**NC Statewide Independent Living Council**

**Meeting Minutes**

**October 25, 2013**

Country Inn and Suites, Burlington, NC

**Welcome/Mission /Minutes**

The meeting was called to order at 9:04am by Keith Greenarch, Chair.

**SILC Mission statement:** Kay Miley

**Meeting Accessibility Reminders:** Keith Greenarch

**Introductions** were made around the room. Absences were explained.

**Meeting Agenda:** no changes or corrections

**Changes and/or corrections to the Minutes** of the August 2013 meeting were called for. Stephanie Johnson had emailed a correction that was made.

**Action:** (Ogburn/Miley) approval of the minutes was unanimous.

**Policy Committee Report** Joshua Kaufman, Chair

Conference Attendance and Travel Reimbursement policy revisions have been made. Attendance requests should be made four weeks prior to travel. Personal attendant rate has been increased to $15.52 to match what Medicaid is currently paying. The mileage reimbursement amount was changed to match the current state rate which is $.56.5/mile.

**Action:** (McMillan/Staley) approval of the changes was unanimous.

A corrected policy will be sent to all members

**Conflict of Interest Forms** are needed each year signed by each member. Please sign the form and return to Debbie for filing in the SILC office.

**Chair Report:** Keith Greenarch, Chair

Congratulations to the SILC, we have an acceptance letter from RSA, job well done to the Task Force and all who worked on our new SPIL.

We have received and I have forwarded to the Governor’s office two resignations, Cornell Turner and Monica Foster.

I sent out a spread sheet that had all members and the Goals committee to which each member was appointed. Discussion will be held later today. Chairs and co-Chairs are to coordinate a regular meeting time for each committee to accommodate as many members as possible. Attendance is important as it is your responsibility as a SILC member to monitor, review and evaluate each Goal. Minutes are to be taken at each meeting and forwarded to the SILC office within two business days. I have requested that minutes be sent out to the members when received instead of waiting until the days prior to the SILC meeting.

Thank you to all who attended the IL Summit in Winston-Salem and also the Discovering Our Treasures Conference in Concord the last of August. We provided information as well as handing out flash drives on which were applications to the SILC and the Governor’s application. If any of you needs one of these flash drives Debbie has some here today.

Mark Steele: Has there been any applications received?

Keith: yes, we have.

**Executive Directors Report:** Will Miller, Executive Director

October 2013 is a time of transition for the NCSILC office. Since the last SILC meeting on August 16, there have been many changes affecting NCSILC. I am confident that, with our current SILC members and leadership, these changes are steps in a new and positive direction for this council.

First, I am both happy and relieved to announce that we have ushered in a new Statewide Plan for Independent Living (SPIL)! The 2014-2016 SPIL was approved by the Rehabilitation Services Administration (RSA) on September 19. Many people have devoted time and effort to this accomplishment. In particular, I would like to thank Rene Cummins, Deidre Dockery, Gloria Garton, Keith Greenarch, Helen Pase, Mark Steele, and Jim Whalen. Each of these individuals played critical roles in drafting the SPIL, building the necessary consensus for approval, or both. Although the activities outlined in the SPIL are somewhat limited due to available funding, I hope that all concerned will make the best of it for IL consumers, and that it will be a stepping stone to an even better state plan in 2016.

The SILC office also faced the daunting task of finding a bookkeeper to fill the shoes of Freida Moore, who has been invaluable to the organization for years. We received fifteen applications and interviewed nine individuals for the position. On October 4 we offered the bookkeeper position to our first choice among the candidates, Kathleen Boate. Kathleen accepted the offer and started work in the SILC office on October 7. Both Debbie and Freida, who continues to make herself available as needed, are training Kathleen and orienting her to the office. Kathleen is a very capable and enthusiastic addition to our team, so please make her feel welcome when you have the opportunity.

The SILC membership team is also undergoing changes. Six member terms expired at the end of September. Three of the members (Kim Lambert, Ping Miller and Sandy Ogbourn) completed applications and have been reappointed to the council by Governor McCrory; one member (Zach Commander) is eligible to reapply but has not completed the state application; and two members (Dorothy Frye and Jeff McLoud) are not eligible to reapply, but the Governor’s Office is permitting them to serve until new members have been appointed. Another member, Monica Foster, resigned from NCSILC in September. Mitzi Kincaid and Sandra Hicks have pending applications with the Office of Boards and Commissions and are awaiting appointment by the Governor. The Membership Committee has been interviewing candidates and asks for your help to recruit new members to our council.

Speaking of expirations, fiscal year 2013 also expired on September 30. As you probably know, a shutdown of the federal government began on the first day of the new fiscal year, October 1, when Congress failed to approve a budget. NCSILC is largely unaffected by the shutdown so far, but could begin to feel its impact soon if a budget is not approved because we are funded with federal dollars.

The SILC office concluded our 2013 budget with a surplus of $21,037.44. Because we operate on the second year of availability of Part B funds, which are only available for two years, these funds are no longer available to NCSILC. The SILC Office and Executive Committee plan to monitor these funds to determine if they can remain in-state or must be returned to our federal funding agency, RSA.

Please remember the following members, who have recently experienced an llness or death in the family: Rene Cummins, Dorothy Frye, Kim Lambert, Sandy McMillan, Cornell Turner. Please also remember Oshana Watkins, who is expecting a baby on October 31.

Here is a more detailed list of my activities with dates:

* Thursday, August 22: teleconference with RSA and SPIL signatories
* Wednesday, August 28 - Friday, August 30: Discovering Our Treasures conference in Concord, NC
* Thursday, September 5 - Friday, September 6: IL Summit in Winston-Salem, NC
* Tuesday, September 10 - Monday, September 30: Bookkeeper interviews
* Tuesday, September 10: SILC member interview
* Sunday, September 15: Performance and Expenditure Report due to DSU
* Tuesday, September 17: Membership Committee meeting
* Wednesday, September 18: provided SB 1356 training for DSB-IL staff
* Wednesday, September 18: submitted Final SPIL revisions to RSA
* Thursday, September 19: SPIL approved by RSA
* Tuesday, September 24: provided training on disability etiquette and the ADA at the Contemporary Arts Museum (CAM) in Raleigh
* Thursday, September 26: Attended "Back to School with the Law on Your Side" community training provided by Alliance of Disability Advocates (Raleigh CIL)
* Monday, September 30: Executive Committee teleconference
* Monday, September 30: end of fy 2013
* Monday, October 7: Kathleen Boate's first day at NCSILC
* Thursday, October 10: meeting with Gloria Garton (Executive Director, Disability Resource Center) and Rene Cummins (Executive Director, Alliance of Disability Advocates / SILC member)
* Tuesday, October 15: Performance and Expenditure Report due to DSU
* Tuesday, October 15: Membership Committee teleconference

Tuesday, October 22: Duke Energy DO-IT Disability

**IL Summit Summary:** Keith Greenarch, Chair

Our take away lessons: value of learning from other SILCs across the country. I was glad to have Kelly Buckland there, NCIL, Executive Director. He gave us the national perspective and a clear cut view of what the roles of CILs and SILCs. One thing I brought away is to look at other SILCs and investigate what they are doing right, learn from and network with them. SILC Congress attendance can help in building these relationships.

