**NC Statewide Independent Living Council**
**FINAL Meeting Minutes**
**October 14, 2016**
Country Inn & Suites, Burlington, NC

**Welcome/Mission /Minutes**
The meeting was called to order at by Chair Keith Greenarch at 9:07am.

**SILC Mission** was read by Keith Greenarch

**SILC Accessibility Reminders** was read by Keith Greenarch
**Introductions:** Introductions were made by all.
**Absent members:** Ex. Officio John Marens and Vicki Smith, no voting members were absent

**Approval of Agenda** –
**Action :**( Gary Ray/Kay Miley) moved to accept the agenda. Motion carried unanimously

**Approval of Minutes** –
**(Action) Approval of the minutes** – (Sandy Ogburn/Paul LaVack) Motion carried unanimously

**Goal Committee Reports**

**Goal 1 Provision of Quality Services** **Rene Cummins, chair**
The Goal 1 committee met on September 15 at 1 PM. There are two activities under this goal. Activity 1, Network Building, the center directors held two retreats during the past year, so this activity is accomplished. Activity 2, Staff Development, each center has sent one or more staff members to a training or conference during the last year, so this activity is accomplished. For the Part B funds that were utilized to support these activities, the final reports were not available in time to be reported at this quarterly meeting.

**Goal 2 Leadership and Empowerment of individuals with disabilities:**

**Gary Ray, chair**

A presentation was given by Josh Cummins and Cristina Branch from Alliance of Disability Advocates as the final Youth Leadership Forum report.

Questions and discussion followed.

This is my final report as Chair of the Goal 2 Committee. I am so very glad that efforts are being made to help Committee Chairs be able to give the SILC both a snapshot of what is going on and a cumulative photo of the Goals that are being monitored.

There should be a surplus of $5,275.00 in the Youth Leadership Forum monies at the end of the 2016 cycle. This is all current year funds and will transfer over to be added to the amount of money for the YLF in 2017.

Thank you for allowing me to serve.

**BREAK: 10:25 – 10:45**

**Action Amended: (Gary Ray) Amend motion to approve the Agenda to add a vote on new Member during membership committee meeting**

**Goal 3 Growth and Improvement of Independent Living Services:**

**Helen Pase, chair**

No report was given due to flooding in eastern North Carolina

**Goal 4 Support NCSILC office:** **Oshana Watkins, Chair**

Report is differed to Debbie Hippler when the SILC office report is given

**Goal 5 Promote Community Living:** **Gloria Garton, Chair**

No report given

**Goal 6 DSUs Provide Independent Living Services**: **Teresa Staley, Chair**

These are the highlights of the last meeting on Oct. 4. A list of topics covered in the last 24 months was shared. We had guest speakers from Americans with Disabilities

Act and transit administration. We discussed communications, services for veterans and transportation issues in the Greensboro area and integration of Goal 6 in the new SPIL. As it now stands Goal 6 will exist but will be reported on by Vocational Rehabilitation and Division of Services for the Blind. There will not be a separate Goal committee.

I was very happy with the reporting tool shared yesterday. I have struggled with what we were supposed to report, this will be better.

**Standing Committees**

**Executive Committee** **Kay Miley, Chair**

Report given by Keith Greenarch.
At our August retreat Codification was discussed, we have received a signed letter from Governor McCrory recognizing the SILC through September 30, 2020.
A permanent codification will still be worked on through legislation.

The committee voted to add another Member, Mark Steele the CIL Director's representative is this now a member of the Executive Committee.

Attendance of 75% is required by the Governor's office to continue to serve as a Council member. This includes the Thursday trainings, committee meetings, the SILC council quarterly meetings and additional trainings and meetings. This attendance will be discussed and emphasized with all new potential members.

Rene Cummins will chair the ad hoc committee to review the Bylaws. The members were announced, they are Gary Ray, Mark Steele, Keith Greenarch and Debbie Hippler.

An AdHoc committee for promotion has been established; Gerald Green will serve as chair. The members are Oshana Watkins, Melea Williams and Debbie Hippler. The purpose of this quarterly publication is to make the SILC more visible.

