**Statewide Independent Living Council (SILC)**
Minutes
December 7, 2011
Lexington, KY
Fairfield Inn and Suites

**Members Present:** Lonnie Cowan; Chairperson, Sandi Radford; Co-Chairperson, Deborah Blake; Member-at-Large, Shannon Caldwell, Mike Freholm, Benita Lind, Darrell Mattingly, Gay Pannell, Office for the Blind (OFB) Ex-Officio, Nancy Perry, Ann Smits, Elsie Speed, and Jimmy Wise

**Members Absent:** Pamela Roark-Glisson; Independent Living Center Representative, Kimberly Parsley and Emily Thomasson

**Staff Present:**
David Beach; Office of Vocational Rehabilitation (OVR) Acting Executive Director, Dave Matheis, Germaine O’Connell, and Nanci Soard

**Guests Present:**
Ruth Caldwell; Personal Attendant, Brian Compton; Chronic Pain Support Group Member, Sandra Goodwyn; Pathfinders for Independent Living , Marilyn Mitchell; Disability Resource Initiative (DRI), Andrew Saylor; Pathfinders for Independent Living, Patrick Shirley; Education Cabinet Legal Representation, and Gina Wallace, Independence Place, Inc. (IP).

**Interpreters Present:**
Judy Gooch and Tom King

SILC Chairperson, Lonnie Cowan welcomed everyone to the meeting and introductions were made.

The Pledge of Allegiance was said aloud by the attendees.

Elsie Speed asked the full council and staff if there is a set format for the agenda for each SILC meeting. Germaine O’Connell clarified that each agenda is set by the Executive Committee a month before the actual SILC meeting. She continued further by stating some items on the agenda are standing reports and other topics are added by the Executive Committee on an as needed basis. Several items were discussed and suggested to be included on the agenda. These items were to include a discussion on the request by DRI to increase funding as well as a formal passing of the gavel from former chairperson, Lonnie Cowan, to the newly elected Chairperson. No other agenda items were discussed. Chairperson, Lonnie Cowan, entertained a motion. Elsie Speed made a motion to accept the agenda as presented with the additions suggested in the discussion. Deborah Blake second. No oppositions. Motion passed unanimously.

Elsie Speed asked if the council will have a quorum today and Dave Matheis confirmed there would be a quorum.

**Public comments:**
No public comments were made at this time.

**Approval of September 2011 minutes:**
Sandi Radford asked the full council if there were any changes to the September 2011 SILC minutes. Sandi referred council members to the minutes on page 9 of the SILC meeting booklet. Discussion was held about the SILC budget and the review of the SILC website. Deborah asked if the council would visit these topics at today’s meeting. Germaine O’ Connell suggested putting these items on a sticky note also known as the ‘parking lot’ to discuss at a later time during the meeting. Sandi Radford asked if staff has developed a ‘shell’ for the SILC website. Staff agreed to revisit this topic at a future meeting. Lonnie Cowan entertained a motion to accept the minutes. A motion was made by Benita Lind to accept the September 2011 minutes. Nancy Perry second. No discussion was held. No oppositions. Motion carried unanimously.