Another thought was that the SILC needs a strategic plan with outlined responsibilities.

The State Agencies presented their services providing great information, informing all of us about things we don’t normally get to hear. Mark shared a very good story regarding the Independent Living Program and perhaps be able to share later.

We need a venue outside of SILC training and business meetings for discussion of ongoing issues and problems. There is always going to be problems and issues to discuss. This should include the SILC Executive Committee and others to address each issue, setting an agenda to address each situation head on.
Future summits need to be an ongoing process.

Letter from Jim Whalen read by Megan Latter, Adaptables Intern.

2013 IL Summit—A summary and a cautionary tale—

It is difficult to “summarize” the event titled the IL Summit. This statement is not so much a documentary as it is a commentary and “reframe of potential rather than a reporting of a string of “facts.” However, for those of you who were not able to join, here’s a timeline of activities that took place.

The summit opened on Sept 5 in the early afternoon. Monica Foster was unable to answer the bell to deliver the opening keynote as promised. Unfortunately she sustained a back injury the night before and had to cancel. The featured speaker for the afternoon was Kelly Buckland (National Council on Independent Living Executive Director). Kelly educated the crowd in two sessions on the first afternoon. One session outlined CIL basics and a second described SILC basics with an additional presentation about how a particularly successful SILC from Idaho operates and is structured.

Thursday after the session a social gathering including some food and drink was sponsored by The Adaptables Inc. (Winston-Salem’s local CIL).

Friday opened with the several centers highlighting their history and a brief discussion of the core services –highlighting advocacy. During this portion of the event several questions regarding the state plan (and CIL/silk matters) “emerged” and near the end of the morning session a “spirited discussion erupted. (More about this later).

Following Lunch where the SILCs first real true fundraiser took place and was a success, Several state agencies presented information and described the services they deliver to assist consumers in becoming or remaining independent.

…. And now… the rest of the story….

Like any experience you are asked to describe to others—you can examine the Summit by asking and answering many different sets of questions.

Here are some---

Did the Summit go as planned?

 Somewhat –Since the planning didn’t even go as planned it is difficult to imagine the event would. See lesson 1 below.

Was the Summit “worth it?”

 Yes but----***IF AND ONLY IF***  we pay attention to the lessons below.

What did we learn from the Summit?

1. The planning process needs to be formalized, on-going, unified, and goal directed.

One of the challenges of planning a “once a year” meeting of IL related folks is that IL in a broad sense has so many parts and so many potential partners. In addition to that complicating factor—each of the “partnering groups has differing “wants and needs” as far as “take always” from the event.

While tasks can be specialized more “full committee meetings need to take place or team leader meetings need to happen so that everyone is in the know about what is happening and why. A goal for the summit must be determined and needs to remain the focus for the entire planning process. One or two themes a year Housing advocacy employment, whatever… but limited targets and audiences need to be at the forefront of the planning process for program elements. Some basic decisions need to be made regarding whether or not this is a ‘consumer” event or a “working partners event.” Maybe every other year could be a consumer event and the other years a themed partners event. Core partners could remain and “special” partners could be selected according to themes. The point is –if there is to be another of these planning needs to start now.

1. There needs to be structured avenues “outside the boundaries of the summit and/or the SILC meeting were frank and candid discussions about issues take place. Given no other options and opportunities to do so, someone will always Bering some advocacy into a meeting even if it doesn’t belong—so if a “summit” is to be successful there needs to be other communication options out there.
2. The person to person interactions in the summit were great in many ways so it might be good to schedule some informal gatherings where meeting other was designed not accidental or haphazard—i. e. seating arrangements etc. We will learn from each other whether we want to or not—and it is good to know your partners well.
3. Make this a “working” event. Have a petition—do a demonstration for the public on access—designee consumer survey whatever… people are uplifted when working on solutions rather than describing problems and whenever we have this many people gathered together we should be focusing on ideas that improve independence and options. This has to be a give and not just a get event.
4. Sell the outcome—for instance Kelly provided two valuable lessons—
	1. First, that other states do things differently—the people who attended the summit need to sell this idea to their coworkers and partners. That is, we need to talk up the idea that there are better and different ways to do things and we can explore what other states are doing. That’s a lesson from the summit and making sure everybody gets that lesson will help us all in discovering more IL related options. We don’t have to reinvent the wheel but sometimes we need new wheels on new cars –heck sometimes we even need a boat—ask Noah.
	2. Second… we need to talk about the great things that come out of every meeting we have—that increases retention and sharing of good ideas. Tweet itg—put it on facebook. We are in a time when all of our publics internal (human services) and external business education etc. need to know the value of what we do. Think about “your personal headline for the event. Look for the gems and stand up and talk about them—until we are doing that—these meetings will have very limited audiences and impacts—we want other people to want us to have these meetings so we have to spread the good word.

Okay that’s enough—we’ll do this differently and better if we pay attention to what we have learned.

Comments:

Deidre Dockery –It was a great networking opportunity, meeting center personnel that I hadn’t met before. I think there was some great team building.

**Executive Committee:**  Keith, Chair – You should be getting committee meeting minutes. We hold them monthly and encourage anyone who wants to join us to do so.

