**Minutes – August 16th, 2023**

**Hybrid Zoom & In-person in Steamboat Springs**

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| **ATTENDEES** |
| **COUNCIL MEMBERS** | **GUESTS** |
| **Present** |
| \*Ty Smith | Joan La Belle – City of Denver |
| \*Evan Shakley | Mark Windle – The IC |
| \*Dan Ashbaugh | David Nelson - CFI |
| \*Martha Mason | Sarah Hansen - DSE |
| \*Caity McMannis | Peter Pike - DSE |
| \*Indy Frazee | Rochelle Miller - Connections |
| \*Edger Morales | Dr. Angela Green - CDHS |
| \*Scott Lindbloom | NWCCI Team, including ED Ian Engle |
| \*Dr. Jeremy Chatelain |  |
| \*Sage Sigman | **Absent** |
| Matt Bohanan - HCPF | \*Courtney Walsh |
| \*Louise Wilson - SUIT |  |
| Susan Donahoo - DVR | **Excused** |
|  |  |

\*Voting Member

**CALL TO ORDER 10:00**

**WELCOME & HOUSEKEEPING**

* Welcome
* Housekeeping
* Ground Rules for SILC Members
* Raise Hand
* Stay on Agenda
* Ground Rules for Guests
* If joining by Zoom or phone, please keep your microphone on mute and your video off.
* All comments or questions should be presented to the SILC during Public Comment at 1:00.
* If you have a burning question, please enter it in the chat or raise your hand.

**INTRODUCTIONS**

**SILC BUSINESS**

* Approval of Agenda

**Motion**: Jeremy

**Second**: Scott

**Discussion**: None

**Vote**: unanimously approved

* Approval of May Minutes

**Motion**: Indy

**Second**: Jeremy

**Discussion**: None

**Vote**: unanimously approved

* Contract SILC Coordinator – SOW in progress

Contract YLF Coordinator – documented quote out for bids

* Nominations for Chair, Vice Chairperson, Treasurer, and Secretary – Will have discussion, vote and transition at November Zoom meeting.

Chair - Evan, currently Chair Elect

Chair Elect – Scott, Sage

Treasurer – Dan

Secretary - Martha

* Nominations for Committee Chairs

Reach out to Ty or Evan if interested

* Language Access Plan: *Vote*

The City of Denver grant requires a Language Access Plan. We can use money from the grant itself. We need to decide whether to continue working on the plan or contracting out. Grant allows the expense as a part of the overall YLF expense. Deana (who will sign off on the Plan) from the City & County will help if we decide to do it ourselves, but not if we contract.

*Should we use Deana’s expertise to complete the plan (instead of contracting out)?*

**Motion**: Martha

**Second**: Scott

**Discussion**: The contracting process through CDLE is onerous. The grantor has already waited a long time, and we can’t get paid until it’s done. Resource Development and Youth Committee and Executive Committee have worked on this to date. Scott suggests that Disability Law Colorado might be helpful.

**Vote**: Unanimously approved

* Rapid Soccer Team Deaf Awareness Night 09/30 in the evening: *Vote*

The Rapids asked if we could buy tickets or purchase a $1500 table that comes with 50 tickets.

*Shall we plan on spending $2000+ to get a table and pay a couple Members’ way from around the state?*

**Motion**: Jeremy

**Second**: Cat

**Discussion**: Could promote SILC, SPIL surveys, YLF, and CILs. Could also pay people’s way to Denver with hotel and gas reimbursement. Three CILs have said they could co-host. The finance committee has approved. Tickets would go to CILs, Council members, and the community. We can’t accept donations, but could have a QR code. Parking is not very accessible as it is all grass and dirt.

**Vote**: unanimously approved

* Think Big Conference (08/28 – 08/30 in Loveland) has reached out about the possibility of us doing a resource fair booth. This is a CDLE conference for young adults and employment service providers. We could also do a workshop. We would promote SOLC, SPIL, YLF and Centers. Evan can man our table.

