General Meeting

Wednesday, July 20, 2016

9:00 AM – 4:00 PM

**Double Eagle Hotel and Casino**

442 E Bennett Ave., Gold Creek Meeting Room

Cripple Creek, CO 80813

Online video conferencing: Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/827631789>

ASL Interpreters: Victoria Novoselski

Hillary Spahnle

**Minutes**

Call to Order(Joe)

* Introductions
  + Everyone introduced themselves.
* Approval of Agenda
  + James Triplett moved to approve the agenda, Martha Mason seconded. Motion passed.
  + Notation: this is the first meeting with the Zoom video conferencing.
* Chairperson’s Remarks
* Approving the minutes
  + Correction on page 3. Committee updates, youth report change except to expect.
  + Change Treasurer status.
  + Motion to approve minutes with changes by Melissa Fishburn. Second by James Triplet. Motion passes.

Old Business

* SILC Operations Guide (Joe)
  + Will begin reviewing a section of the Operations guide and Bylaws. Please review and plan for next meeting with any possible changes**. ACTION:** Karen will send a section before the meeting for everyone to review.
  + Joe will review Bylaws and provide updates for next meeting. Steven Estes will work on communications and marketing section. **ACTION:** Everyone should review and send any comments to Joe.
* SILC Coordinator (Joe)
  + Review from May meeting – was to send a list of things each person want the Coordinator to do to Joe. Joe has responses and will provide information after we have talked about budget in afternoon. **TABLED due to time.**
* Membership (Joe)
  + Will review in committee updates
  + 2 parts to membership:
    - Compliance
      * 51% of members persons with disabilities not employed by a CIL or the State
    - Constituted
      * All slots filled

Follow up from SILC Retreat (Jason)

* Jason thanked the committee, Nancy & Joan for arranging meals, Bill for crafting documents, Karen for booking everything
* Results from the retreat survey was positive with some additional feedback for next year.
* Strategic Planning (Chris & Bill) [30 min]
  + First meeting held June 24
  + Bill provided a document on strategic planning (see attachment)
  + Discussions on next steps
  + Discussion on data gathering
  + Discussion on 14 items brought up at Retreat
  + Martha moves that Strategic plan work-plan document be adopted as outlined. Steven Estes and Jerry Michel seconded. Motion passes.
  + Chris and Bill will remain as Co-Chairs of Strategic Planning committee

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

* A majority of CIL Director’s were present at the meeting. Candie Dalton, new ED from Atlantis introduced herself.
* Part C RFP is out and due on July 26. Atlantis and CPWD have both asked the SILC for support in the RFP. Question can the funds be split? Federal government decision
* July 26 is 26th passage of ADA
* SWCI purchased a van and are involved with voter registration. Recipient of OIB for upcoming year. Participating as stakeholder in NWD. All Part B centers received a cut in SFY 17 Contracts.
* NWCCI hiring people and expanding satellite offices and transportation. Very busy working with assisting people to apply for benefits. Very invested in youth transitions.
* The Independence Center presentation provided by Teri Ulrich. Outreach to outlying areas was established through networks with other agencies that were centrally located in Colorado Springs but interested in expanding services.