The Ex committee continues to work with VRS on reimbursements. We are taking a proactive stance on the reimbursement process and are working toward solution to stream line the process. A meeting has been called and schedules are changing due to the current furlough situation which is now over but the schedules are still in catch up mode. Looking like maybe mid November to sit down at the table. Bringing all key players to the table as soon as possible. Committee selections have been completed and assigned. Print assignments are available if you did not receive one in the E-blast. We took the committee selection form sent in and talents of folks into consideration. Gloria and I spent an afternoon assigning committees. We tried to give everyone their first choices. Everyone is on a standing committee and two SPIL related Goal committees. As we add members, hopefully by January we will have all placed to serve out the terms of those who have resigned.

John Marens of CAP brought to the Executive committee a request to endorse a letter to DHHS to express our disapproval to end financial assistance to consumers that purchase a vehicle for modifications. The vote was unanimous to send a letter of endorsement regarding this. John can give you more details later.

Yesterday was fantastic. I wish everyone could’ve been here. Gloria has done a great job with Thursday trainings. We had a really good presentation on nursing home transitions by Kay Miley, and a video by Teresa Staley. Everyone needs to see this video, hopefully we can show it later today.

A determination was made after the review of the by-laws that the Policy and Long Term Planning committee which Joshua Kaufman is chair is responsible for quarterly training meetings with the exception of the Membership Committee being responsible for new member training and mentor assignment. The mentorship is a wonderful program for new members.

Thursday afternoons prior to our Friday business meeting will be reserved for council training, any presenter that requests to speak must have a topic that is relation to SPIL goals. A future strategic planning meeting is on the schedule for November.

**Finance Committee:** Sandy McMillan, chair – We are ending our fiscal year and starting a new one. We considering that we were without an ED for an extended period of time we were able to look ahead to see what the SILC office needed. We were able to purchase a few items to make accommodations for Will. That was brought into this year’s budget so we could utilize our funds as wisely as possible. We ended up with a balance and we will need to determine with our DSU on a resolution. The budget for the next year is at $192,850. We received our cash advance so we have operating funds to start our year. We still have issues we are trying to solve concerning procedures, reimbursement and second year funding. We are looking forward to the November meeting and some resolutions.

At the end of each month we have a document that we prepare and submit to our DSU. We work on a cash basis so all expenditures are reflected in this report. It is sent to Mark at VR electronically then the hard copy is delivered. This includes a P&E report, a narrative and copies of all receipts. The soft copy report is reviewed by Mark. When the hard copy arrives, Gay hand delivers it to Fiscal services. It is then taken to the Controller’s office who then issues the checks. We move this as quickly as possible. Further investigation is needed to figure out where the hold up is.

From a treasurer’s perspective, I receive a copy of the P&E report and the bank statement from the book keeper. I review and check to be sure there is nothing “inky” going on. I then send it out to the finance committee. It is now a part of the E-blast so all members see it. As the finance committee we can recommend that we have reviewed and are comfortable with what has been spent. If you look at our expenditures there are not a whole lot left in our budget after salaries and travel.

Mark Steele, in the process that we just described is the process that is used for all Part B contracts. Electronic copies are reviewed and hard copies are moved as soon as possible.

Comments:

Joshua Kaufman, if I understand this process, because we operate on a cash basis and we get a two month advance, the delay on the reimbursement from the controller’s office is what is causing the concern and difficulty.

Sandy McMillan, yes and it creates a problems two times a year. In the beginning, if we don’t have our cash advance we have no operating funds, which we do this year, and at the end of the year we no longer there is no check that comes on the end because they have already pre-paid us. We are living off our advance at the end of the year and we sometimes get into a cash flow issue. That is basically why we couldn’t spend more of our money down at the end of this year because we didn’t have the cash in the bank. It’s like a vicious circle because every year we have that happening we spend less and less of what has been authorized which send the wrong message back to the Feds that we don’t really need this money, which is why we need to fix some of these issues we have.

Keith Greenarch, the reimbursement at the end of the year came in one day late. The money was there but was not released until one day after the yearend deadline.

Sandy McMillan, this whole process takes a lot of close management. This is basically all Will did at the very end, managing how the bills were coming in and how we could maximize what we could use out of these dollars and stay within the guidelines and good accounting practices.

Keith Greenarch, the purpose of our meeting will be to streamline this process as well as the contracts.

Gloria Bellamy, who will be present at this meeting?

Sandy McMillan, Will, myself, the book keeper, Mark, Trish, Pam, Gay, Helen and Keith, so we will have a little army. I will say that since I’ve been in the SILC I’ve had 3 previous meetings on this topic. It has been brought up and talked about but I don’t’ think anyone in the room had the ability to take it forward. So we are looking at that now to get a resolution.

Gloria Bellamy, so we know where the bottleneck is?

Sandy McMillan, We think so. We can’t say definitively there is a lot of tribal knowledge that exists regarding this. That knowledge has been passed down and Mark and I both have things that I think they are fact but no concrete evidence. Finding out facts is primary. One question is does the $ revert back to RSA or stay in the state. No one knows for sure.

Keith Greenarch, this is a diplomatic mission. As Sandy said this has been done before but not all the players have been at the table. That is why we are waiting to get everyone at the table that needs to be there.

Sandy McMillan, there has been a lot of turnover of key people. I feel that we finally have some continuity and are grown up enough to have these conversations.

Pamela Lloyd-Ogoke, I believe you said that some of the delays was being caused from the Controller’s office. It would be good to get a representative from their office there also.

Sandy McMillan, I will tell Will that to see if we can find out who to invite. Will is coordinating the meeting.

Gloria Bellamy, we need someone who has the authority to get something done.

Sandy McMillan, this is a complicated issue that took me a while to understand.

Keith Greenarch, this is a process that dates way back before we were all here. We are looking for a way to streamline. We want to be the solution to the problem.

Gloria Bellamy, does Pamela know who should be there from the Controller’s office?

Pamela Lloyd-Ogoke, I think Fiscal services can advise us. We work with several people in the Controller’s office. One as well as the person assigned to input and one that writes the checks. We will follow up with that.

Gloria Bellamy, then you and Mark will follow up and get the names to Will. The reimbursement issue has been there since 1992, if we can get the major players, if we think the bottleneck is in the Controller’s office, I agree with Pam, let’s get someone there. Let them know how serious this is. This is consuming too much of the council’s time. We need to move on.

Pamela Lloyd-Ogoke, two dates on the table now is November 18 and 21.