It is a major need to get more money for the Centers. Our contacts last May during the legislative short session were beneficial. These contacts will be built upon to accomplish this funding goal.

There was discussion and questions regarding funding, committees and visibility.

**Finance Committee** **Kimlyn Lambert, Chair**

We have had regular monthly meetings. At the August meeting all expenses and budgets were reviewed. All funds were spent. A new fiscal contract is in place for the 2016-2017 year.

We anticipate that all P&E reports will be available soon to look at the amount spent. We will review and continue to monitor.

**Chair Comments, Keith Greenarch** – AT our Executive Committee retreat streamlining our meetings was discussed. Administration for Community Living has recommended that SILC adopt Roberts Rules of Order. To accomplish this, during the meeting only the voting members can speak. A public comment signup sheet is available for non voting members who wish to speak. Each speaker will have a three minute limit during the public comment session at the end of the meeting.

Kimlyn will be our parliamentarian. Ex. Officios can make comments.

**Center Director's Report** **Mark Steele, Executive Director, The Adaptables**

I think these new rules need some tweaking.
Sept. 30 was end of fiscal year. Our Part B grants are in the process of approval. The in direct cost rate has to be established which has delayed some of the contracts. This cost rate is being defined by Administration for Community Living.
Some of the CILs did not spend all of the money contracted to us last year. The left over money will be addressed by amendments to the contracts. You will hear more about that later.

**Policy Committee** **Joshua Kaufman, Chair**

Thank you to all who made it to yesterday's trainings. Those are very important and I can't stress enough, that for newer members it helps you get up to speed and understand your SILC job. We have the highest attendance yesterday since my involvement on the SILC.

I understand that the changes to the mentorship policy were tabled, is there any need to revisit this issue? Since there is no need for additional discussion is there a need to call the vote?

The Policy committee brings a motion to amend the mentorship program that a mentorship will last no less than 12 months.
**Action: (Josh Kaufman/Gary Ray) unanimous approval**

Joshua Kaufman – I will be resigning due to personal circumstances effective the end of today's meeting. This is not an easy decision for me but don't feel I can do justice to the work of the SILC. I appreciate the opportunity to participate, I have learned a lot. As a parting statement, "I have generally found that the relationship between CILs and the council has been stretched and not been what we would all like. I wish all the best to all parties and hope the relationship improves as you move forward. If you work together on the common goals there are opportunities to support and assist each other. By the nature of the way SILC is set up, for the CIL directors it can feel like someone is standing over your shoulder judging and second guessing, it can't be a comfortable position. With some work and trust in each other it could be someone hoping to support you in your work."

Keith Greenarch – It's been a pleasure working with you. We appreciate the job you do at UNC Asheville and thank you for your work on the SILC. We invite you to come back at anytime, we consider you a friend.

Other comments were shared regarding Joshua's service and the partnership of the CILs and the SILC.

**Membership Committee** **Sandy Ogburn, Chair**
The mentorship program implementation will be tweaked; these changes will be sent to Debbie to send out to the entire council.
We have five applications; three of them were employees of the Greenville Center. We are working on the required percentages and numbers we need to have. We have an application from a former member, Jeff McLoud who we will bring to the council for approval.

Motion: To accept Jeff McLoud to be appointed to the council.
**Action: (Sandy Ogburn/Joshua Kaufman) unanimous**

We have other applications that we need to interview and follow up.
We discussed recruiting. All were asked to please watch for contacts in areas that are not represented especially youth. Please have them apply; the application is on our website. We would like to see the council full with strong individuals.

**Comments:**
Keith Greenarch – I would like to make a couple more comments regarding the Roberts Rules. We do need to tweak this and it is a new process. Yesterday Kimlyn shared the rules. I would like for her to do so again. We want to do things properly and comply with what Administration of Community Living expects of our meetings.

Kimlyn Lambert – We are going to try to put this all into effect and yes this should've been gone over first thing this morning. When you have a question, raise your hand, wait to be recognized. We need to address the officers as Chairman, Madam Secretary Etc. Once recognized you have the floor for 2 min for comments then we move on. We have a sign-up sheet for public comments on the back table. Each speaker will have a 3 minute limit. If you wish to make a comment longer than 3 minutes, you need to contact Keith and ask to be placed on the agenda ahead of the meeting. This is a work in progress I am trying to do the best I can. Training on Roberts Rules of Order is suggested. The whole point of this is to keep the meetings professional and timely.

