

**INDIANA STATEWIDE INDEPENDENT LIVING COUNCIL (INSILC)
MINUTES**

July 13th, 2016 – 1:00 p.m.
Indiana Government Center South
Conference Center – Conference Room C
402 W. Washington Street, Indianapolis, IN 46204

INSILC Members Present: Peri Rogowski, Fred Vaiana, Chris Cleveland, Peter Ciancone, Thom Hayes, and Bonnie Bomer

NSILC Members Absent: Erin Hall, Cynthia Rockwell, and Bill Fama

Guest Present: Amber O’Haver, Teresa Koleszar

- I. **Welcome and Call to Order:** Chairperson, Chris Cleveland, called the meeting to order at 1:02 p.m.
- II. **Pledge of Allegiance:** INSILC Board Members and guests recited the Pledge of Allegiance
- III. **Roll Call:** Peri Rogowski (DSE liaison, Non-Voting Member, Fred Vaiana (Voting Member), Amber O’Haver (INSILC Executive Director), Chris Cleveland (Chairperson, Voting Member), Peter Ciancone (Treasurer, Voting Member), Thom Hayes (State Agency Rep., Non-Voting Member), Bonnie Bomer (State Agency Rep., Non-Voting Member)
- IV. **Approval of the Agenda:** The agenda for the meeting was distributed. Motion to approve the agenda was made by Fred Vaiana. The motion was seconded by Peter Ciancone and the motion was passed.
- V. **Statement of the Chair:** Code of Conduct was read aloud to the Council and audience by Chairperson, Chris Cleveland. He noted that Beverly Harding has resigned from the council, resulting in a total of 5 voting members. This changed the quorum amount to 3 voting members. He noted that Cynthia Rockwell and Bill Fama were not present, leaving 3 voting members present to create a quorum. Chris Cleveland reminded the public that there will be an opportunity for public comment following the meeting. He reminded the council and public that the comments would be limited to five minutes and that the council does not have an obligation to respond to public comments.
- VI. **Approval of Minutes (06-08- 16):** Peter Ciancone made a motion to approve the minutes. Fred Vaiana seconded the motion and the motion was passed.
- VII. **Treasurer’s Report:** Peter Ciancone handed out documents stating they have a P&L itemizing expenses from October 2015 - May of 2016 and a balance sheet dated through May 31st of 2016. There was a question from asking if the month of May was operating at a loss. Peter Ciancone explained that the budget is running on an accrual basis which may result in some months showing a loss, as all expenses accrued may not have been reimbursed during the same month. Peter Ciancone noted where the total balance

can be found to show total operating costs and revenues. Fred Vaiana made a motion to approve the Treasurer's report. Peter Ciancone seconded the motion and the motion passed.

VIII. Old Business

- A. SPIL 2017-2019 Final Draft:** Peter Ciancone reported that there is no update on the SPIL Final Draft as it was submitted on June 27th. He explained that they are waiting to receive input from Washington. Peter Ciancone noted that the Council would like to have the SPIL approved by ACL to begin implementing it by October 1, 2016 and explained that the last plan received questions from RSA which delayed the current SPIL not being approved until March 2015.
- B. SILC Training:** Amber O'Haver reminded everyone that there will be training following the meeting. They will be going through the resource plan and power point. Amber O'Haver noted that it can be viewed by a live video link and at 3:00 p.m. there will be a live question and answer session.

IX. New Business

- A. ACL Standards and Indicators:** Amber O'Haver let the council and public know that she sent out the standards and indicators from ACL to the Council to ask if there were any comments they would like her to submit to ACL regarding these. Amber O'Haver noted that these standards and indicators are already in their state plan and that they will be following these. She pointed out two changes from the SILC Congress that had not yet been discussed. These additions read: 1. The supervisor advises and evaluates its Executive Director and the SILC Executive Director advises and evaluates SILC staff. 2. During the SPIL development period, the SILC has a process which determines the process on which CILs are eligible to sign the state plan.
- B. Updated Funding Formula:** Amber O'Haver shared with the council a scope of work from Patricia Yeager and Associates in relation to an updated funding formula. Amber O'Haver asked the council if there were any questions and explained that the information shows the cost of the funding formula and what the Council would receive in return. She notes that the scope of work explains the formula, its uses and the benefits for Indiana. It would provide information on SILC catchment areas as well as information in regards to baby-boomers and those with conditions of aging. This information will illustrate how to grow current catchment areas, where to create new CILs, and the cost to serve each county. Fred Vaiana motioned to approve funding of the updated funding formula. Peter Ciancone seconded the motion asking for clarification that there will be a written contract for the Council to work with. Amber O'Haver stated that there would be a written contract and the motion was approved.
- C. 501c3:** Chris Cleveland stated that Amber O'Haver was asked to investigate establishing INSILC as a 501c3. Amber O'Haver updated the council on her investigation with ILRU's technical assistance team and the Executive Directors from the West Virginia and Arizona SILCs. She noted that the

