

Meeting Minutes

Attendance: Carol Baker, Richard Simers, Jim McCormick, David Nelson, Dee Ann Hart, Nancy Zemaitis

Guests: Amy Browning (Southeast Indiana [SE IN] Independent Living Center), Chrissy Elzy (SE IN Independent Living Center), Nancy Young (Designated State Unit [DSU]), Lisa Oliver, Dianne Cormier

Dee Ann Hart chaired the meeting at the request of Richard Simers due to loss of voice.

Meeting Minute Approval:

- Richard Simers made a motion to approve the agenda; it was seconded by David Nelson and passed.
- Jim McCormick made a motion to approve the minutes for the March 9, 2011 meeting; it was seconded by David Nelson and passed.

Report from the DSU (Nancy Zemaitis):

- Vocational Rehabilitation Services State Plan hearings are set up for next week. There will be five across the state.
- VR decided to try a public hearing through a conference call. On April 21, there will be 124 lines from 5 p.m. – 7 p.m. for people to call in. It will be conducted like a conference call. People can enter and exit during the two-hour time period. Nancy Zemaitis will ask them if they are going to testify. At two minutes each, it is possible to accommodate 60 people in that two-hour time span.
- It is mandatory to review the state plan at least annually, and revise as needed.
- Different-colored fonts are used to highlight changes, which have proven to be helpful.

Corporate Development Unit

- DSU is working with different State Agencies, such as Workforce Development, to try and match people looking for work with appropriate competitive work at different employers. Nancy Zemaitis encourages everyone to advocate for people with disabilities to recruit for jobs in the corporate and business venues.

- DSU Policies and Procedures are being updated.
- An update has been submitted to the approved corrective action plan (CAP). The first quarterly report has been submitted to RSA
- Independent Living Piece of the CAP: The group went through all of it, but has not heard back from RSA and is still awaiting response.
- No feedback has been provided yet regarding any payback situations Indiana might have.

Center Meeting:

- On April 7, 2011, DSU met with all center directors with which DSU has a contract. The Independent Living module for incorporation into the VR Leadership Academy was discussed and audio and text changes have been made. There was/is an ICOIL slide, and a hyperlink will be sent out for directors to review and approve. Nancy Young asked for a summary to be given of what centers do.
- The new bill regarding Charter Schools and the applicability of The American with Disabilities Act (ADA) was discussed (current legislation reflects that ADA will not be applicable) A quick vote is anticipated.
- In addition to state plan attachments, there are three Policy and Procedure Manual Chapters out for public comment:
 - Cap on services. The RSA said arbitrary limits cannot be placed on VR services, so language in the PPM has been revised.
 - The Individual plan for employment chapter has been revised – the VR area supervisor will no longer approve all plans prior to implementation. Rather, there will be a random sample of IPEs reviewed by the area supervisor as part of quality assurance.
 - Determining severity of the disability. Changes were made in the descriptions of functional limitations and in the number of functional areas to determine the significance of the disability. Every VR customer is determined to have either a most significant disability, a significant disability, or a disability.

Report from Standing Committee

- Carol Baker summarized that the Governor's office provides recommendations. Six names were provided, and the committee is recommending four of those six people (John Gingrich, John Ogden, Josh

Williams, and Cathleen Hardy). Carol Baker passed around documents for viewing.

- Three other people were supposed to send their applications, but have not as of today's meeting.
- Dee Ann Hart discussed and passed around a paper posing the following question: should center employees be allowed to be members of Council? David Nelson will ask regarding particular individual(s) discussed.
- Independent contractors are not an issue, although employees/staff are. As David Nelson stated, "This is not a Title 7 issue."
- The handout sparked discussion. Jim McCormick noted that employees can be members of the Council, just not counted as part of the majority. David Nelson reiterated that it is not a Title 7 issue.
- David Nelson asked if any of the applicants were of some minority status and stressed his hope that such an applicant would become available. Carol Baker stated that she was unaware of the minority status of the present applicants.

Executive Committee

- Richard Simers had no issues to report at this time.
- Nancy Zemaitis had to exit the meeting at this time.
- Nancy Young entered the meeting at this time.

Finance Committee

- Carol Baker distributed to everyone present a copy of the budget. She was contacted by DSU about how funding sources may be changed or affected. This is effective through May 31.
- The Council went through the budget line-by-line.
- All numbers are based on June 1.
- Carol Baker stated that there is a need to look at Directors and Officers (D&O) insurance. The cost is unknown. David Nelson stated that he believed it would be under \$2,000.
- An assessment also needs to be done. (In the state plan, it was asked that an assessment of satisfaction with Supporting Independent Lifestyles (SILs) be done.) Carol Baker is researching options. David Nelson expressed that survey satisfactions are tied to an evaluation much more meaningful, and it was agreed that a questionnaire alone is meaningless.

