**Colorado SILC Meeting Minutes**

November 16, 2022 10:00 AM - 4:00 PM

<https://us06web.zoom.us/j/84220398805>

horizontal line

**SILC Members Present:** Ty Smith, Scott Lindbloom, Indy Frazee, Edgar Morales, Jeremy Chatelain, Dan Ashbaugh, Louise Wilson, Susan Dameron, Martha Mason, Staci Nichols, Cat McManis, Matt Bohanan, Evan Shockley

**Absent:** Sage Sigman, Courtney Walsh

**Guests:** Sarah Hansen (CDLE), Peter Pike (CDLE), Joe Triplett, Mark Windle (The IC), Josh Fulenwider, Lisa, two ASL Interpreters

**CIL Community Hosting:** Connections

**10:05 AM - Call to Order** (Ty)

* Welcome
* Housekeeping - Review of Zoom features, request that visitors keep their videos off, raise hand or use chat to ask any questions
* Public Comment will take place at 1:00 PM. Guests interested in making a public comment should inform Sarah or Peter.
* Introductions

**10:15 AM - SILC Business** (Ty)

* Approval of Agenda

**Motion:** Cat moved to approve the agenda.

**Second:** Louise

**Discussion:** none

**Motion passes unanimously**

* Approval of August Minutes

**Motion:** Scott moved to approve the August 2022 minutes.

**Second:** Dan

**Discussion:** Louise asked if we can add the place of the meeting to the minutes. All agreed that this should be added going forward, and Martha will add the location to the August minutes.

**Motion passes unanimously**

* SILC Coordinator Update

Ty updated the board that he wants to review the language of the Scope of Work so potentially more than one person contracted to do different parts of the job. If anyone is interested or knows someone who might be interested in filling this role, please reach out to Ty. We hope to fill the position in January of 2023.

* Vote for Officers - Chair

**Motion:** Scott moved to approve Ty as Chair.

**Second:** Staci

**Discussion:** Ty volunteered to continue, as no one else felt able. According to the By-laws, he is allowed one more term. We determined that there is no conflict of interest with Ty working for a CIL, and that it’s not uncommon nationwide. We also addressed that while the CIL Liaison is required, membership may include other representatives from Centers for Independent Living; however, only one staff member, board member or volunteer from any one CIL may serve at one time.

**Motion passes unanimously**

* Vote for Officers – Chair-elect
* Evan Shockley and Scott Lindbloom have both reached out to Ty to express interest in this position.
* There was much discussion around the possibility of having Co-Vice-Chairs, and Evan and Scott are both amenable. Pros (two people to choose from for Chair next year, a trial period with mentorship supported by the Chair and the DSE) and cons (two new members, no provision in the By-laws, the additional mentorship load on the Chair) were addressed. The By-laws do not address the issue, nor do they specify that an Officer must have been on the SILC for a certain amount of time, though they can be amended. It’s not common, but Ty reminded us that our last Chair position was shared by Joan and Bill, so there is precedence. There was also much discussion about possible solutions. No one with more experience came forward for the position or to provide mentorship, or to allow Scott and Evan to provide assistance to a more experienced Chair-elect.
* It was determined that the bulk of the council was more comfortable with having one Chair-elect who might have assistance from another interested member; the upcoming duties pertaining to the SPIL, perhaps. Ty asked Scott and Evan to explain to the board why they should be appointed as Chair-elect.
* Scott: I want to volunteer myself as Vice-Chair and think I would be a good leader. I have served on the SILC in Arizona for six years. The Vice-Chair should know bylaws, the committees, leadership development, policies. I have participated on committees on the SILC and know the ADA well. I would be a good Vice-Chair because I work hard and am experienced in self-advocacy. I am volunteering because I have experience as a SILC member for the last six years. I think I have good leadership skills. I have a lot of experience on the SILC. I would be a good leader and work hard and like to work with Ty.
  + There were no questions. Scott was placed in the Zoom waiting room.
* Evan: I don’t think I’d be the best. I was born in Colorado and know Colorado well. I have been involved in the Youth Leadership Forum since the first year as a delegate and staff. I have attended SILC meetings as a guest for years, have been a staff member of a Center for Independent Living for years, and am a member of the APRIL Board.
  + There were no questions. Evan was placed in the Zoom waiting room.
* **Motion:** Martha moved to approve Evan as Chair-elect.

**Second:** Edgar

**Discussion:** There continued to be much discussion.

**Motion passes unanimously after two abstentions**

* Vote for Officers – Treasurer
* Dan has volunteered to be the Treasurer, and no one else is interested. Dan: I want to volunteer as Treasurer because I think it is an area I can help in. I was on the Board of Directors at Disabled Resource Services in Loveland for ten years where I served as Secretary - I hated being Secretary and want to be able to serve in a role that is helpful and that I enjoy. I don’t have any background in finance aside from my own personal experience, but I do understand numbers. Dan was placed in the Zoom waiting room.
* **Motion:** Evan moved to approve Dan Asbaugh as Treasurer.