**Membership Committee:** Sierra, Chair was not present, an update was given by Teresa Staley. We have interviewed a number of people. Two different applicants have missed the assigned times for their phone interviews. Mitzi Kincaid has been appointed by the Governor. We have also interviewed Barry Washington, Edward Glass and Deja Barber.

Debbie Hippler, one item we are doing through the office is to have a criminal background check done on all new applicants and SILC office employees.

Keith Greenarch, please take one of these thumb drives and share the application with anyone who you think is a good candidate for the Council.

**Policy – Long Term Planning:** Josh Kaufman, chair. The big item we have already covered which was the change in the travel and reimbursement policy figures.

Break 10:15 – 10:35

**Announcement:** Debbie Hippler, Steve Strom shared that Oshana gave birth to her little girl on Wednesday, October 23. Viviann Genevive Watkins, weighting 8lbs. 7oz. and is 20 1/4” long.

Sandy Ogburn, since I experienced my stroke in 2000 I have not been able to work. A major deficit is emotional causing me to have “yucky” days. The Lord put something in front of me, a position as librarian in our church pre-school. I have flexibility, reading to the children on Thursday and Fridays and using other days to fulfill other duties. I am not being paid but it may become one. It has lifted me in that it gives me a purpose.

Keith Greenarch, Sandy and I have had many conversations and would love to have a center in her area. I challenge you to go and visit the local center in your area. Support our centers and know what they do and what you can do to help.

We do have a great grandma in our midst, Kay’s granddaughter has had a baby.

**Part B Center Report:**  Helen Pase, no report.

Keith Greenarch, at this time we are going to look over the goals from our current SPIL.

Expanding the Network of Centers, Goal 1 – A goal was to support the network of centers. An activity was to support the Greenville Center which was done each of the three years, providing $197,000 a year. The average time for reimbursement was 20 – 45 days. Helen has provided a report for each of the quarterly meetings as well as providing her 704 report at the end of each year.

 Consumers completed surveys each of the years. 2011 – 45; 2012-

13 and provided copies.

SILC used money to hold the IL Summit which was supporting for the centers.

Two areas that are underserved that would be candidates for centers is Fayetteville and Hickory/Statesville area. Sandy is interested in starting a grass roots organization in Rocky Mount.

Mark Steele, has there been grass roots organizations identified in Fayetteville and Hickory?

Keith Greenarch, No there has been none identified.

**Goal 2, Support the SILC non-profit office,**  no report was given

**Goal 3, Increasing participation and leadership by Youth with disabilities -** Sandy McMillan, chair. Under the activities was to develop and implement a youth leadership committee. Sierra reported about the results of the YLF that happened over the summer obviously meeting that activity. The second activity was to conduct the annual YLF which was doen. The third was to monitor the progress of the forum which they do with evaluations at the YLF. The fourth was to report the progress back to the SILC which was done at each meeting.

 The second objective was to increase the youth awareness of disability history and independent living disabilities. There were quite a few presentations that were done throughout the communities and across the state by different CILs.

 The last objective was to recruit youth with disabilities for membership in the SILC council. Some of the members and pending members being considered fulfills this.

 I feel we accomplished the goals set out in the SPIL

**Community Based Living:** Kay Miley, Chair

 Our goals were to promote community based living basically with nursing home transitions. A report was given yesterday on the process of a nursing home transition.

 The objectives for this committee were to monitor the transitions and the satisfaction surveys which were done. This past year there was a communication problem plus a lot of people that resigned or moved off the council leaving only myself and Teresa. I’m really glad that we have new members participating in the upcoming year.

**Promote Civil Rights,** Jeff McLoud has reported on this at each council meeting.

**Provision of Direct IL Services,** no report given.

**Committee Assignments,** Keith Greenarch. Gloria and I took one afternoon to determine the chairs and co-chairs for each committee to monitor, review and evaluate the goals of the new SPIL.

 Committees are listed below each with a chair and co-chair.

There were four standing committees, we added one.

**Membership** – Sierra Royster, chair and Sandy Ogburn, Co-chair

 Gloria Bellamy, Dorothy Frye who will have a replacement when appointed and also Teresa Staley.

**Policy** – Joshua Kaufman, chair and Rene Cummins, co-chair

 Keith Greenarch, Vicki Smith and Mark Steele. Ex Officios are now on committees giving their expertise.

**Finance** – Ping Miller, chair and Kimlyn Lambert, co-chair

 Oshana Watkins, Sandy McMillan and Kay Miley

**Youth** – Jennifer Overfield, chair and Sandy McMillan, co-chair

 Mitzi Kincaid, Sandi Sinnott and Deidre Dockery

Keith Greenarch, any committee can have community members who wants to be involved can and will be assigned to them.

Mark Steele, what is the process for that? If we know of anyone can we suggest them?

Sandy McMillan, during the YLF preparation the steps are very defined. One of the earlier steps is to define community members that will assist in the planning activity. They then join the conference calls. If you know of someone that you think would be good for that have them contact Sierra.

Mark Steele, is the youth committee going to be the only one with community members?

Keith Greenarch, no, any committee can have community members.

Sandi Sinnott, how do we move forward to monitor, review and evaluate the processes? How do we report on activities and specifically DSB.

Julia Sain, one of the questions we’ve had for a long time is what do the SILC members want to hear regarding the Center’s activities. We have a piece of all these goals and there was a conversation with Will recently that he had met with Gloria and Rene regarding what the centers do. They gave him some information to which Will asked, “Why don’t you report that at the SILC meetings?” The answer back was excellent questions. For those of you who have been coming to SILC meetings for a long time, you will know there is no consistency when it comes to the CIL report. The rest of us are not really sure what to report, having given many different types of report. I don’t know if the direction needs to come from the Executive committee or the Individual Chairs. We want to give you what you need, to give an effective report. If there is an opportunity for the SILC to develop a report that would be effective we are so anxious to report that. I just wanted to give this request from the Center directors, a form or proposal or topic even if it is different every time. I was anxious when I heard Gloria speaking of having training. If you have a topic we can report on that.

Sandy Ogburn, yesterday we were talking about making up a uniform report for our SPIL goals. I just wanted to suggest that in making up that report form that we also include a form that can be for the Centers sot that all of them are reporting the same thing every month. If there is something different we want we can ask. Or if we know something good is happening we can ask specifically about that.

Keith Greenarch, that is an excellent idea. This is a partnership, the good things centers do reflect on the SPIL goals definitively should be talked about.