- Carol Baker summarized that money needs to be set aside for this issue (i.e., a type of outsourced program to collect this information).
- David Nelson said he was open to discussion regarding money. Jim McCormick wondered whether it could be rolled over. Carol Baker replied that it could be, but its purpose will need to be defined. Depending on whether out-of-state approval is received, \$12 – \$15K will probably be left over.
- David Nelson asked if there is anything in the state plan that needs to have an infusion of resources. Carol Baker did not believe that to be the case and Dee Ann Hart concurred.
- Brilljent is looking into the possibilities of Carol Baker/the Council being responsible for making fresh changes and updates to the Web site, rather than being dependent on Brilljent for this work. The Council incurs a cost each time Brilljent makes changes; if the Council could directly update the Web site, those costs could be saved.
- Dee Ann Hart believes that the SILS assessment plan is a good idea and proposes that the Council pursue it.
- David Nelson recommended the SILs assessment be contracted out. He thinks the D&O insurance is a good plan and that the planning idea was positive.
- Jim McCormick asked if the dollar amount was the same for the new budget, and Carol Baker confirmed that it was.
- Carol Baker is attending a meeting later in the afternoon concerning the budget.
- Amy Browning and Chrissy Elzy asked if this was a “use it or lose it” situation.

Planning Committee (without chair; Dee Ann Hart led)

- Planning Day needs to be planned. Dee Ann Hart asked if anyone was interested in chairing that committee; no offers were made.

Director’s Report (Legislative Awareness Day)

- Carol Baker stated that the report was 73 pages and posted on the Web site (e.g., Microsoft PowerPoint presentations, etc.).
- It is planned to have 200 reports printed and bound. Carol Baker researched two estimates: one, from an Amish company (Prairie Creek Printing), and

one from FedEx Kinko's. The estimate from the Prairie Creek Printing is \$300; the estimate from FedEx Kinko's is \$3,000.

- Carol Baker proposes that of these 200 copies, 150 (it is 150) be taken to the State house and placed directly in legislators' mailboxes, and the balance of the copies be distributed to various companies and councils.
- Carol Baker stated that FedEx Kinko's is sending another, off-site quote, but that Prairie Creek Printing would most likely be the reasonable choice. It was agreed that printing/binding/handing out reports was an excellent idea.
- Carol Baker handed out the cover letter to be reviewed.
- Jim McCormick made a motion to approve the bid from the Amish company. It was seconded by David Nelson and approved.
- Carol Baker will ensure that the reports are delivered, and requests that she be informed if those present can recollect a particular individual or group to whom it would be beneficial to deliver a hard copy.
- The policies and bylaws have been sent out. Conflict-of-Interest policy forms were distributed around the room to be read and signed. Discussion was sparked and David Nelson and Jim McCormick expressed concern that the report may be missing certain information that needs to be included to be in compliance. Upon request from Carol Baker, David Nelson and Jim McCormick carefully reviewed the report for anything else that needs to be amended or changed. The consensus was that just the top page needs to be changed.
- Conflict-of-Interest policy forms were signed and returned.

Possible Discussion Items

Bylaws

- Richard Simers proposed two bylaw changes:
 - Section 1. Name, add last sentence: "ICOIL is recognized by the Internal Revenue Service as a 501C3 organization."
 - Section 8. Vice-Chair #3 ... Delete paragraph and replace with "The Vice-Chair automatically becomes the Chair."
- Discussion ensued concerning these two bylaw changes. David Nelson asked what is said about amendments to bylaw changes by notice. Richard Simers requests notice in these minutes. A vote will be put forth in next month's meeting.

- David Nelson and Jim McCormick discussed the implications of changing such definition(s) of ICOIL. History of origins and present wording, and need for clarification or redefining was discussed. Recognition of the intent but discussion was about whether suggested wording would accomplish the goal. It was decided that these changes shall be sent out presently and voted on next month.

Clubhouses (Dee Ann Hart chaired)

- David Nelson and Jim McCormick agree on the essence is of who is going to certify; and question of reimbursement.
- Coding has been dropped. There has been a significant MRO revision. Medicare options changed.
- Jim McCormick stated that a lot of centers are billing clubhouse under partial hospitalization; but, whenever the state is audited by the Feds, lots of questions occur regarding clubhouses.
- David Nelson stated that although language has been presented to tighten it up, roadblocks remain with inappropriate suggestions regarding funding. It is a consumer-driven model. He reiterated his concern about this and its implications.
- Jim McCormick recapped the history of clubhouses.
- Carol Baker suggested that something be written up concerning this issue and placed on the Web site. David Nelson stated that he already has something in writing, but needs to get permission for it to be put on the Web site.
- David Nelson restated his belief in the benefits of the clubhouse concept and philosophy and its advantageous impact for independent living. It is consumer driven, but/and consistent with the values of independent living.

Funding (Jim McCormick chaired)

- Jim McCormick spoke with John Trent about raising revenue. In the course of this discussion, Jim McCormick learned that 14 states attach additional fees on state police citations/tickets (e.g., New York: \$5 – accumulates \$14 – \$18 million dollars spent toward spinal cord injury; New Jersey: \$1; Missouri: \$1).
- ICOIL could be the entity to see to equitable distribution of those dollars to existing centers and creating new centers in the future. Carol Baker will follow up on this issue.

- Carol Baker mentioned that Indiana already collects a surcharge through the Bureau of Motor Vehicles (BMV) for various causes. Jim McCormick said that he believed there existed great income potential for existing and future centers. David Nelson stated that although members currently view this as “just another tax,” that it is definitely worth pursuing, and repeatedly, if need be.

Public Comments

- Dee Ann Hart wanted to discuss available taxi services to persons with disabilities. She asked for stories from the Transportation Committee for people who, in the past, have needed taxi services and had problems. Stories can be sent to Carol Baker (send to: Carol@ICOIL.org) and she will forward them.
- There were no other contributions offered.
- At 3:03pm, Dee Ann Hart made a motion for the meeting to be adjourned. It was passed.