**Second:** Edgar

**Discussion:** There was discussion around Martha’s (former Treasurer) recommendations, what makes a good Treasurer, what the dangers might be of filling the position with someone without finance experience, and how the role of the Treasurer will change once the state is no longer the fiscal sponsor.

With a new Treasurer, Martha Mason will need to be taken off the bank account and the new Treasurer added with Ty Smith.

**Motion passes unanimously after one abstention**

* Vote for Officers – Secretary
* Martha is the only volunteer. She says she has experience, and commits to getting minutes out in a timely manner. She is already in the process of organizing the Google Drive. There were no questions. Martha was placed in the Zoom waiting room.
  + - **Motion:** Staci moved to approve Martha as Secretary.

**Second:** Jeremy

**Discussion:**  A discussion was held around the responsibilities of the Secretary as they are written in the By-laws.

**Motion passes unanimously after one abstention**

* Committees, Chairs, and committee membership

Ty indicates a desire to establish a Resource Committee and Governance Committee, and Chairs for standing Committees: Membership and Finance. Discussion deferred to afternoon in the interest of time.

**11:49 AM - SILC Updates** (Ty)

* SILC hosted a retreat for members in September in Glenwood Springs. Hired a facilitator to talk about the history and purpose of the SILC in Colorado and nationally. Made recommendations on ways to move forward, and as a result we are looking at developing a few new committees.
* Jeremy has offered to Chair the Governance Committee which will review bylaws. Scott - Recommends the Public Policy and Governance Committees should work together because they overlap. The Chair of each committee should sit on the other.
* There have been a couple electronic votes since the last meeting that need to be recorded here.
  + **On 08/23/2022 Ty requested an email vote on whether to contract with Joleen Schaake, whose bid was the only one we received, to set up our accounting system.**

**On 08/25/2022 the motion passed unanimously.**

* + **On 08/30/22, Ty requested an email vote on whether to accept Indy Frazee’s nomination as the Center Director Rep on the SILC.**

**On 08/25/2022 the motion passed unanimously.**

**11:55 AM - Break for Lunch**

**1:00 PM - Public Comment**

* Joe Triplett - Welcome to new members. Ty is doing a great job. Thank you for having me as a guest.

**1:05 PM - Training Presentations**

* Orientation (Martha)
  + Reviewed [map](https://drive.google.com/file/d/1JkY1j9bbrAifLIYIwH-Pi5Ca2SsYRxrZ/view?usp=share_link) of Colorado Center for Independent Living catchment areas
  + Scott - Shouldn't CFI and the IC work together now that Chaffee & Park are sharing a transportation system?
  + Jeremy - Want us to be careful about what statements we’re making to outside entities and provide a reminder that none of us represent the SILC as a whole, so don’t represent the viewpoint of the SILC without discussing with the group first
  + See Martha’s [slides](https://docs.google.com/presentation/u/0/d/15n-2085GBjcHjdjCglsmCOVUzCNXsbZy/edit) for full details
* Equity, Diversity, and Inclusion (Peter)
  + See Peter’s [slides](https://docs.google.com/presentation/d/1b5LuBOkP3fLY73UOmSSDLpezQEigDWNt/edit?usp=share_link&ouid=102684548444830542636&rtpof=true&sd=true) for full details
  + CDLE has a focus on increasing equity, diversity and inclusion in all aspects, but in Governor-appointed Councils as well

**1:55 PM** **- Partner Updates**

* Health Care Policy and Finance (HCPF): Matt Bohanan
  + There is an ongoing investigation into HCPF
  + Matt’s Division is moving under the Compliance Department
* State Rehabilitation Council (SRC): Deferred as Charlotte not available. We may be looking for a new SILC rep on the committee.
* Office of Independent Living Services (OIL): Peter Pike
  + Discussed the Office’s role in certifying Centers for Independent Living in Colorado. The state can only have contract with certified CILs, so CILs must be certified.
  + Review of SEEKS grant concept and paradigm
  + Office applied for another grant with the Social Security Administration in September. We haven’t heard back yet whether it was awarded to the Office, but what we would do with that funding would be to test the SEEKS intervention with younger adults
* Division of Vocational Rehabilitation (DVR): Deferred as Susan not available.