**Goal 1, Provision of Quality IL Services:**  Rene Cummins, chair and Teresa Staley as co-chair. Members are Dorothy Frye, Keith Greenarch, Mitzi Kincaide, Sandy Ogburn, and Mark Steele.

**Goal 2, Leadership and Empowerment of Individuals with Disabilities:** Sandy McMillan, chair and Joshua Kaufman as co-chair. Members are Gloria Bellamy, Ping Miller, Jennifer Overfield, Sandi Sinnott and John Marens.

**Goal 3, Growth and Improvement of IL Services:** Sandy Ogburn, chair and Kimlyn Lambert as co-chair. Members are Kith Greenarch, Joshua Kaufman, Teresa Staley and Vicki Smith.

**Goal 4, Support the operations of the NCSILC non-profit office:** Sierra Royster, chair and Ping Miller as co-chair. Members are Sandy McMillan, Kay Miley, Jennifer Overfield and Deidre Dockery.

**Goal 5, Promote Community Based Living and Supports:**  Kay Miley, chair and Rene Cummins as co-chair. Members are Mitzi Kincaide, Sierra Royster, Oshana Watkins, Stephanie Johnson and Julia Sain.

**Goal 6, DSU Provide IL Services:** Kimlyn Lambert, chair and Gloria Bellamy as co-chair. Members are Dorothy Frye, Sandi Sinnott, Oshana Watkins, John Marens, Mark Steele and Deidre Dockery.

Keith Greenarch, this will change a little bit but wanted members to have a slot on a standing committee and two SPIL committees. AS new folks come on they can be brought up to speed. We hope to have new members and reappointment here by January. There should be an orientation for all new members and all who can attend. That is what we are striving for. All committees work together to determine when you can meet. Please let Debbie know so the meeting can be put on the schedule.

**Thursday Training**, Gloria Bellamy did an excellent job getting referral information to be put on our website. I’ll share this, I did a youth transition fair a few weeks ago up in Mayberry county in Surry and Stokes counties. We had close to 100 high school students that came through. In talking with them they each had different ideas of what they wanted to do. The school system was just grasping to talk to the students. Our center has now met with teachers and will be working aggressively with the school system. Teachers and students were looking for information having not found it out there. That with what Gloria has been working with the committees means we can provide front line information and referral. We can get them to the appropriate center or program.

Mark Steele, did all these students have some sort of disability?

Keith Greenarch, yes they all did. We talked to most of them and they had goals. They had plans. They were looking for the vehicle to get them where they wanted to go.

Deidre Dockery, I just wanted to say, don’t forget DSB. Please don’t’ forget us. IF there are students with vision loss we want that foundation for independent living to be there as they transition. It sounds like a beautiful opportunity for us to collaborate.

Gloria Bellamy, our Thursday sessions have been wonderful. A little background, it was intent that new members coming on this council would know more than we knew when we came on. Coming on in the middle of a SPIL can be all consuming. Having new member orientation gives a good overview. As a council we do not provide direct services and the centers and other partners do a wonderful job at what they do but we all know there are pockets in this state that don’t really get service by our centers. What can we do? So I looked at the website and saw the tab that says Resources. The thought occurred to me, What if we had a topics list? IF a person visiting our website and want to know about nursing home transitions they could click and go to a video or get a fact sheet or FAQ. A person visiting a website for the first time looks for key words. What could we develop as resources that would be point and click information so we could point them in the right direction? We have developed eight topics covering NC with a disability. Each committee chose the format that the information would be presented in, something useful for the average person visiting a website, wanting and answer. The website is not enough we need an app for this. We want to use some of our funding to cross that digital divide so that people will understand if they want to take a step in any direction and if they can’t figure it out, here is the center closest to you where you can go in and get the information you need. So far we only have eight topics but this is a living project. If they don’t cross the digital divide what do we have accessible information on the table for them to take. If we are going to talk IL we have to be about IL.

 We looked at our SPIL goals, we have a tentative tracking device to know what to include in your report so it will be uniform. Reporting on Fridays will cover the aspects we are trying to track, monitor or review so at the end of the SPIL or any point in the process we can stop and evaluate where we are with the progress of our SPIL Goals. I think it will be helpful for all of us to structure our thinking, our speakers all that we do to focus on our SPIL so it won’t be so all consuming every time. We are going to stream line the process.

The new members have commented how valuable the Thursday training is. They feel plugged in now and know how to engage their talents and skills. They are coming up with ideas that they think will make the process better. In the same stroke this is grooming future leaders. That is the sign of a good leader, when you are grooming your replacement. We need more people who will gravitate to this process, that have time and access. People feel good when they can accomplish something when they add something to a situation. Thursdays is about rolling up your sleeves and coming up with a finished product. We encourage all voting members to be here and stay engaged. There is so much talent and information in this group that I don’t want us to feel like all we do is develop a SPIL from one three year period to the next.

Yesterday we got a lot done. One of the things we are going to do is schedule the teleconferences for the entire year that can be posted on the website.

Sandy Ogburn, I just had a suggestion. I know there are conflicts with Thursdays, how can we get attendance up on Thursday? If you haven’t joined us on Thursday, please do. You get a tremendous amount of information, it’s a lot more informal and you get a lot more dialogue.

I think we should call it something besides new member orientation. That would encourage others to attend. WE all should take every opportunity we can to learn something new. These Thursdays are a great opportunity. You end up getting so much information not only on SILC. You never know what you might learn.

Gloria Bellamy, this is a time to get all your questions answered without feeling like you are being critical. It shows the newer members that the older members care.

Kay Miley, I suggest renaming Thursday sessions to Annual Orientation for all.

Keith Greenarch, we all have to put our minds together, we can be one voice. There was an idea discussed that letters of appreciation be sent to employers of members thanking them for allowing their employees to participate and how important their participation truly is.

Sandi Sinnott suggested that identifying what each training session might help increase attendance. Are we using training and meeting interchangeably?

Gloria Bellamy, on Thursday’s we do training. The purpose is always included in the E-blast. The Thursday Agenda is always presented.

Keith Greenarch, Friday is always our formal council meeting.

John Marens, thank you. I always thought Thursday was for committee meetings, I wasn’t aware of the change. Thank you for helping me to understand.

Steve Strom, I suggest you call it Member Development.

The video prepared by Teresa Staley was shown to the entire council.

