

Indiana Council on Independent Living (ICOIL)

**February 15, 2012 at 1 p.m.**

Indiana Government Center South (IGCS), Conference Room 18

402 West Washington Street, Indianapolis, Indiana

### **Meeting Minutes**

**Attendance:** Richard Simers, Dee Ann Hart, Josh Williams, Nancy Zemaitis (Designated State Unit [DSU] Representative), John Guingrich, Melissa Madill; Carol Baker, Justin Ogden, Cathlene Hardy Hansen

**Guests:** Nancy Young (DSU), Amy Browning (Southeast Indiana [SE IN] Independent Living Center), Peter Ciancone (Director of the Wabash Independent Living and Learning [WILL] Center, Terre Haute), Al Tolbert (Southern Indiana Center for Independent Living [SICIL])

### **Called to Order:**

Dee Ann Hart called the meeting to order at 1:09 p.m.

### **Roll Call:**

Roll call was taken.

### **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

### **Approval of the Agenda:**

Melissa Madill made a motion to approve the agenda, and Josh Williams seconded the motion. The motion passed.

### **Meeting Minutes Approval for January 11, 2012:**

John Guingrich made a motion to approve the minutes from January 11, 2012, and Richard Simers seconded the motion. The motion was passed.

### **Report from the DSU (Nancy Zemaitis):**

*Update: Nancy Zemaitis*

- Corrective Action Plan (CAP)
  - One area of concern was the Policy and Procedure Manual. All of the changes and corrections were accepted.

- The second area of concern was the Independent Living (IL) piece. A roster and a time line need to be provided to show its progress and goals. New language about confidentiality needs to be implemented during the renewal of contracts and new contracts.
- The third area of concern was financial information; still awaiting the news about the validity of the expenses.
- Chris Pope is now the contact for the rehab services administration.
- Doug Elwell is still serving as the interim contractor. Questions were asked about what he was able and not able to sign; still awaiting the answers.
- There was a Center for Independent Living (CIL) meeting held. During these meetings, other agency directors were invited to participate to see where ICOIL can be supported and support other agencies. This enabled time to think of collaboration ideas, especially with *The Money Follows the Person* grant.
- Vocational Rehabilitation (VR) was discussed.
  - The VR has permission to hire additional employees. There are still positions open for administrative staff and the field director position.
  - Blind Enterprise is able to hire another individual.
  - The VR will reach its 161-counselor capacity.
  - The state plan for the VR is still in progress.
    - It is actually an ongoing, yearly updating process.
    - Every three years the needs assessment plan and goals are evaluated and modified.

### **Executive Director Report (Carol Baker)**

- SILC Congress Meeting feedback was discussed.
  - During the Congress Meeting, Carol Baker passed out ICOIL's state report to colleagues. It got lots of attention throughout the meeting. John Guingrich asked if we could get feedback from those individuals who read the report. It was stated that the main critique of the report was that it contained no synopsis or summary of what it contained.

- While there, Carol Baker attended the Business Meeting; the meeting was about proposed resolutions.
  - One proposed resolution was having the SILC Congress Meeting in a virtual format. This resolution was not favored. What was discussed as a possibility was having the SILC Congress Meeting in a virtual format every other year. Next year's meeting will be in person.
  - Another proposed resolution was not charging for meals or a registration fee. This motion was passed at the SILC Congress Meeting.
  - Various states complained about these proposed resolutions because they were not passed out prior to the Congress Meeting for review by the states.
- Carol Baker picked up various time lines as guidelines for ICOIL's State Plan on Independent Living (SPIL). She has these guidelines available upon request.
- Discussion was held on placing progress reports on the Web site.
- Discussion was held on possibly contacting the Federal Emergency Management Agency (FEMA) for money and workgroup support.
- All awaiting new members should have their contracts signed and be appointed to ICOIL by the end of February.

**Report from Standing Committee/Ad Hoc Committee:**

*Executive Committee: Chair*

- The executive director contract renewal and proposed budget are still in progress.
- Richard Simer's resignation letter was received.
- Dee Ann Hart handed out various documents. Those documents are available upon request.
- The agenda for the National Council on Independent Living (NCIL) has not been established. No one volunteered to attend the NCIL. Richard Simer recommended that John Guingrich, Josh Williams, and Carol Baker attend. John Guingrich declined the invite.

Finance Committee: John Guingrich

- This month's report has a line item for out-of-state travel.
- A fax machine was purchased for Carol Baker's office.
- The budget is on-track.

Marketing, Outreach/Membership Committee: Dee Ann Hart

- Exhibit opportunities were discussed. There is one exhibit coming up in March.
- The roster needs to continuously be updated.

Planning Committee: Josh Williams

- No comments were made.

**Report from Part C and Part B Centers for Independent Living (Al Tolbert)**

- Al Tolbert from SICIL gave a presentation and brief overview of his center.
- He reported on their progress, goals, and services.
- Amy Browning also discussed the Southeastern Indiana Independent Living Center, located in Versailles, IN.
  - This center is not recognized by the state. They have still increased their revenue and number of customer services they can provide.

**Public Comments**

- Peter Ciancone, Director of the WILL Center, Terre Haute, announced that their center just signed a new lease on a larger facility. This will allow better access for customers.

**Motion:** Dee Ann Hart ended the meeting at 3:01 p.m.

The next meeting is set for **March 14, 2012** at 1 p.m. in Conference Room C in the IGCS. Individuals needing disability accommodations must contact the ICOIL Director at least **48 hours** prior to the ICOIL meeting by calling 317-809-0314.