**Chairperson’s report:**
Sandi Radford tabled the Chairperson’s report until later in the meeting. No oppositions.

**Staff Report:**
Dave Matheis provided the staff report. He provided a brief discussion on the contracts. He announced 4 contracts were finalized. The contracts were finalized as: $90,000 for Disability Resource Initiative, $90,000 to Independence Place, $60,000 to Independence Place for outreach in Eastern Kentucky, and $60,000 for Center for Accessible Living (CAL). He announced to the full council that the American Recovery and Reinvestment Act (ARRA) funds have been exhausted by all Independent Living centers as of September 30, 2011. The carry forward in regular Part B funds from 2011 could be as much as $120,000 in part B funds. He continued to inform the full council there has been a shell developed for the CyberCil. The Independent Living (IL) Director’s will review it at their next meeting in January 2012. Dave announced that Vocational Rehabilitation staff conducted an audit of CAL, however, a report is not included in the booklet but that it will be forthcoming. He continued to announce that Independence Place’s response from their audit is included in the booklet and staff will send DRI’s response to their audit at a later date in electronic format. He informed the council in the 704 Report that is sent to the federal government, there is a survey of training topics included. He encouraged SILC members to rate those topics and give that paper to SILC staff to determine future training topics for SILC. Mr. Matheis mentioned that the agency is still waiting on the response from the Rehabilitation Services Administration (RSA) in regards to the agency’s response to the initial monitoring report. Acting Executive Director, David Beach explained on the RSA in further detail. Mr. Beach stated the agency received a call with RSA staff regarding current corrective action plan for 2009 monitoring. David Beach continued to explain there recently have been changes in the fiscal staff for RSA and this could be the cause of the delay in their response. Mr. Beach participated in a teleconference call with RSA where they provided some technical assistance with monitoring the Centers for Independent Living on a fiscal level. He is confident the agency is on the right track with the centers fiscal concerns. Mr. Beach told the council he hopes the agency will have a response from RSA before the next SILC meeting in March 2012. Deborah Blake proposed the question whether or not the agency is receiving adequate technical assistance from RSA. David Beach feels the agency does, however, the change in fiscal staff may have been a barrier when receiving proper technical assistance in a timely manner. He went on further to explain there is a very extensive process in responding to and receiving feedback from RSA and responses must be presented in writing. David Beach informed SILC members that the agency sought feedback from other states in developing the review process and is interested to review the official responses from RSA. Dave Matheis continued to provide the staff report by informing the SILC members that the Executive Committee has requested to send Lonnie Cowan to the SILC Congress in January 2012. He continued to inform members that the request has been sent to the Cabinet level for approval. Dave Matheis also mentioned that SILC received an anonymous letter regarding possible issues with an IL Center and their Board of Directors. Staff will be visiting with the IL Center to discuss the letter and speak with their board in an attempt to resolve the issues. Dave Matheis concluded the staff report. Deborah Blake asked for clarification on the WIPA grant. Sandi Radford provided a brief explanation of the incentive program and the process individuals will go through to qualify. She informed Deborah there are currently 7 WIPA workers to complete the training. Bentia Lind mentioned she attended one of the workshops and provided positive feedback of her experience to the council members.