*Should we do the booth and spend $500 helping people attend?*

**Motion**: Cat

**Second**: Scott

**Discussion**: This is a CDLE conference for young adults and employment service providers. We could also do a workshop. We would promote SILC, SPIL, YLF and Centers. Evan can staff our table.

**Vote**: unanimously approved

* APRIL Conference: Vote sending 5

Executive Committee decided we can send 5 people to Anaheim, California 10/12 – 10/14.

*We will send Sage, Edgar, Evan, Scott, and Ty. Cat will withdraw her name for now, with the understanding that we may be able to help her attend as well.*

**Motion**: Indy

**Second**: Sage

**Discussion**: Evan is our APRIL Rep, so he will be one of the 5. There will be a class on leadership development. There will be a youth focus. Scott and Ty will both be doing workshops, but Ty offered to do his session via Zoom if necessary. People can ask to attend other conferences as well, as we have extra money in the training line. We may be able to partially pay a 6th person’s way.

**Vote**: unanimously approved

**SILC UPDATES**

* ACCIL Retreat 09/13 – 09/14 in Estes Park: Sending 3 officers

The Executive Committee recommends sending Evan, Dan and Martha, with Atlantis paying Ty’s way. Rochelle shared the agenda.



* Part B Funding for the CIL’s: We offered $8,000 to each CIL and they all accepted. Some will use part of the money to send staff to the statewide retreat. For example, The IC is sending 17 people.

**CIL UPDATES -** Indy

* Atlantis – Youth Internship Program grant is going really well. Company Picnic is tomorrow and Gov Polis will attend.
* CFI – In existence since 1982, covering 12 counties on western slope. Currently 30 staff. Had to abandon Montrose Satellite office but will hire very soon for that position. Beginning to offer transportation services.
* CPWD – no report received
* CTSR – no report received
* Connections – Finished big Outdoor Careers youth program. Ramping up Veteran Directed Care program with two VAs, plus benefits assistance program. Submitted grant request to DOLA for technical assistance. Super excited about statewide retreat. All but one board member attending.
* DRS – Having Mad Hatter Tea party as big annual fundraiser. Overhauling Benefits acquisition program
* The IC – Great ADA event with lots of vendor tables and food trucks, events inside and outside. Dave at CFI is helping develop benefits application process. Undergoing a cultural swing, which has many staff very excited. Offering lots of recreational activities. Working with 3 VAs to provide Veteran Directed Care
* NWCCI is giving a presentation during lunch at this meeting – see below.
* SWCI – Kelsey is a reviewer for NWCCI’s certification. Started Veteran-Directed Care program and promoted a staff to manage it. Have a Transition provider helping people get out of nursing homes. Dropping Low Vision services. Had 100 in attendance at ADA Celebration.

**PARTNER UPDATES**

* Health Care Policy and Finance – Matt, Office of Community Living
* Care and Case Management is live and the team is working through implementation. There will continue to be communication from the Department with new information and updates.
* Case Management Redesign efforts continue and Case Management Agencies have been identified. For questions about anything related to Case Management Redesign please see the Department website.
* The Department submitted a proposal to CMS to launch a new Money Follows the Person demonstration in Colorado and received the notification of award this week. This will allow the Department to move forward a program that will allow Transition Coordination to be offered to members for 365 days after transitioning to the community. Additionally, the new demonstration will incorporate Supplemental Services that offer support otherwise unavailable under Medicaid. This will provide members with Food Assistance, Rental Assistance, Pre-Tenancy Support, Environmental Adaptations, and Peer Mentorship. Additionally, the Department will be releasing a community-based grant built on the MFP program that will allow transition-related organizations to apply for funding to streamline access to support, build capacity, and/or increase services available.
* Division of Vocational Rehabilitation - Susan

