

Indiana Council on Independent Living (ICOIL)

August 8, 2012 at 1 p.m.

Indiana Government Center South (IGCS), Conference Room B

402 West Washington Street, Indianapolis, Indiana

Meeting Minutes

Attendance: Dee Ann Hart, Josh Williams, Kristy Cook (Designated State Unit [DSU] Representative), Carol Baker, Peter Ciancone, Holly Wimsatt, Chrissy Elzy, Justin Ogden

Guests: Richard Simers, Jim McCormick, (Richmond Center for Independent Living [CIL]), Nancy Young (DSU)

Called to Order:

Dee Ann Hart called the meeting to order at 1:17 p.m.

Roll Call:

Roll call was taken.

Pledge of Allegiance

The Pledge of Allegiance was not recited.

Approval of the Agenda

Josh Williams made a motion to approve the agenda, and Peter Ciancone seconded the motion. The motion was passed.

Meeting Minutes Approval for June 13, 2012

Dee Ann Hart made a motion to approve the meeting minutes from June 13, 2012, and Josh Williams seconded the motion. The motion was passed.

Meeting Minutes Approval for July 11, 2012

Dee Ann Hart made a motion to approve the meeting minutes from July 11, 2012, and Josh Williams seconded the motion. The motion was passed.

Council Business

Update from Chair (Dee Ann Hart)

- Dee Ann Hart reported that two ICOIL members will attend the federal review of a Center of Independent Living (CIL). Dee Ann Hart will be in attendance on Monday, August 13, 2012, and Justin Ogden will be in attendance on Wednesday, August 15, 2012.

Election/Annual Meeting in September

- Annual elections are scheduled for September 2012. A nomination form identifying each office was given to attendants. The nominations are due by the next meeting on September 11, 2012, and can be given to Carol Baker directly or via e-mail.

Membership Drive

- In an effort to increase awareness and membership, the Marketing and Membership Committee has developed a short summary to quickly and simply define ICOIL. This can be used to call potential ICOIL members.
 - Each member is tasked with calling three people to extend an invitation to become an ICOIL member. Members should e-mail Carol Baker the potential member's information.

Training and Technical Assistance

- The annual 704 report is due in October. Included in the report is a form to outline technical assistance and training needs. Members are expected to fill out the form.

Marketing/Membership Workgroup Discussion

- A suggestion was made to combine the Marketing, Outreach, and Membership Committees. This change would involve changing the bylaws. Once the bylaws are revised, a motion will be made to combine the two committees.

Report from the DSU (Kristy Cook)

Update: Kristy Cook

- The Corrective Action Plan (CAP) is still in effect until the membership issue is resolved.
- Progress continues with staffing for Vocational Rehabilitation Services (VRS).
 - All counselor and supervisor positions are on the job bank and interviews are being conducted.
 - DSU is still working on filling the training coordinator position vacated by Jeff Hughes who is now the manager for Region 5.
 - DSU is waiting on approval to post a position available in the employment division.

- The Fort Wayne, Indiana office is looking to hire a secretary.
- There is an Information Technology (IT) position posted on the job bank.
- The state plan for VR was submitted on June 29, 2012. To date, there has not been any correspondence received back from them. Approval is due by August 30, 2012.
- A visit has been scheduled for all but two CILs. Kristy Cook will send out an agenda once she has finalized her schedule.
- Kristy Cook is on the audit review team for an upcoming Rehabilitation Services Agency (RSA) audit.
- A representative with CIL Suite/CIL Connector would like to present to the committee; however, neither an in-person presentation nor a Webinar are feasible options. An option to present to a small group who would provide feedback to the committee was suggested.

Executive Director Report (Carol Baker)

- The Point, a publication from the Equal Rights Center, was passed around the group.
- An exhibitor opportunity from the Governor's Council was extended to ICOIL. The dates are September 4 and 5, 2012. The theme is "Community Connections." The fee to be an exhibitor is \$250; the fee to attend the conference is \$135 per person. Interested participants are to contact Carol Baker.
- Guidance was distributed regarding the lobbying issue. As the State Plan goals are being written, this guidance is required to be incorporated.
 - ICOIL approached Briljent for assistance with creating a position paper.
 - Briljent will submit a bid for creating an ICOIL database for the various outreach resources. In addition, Briljent was approached to assist with developing an outline for an annual retreat with potential partners and agencies.
- Carol Baker recently contacted RSA for a ruling for reappointing ICOIL members. As of now, there is no firm rule stating how long a person has to be off the council before he or she may be reappointed.
 - By the end of August 2012, there are two yet-to-be-named appointees.

- Carol Baker and Dee Ann Hart will be attending “Framing Training” the week of August 20, 2012. Sponsored by the Governors Council, this training teaches improved document writing for various audiences.
- Dee Ann Hart requested an ad hoc committee to discuss the Organizational Consumer Investment Fund application.

Report from Standing Committee/Ad Hoc Committee

Executive Committee: Chair

- The Executive Committee did not meet.

Finance Committee: John Guingrich

- The Finance Committee did not meet.

Marketing, Outreach/Membership Committee: Peter Ciancone

- The Marketing committee developed a standard disclaimer to alleviate liability concerns on information posted that is beyond the control of ICOIL. The document is being reviewed by an attorney.

Planning Committee: Josh Williams

- A workgroup met on August 8, 2012 to review and add input, comments, and changes. Once the goals are finalized, the workgroup will present them to the Council.

Update from Part C or Part B Center for Independent Living

- There were no representatives present.

CIL (Jim McCormick from the Independent Living Center of Eastern Indiana, Inc. [ILCEIN])

- Jim McCormick spoke about ILCEIN.
 - The agency serves the following counties:
 - Decatur
 - Fayette
 - Franklin
 - Henry
 - Rush
 - Union
 - Wayne

- The Center provides the following major programs:
 - Older, blind, and visually impaired
 - Independent living
 - Special education student and parent peer support
- Jim McCormick provided a handout of frequently asked questions (FAQs).

Public Comments

No comments were received

Motion: Dee Ann Hart ended the meeting at 2:24 p.m.

The next meeting is set for **September 11, 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.