

Indiana Statewide Independent Living Council (INSILC)

**MINUTES**

**DECEMBER 11, 2018 --- 1:30 p.m. - 4:30 p.m.**

CICOA Aging & In-Home Solutions (New Location)

8440 Woodfield Crossing

Indianapolis, IN 46240

Conference Room (2<sup>nd</sup> floor)

**INSILC Members Present:** Fred Vaiana, Cynthia Rockwell, Tammy Themel, Derek Deckman and Erin Hall

**INSILC Members Absent:** Kevin Burk

**Guests Present:** Amber O’Haver, Amy Sekhar, Kelsey Cowley, and Virginia Bates

- I. **Welcome and Call to Order:** Fred Vaiana officially called the meeting to order at 1:42 p.m.
- II. **Roll Call:** Fred Vaiana (Chair, Voting Member), Erin Hall (INDOT, Non-Voting Member), Amy Sekhar (INSILC Director of Community Education & Programming, Non-Voting), Kelsey Cowley (Guest), Virginia Bates (Guest - DSE), Derek Deckman (Secretary, Voting), Tammy Themel (CIL Director Rep, Voting Member), Cynthia Rockwell (Vice-Chair, Voting Member), Amber O’Haver (INSILC Executive Director, Non-Voting).
- III. **Meeting Code of Conduct:** A Statement was read by Fred Vaiana indicating the Meeting Code of Conduct for Council Members/Staff and Members of the Public.
- IV. **Public Comment:**
  - A. Renee Jackson (Northwest Indiana): Ms. Jackson made comments disapproving the reading of the Meeting Code of Conduct and the INSILC quarterly meeting schedule and addressed a letter from the NAACP to INSILC.
  - B. Lorell Kilpatrick (Northwest Indiana): Ms. Kilpatrick made comments disapproving the change of INSILC moving public comment to the start of the INSILC meeting agenda and the reading of the meeting code of conduct and addressed a letter from NAACP to INSILC.
- V. **Review of Minutes:** Fred Vaiana asked for a motion to approve the September 28, 2018 meeting minutes. A motion to approve the minutes was made by Cynthia Rockwell. The motion was seconded by Derek Deckman and the motion was passed unanimously.
- VI. **Treasurer’s Report:** Kevin Burk was absent from the meeting, therefore, Amber O’Haver delivered the Treasurer’s Report providing an update on the recent serious cash flow issues due to significant delay with claim reimbursements by the DSE. The delay did result in furloughing INSILC employees for a month (Mid-October to Mid-November) and halting all operations of the Council. INSILC utilized all of its unrestricted funding to try and stay operational for as long as possible. The Executive Director continues to work/communicate with the DSE to address the issue/concerns regarding delayed reimbursement payments from the DSE to avoid a similar problem in the future. The full-year financials for FY18 will be available for review by the Council for the March 2019 meeting. The financials for the first month of FY19 were reviewed. A motion to approve the report was made by Derek Deckman. The motion was seconded by Tammy Themel and the motion was passed unanimously.
- VII. **Continuing Business**
  - A. **INSILC Operations & Preventative Furlough Steps/Measures:** Amber O’Haver summarized the issues with claims and financials that resulted in a month-long furlough for INSILC employees and forced INSILC into non-operational status. The issue was reported to the federal Independent Living Administration. INSILC discussed preventative efforts and measures to ensure operational and financial stability of the SILC in the future.
  - B. **INSILC Officer Elections & Committee Chair Appointments - Delayed:** Elections of Committee Chairs will be delayed until newly appointed members begin work on the Council.

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- C. **2019 SILC Congress Conference (February 25-27, 2019) in Orlando:** Cynthia summarized the SILC Congress details. Amber O’Haver, Tammy Themel and Cynthia Rockwell plan to attend.

