



## **INSILC Public Meeting**

Interim Chair: Abigail Fleenor

Facilitator: Kellyeanne Norrod

December 7, 2022, 1pm – 3pm EST

Virtual Meeting via Zoom: <https://us06web.zoom.us/j/89293254062>

Meeting Documents:

- Council Meeting Agenda 12-07-22
- CIL Rep Report 09.28.22

## **Attendees**

Interim Chair Fleenor called the Indiana Statewide Independent Living Council (INSILC) Public Meeting to order at 1:07pm on the INSILC Zoom Meeting. Those in attendance and constituting quorum were the following (7) members:

- Abigail “Abby” Fleenor, Interim Chair
- Kacie Weldy, Member
- Emma Sullivan, Member
- Kelsey Cowley
- Tammy Themel, CIL Director Representative
- Theresa Koleszar, DSE Representative
- Leslie Huckleberry

## **Absentees**

Three (3) notable absences:

- Amber O’Haver, Executive Director (excused)
- Morgan Daly, Director of Policy & Procedures (excused)
- Gary Olsen, Member (unexcused)

## I. Call to Order

### Roll call and introductions

- Roll call of Council members and introductions to each member of the council

### Approval of the Meeting Minutes

- **TABLED:** Interim Chair tabled approval of the October 6, 2022 minutes until the January 2023 meeting;

### Notice of Upcoming Meetings

- Upcoming Meeting Dates for 2023:  
January 11, February 8, March 8, April 12, May 10, & June 14
- Upcoming Meeting Times: 1-3pm EST
- Meetings to be held monthly & will work with other partners in the Independent Living Network.

## II. Executive Board Elections

### Nomination of Officers;

- Abby Fleenor- Chair
- Emma Sullivan- Vice Chair
- Tammy Themel- Treasurer
- Kacie Weldy- Secretary

**MOTION:** T. Themel moved to accept and to vote on the slate of officers as presented for nomination and immediate appointment to the Executive Board.

Seconded by Emma Sullivan and motion carries 5-0 without dissent

## III. Public Comments Session I – Open for 15 Minutes

### Notice of Recording of Public Comments.

- Secretary K. Weldy shares intention of recording public comments for the purpose of council responses to concerns and action items.

**ACTION:** Public Comments be recorded & Council responded when appropriate.

### **Lorrelle Kilpatrick & Teresa Torres**

- Inquiry of the format and timing for Public Comments on the agenda.
  - Chair A. Fleenor confirmed that Public Comments are to be on the agenda at the beginning and the ending of each Council meeting. Time limits are five minutes per person, for up to a 15 minute time period for Public Comment Session I

### **Lorrelle Kilpatrick**

- Expressed appreciation for direct answering of questions.
- Feels it would be optimal to utilize the Chat feature vs. Question & Answer feature of Zoom for communications between Public Member Attendees and Council Members.
- Inquiry if there will eventually be face-to-face meetings in the New Year or if the Council may attempt to host hybrid format meetings.
  - Chair A. Fleenor gave response: For now, meetings will continue to be virtual meetings, with a goal to move to a hybrid format after the start of the New Year.

**ACTION:** Council meetings to transition to Hybrid (Face-to-Face & Virtual) meetings in 2023.

### **Leslie Hawker**

- Expressed appreciation of the meeting agenda posted on the INSILC Website and the action to have two Public Comment sessions on the meeting agenda. Looking forward to seeing changes in the future.

### **Teresa Torres**

- Request for contact information for or for the ability to solicit participation of an Everybody Counts survey to current and past Council members from the past two to three years. This survey is a deliverable of the center's contract with the Bureau of Rehabilitation Services to create a snapshot of the Independent Living Network and identify potential INSILC council members.
  - Chair A. Fleenor gave response: Council member emails are in process currently and will support outreach to prior council members.

### **ACTION:**

1. Everybody Counts Survey to be forwarded to Chair A. Fleenor & support in reaching prior council members from the past two to three years will be given.

2. Council members are being issued council email addresses to be accessible to the public.
- Inquiry of acknowledgement by the Council of longstanding agenda item of Facilitated Discussions with Everybody Counts for the past three years
    - Chair A. Fleenor gave response:
      1. Chair A. Fleenor is aware of the history and some of the details of this topic. The Council will be addressing this topic.
      2. The Council is also actively seeking ways to facilitate Council & Center for Independent Living (CIL) center engagement opportunities. One possible engagement is having a rotating meeting schedule in which each CIL will actively participate to give representation of their center during the Public Meetings.

**ACTION:** Address as a council and focus on forward movement of interactions between the Council and Everybody Counts/Everybody Counts North and update on the agenda item of Facilitated Discussions with Everybody Counts CIL.

### **Rita Jackson**

- Where is the Executive Director for this meeting?
  - Chair A. Fleenor shared that Executive Director O'Haver is currently on Leave of Absence.

## **IV. Committee & State Updates, Reports, and Comments**

### **The following reports will be provided in January**

- I. INSILC Executive Director Report – No Report
- II. INSILC SPIL Committee Report
- III. INSILC Membership & Recruitment Nomination Committee – No Report
- IV. 2022 Council Training – Report

### **State Agency Report – Theresa Koleszar**

- Report will be brief and other needs will be addressed later in the agenda for the contract between INSILC and BRS that had expired on September 30<sup>th</sup>, 2022.
- Annual BRS report is in process and will be published soon. Ms. Koleszar will share once published.