Suggestions of closed captions, check lists etc were made.

Julia Sain, I encourage the chairs of the committees to reach out to the CIL directors and staff to be community members on your committee. If we as CIL Directors had an opportunity to integrate with you two things would happen, you would get to know us as people and vice verso and share the trouble that you all will have making this happen because you have a lot of work ahead of you. Having community members would provide an incubation opportunity for potential members. IT could be a recruitment tool.

Sandy Ogburn, is it that we have to do one or the other on Thursdays? Can we do committee meetings for a time and training at other times.

Gloria Bellamy, we are open to all suggestions. The trainings were to help members understand the process. There are now teleconferences to meet before the council meetings.

Lunch: 12:00 – 1:05

**Board Representative Reports**

**Rehab Council for the Blind**, There is no report from Dorothy Frye. Gloria Bellamy will replace Dorothy when she terms out.

John Marens reported as a member. There is a discussion going on about consolidation of the following agencies, The Division of Vocational Rehabilitation Services, Division of Services for the Blind and the Independent Living Services. The talk is that this is much more likely to happen considering this administration. Gary Ray gave a report at the last meeting stating he had approached Secretary Wos to discuss this subject who listened to him but stated that she could not promise him anything.

Mark Steele, would that include Deaf and Hard of Hearing?

John Marens, I don’t know, it wasn’t mentioned specifically but could include them. I can’t say that for sure.

**North Carolina Rehab Council**,Ping serves on this council along with John Marens. We have to pick another member as a person cannot serve representing more than one entity. Ping reported on the responsibilities. AT the last meeting was in preparation for the Discovering Our Treasures Conference. We also talked about Dennis Troy and the transportation exception policy. There were public forums post conference regarding issues and concerns of the gaps and processes consumers go through.

We meet quarterly. Locations are alternated between the Dorthea Dix campus and eastern and western locations. The meetings are two days. Once the draft minutes are approved more can be shared.

A representative from our council is needed.

Kay Miley, I’m interested, the travel is the questionable part for me.

Ping Miller, the meetings are ½ day on Thursday for committee meetings with the full meeting being on Friday adjourning by 3:00pm.

**DSU Director’s Reports:**

**Vocational Rehabilitation**, Mark Steele, The quarterly report has been passed out. This report does not represent Part B money, this is VR programs that they run, this is taxpayer dollars and how they are being spent towards independent living needs of citizens of North Carolina. Read at your convenience.

One thing I wanted to mention was the 704 Report, which I am being christened on now. My understanding is that I need reports from SILC, DSB and Part B Centers reports to compile for this report. I will send reminders.

John helped me bring in a box. Access North Carolina books in Spanish and are here for you to take back with you. If you need more copies, contact Philip Woodward.

John Marens, I had heard that a decision to discontinue printing of this book was made. It may continue in a disc version or only come available as an app. The discussion we had was whether this book was necessary. What purpose does this book serve?

Ping Miller, we just had an disability outreach internal employee program held. We gave out at least 100. Many people walked away with the electronic but the older people prefer the hard copy.

Sandy McMillan, I have used that book almost like a tourist guide. The thing I didn’t do is, I didn’t take what was in the book as accessibility data. I would never travel expecting something without calling them first. It’s only as good as the day they were there, or the day it was written. I would never bank my vacation on just that printed information.

Debbie Hippler, I have fielded many phone calls in our office in regards to travel accessibility. I have referred them to this book and to Philip Woodward’s department.

Julia Sain, I’m going to give you the other side of this story. I think it’s a useless waste of my tax dollars. Everything in North Carolina is supposed to be accessible. Any Title 2 entity funded by state or local government and it is not accessible; it is in violation of federal law. So to print a document listing all places in NC would fill up this room.

 Let me tell you how this book is put together. Phillip sends out a form to every place he can think of asking for answers to questions. Whoever gets this document has no idea what these questions mean. They fill it out and send it in with no knowledge of the purpose or actual truth. These answers are compiled and published.

 Let me tell you how I use the book. I’ve told advocates to use the book this way and will continue as long as my tax dollars are used. I use it as a discrimination screening tool. If you look at a business or a Title 2 entity and it says they are partially wheelchair accessible, they are in violation of federal law. I call them up and tell them the state of NC has sent me a document telling me you are in violation of federal law and here’s what I’m going to do about it. Nine times out of ten, no one will admit to filling out the form. When they do admit to it, they tell me they had no idea what the question was and that they wanted to err on the side of caution. So I recommended to all the Centers and all the advocates that were here Wednesday that the DD Council supports the ADA affiliate. Get this book so you that you can use it to nail people under the guise that the state of North Carolina has published a document proving that you are in violation of federal law. I think this is a waste of my tax dollars. It’s been going all way before the ADA for the sole purpose of tourist accessibility.

 The answer today is they are all accessible. If it’s not, then call me and I’ll nail them. You need to assume that they have not violated your rights as a person with a disability. The flip side is, and I have said this to Phillip, so I’m not talking behind his back, I am incensed that the state of North Carolina is aware of failing out there and they haven’t done anything about it they just publish their name. Holy smoke!

 So, Larry Jones, who started this concept way back in ought 6, he and I had this conversation and he thinks why would we publish places, advertise it’s not accessible and then say they are the only tourist places in the state. If you want to know the tourist places in a state call the state bureau of tourism because all places are to be accessible. When they are not accessible then your rights have been violated.

 Why are we publishing this book?

Mark Steele, thanks Julia, some good points. There are other points in the book going into other details about certain places that have features that are more accessible. The way this book is funded is through vanity tags for your vehicle. The extra money goes to fund this book.

 Thank you for the feedback and discussion.

**Division of Services for the Blind:** Deidre Dockery, the report provided prior to the meeting shows the number of people that were served and successfully rehabilitated. We have been working on BEAM. It has and continues to be a laborious process. IT is a new data base system that will allow us to report in greater detail. I am going to meet with Mark and Pam as we go over Goal 6 in the ways we can evaluate review and monitor. How we can coordinate and do effectively what the SILC needs us to do.

Mark, Will has emailed both Deidre and I about Goal 6 and how we will provide feedback.

Keith Greenarch, It’s good to share numbers but we should share success stories.