VIII. **New Business**

- A. **INSILC 2019 Meeting Schedule:** Fred Vaiana summarized the meeting schedule for 2019. The Council will travel to Ft. Wayne and Evansville for its first two meetings of 2019 and host its last two meetings of the year in Indianapolis. A motion to approve the schedule was made by Cynthia Rockwell. The motion was seconded by Derek Deckman and the motion was passed unanimously.
- B. **INSILC 2019 Retreat Dates:** April 12-13 was offered as a possible date for the INSILC Retreat. No date was confirmed.
- C. **SPIL 2017-2019 Extension Amendment for 2020 & Process/Timeline:** ACL-ILA has directed all SILCs to extend their current SPIL 2017-2019 for one year through an amendment for FY2020. Substantial amendment changes to the SPIL will require a public hearing. INSILC will hold a public hearing regardless of its intent to make minor or major changes with the FY2020 amendment/extension.
- D. **INSILC Resource Development Proposal & DSE Counter Proposal:** The DSE informed INSILC that there was an error in its amended funding contract for too much money provided to INSILC for FY2019. INSILC proposed the Council be allowed to keep the additional funds and use it for resource development activities, per the SPIL and its federally-allowed authorities. The DSE countered that INSILC could keep the money but that it must be paid back to the DSE with a reduction in I&E funding for INSILC through the SILC Resource Plan for the next three years. The Council discussed the counteroffer and determined was not feasible for INSILC. A motion to reject the DSE proposal was made by Derek Deckman. The motion was seconded by Tammy Themel and the motion was passed unanimously. A motion to approve the scheduling of a meeting with the DSE to continue to discuss options for the additional funding was made by Tammy Themel. The motion was seconded by Derek Deckman and the motion was passed unanimously.
- E. **INSILC FFY 2018 PPR –** Due ACL has moved the deadline for the FFY2018 PPR to January 31, 2019. The Council discussed content to include in the SPIL and SILC portions of the report on Progress/Accomplishments/Challenges. Amber O’Haver and Virginia Bates are working together to complete the report by the deadline.
- F. **FSSA/DDRS INvision Quarterly Newsletter:** The INSILC Executive Director, Amber O’Haver, will be contributing Independent Living information/content to the 2019 quarterly newsletters. Independent Living will be incorporated into each newsletter and will be the feature story of the first quarter newsletter – February 2019.

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

- A. **INSILC Director Reports:** Amber O’Haver explained that the new structure of the Directors Report is representative of staff efforts that support the INSILC Mission and its Strategic Plan Goals & Objectives sharing both outputs and outcomes. The reports will provide the Council in-depth insight into the hard work the Directors do to support and drive the Council in the fulfillment of its federally-required duties and authorities. Ms. O’Haver shared information about the upcoming INSILC Disability Listening Tour for 2019 and highlighted that the IN Southern District of the US Attorney’s Office (DOJ) are very interested in collaborating with INSILC for its Disability Townhall at Salesforce in September 2019. INSILC will also host another statewide disability listening forum as part of the pre-conference for the GCPD Annual Indiana Conference on Disability as it successfully did in 2017.
- B. **INSILC SPIL Committee Report :**
- a. Tammy Themel gave the SPIL Committee report. The Committee will not have all the CILs FY2018 PPR data to use to monitor/review SPIL implementation until after February 2019. The Committee is working to create an annual IL Network report for FY2018 which will encompass PPR data/information and SPIL implantation progress from the SILC and CILs.
- b. Ms. Themel walked the Council members though the SPIL 2021-2023 Development Plan & Timeline

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- C. **INSILC Membership Nomination Committee Report:**
  - a. Four new members with disabilities and one new member without disabilities have been appointed to INSILC. Three applicants were rejected by the Governor, one of whom serves on another Governor-appointed council; the applicant has indicated interest in INSILC once the current appointment ends. The Governor's office has not offered reasons for rejecting the remaining two candidates. The INSILC Executive Director will continue communication with the Governor's Office Appointment Liaison through 2019.
  - b. February 8, 2019 has been scheduled for the New Member Orientation.
  - c. The new member recruitment campaign will kick off after the New Member Orientation and run until June 1, 2019.
  - d. The Committee is working to have a new representative from Indiana Disability Rights appointed, as well.
- D. **INSILC Public Policy Committee Report:**
  - a. The first meeting will occur after the March INSILC meeting, when the new Council members will be able to participate.
  - b. Erin Hall commented that transportation advocacy will be a focus of the Committee.
- E. **INSILC Marketing/Outreach:**
  - a. Amber O'Haver explained that Phase 2 of the Marketing/Outreach project with Pivot is on hold due to the INSILC furlough.
  - b. Phase 2 of the Pivot project will begin again in January 2019.
- F. **Designated State Entity (DSE): Bureau of Rehabilitation Services (BRS):**
  - a. DSE Assurances: The DSE continues to check with their legal team on complying with the Assurances.
  - b. FSSA/DDRS Controller-Contract Training & Discussion: Virginia Bates stated that the DSE is on board for Controller-Contract trainings but needs to wait until new personnel is hired.
  - c. FFY 2020 INSILC/DSE Contract Negotiations: INSILC and DSE will meet in early January to begin FFY 2020 Contract Negotiations.
  - d. Amber O'Haver followed-up on her email to the DSE asking the DSE which date option it preferred for the INSILC-DSE quarterly meetings in 2019. Virginia Bates replied the 4<sup>th</sup> Thursday beginning in January.
- G. **Update: Centers for Independent Living:** No Report
- H. **Update: Other Agencies:** No report.
- XI. **Adjournment:** Fred Vaiana adjourned the meeting at 4:21 p.m.