### **CIL Director Representative Report**

- CIL Director Representative Tammy Themel read portions of the CIL Director Report into the public record--voicing concerns to the INSILC Council of many critical issues.
- After the Public Comment Session II, it was agreed to attach the CIL Representative report in its entirety to these minutes.

## **V. Continuing Business**

### **INSILC/DSE 2-Year Funding Contract – Updated Scope of Work & Deliverables\***

- Discussions:
  - Secretary K. Weldy shared that of the concerns raised in the prior public meeting, that DSE Representative T. Koleszar provided the requested proof that other contracts utilize the same language regarding Open Door/Sunshine Law verbiage. States support of the contract with this information brought forth.
  - Vice Chair E. Sullivan- Will the insurance coverage amount within be amended to the desired amount of \$1 million.
  - DSE Representative T. Koleszar assures that the contract will be amended.

**MOTION:** T. Themel makes the motion to approve the State Funding Contract with the amendment to reduce the insurance coverage amount to \$1 Million and all other language accepted as written.

Seconded by Kacie Weldy and motion carries 5-0 without dissent.

## **VII. New Business**

### **FFY 2023 INSILC Budget\***

- Discussions:
  - Treasurer T. Themel requests that the current budget provided at the October 6<sup>th</sup>, 2022 Public Meeting be adopted by the council as a placeholder until Council finances can be fully reviewed.
  - DSE Representative T. Koleszar offered that the state funding contract can be looked at again and amended after a new budget is finalized for the Council.

**MOTION:** T. Themel makes the motion to approve the proposed INSILC budget as a placeholder until a full financial review is complete.

Seconded by Emma Sullivan and motion carries 5-0 without dissent.

**ACTION:** Council review of financials.

**ACL Public Health Workforce Funds (to DSE):**

The INSILC hereby states its stance that it is in full support of Equal Allocation & Distribution of Funds to the Four (4) Part B Indiana Centers for Independent Living.

## **VIII. Public Comments Session II – Open for Remainder of Meeting time**

**Notice of maintaining five-minute time limit, but since agenda items are complete, with approval of Council members, will extend the Public Comment Session II period.**

**Rita Jackson**

- Requested clarification of the budget discussed, what is the aforementioned budget amount for the INSILC and that the four Indiana Part B Centers would receive?
  - Treasurer T. Themel confirmed that the 2023 INSILC budget amount is \$295,470.
  - DSE Rep T. Koleszar confirmed that the Part B Centers would each receive \$30,270.25 each.

**Teresa Torres**

- Ms. Torres requested that the full CIL Director Representative Report be entered into the minutes of this meeting. Or, that time be made now for the entire document to be read into the minutes.
  - Secretary K. Weldy acknowledged support that the entire letter should be posted as a part of public since it was referenced in summary as part of public record.
  - Chair A. Fleenor voiced agreement that the letter is to be posted with the approved minutes of today's meeting

- Secretary K. Weldy noted that as the newly appointed secretary, part of position responsibilities will be to ensure that documents are posted on the website and shared appropriately.

**ACTION:**

1. Posting of the entire letter from CIL Director Representative to the INSILC Website as part of the December 7<sup>th</sup>, 2022 Public Meeting Minutes.
2. Posting of Meeting Agendas & Minutes in a timely manner to the INSILC Website and share appropriately to IL networks.

**Leslie Hawker**

- Raised concern that the formula for funding Indiana's CILs must be addressed. Hawker feels that this starts within the Statewide Plan for Independent Living (SPIL) and for now, the Council appears to be behind in working on this plan. Ms. Hawker offers her services to help create the SPIL.
  - Treasurer/CIL Director Rep T. Themel gave clarification that the council is aware of the need to start work on the SPIL and its importance, but needs some time to get this going. Ms. Themel gave explanation of the current ACL amendment and its impact on the SPIL as well as encouraged Ms. Hawker to participate as activities for the SPIL begin soon.

**Chair Abby Fleenor-** No further Public Comments, so will close the Public Comments Session II at this time and conclude this Public Meeting with a motion to adjourn.

**VIII. Adjournment**

**MOTION:** K. Weldy makes the motion to adjourn the December 7, 2022 INSILC public meeting.

Seconded by Emma Sullivan and motion carries 5-0 without dissent.

Chair A. Fleenor adjourns the meeting at 2:16pm EST. Thanks all attendees for being present and for supporting this Council.

If there are any questions or issues, please send reach out to Chair Abby Fleenor at [chair@insilc.org](mailto:chair@insilc.org)

## **List of Public Member Attendees:**

- Leslie Hawker
- 1-913-416-0184
- Amy Browning-Varble
- Amy Luellen
- Jim McCormick
- John Guingrich
- Jordan Musenbrock
- Lorrell-K EC North
- Rebecca Anderson
- Rita Jackson
- Tina “Tavis” Koopman
- Teresa Torres
- Virginia Bates