feedback was to strongly recommend transitioning to a 501c3 for two main reasons. 1. This eliminates the need for a fiscal agent, allowing funds to stay with the council and, 2. Allows for more of an independent set up from the state, allowing business to be conducted in the way that federal regulation allows. Fred Vaiana asked if this would make the center less bureaucratic. Amber O’Haver noted that the transition to a 501c3 would limit layers, ease cash flow, and make the flow of how the organizations would run more efficient. Fred Vaiana asked if Amber O’Haver spoke with other centers about working as 501c3s and she responded that a majority of SILCs operate as a 501c3. Amber O’Haver added that under the new WIOA (Workforce Innovation and Opportunity Act) regulations that the council will have the authority to conduct resource development, meaning that they can apply for grants, receive donations, and utilize other forms of funding. Fred Vaiana asked for information on the cons in relation to the transition and Amber O’Haver explained that there would be additional responsibilities of the council, specifically the Executive Director, in following the 990 and performing oversight of the fiscal responsibilities. Fred Vaiana shared that they are supportive of the application to become a 501c3 and asked if there was a deadline for this. Amber O’Haver explained that there is a contract with the state fiscal agent through December, and they hope to have the transition completed prior to this date. Fred Vaiana motioned to approve INSILC becoming a 501c3. Peter Ciancone seconded this motion and the motion was approved.

- D. SILC Congress Conference:** Amber O’Haver shared that the SILC Congress Conference has been posted online and that the dates are January 17th through January 20th in Phoenix Arizona. Peri Rogowski asked that those who plan on attending start the registration process sooner rather than later.
- E. Election of Officers:** Chris Cleveland shared that the council will be electing officers next month and that they are currently taking nominations for President, Vice President, Treasurer, and Secretary. This topic was left open for discussion. No nominations were given. Chris Cleveland asked Amber O’Haver to send out the call to membership for presenting a slate of officers in August. This will allow the opportunity for those not in attendance to give nominations.

X: Update Reports and Comments

A. Executive Director Report state by Amber O’Haver:

- The submission of the SPIL occurred in June. She thanked everyone who participated in making the creation and submission happen.
- Tonya and Amber presented on IL and the CILs last month for a field chat to Vocational Rehabilitation (VR) councilors and Amber thanked Tonya for including INSILC.
- Amber O’Haver is currently reviewing resumes for the assistant position. She has an interview scheduled on Monday and will be interviewing one or two additional candidates. She stated that she is hoping to get

someone started in August, September at the latest. Amber O'Haver explained that it is currently part time (10 hours).

- The live stream Council meetings are now archived and available on the INSILC website. These can be viewed as far back as 2014.
- The Governor's Council for People with Disabilities has their five year plan open for public comment. Comment is due by the end of July. They have five goals and Amber O'Haver encouraged people to look through them. Indiana Disability Rights (IDR) is also seeking comment on their plan that is due by August 15th. The Indiana Housing Trust Fund (IHTF) public comment is also due by the end of the month. The state has been awarded three million dollars to use for extremely low income populations for affordable housing. Right now all of this money is being directed towards the homeless population. None if it is going towards people with disabilities, one of Indiana's most vulnerable populations. Amber O'Haver encouraged comments and noted that she will be commenting.
- The Division of Aging is urging people to complete a survey on Home and Community Based Services (HCBS) on what works and what doesn't. They are hoping to use this information to develop new policies and procedures.

B. Outreach Committee: Chris Cleveland noted that the next meeting will be at the Fair Housing Center next Thursday July 21st from 10am-12pm. Additional information can be found on the INSILC website, www.INSILC.org and accommodation request information can be found on the website as well.