Deirdre Dockery, I have been working at DSB for over 19 years and just heard the best story ever. We had our case of the year for all our IL counselors this was combined with our BEAM training. Will and Keith were invited to present to all our IL counselors. Thank you, it was great. We talked about the CILs and how we could collaborate together to provide the best possible services to individuals with disabilities, working across agencies, across any lines that exist with the goal being collaboration and successful outcomes.

The story I heard was from a VR counselor who was collaborating with other agencies services of a person that was homeless with a disability. Working with him going from literally having no place to stay because of onset of vision loss that caused him to lose his job, that caused him to lose his house that caused him to lose his family. He was living a few days here and a few days there with different people, then learned about DSB services. We were able to provide the physical restoration to restore his vision. He was able to get a job. In the process of being homeless he lost over 100lbs. Because of the involvement of our services he not only had physical restoration but was able to go back to his old job. He is working. His counselor took him out and bought him a new wardrobe. He is a new man. This is the best story and is just one.

Keith Greenarch, one of the questions from the counselors, When can we refer to a CIL? Answer was anytime, from day 1.

**Center Network:** Jim Whalen had sent this to Gloria Garton who is not with us today. We will get that mailed out to everyone.

**Ex. Officio Reports**

Vicki Smith, Disability Rights – a report was sent and given to each member.

Steve Strom representing the DD Council – Holly Riddle is no longer with this department. She is on a super policy team working directly with DMHDDSA with Dave Richard, she is the IDD expert. A lot of things are being implemented that changes. Holly is there, a lot of things pushed for by the council now have opportunity to bring to play.

 A lot of the work of our council ties in with the work of the SILC. Like your council we meet quarterly, February, May, August and November. We meet in Raleigh, all open to the public. We would love to have all come visit.

 As you may know there are changes going on in Medicaid, the council in addition to what the Governor and DHHS is putting together a stake holder group engagement group of 5 people, mainly consisting of policy wonks, not really consumer or family members. We are funding a separate stake holder engagement group consisting of strictly family members and people receiving Medicaid waiver services. We will have six meetings between now and March when a report has to go to General Assembly about any type of Medicaid changes taking place. The National Association of State Directors of Developmental Disability services trade association for Dave Richard’s position is going to be hosting this. They know all the MC waivers across all 50 states and can bring good information about what’s currently going on about the 1915BC waiver and what s being considered for 1115. For people who may have no information about the 1115 and how it will work, people from the division will be there to hear the feedback once they have been educated. The feedback will get to the right ears.

 Some of the other things we are funding is the Department of Public Safety to fund an emergency preparation initiative for people specifically with intellectual and developmental disabilities. This three year program just got started last month. We are working with our own state and division on emergency preparation. Check out our website for more information.

 Youth Leadership Forum, our program director for systems change Kelly Bowlander is serving as one of the youth leader mentors and attended this summer.

 We just closed an application on safety and security addressing sexual and domestic violence against people with intellectual disabilities and other developmental disabilities. We have a review committee who is reviewing the applicants for this and will make a recommendation for funding at our November council meeting for a three year grant.

 We also just had something very successful on our social media. We published in the month of September, a shout out for direct support professionals, giving people the opportunity to nominate during the week of September 8 – 15, Direct Support Professional Recognition Week. This gave a chance to tell why your Direct Support Professional is so important to you. It has probably been our most effective companying getting us some great photos and stories. We would like to make this an annual event. These positions are so important but so under recognized and under paid. We had no idea so many people would come out and share their feelings about their Direct Support Professionals.

 We also are doing something related to transitions. IT’s probably our largest grant to date, over $200,000. WCU has this grant and it’s to deal specifically with three school systems in the state. We asked them to find a system that’s low wealth and rural because we know there are a lot of resources for students transtitioning out of high school in metro areas but to work with Department of Public Instruction to give recomondations. For systems where they can work with students to develop stronger transitions planning processes for students. We will have more info this just started in September. There will be stakeholder’s engagement groups for each of those 3 systems. There is a plan to run pilot programs in those and work with Department of Public Instruction to turn that loose in all of the LEAs across the state.

 We also have a leadership training program called Advancing Strong Leaders. We will be finishing that up in Feb. and recruiting for a brand new class.

If you are a professional in the field or if you have family members or self advocates that want to be professionally trained, learning more about the systems and how to become an effective advocate. We will have a new partner’s class in partners and policy making that will be accepting applications in Dec. and early January. The class will be an 8 month class and will begin in January ending in Sept. Check website.

 The council is funding an intuitive working with First in Families of NC called, Aging Together, Seeking Support. This is for the same initiative of having adult children living in a home with aging parents. This is to develop a plan for both the parent and the adult child to move out of the home or to have transition planning. We are about 18 months into that program working with a lot of the council on aging groups so that families can learn what resources are there. It’s not designed to be whole new system but to pool resources. This is to bring awareness across the state to the resources that are available.

Keith Greenarch, Has the Western Carolina project, identified the areas?

 Steve Strom, They have not, they are working to identify those.

Stephanie Johnson, DHHS, You have the report that was sent. With our equipment distribution services, we have to really monitor the spending because we are only allowed to spend .04 a phone line. We don’t know the number of phone lines to base our spending on until after a month. This causes close monitoring on the spending.

 There are a limited number of items on the current list of speech impaired equipment. We are in the middle of the big process of increasing the products on this list.

 Regarding communication access, the national deaf blind equipment distribution program funded by the FCC has been going on. We just finished our first year. Forty nine individuals have applied and been approved. The equipment has been shipped to us. This equipment is to help in whatever nature needed to improve the individual’s communication. This is a three year program. We are in the second year and are accepting applications. We are contracting with trainers to go out and train the individuals to use the equipment. This is a nationwide project, the website is www.Icanconnect.org.

 The other item regarding access, my supervisor and I are touring the state doing community round tables with leaders in the deaf, deaf blind and hard of hearing population groups. By invitation only, these small groups are done to have a dialogue regarding communication access in their communities, obstacles faced. DSDHH wants to learn how we can work to overcome the obstacles and partner with these communities, how we can become more visible as an agency. Some of the leaders that have come to these round tables could be very good candidates for the SILC.

Pamela Lloyd-Ogoke – You mentioned the limitations of equipment distribution program being at $.04. That was written way back when the total surcharge was at $.07. The intent was that $.04 could be used to provide equipment to the client and $.03 for administration of the program. Over the years the surcharge has gone up to $.14. So now you have $.04 is for client and $.10 for administering the program which to me seems unfair and not the purpose of the program. What can the community do to change the regulations and increase it from the $.04 to what would allow us to provide services without putting on limits?

