



**INDIANA STATEWIDE INDEPENDENT LIVING COUNCIL
MEETING MINUTES – MAY 8, 2020, 2:00 PM - 4:00 PM**
Virtual Meeting via Zoom

INSILC Members Present: Fred Vaiana; Cynthia Rockwell; Tammy Themel; Erin Hall; Joe Gunn; Abigail Fleenor; Theresa Koleszar; Kevin Burk

INSILC Members Absent: Kelsey Cowley

Guests Present: Amber O’Haver (INSILC Executive Director); Morgan Daly (INSILC Director of Public Policy & Systems Advocacy); Hayden Smith (INSILC Project & Policy Initiative Coordinator); Brittney Townsend (INSILC Intern, Americorp Public Allies); Virginia Bates (DDRS, BRS – DSE); Amy Luellen (DDRS, BRS – DSE)

- I. **Welcome and Call to Order:** Fred Vaiana officially called the meeting to order at 2:11 PM EST.
- II. **Roll Call:** Fred Vaiana; Abigail Fleenor; Tammy Themel; Joe Gunn; Erin Hall; Theresa Koleszar; Kevin Burk; Morgan Daly; Virginia Bates; Amy Luellen; Amber O’Haver; Hayden Smith
- III. **Meeting Code of Conduct:** No statement was read/given.
- IV. **Review of Minutes:** Fred Vaiana asked for a motion to approve the January 28, 2020 meeting minutes. A motion to approve the minutes was made by Tammy Themel. The motion was seconded by Cynthia Rockwell, and the motion was passed via roll call.
- V. **Treasurer’s Report:** Amber O’Haver updated the Council on financials, explaining there has been some turbulence in streamlining financial data between Bill.com and QuickBooks, requiring numerous data and entries to be reviewed and corrected as far back as July 2019. She said she has been working with a new accountant with the same firm .
- VI. **Continuing Business**
 - A. **INSILC 2020 Mandatory Implicit Bias Training:** Amber O’Haver announced the Implicit Bias Training for the Council and its staff will now be virtual, on June 24 from 9:00 AM to 1:00 PM. A virtual one-on-one meeting schedule for the Council members and staff to work with the implicit bias trainer was developed to continue their training into the fall.
 - B. **INSILC New Officers Slate:** Potential new officers nominated/proposed from the last Council meeting were Cynthia Rockwell as Chair, Joe Gunn as Vice Chair, and Kevin Burk as Treasurer. Abigail Fleenor moved to accept the new officers. The motion was seconded by Tammy Themel, and the motion was passed via roll call.
- VII. **New Business**
 - A. **SBA Paycheck Protection Program (PPP) Experience & Change in INSILC Banking Institution:** Amber O’Haver discussed the significant challenges through Chase Bank for a Paycheck Protection Program (PPP) loan and that she had not received any update, assistance or guidance from Chase Bank. Amber was able to get connected with the National Bank of Indianapolis (NBofI) at the suggestion of Amy Nelson from the Fair Housing Center and INSILC applied and got approved for a PPP loan. Because of the major difficulties with Chase Bank, Amber recommended INSILC switch its banking institution to NBofI. As such, a motion to

approve switching INSILC's banking institution from Chase Bank to the National Bank of Indianapolis was made by Fred Vaiana. The motion was seconded by Tammy Themel, and the motion was passed via roll call.

- i. **INSILC Credit Card:** There was additional discussion around INSILC applying for a credit card. A motion to apply for the card and draft policy around it was made by Fred Vaiana. The motion was seconded by Joe Gunn. The motion was passed via roll call.
- ii. **Bank Agreements:** Amber O'Haver explained the transition in banking institutions requires the Council to grant the Executive Director permission to sign new bank agreements. The motion to permit Amber to sign agreements/documents with the bank was made by Fred Vaiana. The motion was seconded by Abigail Fleenor, and the motion passed via roll call.

VIII. **Committee & State Updates, Reports, Comments**

- A. **DSE Report:** Theresa Koleszar described online resources being pushed out by Vocational Rehabilitation Services (VRS) in response to COVID-19. VRS has been preparing for people to be out of work and experiencing professional and educational changes as a result of the pandemic, and they are establishing remote possibilities for providing consultations and services, with emphasis on accessibility for Deaf and hard of hearing consumers, for whom remote communication is a challenge. There was conversation among the Council about the importance of supporting consumers with services delayed or denied as a result of Order of Selection, which is approximately 15% of consumers, according to Theresa.
- B. **INSILC Director Reports:**
 - i. **COVID-19 INSILC Efforts & Impact:** Amber O'Haver shared the COVID-19 INSILC statement and resources (Notice of My Healthcare Rights Form & Knowledge is Power Document) developed by the INSILC Team of Staff and pushed to the disability community over the last several weeks and how the resources have been circulated nationally. INSILC was the first SILC in the country featured by IRLU for its response and resources/tools developed in response to the pandemic.
 - ii. **Allies in Action:** Amber O'Haver explained that, due to COVID-19, the Allyship Summit will be postponed again. It may be launched virtually in the future and Amber said she intends to circle back to some of its collaborators about alternative arrangements.
 - iii. **INSILC New Office:** Amber O'Haver updated the Council on the progress with the new INSILC office and its closure due to COVID-19.
 - iv. **2020 Legislative Session:** Morgan Daly talked about the 2020 Legislative Session, explaining how INSILC is making great connections with legislators and participation from INSILC and its disabled peers in the legislative process has been a very good learning experience.
 - v. **INSILC Accessibility Manual:** Hayden Smith described his work on the development of an INSILC Accessibility Manual, a guide that will help streamline accessibility and inclusion efforts for INSILC meetings, functions, events, etc.
- C. **INSILC SPIL Committee Report:** Tammy Themel explained the frustrations about the lack of flexibility for the SPIL 21-23 deadline, which is June 30, 2020. However, the committee is excited about the possibility of gathering additional public comment from our peers with disabilities for feedback on the SPIL 21-23 draft. She also shared some information on the new SPIL tool/instrument the SILCs are required to use. Tammy is confident the SPIL 21-23 draft will

get completed by the committee for review by the next INSILC public meeting, but the committee is under a lot of strain due to the rigid deadline.

- D. **INSILC Membership Nomination Committee Report:** Amber O’Haver mentioned new membership recruitment materials for INSILC are in the process of being developed and are slated for circulation at the end of May. Marginalized communities and applicants with a commitment to intersectional justice work are being prioritized for recommendation for appointment to the Council.
 - E. **Centers for Independent Living Report:** Tammy Themel shared that COVID-19 is really impacting the CILs, whose staff are overwhelmed by the magnified needs of consumers. Consumers/people with disabilities are really struggling, and housing and economic security is extremely poor. Most all the CILs are working remotely and are exploring ways to continue to provide services, support and community to consumers virtually. Tammy said she felt the IL Network in Indiana is really pulling together during this pandemic challenge. There is more frequent communication and sharing of ideas and solutions between CILs/CIL Directors. Joe Gunn has also been doing a lot of work for the Young Adult Council at accessABILITY, for which Tammy is grateful.
 - F. **Other Agencies Report:**
 - i. There were no other agency reports.
- XI. **Adjournment:** Fred Vaiana adjourned the meeting at 4:10 PM EST.