bit of editing because it is too lengthy. Comments should be submitted to Ian and Priscilla by end of next week so survey can be released at end of month.

Third objective of number one is taking data and understanding how to use it for program development. This would be a way to augment the mapping data by honing in on what resources a center might need.

Goal 2: assist centers to increase capacity to provide services. Lots of objectives including training, strategic planning, etc. It would probably be best to wait until reorganization is complete to understand what funding can and cannot pay for.

Talked to Joan about the SPIL, she is in San Diego at SILC Congress.

Goal 3: how do we engage youth in the IL centers (youth report) transitions core service was added with emphasis on youth and elderly.

Youth (Joe) –

Joe would like to write what transition core service means in relation to youth. How would it be written and how is it being done now? What would it cost to deliver this service (staff person?). It would be a good idea to get a representative from each center to be on the youth committee so they can represent their catchment area. There are also provisions added to the SPIL regarding youth such as involvement in Council and social media usage. Another area is youth advisory Council for the SILC; ties back into youth leaders for IL centers.

Subsequent discussion regarding youth transition: explains involvement of IL centers in the process from school to transition. Matthew makes comments regarding the disconnect between schools and IL centers and suggests intermediary of DVR (SWAP program).

Membership (Jennifer) –

Last committee meeting was December 19. Goal currently is to recruit new members with disabilities. Targeting veterans with disabilities as well. Information has been disseminated to the VA to see if there is interest. Necessary to find veteran in southeast corner of state in particular. Also have interview with Sister Hake, has not happened yet. Nancy has put together a flyer as advertisement describing what SILC is and will be posted on Web site as well as on IL Center web sites. Flyer will be discussed in new business.

Public Policy (Lori) –

community needs to set a course and work on something meaningful. There is a "white paper" to put on Web site about CIL transitions document. Committee has now decided to focus on housing. Committee plans to talk to Chris Roe at next meeting and discuss transition options for housing.

**DVR Report:** Rob/Karen

Report references a number of charts included in packet. First chart is tracking of payments to independent living centers after implementation of CORE in July. Issues are with accounting, not DVR. Delays of up to 35 days occur. Similar within the OIB around bet~~w~~een November 2013 using COFRS is five days compared to current turnaround of 23 or more days. Executive directors have been made aware of situation along with Wayne, accountant. Next chart is showing part B funds which control Karen and Priscilla's salaries. There are now DVR admin costs because Karen's position was previously funded with DVR 110 funds. Unsure exactly what current 5% admin costs entail. Depends on WIOA, should find out more later this spring. Priscilla's salary and Karen's are about 7% of part B funds. There is a possibility that admin costs might be considered indirect according to most recent super circular (formerly A and B circulars 122). State controller has been notified of issues as well. See meeting packet for more details on figures.

**ASPIRE Grant for Youth:** Robin Bauknecht from DVR

Grant is through Department of Education. Participating are six states; goal is to recruit 2000 youth from ages 14 to 16 who are on SSI along with their families. This is a research project, not a new program. Approximately half of the youth will receive "usual services" while the other half will receive enhanced (ASPIRE services). Colorado will recruit 400 youth. Please reference online materials in regards to services provided in both groups. The "usual" services group is the placebo group in the experimental design. There will be approximately nine different "waves" letters mailed out in various parts of the state and participants will be randomly assigned to one of the two groups. The idea would be to post information on the Web site about the ASPIRE grant.

**Break – *Checking out of the hotel***

**Working Lunch**

**State of Affairs:** Colin Laughlin from HCPF

This is a rather broad topic but it will be primarily focused on Medicaid issues in this presentation. Lead up to last legislative session included discussion of changing agency-based services so as to make them less rigid (i.e. plan appointments several days/months ahead of time). The model now being implemented allows for more flexibility. One of the main issues was differentiating between skilled and unskilled services and the regulation of those services insofar as they remained separate entities. New participant-directed programs allow for line to be blurred between skilled and unskilled services; allows for receiving of uninterrupted care without specific planning that agency-based model entails. The two main services are CDASS and IHSS. Stakeholders and other entities wanted to allow for reception of services from different agencies besides Public Partnerships Limited (PPL). Individuals now have three different agencies they can pick from to manage their fiscal care (go-between for client and attendant). Ultimate goal is to provide more competition between agencies thereby invoking a multifaceted approach to care management. Participants have the ability to switch between providers through the end of June as an open enrollment period. Satisfaction survey will be sent out to individuals using services. Refer to meeting handout which contains link to FAQ regarding new implementation of services. Agencies are Aces$, Morningstar Financial, and PPL.