Stephanie Johnson, I honestly don’t know what the community can do. I will have to take that question back. We have to present rules changes and recommendations. I will go back and ask.

You may wonder what the other amount of money is used for. I’ve never said, I’ll tell you what I am aware of. The rest of the surcharge is used for the relay services in the state and then they set up a trust fund. Unfortunately in the past few years when there were budget crunches and crisis the state has taken a big part of the trust so we are trying to build it back up because there is the potential that video relay services will have to be handed over to the state. That is not the case right now but the potential is there. The trust is there to help in that event and in the event that Sprint, with whom we have our relay contract, went on strike, we would have to figure out how to continue the service.

John Marens, CAP – You are raising a global question which is related to what I do. Let me ask this, it appears as if people don’t understand sometimes that they are working across purposes. So when you have governmental agencies that on one hand are saying that we have to make systems more community based and we need to have people in the community and at the same time cutting services that allow those people to remain in the community. We just got a call recently from a gentleman in a facility trying to get out w needs a speech device because no one but his family can understand him. I called Mark at VR, he found out there was a long waiting list of more than a year for people to get services. We have has situations with personal assistant services for who knows how long and now we are hearing about Medicaid money being cut. So it’s like how can we get the people who make these decisions of cutting funds to understand that you can’t have both at the same time. We can’t say we want to create community based services and at the same time cut the funding to provide every service they need to do so. I don’t know what the role of this council is or who to go to but at some point it’s important to raise this question to those who make these decisions. I would like to ask you to consider, who should we talk to.

 I would like to go the situation of the van purchases. When a new administration came in, one of their concerns was sound fiscal management. I am assuming every state agency underwent scrutiny. Everything that was being spent had to go to DHHS to be approved before it went out. Routine scheduled checks were being scrutinized. So as part of that process someone looked at the fact that the state VR program was assisting in the purchase of vehicles for modification. So those folks who qualified on their own could receive up to 50% of the base chassis to allow them to obtain a vehicle. The question was raised as to why the money was being spent. The policy was changed as of July1 so that it would no longer assist in the purchase of vehicles for modification. We looked into this and in speaking with RSA each state determines its own policy. When that happened we found that there were a number of people who had documentation in their files or services that were planned on their IPIL that stated that they were going to receive assistance. They were told by field staff that it was no longer the case, they could not receive assistance in the purchase. Never in the history of the agency have people who were in the middle of planned services told they would not receive the services. We were ready to go to apply and talked about a class action law suit. We were in constant dialogue with the agency. We began the process of appeal. The VR department began to request exceptions. In that process I came to the state rehabilitation council to ask to provide a letter of support of grandfathering those people who were in the process. They were in support and provided a letter to Secretary Wos. SILC has also provided a letter. I have good news to report on this. As of a few weeks ago we had held off on appeal of about 4 cases. Those exceptions have been approved. We have an appeal schedule in Nov. but may be up in the air because an exception is being considered. It now looks like negotiation is working.

 We got a call from a gentleman that didn’t feel he was receiving the servies he desired. He had a 2010 truck and was waiting on a trailer to tote his wheelchair. An engineer worked on this recommendation a scoot-up trailer with a class three hitch. Unfortunately services were put on hold bc of funding issues. After a few months the consumer contacted IL staff. They came out and looked at the situation again. At that time it was found out that the gentleman’s three year old wheelchair either needed to be repaired or replaced. It was repaired. The gentleman purchased springs for his truck as IL recommended then the last piece that came in was the IL persons told him that his truck needed to be inspected but he had no money to do so. He contacted us for assistance, one of our advocates was able to negotiate with IL folks to pay for that and case is now moving forward.

Gloria Bellamy, how many people were moved from denial to exception status?

John Marens, several somewhere around 6 or 7.

Gloria Bellamy, are others in the gray area surfacing?

John Marens, there are a few more but we have not been able to review their files. We are looking for files with actual documentation.

Gloria Bellamy, can you give a blurb to explain this policy exceptions etc.

John Marens, If VR changes a policy and your plan states that this service was going to be provided before the services were stopped you still received the services, being taken care of under a new policy. With this policy for the first time this was not done.

**2014 – 2016 SPIL Committees:** Keith Greenarch

I have tracking sheet grids for each goal committee. I want each committee to meet together to determine what your committee wants to do to tackle this. This is a guideline that Will and I worked on to start you. Each committee can amend or change as desired.

Gloria Bellamy, Look as your SPIL goal and customize your tracking device. This will give everyone some idea of what information is needed to be covered as the quarterly reports are given. This is an instrument that you can refine so you can report properly at each meeting.

Committee’s met around the room.

Keith Greenarch, As the committee’s wrap up, if you have any questions please call or email me.

**Action:**  letters of appreciation to employers who allow their employees to participate in the SILC

**Old Business:** none

**New Business:**  none

**Announcements:** Sandi Sinnott is engaged.

**Public Comment:** none

 **Adjourn:** Ogburg/Bellamy

Adjourned at 3:21

Next meeting is January 17, 2014

Attendees:

P = Present / T= attending by Teleconference / A = Absent

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Members |  | Members *continued* |  |  |  |
| Greenarch, Keith | P | Kaufman, Joshua | P | Support |  |
| Bellamy, Gloria | P | Watkins, Oshana | A | Debbie Hippler | P |
| Cummins, Rene | A | McMillan, Sandy | P | Cath Kiwitt | P |
| Lambert, Kimlyn | A |  |  | Sarah Wheeler | P |
| Sinnot, Sandi | P | Ex. Officio |  |  |  |
| Miley, Kay | P | Smith, Vicki | A | Gallery |  |
| Staley, Teresa | P | Dockery, Deidre | P | Gay Joyner | P |
| Royster, Sierra | P | John Marens | P  | Steve Strom | P |
| Frye, Dorothy | P | Mark Steele | P | Mike Ogburn | P |
| Commander, Zach | A | Stephanie Johnson | P | Pamela Lloyd-Ogoke | P |
| Overfield, Jennifer | A |  |  | 2 personal asst. | P |
| Ogburn, Sandy | P | CIL Directors |  | Megan Latter | P |
| Miller, Clare “Ping” | P | Julia Sain | P |  |  |