**2:11 PM** **- CIL Updates**

* The Independence Center (Indy)
  + Were a Voting Services Polling Center for the election, this has been the fourth or fifth year. They host the most accessible voting machines in the County
  + El Paso County signed a proclamation declaring October as Disability and Employment Awareness Month and Indy got to attend the public event and accept the proclamation
* Connections for Independent Living (Rochelle, ACCIL Chair)
  + Reported on rent assistance program
  + ACCIL endorsed a letter to federal congress legislators in simplifying the SSI/SSDI application process.
  + ACCIL will meet with their lobbyist to identify topics to support in the upcoming legislative session.
  + Connections set up a community viewing party for people to be part of the SILC meeting.

**2:21 PM** **- Committee Updates:** SILC members are required to be on a committee. Please identify one committee and work with Ty if you want to be chair of the committee.

* Public Policy Committee (Scott) is to monitor and review policies in the State and inform the public. Scott will be the chair and is recruiting members – reach out to him if you would like to join. Working with DIA on hiring people with disabilities. If anyone has connections with the DD Council, please reach out to Ty or Scott
* Finance Committee (Martha and Dan)
  + - Finance Report - Part B money was spent. Working on spending new Part B funds by September 30, 2023 and the DVR basic support dollars by June 30. We need to find Directors and Officers Insurance and purchase name tags.
    - Budget Revision - Martha presented a budget revision for SILC in State Fiscal Year 2023. Revised budget to increase another 30k to host another YLF. SILC does have money for a SILC Coordinator. This could also be split for a YLF coordinator and/or grant writer. Scott inquired if the governance and policy committee could get trained and use funding. Could travel to other States to get trained. Martha stated there is money under professional development, but we might want to look at alternatives.

**Motion:** Scott moved to approve the budget revision.

**Second:** Dan

**Discussion:**  None.

**Motion passes**

* + - [Fiscal Policies](https://drive.google.com/file/d/139Tc5KYRDD4f_CSGFlqdLvCpxfKeIH8D/view?usp=share_link) were introduced by Dan, as recommended by contracting accountant Joleen Schaake and the finance committee.

**Motion:** Scott moved to approve the new Fiscal Policies.

**Second:** Indy

**Discussion:**  None

**Motion passes**

Dan will add the date of adoption to the document and upload that version onto the SILC’s Google Drive. (Ty proposes we provide a training on the SILC’s Google Drive at the next quarterly meeting.) Ty recommends that either the Chair or the Chair-elect be assigned to the finance committee, and Evan volunteered.

* Membership Committee (Martha)

Hasn’t met the last few weeks because have just fully onboarded the Council. Martha has volunteered to be the Chair of this Committee, and says she’d like for this Committee to focus on training and onboarding new members since the SILC won’t be able to nominate new members until September 2023

* Youth Committee (Staci & Cat)
  + The final draft of the [YLF Report](https://docs.google.com/document/d/1S7NitdKlRNaFlLF90K_6xkfvclJTUjVj/edit?usp=share_link&ouid=102684548444830542636&rtpof=true&sd=true) was completed by the Youth Committee. Report provides information about the event, number of delegates, cost of event, testimonials from delegates, which elements they’d like to improve, get rid of, etc.
  + Looking for input in the Resource Development subcommittee
  + Martha wonders, since the SILC also has a resource development committee - should we combine these two committees?
  + Staci and Ty support this recommendation
  + Jeremy knows someone in the Springs who would be a perfect candidate. What is the process for recommending delegates for the next YLF?
  + We have an electronic application we will provide. If the person needs any help filling it out, they can reach out to Cat or Staci. Once dates for 2023 YLF are solidified, Cat will share the application with Jeremy.
* SPIL Committee (Ty)

The SPIL will continue for another year. We will still report out what happens this year, but we don’t need to start developing our next SPIL goals until July 2023. We are looking for a new time for this committee to meet. Jeremy offers to participate on this committee.

* Resource Development Committee

Need committee to develop reserves in order to be prepared for a cost reimbursement contract with the State. Interested in targeting a goal of $120,000. The State has 40 days to pay an invoice based on the existing CIL contracts.

**3:30 PM - Closing Remarks**

* There is a SILC Facebook page. No one, even from years back, has administrative access. Need to determine if we delete and start another. Are there any volunteers to do the work? Ty will delete the existing Facebook page, and Dan volunteered to work on a new page. He will work with the Facebook page and the executive committee before going live. Martha also offered to work with Dan.
* Next meeting is scheduled for February 15. Everyone is encouraged to invite community members to the meeting.
* Sarah will create emails for Jeremy and Cat.

**Motion:** Martha moved to adjourn the meeting.

**Second:**  Cat

**Discussion:**  None.

**Motion passes unanimously**

Minutes submitted by Martha Mason, Treasurer, 11/21/2022

Amended 12/14 to add information about the bank account and the new Treasurer