DVR has been working with the SRC to actively identify and remove barriers to DVR services. One area we have been working on is the online application and it is now in testing! We hope to be able to release the new application soon! Another area of focus is the DVR survey and customer service. We want to hear from the PWS and the vendors and partners! Finally, DVR has been funded through 2025 for the position of Manager of the Collaborative for Disability Employment First. This person has the directive to advise next steps for the state to continue leading disability employment first initiatives, including legislation, funding, policies, and processes. This position will implement cross-state agency collaboration; design and implement a statewide system that supports employment as the first option for persons with disabilities with special emphasis on those who have major barriers to employment such as institutionalization, homelessness, incarceration, immigration and refugee status, significant disabilities, age, and generational poverty. Position collaborates with state agency representatives to identify, formulate, and implement cohesive programs, policies, processes, laws and funding that reduces barriers to employment and increases opportunities for gainful employment. Efforts to include:

1. concerns about loss of benefits such as, SSI/SSDI, healthcare benefits, housing assistance, SNAP and other benefits;
2. improve utilization and development of newer programs including, but not limited to, Medicaid Buy-In for Working Adults with Disabilities, ABLE accounts and additional Medicaid waivers, which make meaningful, gainful employment and prosperity an option for Coloradans with significant disabilities;
3. restrictions on licensure, credentialing, or other requirements that prevent people with certain disabilities from entering desired occupations; and
4. address and change state laws or policies that create barriers to employment for people with disabilities.
* Office of Independent Living Services (DSE) – Peter and Sarah
* Got word from ACL that the SPIL Extension is approved, pending a final signature.
* YLF expenses have been paid, so books are closed on last state fiscal year.
* Processing the Grant Funding Change Letters for the $8K to CILs – should be receiving letters next week.
* Now receiving feedback on the YLF.
* Primary focus will now be new contracts with CILs – working with CILs on SOW.
* Activities around grant funding –
* Disability Innovation Fund 22 awards nationwide focus on youth in school and transition with mandate for CILs to be part of team. If awarded, the commencement date is 10/01.
* 2nd opportunity is the SSA Interventional Cooperative Agreement Program – helping people get on SSI and SSDI, helping people with self-sufficiency. Will train people on benefits planning, certification, non-attorney representatives. 2 awards nationwide.
* National Expansion of Employment Opportunities Network (NEEON) to remove barriers to employment – technical assistance to increase awareness of benefits planning. Winds up in August.
* SEEKS Grant is still operational with advisory committee. Held a topic in Spanish on Language Access.
* Network of ACL partners in Colorado (organizations funded through ACL with a disability focus) is garnering attention from HHS. They are coming to CO Springs and might highlight the work this network is doing.
* Letter of support for housing initiative – Sage asked if letter could be submitted. B&C doesn’t recommend signing a letter like that. Caitlin Adams is CDLE liaison.
* The SILC would like to pose a question to Boards & Commissions. We get reports from many organizations to sign on to initiatives and provide references for grants, and this request had no political or contentious content. ***What, then is acceptable to the Governor as far as letters of support?*** Additionally, we were told that anyone the SILC wants to send to the annual NCIL (National Council on Independent Living) conference is not allowed to march on the Capitol with the group. The march is about disability awareness, with minimal content around certain bills. **Where is the line for things like disability awareness marches and events?** Peter has offered to ask these questions.
* State Rehabilitation Council – Nominations

SRC Bylaws require a SILC Representative to their Committee. Charlotte Morgan is no longer able to attend these meetings. They are a state council that meets regularly, requires rep to be on a committee. Sort of like a DVR advisory board. Would have to go through Boards & Commissions. Will get more information for vote.