**Operations Manager Report** **Debbie Hippler**
Over the last quarter the office has continued to be very warm! The estimated time of completion for the new HVAC system is December.
The SPIL was approved! We received notification of this approval by email on September 1, 2016 with a letter following.
70 Information and referrals have been handled by phone, email and in person, including a resource table presented at Duke Energy, Raleigh. The website has had 4,252 hits during the months of July, August and September with an average of 46 views a day. The most used search engines to find us are Google, Yahoo and Bing.

The most visited pages of our site continue to be Veterans Resources, Centers and Council.
I attended NCIL in July and participated in the March to the Hill along with my husband. We both enjoyed the visits on the hill and had great reception from both of our senator's offices. Getting to know those who participated from across our state was a big plus.
I also attended a Train the Trainer conference in Houston in September. This was a great training on how to coordinate and hold a Community Leadership Academy. This would be training for those interested in serving on boards, councils and advisory committees with an emphasis on people with disabilities to help spread inclusion among multiple agencies.
I am looking forward to attending both APRIL and SILC Congress before our next SILC meeting in February.
The dates of the 2017 meetings are as follows:
February 2 and 3
May 4 and 5
August 3 and 4
November 2 and 3
The Thursday dates will be board enrichment starting at 1:00pm, Fridays will be the full council meeting starting at 9:00am.

**Designated State Units Reports**
**Vocational Rehabilitation Independent Living Pamela Lloyd-Ogoke**
In Direct costs are causing the contracts for the CIL to be delayed. We ask that the Finance committee look at the pros and cons of changing contract dates from October to September to January to December, this would be 2018. 3 PETS are an opportunity and an RFA is being offered. One of the good things about that is it doesn't require the organization to be a 501(c) 3.

The G.R.E.A.T conference is coming November 2 in Asheville. We hope many of you will be able to attend.

Jenny, please comment on transitions.

Jenny Pleasants - I manage the contracts that provide transitions services including the two CILs. We are seeing a higher number of transitions, 43 and a younger population. Money Follows the Person is tweaking to address these situations.

**Division of Services for the Blind** **Patricia Sikes**

The below data on numbers served and rehabilitated is preliminary data. Complete data through the end of September is not available until Oct 16th.

Independent Living Rehabilitation and Independent Living Older Blind:
Independent Living Rehabilitation = 294
Independent Living Older Blind = 499
Total Served both programs = 793

Individuals who successfully achieved their independent Living Goals:
Independent Living Rehabilitation = 24
Independent Living Older Blind = 36
Total successfully closed in both programs = 60

NC Division of Services for the Blind held 6 Mini Centers serving approximately 69 participants in the State Fiscal Year. Mini Centers are community based learning programs in which individuals receive instruction in adaptive living skills, safe travel techniques, peer support and hands-on instruction with a variety of low and high tech devices. Instruction and adjustment counseling is also provided in the home.

**Ex. Officio Reports**

**Disability Rights North Carolina** **Vicki Smith, Executive Director**

No report was given

**Client Assistance Program** **John Marens**

No report was given

**North Carolina Council on Developmental Disabilities** **Steve Strom**

Current Initiatives:

**Supported Living: Making the Difference**

The Council released an RFA in partnership with the Money Follows the Person program to launch a technical assistance initiative supporting the launch of the new Medicaid Waiver service of supporting living. This service will begin with the new waiver on November 1st. The intent of the initiative is to provide a stakeholder group and technical assistance for agencies who are offering the supported living service. There will be three demonstration projects supported through the initiative with a learning community and a communications effort to help all providers learn about the barriers and successes of this service over the next three years.

The application period closed on Wednesday, October 12. A selection committee will review the applications and make a recommendation for the full Council's approval on November 18th. The initiative will begin on January 1, 2017 and will be up to three year. The initiative will be funded up to $125,000 per year with a required match from the grantee.