C. SPIL Committee (2017-2019): Peter Ciancone noted that there is nothing to report as the SPIL has been submitted.

D. Update—DSE—by Peri Rogowski

- The Feds released their final WIOA (The Workforce Innovation Opportunity Act) regulations to the federal register. They are still working reviewing the 400+ page document and will later release information on how this will effect their current programs. She noted that she has sent the document to the council and invited others to review it.
- Two RFPs, one for a case management system and another for a new claim payment system with Vocational Rehabilitation (VR). The bidding process for the claim payment system will be closing on the 31st.
- There has been a staff change in relation to Blind services and OIB. Julia Anderson who was working with the OIB program has left, and Tonya Ressler is going to be taking over and assuming Julia's duties. Peri Rogowski notes that this will hopefully be an easy transition.

E. Update—IDR—Bonnie Bomer:

- IPAS (Indiana Protection and Advocacy Services) is now known as IDR (Indiana Disability Rights). They are in process of rebranding.

- In the employment arena they are working a lot with Employment First legislation and some monitoring/surveying sheltered workshops, looking at employment options of people with disabilities in the state.

F. Update—Centers for Independent Living

- **Peter Ciancone (WILL Center):** They have been busy and recently put out \$45,000 worth of grant applications. Their ramp program is moving along and they have been meeting with a correctional facility about the incorporation of trustees to work alongside their construction efforts. This would be an addition to their partnership with SAWs. They are holding an event in Terre Haute that will bring vendors out to demonstrate assistive technology. They have over 40 people signed up to attend.
- **Teresa Torres (Everybody Counts & Everybody Counts North):** Their focus is currently in systems advocacy and insuring that the SILC follows federal regulations. Teresa made a formal request for a copy of the policy from the ACL draft noting which centers could and could not develop and sign off on the state plan. Amber O’Haver explained that this was not a policy and quoted text from the ACLs draft of SILC standards & indicators that are currently posted for comment. It reads, “The SILC has a process to determine which CILs are eligible to sign the SPIL”. At this time, Council members continued to ask Teresa if the information she was sharing was in relation to updates from her centers. She stated that their priority is in systems advocacy and closing down INSILC. Fred Vaiana asked that because he is new and needs time to process the information, that she send her concerns to the council in writing.

G. Public Comments: Chris Cleveland opened the floor to public comments, stated that the Council has the choice to respond or not respond to those comments, and that each person will have five minutes to speak.

- **George - Lake County -** addressed concerns about the format of the Treasurer’s report and questions on who is receiving funding, ICOIL or INSILC. He also expressed concerns about the transition to a 501c3 in relation to needing a CPA to navigate the requirements. He additionally referenced Section 2.2 Subpart B in the state plan, the section highlighted in blue, asking for clarification on CILs that can and cannot be involved in the creation of the state plan. His final concern was in relation to Section 4.2 where it states that meetings are open to the public except for confidential matters. He would like to see the term “confidential matters” defined.
- **Rene Jackson—Lake County—**shared that she feels the Council is trying to reinvent the wheel by creating a 501c3. She explained that she feels the Council is not doing the appropriate systems advocacy work. In addition, she wants to know why she was not selected as a member of the INSILC committee.

- Sarah—CDAP Youth Program—asked if INSILC has any programs or internships to promote Youth engagement. Amber O’Haver responded, noting the importance of youth engagement, and stated that INSILC doesn’t currently have any internships for youth but that youth and all people are encouraged to attend their Council meetings.
- Northwest Indiana Guest - The organization she works with is trying to engage marginalized populations, especially disabled youth whose families don’t have access to resources on independence. Peter Ciancone offered information about the role of centers with Youth and information on the center that serves her area both in Indiana and Illinois. Peter Ciancone directed her to the INSILC website as well as the individual center websites and gives examples of some of the youth programs. She asked for further information on the statistics used to generate the funding formula. Peter Ciancone directed her to the previous report to see more information and stated that things like population size, median income, and demographic information are used to draw the information.
- Teresa Torres—Lake County—expressed her disagreement with how funding has been previously allocated.

XI: Adjournment: Chris Cleveland called for a motion to adjourn the meeting. Peter Ciancone motioned to adjourn the meeting and the motion was seconded by Fred Vaiana. The meeting was adjourned at 2:14 p.m. The next meeting is scheduled for August 10th from 1:00 p.m. - 4:30 p.m. in the Indiana Government Center, Conference Rooms 4 & 5.