Priscilla sent out new guidelines for HCBS: federal definition of what Home and Community look like. Basically, Medicaid has five years to come into compliance with new rules. New guidelines provide steps and regulations for independent living and home and community-based standards. Counsel has decided not to invite Candy Dalton to meeting in March; she is a colleague of Colin's and is familiar with the new regulations.

**Public Comment Period**

Nancy Jackson representing herself – mapping system. Would like the SILC to identify the gaps and how will the SILC be able to address those issues.

*Note: the full transcript of this section will follow:*

Nancy Jackson: "I just wanted to talk a little bit about the mapping system that is being coordinated by the SILC. I just am wondering (and I would like to speak to, in future meetings, to discuss where there are gaps in services). So, for example, transportation is a big issue, affordable/accessible housing is another big issue. Those are two huge areas that most centers for independent living face with their client populations. So, when gaps in services are identified from the mapping system or from the survey, how is SILC going to be able to address those issues that have been so long-standing? I am grateful to be on SILC and I am very encouraged by the interests that SILC has, but these have been so long-standing that it just seems like we're a little pebble on the beach with lots of other pebbles and lots of other issues. I look forward to SILC addressing this in the future."

**Old Business:**

Karen and Priscilla went through proposed changes to bylaws and sent them to Jean and Mary at the end of November. Karen agreed to the proposed changes. (See attachment).

Discussion: past chair language. Options are that the past chair can attend meeting as it is open to the public. Also, another option is to insert "when available" regarding the past chair's participation. Jason makes motion to get rid of past chair language in bylaws. Martha seconds. Motion passes.

Discussion: option to recruit via attrition upon term ending on September 30 or have somebody leave counsel who does not has disability right now. Buna makes motion to go via attrition. Joe seconds. There is further discussion about how to become compliant and whether the boards and commissions people will require full compliance by October 1. This point was brought up by Martha and reiterated by Rob. Motion passes.

Vote on bylaws: Joe makes motion. Jean seconds. Motion passes.

* Putting the Mapping project on our website
  + When it’s ready, send to Liz King from SRC

Joe makes motion to put mapping project on Web site when it's ready and compatible. Jason and Martha second. Motion passes.

**New Business:**

* Transcription recordings

Martha makes motion to delete after approval of minutes. Joe seconds? (No specific designation of second). Motion passes.

* Discussion and vote on setting up a meeting between CIL staff who work with Deaf and Hard of Hearing consumers (attachment)

This is also known as the "Jenny project." Had discussion with SILC in November about having a meeting between IL Center staff: Jenny sent proposal (attached).

According to budget, thousand dollars attributed to training. Jenny requests $550 to pay for meeting between ILCs and DHH.

Jason makes motion which reads as follows: "I move that we provide, on a reimbursement rate, $450 to this training. The training date has to be picked by April 30, 2015. If the date is not picked, then the funds are removed and not provided. We encourage them to provide interpreters at the liking of the individuals who will be attending who are deaf. All IL centers are able to go; it cannot just benefit two or three. A report needs to be provided to the SILC on what transpired and what they (ILCs) learned and gained."

Matthew: "we are providing interpreter services for the hearing who serve the deaf and hard of hearing." (Clarification)

Joe seconds motion. Motion passes.

* Website policy(attachment) –

This is part of the boards and commissions guidelines: SILC is not allowed to promote individual businesses under government business. It is a good idea to inquire about the ethics regarding SPIL committee posting links to programs, which could potentially hurt the goals of the SPIL. This is to make sure that nobody receives any "gain" as a result of their involvement on the SILC.

* Op Guide ad hoc Committee discussion

Standing committee is not necessary. Further clarification from boards and commissions is needed to understand operations guide. The committee served its purpose to produce the manual but has now been voted off as a standing committee. Future edits and revisions will be voted on as necessary.

* New member announcement – Jennifer/Nancy (attachment)

Membership committee discussed recruiting new members. Nancy was asked to put together something regarding campaign for new members. Nancy reads notice (attached).

Joe moves to accept the new member announcement with the suggested changes. Mario seconds. Motion passes.

**Representative from the Center Directors Report:** Nancy

There are now eight centers that are members of the ACCIL. Newest center is Boulder Center. ACCIL has hired a new coordinator. There have been bids put out for hiring lobbyists on behalf of ACCIL. Lobbyist selected will be working with the one in Colorado Springs so that there is "common messaging before the legislature." There have also been discussions with Megan Davisson, budget analyst at JBC, regarding the CIL funding formula, which includes discussion of the $12,000 allocation per county that a center serves. Shared or one center serving one county would be much smaller than that of a center that serves 17 counties. Looking at base funding of $300,000 per center (higher than what is currently being received through general fund dollars). If all of the centers agreed to the funding formula, it will go to the legislature through the long bill this session. Joe attended ACCIL meeting and discussed youth transition services along with Vista and AmeriCorps as possible services to involve them in ILCs and mapping project. DVR was also at meeting and discussed separation of part B funds and the general fund dollars. This would not require a legislative vote. ACCIL is also working on finding the best fit for the DSE should DVR moves to the Department of Labor and Employment.