**Adult Care Home Transition**

The Council partnered with Disability Rights NC to carry out the goals of this initiative. Now in its third and final year, Disability Rights has wrapped up the work on the initiative and will be presenting the final report and recommendations at the November Council meeting. In order to facilitate this transition, NCCDD is promoting the development of a "blueprint" that will incorporate the diverse needs of individuals across the state within the existing policy and budget restraints.

**Guardianship**

The Council voted to approve funding for a third year of the Rethinking Guardianship initiative. The DHHS Division of Aging and Adult Services along with the UNC School of Social Work Jordan Family Institute have been working on this initiative. Representatives from all agencies who have a stake in improving the self-determination of those with a guardianship order or at risk of having a guardian will have control over their lives. Family members and self-advocates are also part of this group. New members are invited to be part of this group. Thanks to Keith Greenarch for representing the Centers for Independent Living in this workgroup. Copies of the first year report are available in print and online: http://bit.ly/1RvF5T9

Dr. Mary Ann Salmon is still seeking stories if you have any guardianship stories that would help inform the work of this initiative.

**Medical/Health Homes for individuals with I/DD**

The Medical/Health Homes initiative is in its final year of funding and has made several recommendations that have been incorporated into Medicaid reform and still continues to influence the work in the State around Medicaid services for individuals with I/DD. On October 28th, the initiative will sponsor a forum that on integrated health. The work of this important initiative has been successful in:

- The establishment of an NC chapter of DD Nurses Association;
- Working with the dental association to train practices on the serving patients with I/DD and promoting the integration of oral health as part of medical health homes; and
- Bringing other states' models of medical/health homes to North Carolina policy makers at a recent summit on "Medical Health Homes and Managed Care for People with I/DD. The work of this initiative continues to inform policy makers as they consider major changes in Medicaid.

**Emergency Preparation**

With all of the flooding from Hurricane Matthew, the Emergency Preparedness Initiative has been active. FEMA Disability Integration Specialist Danielle Bailey is in North Carolina this week to support agencies and organizations serving NC citizens with disabilities. Thanks to the NC SILC for allowing Danielle to participate in the October meeting.

**Conference Funding Support – FUNDING IS STILL AVAILABLE**

The NC Council supports individual with disabilities and their caregivers to participate in educational opportunities that will enhance their ability to be a better advocate or increase independence through the Jean Wolff Rossi Fund. This fund will provide financial support to attend conferences that will meet the goals of the Rossi Fund Program. Those interested in applying for funds may visit the NCCDD website for an application at www.nccdd.org or call the office at 919-850-2901 to have an application mailed. Self-advocates and family members are encouraged to apply for support though the Jean Wolff Rossi Fund!

**5 Year Plan goals have been approved**
The Council submitted their Five Year Plan to the Administration on Intellectual and Developmental Disabilities (AIDD) for approval on August 15, 2016. The plan is being reviewed and the Council has received tentative approval. The three large goals in the plan revolve around **financial asset development**, **community living**, and **advocacy development**. Funding for initiatives in the next 5 years will address these key goals. To download a copy of the plan, you can visit the Council's website or click the link below: http://bit.ly/1MRMuGL

**Council Meetings are open to the Public and members of the general public are invited to attend** The Council meets four times per year. The remaining two Council meetings in 2016 are: November 16-18
Agendas and handouts from the meeting are available on the Council website at www.nccdd.org.

There is a public comment period on Friday where visitors can address the Council. Meetings are held at the Hilton Garden Inn at 131 Columbus Avenue, Cary, NC. Please see our website for more information.