Committee Updates

* Executive (Joe)
  + If you are a committee Chair and/or an Officer, you must attend the meetings.
  + Will set a schedule for at least the next three months
* Membership (Joe)
  + SILC composition was reviewed (see attachment).
  + You can be on 2 three year terms.
  + **ACTION:** Need to find 4 people to fill vacant spots in the next two months.
  + Discussion on possible recruitments
* SPIL (Martha)
  + Committee will be meeting soon to finish up the year. Martha will send out an invite for people to join to finish up FFY2016 SPIL.
* Communications/Website/Social Media (Steven)
  + Facebook has been updated. Added pictures from No Barriers Summit
  + If you have a Facebook page, please like the SILCs.
  + If you have anything to post send it to Steven
  + Discussion on Facebook and the extra pages.
* Youth (Bill)
  + Bill provided a written report (see attachment)
* Public Policy (Matthew/James)
  + Nothing going on. Matthew and James need to increase the committee membership and access additional information
  + Suggestion to use some of the topics identified in the Retreat to write white papers on.
  + James is planning on talking with Meghan Davidson with Matthew.
  + Suggestion to combine SILC Public policy with the ACCIL Public policy.
  + Public policy duties from Bylaws were reviewed
* Finance (Chris)
  + Thanks to Karen for all the work on the Finance committee
  + SFY 2016 budget was reviewed (see attachment)
* SRC Report (Melissa)
  + Melissa provided an update regarding the SRC
  + SRC is an open meeting and complaints, concerns, or compliments at that meeting regarding DVR
* DVR (Karen)
  + IL Program Manager has been posted today
  + Budget from CDLE Budget Analysts has the Manager at Full time, the Coordinator position at ½ time, and the program assistant at ¼ time.
  + Move has been completed

Working Lunch – provided by The Independence Center

Public Comment (Sign-up sheet by the door)

* None

Upcoming Conferences & Trainings

* No Barriers Summit
  + Steven attended in June
* NCIL
  + Martha is attending next week
* Conducting Successful Virtual Meetings: Getting Started with Technology Considerations, August 10, 2016 teleconference
  + Recommendation to have Steven attend
  + Suggestion to wait and view it for free. Martha motioned, Nancy seconded, motion passed.
* APRIL Conference 2016 Reno, NV. October 21-24. Registration is $350
  + Steven and Melissa are interested
  + Decision **tabled** until Budget is resolved
* SILC Congress 2017 Phoenix, AZ. Tuesday, January 17 to Friday, January 20. Early registration is $295 until Friday, December 22.
  + Melissa, Martha, Steven and Jason are interested
  + Suggestion to have Chair attend
  + Would need to move Colorado SILC meeting scheduled for January 20
  + Decision **tabled** until Budget is resolved

New Business

* Beth Schnaefer, Peak Parent Center [30 minutes]
  + Beth provided an explanation of Peak and SHIFT.
* Aron Snyder, No Wrong Door [30 minutes]
  + Aron reviewed the No Wrong Door program (see attachment)
* Part C support letters for CILs RFP application.
  + Candie Dalton, Atlantis read her letter
  + Joan La Belle, CPWD read her letter
  + They will send their drafts to Karen to place on letter head and apply signature
  + Jerry Michel motioned to approve RFP support letters; James Triplett seconded; Motion passes.
* Completing Travel Reimbursements (Karen) [10 minutes]
  + See the document that outlines the requirements for the reimbursements under CDLE (see attachment)
  + Forms that are not complete will be returned to submitter and no longer corrected by Karen
* Elections discussion [15 minutes]
  + Chair-Elect is default of SPIL Committee Chair. This person will be working on the SPIL starting FFY2017.
  + You can be an Officer for 2 terms
  + Officers are:
    - Chair
    - Chair-Elect
    - Secretary
    - Treasurer
      * Duties are listed in the Bylaws
  + **ACTION:** All members need to review the Bylaws for the duties of the Officers and let Joe or Karen know if you are interested in a slot.
* Budget SFY2017/Resource Plan (Chris/Karen) [20 minutes]
  + Amount of funds available are $88,750
  + Items in SPIL and SILC business total $108,213
  + Possible resolutions
    - Change meeting areas to more central locations
    - Enact the ILAC and ask for additional money
    - Look for donations for hotels, meeting space
    - Reduce number of meetings
    - Start the Coordinator later
    - Suggestion to not travel and have Zoom meetings
* Sep 21 SILC Meeting Agenda – Ellen Golembeck/Steve Anton visit [15 minutes]
  + **ACTION:** Please send agenda items to Karen
  + We need to develop a set of questions to send to Ellen and Steve
    - Question on OIL budget not being at $400k
    - **ACTION:** Send questions to Karen
* Independent Living Experience (Jason) [20 minutes]
  + Jason gave a presentation on ILE (see attachment)