Consumer profile: from Dixie in Colorado Springs

Adult male 42-year-old consumer who had traumatic episodes following death of mother at age 5. Diagnosed with several mental illnesses as a result of trauma and time at juvenile correction facilities. Also suffered injuries due to car accident shortly after being released from prison. Injuries are lifelong (TBI and musculoskeletal). Colorado Springs ILC helped consumer to understand the process of applying for federal disability benefits. Consumer now receives Social Security benefits which were provided thanks to the ILC caseworker being able to link his disability back to childhood. Consumer now has the ability, thanks to receiving of SSA dollars, to live independently and provide for himself.

**SRC Report:** Buna

SRC elected new chair, Julie Dedon (SP?). Next meeting will be second week in March.

**SILC Coordinator Report:** Priscilla

Report was included with packet. November and December were spent finding hotels and food for next meeting. Karen now has purchasing card so that process is much simpler. 704 Report was written in the middle of December and was sent in on time. Sat in on Region 8 conference call in December where 5% admin cap was discussed. Representative from Wyoming suggested using Social Security reimbursement funds. Bottom line: other people are having problems with this stipulation.

**Any updates on the WIOA?**

ILRU is having webinar for CIL's on January 26 from 1:30 to 3 EST on WIOA. Lots of changes but nobody knows what they are going to look like yet.

**Center Spotlight at the Center with Larry Williams, Executive Director – Center for Disabilities –**

**1304 Berkley Avenue – Pueblo, CO 81004 (Phone #: 719-546-1374)**

Pueblo Center has been fighting for over a year to get building permit. Probably will relocate about three months once permit is received. Center covers 17 counties. East to Kansas border, south to New Mexico border, and up to Alamosa and Canyon City. About eight meetings per month in the various counties; hoping to reopen branch office in Alamosa this spring. They also provide a home care service to help cover some of the territories. Lastly, a project involving getting disabled kids out of institutions into foster care will be started once new building is moved into; separate office space is required for the project.

New building has 22,000 sq. ft. Current building has 4,000. Workforce program will be expanded in new building and will include maintenance (lawn, janitorial, etc.) care. Ramp building project is also a focus. Ramps are being built out of steel and aluminum. This service will be provided to other centers if necessary. New building will also contain thrift store, which will provide used and new medical equipment as well as "normal thrift store type stuff." e.g., office supplies, furniture, and other things. A space will also be leased out (about 1500 ft.≤). In previous years, center served approximately 1,000 clients per year. Last year, increased to about 5,000 or more. Center has outreach groups in nearly all 17 counties. Groups are cross-disability.

Correction: approximately 5,200 services last year, not clients. 704 report gives less figures. Databases were changed and counts were down due to transfer. According to Martha, discrepancy might lie in the fact that the centers were only reporting part B funds; not all centers receive part B funds.

Larry’s Center also has nontraditional items such as a used car lot.

Matthew asks about communication issues and the resources that the Pueblo Center has. Center previously had deaf people on staff and also has technology such as videophones. Matthew suggests finding a person who is deaf in community so they can use local resources instead of calling center in Colorado Springs. According to Larry, fragmentation occurred in deaf community a few years back and smaller group began to approach Colorado Springs Center for services instead of using resources in Pueblo.

**Break / Travel Forms**

Rob goes over key points on travel forms. Meal per diem amounts are eight dollars for breakfast, $12 for lunch, $26 for dinner. Also there is a five dollar reimbursement for incidentals if staying overnight. Form must include date and point of origin to the point of destination (addresses included. There are specific times at which the meal reimbursements do and do not apply. For example, breakfast reimbursement will not occur if you did not leave before 5:30 AM. Similarly, dinner limit is after 8:30 PM. If you get home before that time, your per diem does not count.

Mileage: one way or round-trip is possible. One way is preferred when staying overnight although both can be put on same line. If distance is over 50 miles in one direction, map must be provided so that mileage can be verified.

The five dollar incidental fee can only be claimed on the night that you stay at the hotel. There is no need for the employee number to be filled out on the paper form; Karen will look it up.

**Adjourn**

The meeting adjourned at 3:27 PM.