**Division of Services for the Deaf and Hard of Hearing** **Jan Withers**
I apologize for not sending my report prior to the meeting. We have new personnel, Tom Austin who will oversee the 7 regional centers. We will have a new telecommunications resource person in January. Last month in Maryland, there was a conference for Telecommunication Assistance Program. Following that conference was the National Conference for state relay managers. Because of the location of the conferences, the Federal Communications presence was heavy. There was good information, the next few years will be challenging because of changing technology. Telecommunication's adaptive equipment depends on analog equipment, when the service is changed to digital it causes the equipment to not work properly. This is one example of the transition problems.
I am member of board for Telecommunications for the Deaf and Hard of Hearing Inc. It is the leading national non-profit organizations that lobby for deaf and hard of hearing at the National level. They receive about $500,000 annually of pro bono services. The intent of the services is for the lawyers to file comments with the federal communications commission and the intent is to prevent any type of watered down

version of the ADA. Hurricane Matthew, it was a huge improvement from the experiences in the past. The presence of the ASL interpreters with the Governor prior to hurricane was much better. We tracked incidences of this not being included.
We are the only state that has a full time statewide position for emergency preparedness for deaf and hard of hearing. She worked hard to get all information out to local citizens.
There is a lot of on the ground activity going on throughout the state. We plan to follow the model of the emergency management team doing de-briefing after all settles down, to determine how to improve.

**Old Business:**
Sandy Ogburn - Please sign up to be a mentor to new members.

Keith Greenarch – Please sign up for a Goal Committee, we need you to pick one. It will be much easier with the new reporting form.

I didn't want Pam to think I was avoiding her question, I did not hear you clearly earlier. I apologize for that.

During the presentation the two representatives from Alliance were on the agenda. The person speaking after was not on the agenda and was speaking on a subject not on the agenda.

This is not to punish anyone we are doing this to make our meetings run more smoothly.

Mark Steele – I heard comments that it did feel like it was punishment. I want to go on record to say that the CILs directors want to be true partners and want to be transparent and work together moving forward. Any decision we can be a part of to build this relationship we want to be at the table. We are here to serve the people of NC and the CIL directors want to be a part of that.

**New Business:**
The Adaptables has moved but we do not have working internet or phones. We will have an open house and you will all be invited.

**Announcements:**

Oshana Watkins - If you are out in the Triangle area on November 11th, the Holly Spring Kiwanis Club is having a huge Zumba party to raise money to build an all inclusive playground. Contact me if you want any more information.

**Public Comments:**

Tavonne Enoch – We talk about numbers a lot. I wanted to share a story as a reminder of why we are here and how we do make a difference. Is there anyone still here from The Shabazz Center? I have a friend who was in a difficult situation who went to the Eat, Meet and Greet. As a result, she remembered them and went to the center. A lady there helped her get out of the situation she was in and helped her get to a shelter. This person kept checking on her, she got her own apartment. Even a couple months later this person is still checking on her. This story is a reminder of how we do help people every day. While we look at numbers remember its all people.

**Meeting Adjourned at 2:06 pm**

**Next Meeting: February 3 at the Country Inn and Suites in Burlington, NC.**

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

| Members | | Ex. Officio | | Staff/Support | |
|---|---|---|---|---|---|
| Rene Cummins | P | Pamela Lloyd-Ogoke VRIL | P | Debbie Hippler | P |
| Tavonne Enoch | P | Steve Strom DD Council | P | Mark Lineberger ASL | P |
| Gerald Green | P | Patricia Sikes – DSB | P | Jennifer Johnson ASL | P |
| Keith Greenarch | P | John Marens CAP | A | Valerie Reiser–PA/LPN | P |
| Sandra Hicks | P | Vicki Smith – DDNC | A | | |
| Joshua Kaufman | P | Jan Withers – DDHH | P | | |
| Mark Steele | P | | | Guests | |
| Kimlyn Lambert | P | Center Directors/Reps | | Jenny Pleasants - VR | P |
| Paul LaVack | P | Julia Sain | P | Lauren Costello – BI | P |
| Kay Miley | P | Barbara Davis | P | Laura Bartholomew | P |
| Clare “Ping” Miller | P | Benita Williams | P | Mamie Branch | P |
| Sandy Ogburn | P | Dave Wickstrom | P | Veronica Reardon | P |
| Gary Ray | P | | | | |
| Teresa Staley | P | | | | |
| Oshana Watkins | P | | | | |
| Barry Washington | P | | | | |
| Sabrina Dionne | P | | | | |
| Melea Williams | P | | | | |

*Respectfully submitted, Debbie Hippler, SILC staff*

*The full recording of the meeting is available at the SILC office upon request*