Nominations: Scott, Cat

**LUNCH PRESENTATION**

* Many thanks to NWCCI, who gave a terrific presentation about their programs and services. Please see the Power Point slides [here](https://docs.google.com/presentation/d/1XQ1Jl-7dubfDW8cMIhjL5s6ehVpvuyXL/edit?usp=drive_link&ouid=109313416728157999223&rtpof=true&sd=true). If you have further contacts, please contact [micheal@nwcci.org](micheal%40nwcci.org)

**PUBLIC COMMENT**

* No public comment

**SPIL TRAINING – Ty & Evan**

* Calendar – The committee has created a submission timeline:

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| --- | --- |
| July 13, 2023 | Watch Training to get a better understanding of the components of the SPIL Template which must be used to complete the next SPIL. |
| August 10, 2023 | 1. Familiarize the SPIL Committee with the Submission Timeline and SPIL Public Engagement Strategies.
2. 2. Review the Document was created during a previous SILC meeting by

David H. |
| August 15, 2023 | Utilize the SILC meet and greet to facilitate public feedback. |
| August 16, 2023 | Dedicate 1 ⁄ 3 of the meeting connected to the SPIL and have this 1 ⁄ 3 be open to the public. |
| August 17, 2023 | SILC will present at the CO Access and Functional Needs meeting to gear up for the 9/21 Public Feedback Session. |
| September 13, 2023 | Review current SPIL goals and the Public Engagement Strategies doc to determine what the 4 SPIL goals may be. |
| September 14, 2023 | Utilize ACCIL Retreat as a way to educate about and gain public feedback on the SPIL. |
| September 21, 2023 | SILC will gain public feedback from the CO Access and Functional Needs meeting. |
| September 30, 2023 | SILC utilizes a booth at the Deaf Awareness Night at the Colorado Rapids Game to educate and gain feedback on the SPIL. |
| October 12, 2023 | Utilize the SPIL committee and the Public Engagement Strategies doc to continue determining the 4 SPIL goals. |
| November 9, 2023 | Utilize the SPIL Committee and the Public Engagement Strategies Doc to continue determining the 4 SPIL Goals. |
| November 14, 2023 | Utilize the SILC meet and greet as a way to get public feedback on action steps for the 4 SPIL Goals. |
| November 15, 2023 | Present 4 goals to SILC Council during this quarterly meeting. CILil directors are asked to attend this meeting to provide a forum for feedback. |
| December 14, 2023 | Utilize the SPIL Committee to work on SPIL draft |
| January 11, 2024 | Utilize the SPIL Committee to continue work on SPIL d Draft |
| February 8, 2024 | Utilize the SPIL Committee to Complete the SPIL draft. |
| February 13, 2024 | Provide insight and viewing of the SPIL draft during the meet and greet. |
| February 14, 2024 | Present SPIL draft during SILC Meeting for feedback. |
| March 14, 2024 | Utilize the SPIL Committee to make suggested changes to the SPIL Draft. |
| April 11, 2024 | Utilize the SPIL Committee to Complete the SPIL Final Document. |
| May 9, 2024 | Utilize the SPIL Committee to Complete the SPIL Final Document. |
| May 15, 2024 | Vote to approve the final SPIL document at the SILC Council Quarterly Meeting |
| June 13, 2024 | Utilize the SPIL Committee to collect the required signatures to complete the SPIL. |
| June 30, 2024 | Submit Signed 2024 SPIL Document delivered toto ACL program officer. |

* Current Goals (2020 – 2024, with extension):
1. Develop strong and effective IL Network
2. Increase CIL’s influence in state and national systems advocacy efforts to ensure public policies represent all members of the disability community
3. Increase outreach, community education and employment efforts
4. Explore whether to become 723 state – completed. Decided not to.
* Technicalities – The SPIL is a Strategic Plan that goes for 3 years unless ACL decides differently. We recently had to submit a one-year technical change, which has been approved. We chose not to do a goal amendment. Our next SPIL is for 10/01/2024 - 09/30/2027. We have to submit by 06/30/2024. 51% of the Centers have to agree with the Plan. CILs become more involved every cycle. 6 of the 9 Executive Directors have not been part of this process before.
* Survey & Public Feedback – There are plans for statewide feedback, now including the Think Big Conference and the Rapids soccer game. We need to reach out to people who have expertise in their communities. Evan shared a survey form from Wyoming. We will be sure to add a quality-of-life measure, and something about emergency planning. It was suggested we add benefits planning and Social Security acquisition.

**COMMITTEE UPDATES**

* Membership (Martha):
	+ Motion to nominate Dr. Angela Green as a non-voting State representative from CDHS for a 3-year term beginning October 1, 2023, and recommend her to the Governor’s Boards and Commissions office.

**Motion** – Martha

**Second** – Jeremy

**Discussion** – Dr Green discussed some of the reasons she wants to be a part of the SILC and some of the things she does in her role to close all of the institutional training centers for people with I/DD. Our By-laws and the ACL say we need 2 state reps *in addition* to DVR.

**Vote** – Unanimous approval

* + Still technically out of compliance with our own Bylaws with 2 Members from Atlantis and 2 from The IC. Jeremy will look at this, but we can probably justify the Membership as (1) both Atlantis staff members started working there after their terms began with the SILC, and (2) while Edgar was elected by the SILC, Indy was appointed by the ACCIL.
	+ September training- either *SPIL* or *How to Read Financials*, with the other in October.
	+ Positions to fill 10/2024:
* End of first term: Matt, Susan, & Cat – all will probably re-apply
* End of 2nd term: Ty & Louise
* SPIL Committee (Evan): You’re welcome to attend! Meetings are the 2nd Thursday from 10:30 – 12:00. Some CILs might like to have on-site intensive training. Matt has a diverse stakeholder group that we could present to as well.
	+ SPIL Writing
	+ SPIL Monitoring
* Finance (Dan): Please see report [here](https://docs.google.com/document/d/1Uc3IBC8P6c44G3cRiC5P6Kzu6CawB7Oj/edit?usp=drive_link&ouid=109313416728157999223&rtpof=true&sd=true).
	+ Update – Closed out previous fiscal year and is adding monies to current budget. Would like entire SILC to discuss where money should be spent. Sarah is helping to ensure we don’t leave any money on the table. If you would like to add certain things or conferences to the budget, contact Dan before the next meeting. Will have new Part B money 10/01/2023. We currently have two doners making direct deposits.
	+ Please consider joining the Finance Committee, which meets 2nd Thursday at 2:30 pm.
	+ We will need at least $30K in the bank to be able to handle reimbursement billing to the Office of Independent Living.
	+ Grants – HRCP grant needs to be finished by December.
* Resource Development Committee (Evan):
	+ Focusing on Language Access Plan in order to uphold grant requirements.
	+ 3rd Wednesday at 3:30
* Youth Committee (Cat):
	+ Slide show of non-edited photos. YLF Testimonial & Presentation
	+ Last week of June at CSU. Hope to move around state more. 9 Delegates completed the Forum this year, one had to leave. All 9 want to participate in planning for next year. Surveys were sent out, and information will be included in report. First year that we have had grants. We need to have consistent support and people who are familiar with model. Some rekindling of relationships that existed previous to COVID.
	+ Cat and Stacey have stepped down from the Committee Chair positions, so that position will be open.
	+ 2024 YLF Shared Drive folder is set up, with tools developed by current members.
* Public Policy (Scott):
	+ Changing to Quarterly meetings
	+ Airport Factsheet and customer service improvement processes
	+ Would like to bring CDOT and transportation on next.
* Governance Committee (Jeremy):
* Connie has been Jeremy’s primary aide, and she has had medical issues and couldn’t assist. Things are back on par now and Jeremy anticipates having a report for the next council meeting.

**CLOSING THOUGHTS**

* Next meeting will be in November Wed 11/15 from 10 – 3.
* Contact Ty if you’re interested in any Board or Committee positions.
* November and February meetings will be virtual

**ADJOURN 3:18PM**

Minutes submitted by Martha Mason, Secretary, 08/28/2023