**Executive Committee Report:**
Sandi Radford provided the Executive Committee (EC) Report. She began by informing council members that the EC meet face-to-face once month prior to the full SILC meeting so the committee can address issues that come up and to finalize the meeting agenda for the next SILC meeting. She continued to inform the members that during the EC meeting, the committee discussed composing a letter regarding the honoraria and sending it to OVR staff to forward onto the Cabinet. The purpose of the letter is to make OVR staff and the Cabinet aware of the impact the honoraria could have on the SILC members and their benefits. Sandi explained that even though it may not affect every SILC member, it could affect some and this is why she believes a letter should be written on behalf of the SILC. There was some discussion among the council members about writing individual letters by council members possibly affected by the honoraria and compiling those together to send to Germaine O’ Connell to give to OVR staff. The council members eventually decided that writing one letter on behalf of the SILC should make a stronger impact. Deborah Blake mentioned that while serving on the Nominating Committee, she encountered some difficulty with recruiting possible new members. She explained to the group that those individuals were afraid of the procedure because the honoraria would be counted as income now. Deborah agreed that writing one letter as an organization would have a greater impact and strongly suggested the council go that route. The council agreed. No motion was taken in regards to the honoraria letter. Sandi Radford continued to report that the EC agreed to discuss possible recommendations to contract the University of Kentucky out to handle the SILC budget in the future. The EC question how much it would cost to do this and Sandi said she hoped to receive more information regarding this to present to the full council at the March 2012 meeting. Sandi then referred council members to page 110 in the meeting booklet which included the SILC Committee Preference Sheet and stressed the significance of serving on the SILC committees. She encourage council members to volunteer to serve on the standing committees listed on the preference sheet and told them to be ready to serve on any Ad Hoc committees that could arise in the future. She advised that once council members completed the committee preference sheet, to return them to Germaine O’Connell at the end of the meeting. Sandi continued to report that the Centers for Independent Living (CIL) will be reporting to the SILC every meeting in a similar manner and they should have that at the March meeting. She informed the council that EC members are currently reviewing it and will share with IL Directors at their meeting in January 2012. Sandi informed council members the EC elected Lonnie Cowan to attend the SILC Congress in January 2012. She informed them that staff is currently waiting for the Cabinet to approve the recommendation. Sandi stated that SILC are up-to-date with paying National Council on Independent Living (NCIL) dues. Sandi then went on to explain the ‘Parking Lot’ idea that Germaine suggested the council use during all future meetings. She explained that in order to keep the council on task, ‘sticky notes’ would be put up on the wall to be addressed at a later time during the meeting or the next meeting depending on the time constraint. Germaine further clarified on the ‘Parking Lot’ idea. No discussion was held regarding this. Germaine O’Connell informed the council that staff would be constructing a meeting evaluation survey for attendees to take at the end of each future meeting. She explained this would be constructed by staff through the use of SurveyMonkey.com. Council member, Shannon Caldwell, commented that the meeting evaluation was a good idea. Sandi Radford explained that the council and staff would like to know what they are doing well with and what improvements can be made to future meetings. Deborah Blake commented that everything staff is doing is wonderful and agreed with Shannon Caldwell’s previous statement. No more discussion was held regarding the meeting evaluation survey. Sandi continued on by stating the EC has set the 2012 meeting dates. All dates have been set quarterly and the first Tuesday of the month with the exception of September which is the second Tuesday. Sandi explained this is due in part to the possibility of planning a 2nd annual joint meeting with the Statewide Council for Vocational Rehabilitation (SCVR) in September. Sandi stated the 2012 dates for SILC meetings are: March 6th, June 5th, September 11th, and December 4th. She further stated that meeting locations will be determined by staff. Council member, Nancy Perry, commented that she liked the Fairfield Inn Suites in Lexington because it is simple and nice. Sandi Radford discussed the status of SILC policies and procedures. Germaine O’Connell clarified that the EC reviewed the policies and procedures and they determined an Ad Hoc committee be formed to work on updating the policies and procedures. Germaine suggested that the Ad Hoc committee bring their recommendations to the EC and then to the full council. Benita Lind volunteered to serve on that particular Ad Hoc committee. Mike Freholm also volunteered to serve on the Ad Hoc committee. No more discussion was held. Sandi referred council members to page 111 to 116 of the SILC meeting booklet which included the training preference sheet. She instructed council members to choose topics they would like to be interested in knowing more about and return form to Germaine O’Connell when completed. Dave Matheis explained the topics listed were taken from the 704 report. Germaine further clarified by stating all council members should complete two forms at the end of the meeting; the committee preference sheet and the training preference sheet. A motion was made by Shannon Caldwell to accept the Executive Committee report and all it entails. Benita Lind, second. Elsie clarified Robert’s Rules of Order for the council members. No more discussion was held. No oppositions. Motion carried unanimously.

**Nominating Committee:**
Benita Lind provided the Nominating Committee report on behalf of Kimberly Parsley. She began by stating the membership of the current committee. She said council members whose terms expire in May 2012 are, Kimberly Parsley, Deborah Blake, Sandi Radford, and Emily Thomasson. Benita announced that Kimberly Parsley and Emily Thomasson do not wish to be reappointed due to family concerns. These members were asked to submit their resignation in writing to Dave Matheis so he can then forward the letters to the Governor’s Office. Benita went on to inform council members that the Nominating Committee has constructed a slate of nominations and will be presented later in the meeting. Benita announced at the previous SILC meeting there was discussion about having no written communication to prospective SILC members and that there were several months between application and notification process from the Governor’s office. Benita said that as a result of that discussion, a letter has been drafted by the committee and Germaine and can be found in the SILC meeting booklet. Benita recommended the full council take action on this letter today. Sandi Radford commented this letter would be a good ‘in-between’ for prospective SILC members. Sandi Radford read the letter aloud and then entertained a motion from the floor. A Discussion was held regarding the letter. Council member, Ann Smits suggested changing, ‘your’ to ‘you’ in the letter. Council member, Elsie Speed suggested the nominating committee should go back to revision. Ann Smits suggested meeting with the Nominating Committee at lunch and discuss changes to the letter. Germaine O’Connell would like an action made on the letter today to avoid the long delay and in the meantime, if council members have recommendations about the letter, those can be sent to Germaine and she said she could then work with the Nominating Committee. Benita Lind stressed to the full council that this letter can be changed at any time stated that future Nominating Committees could revisit the letter. Benita said the council would need to send this letter out fairly soon to prospective SILC members and she would like to send out the letter before the end of January 2012. It was suggested that the new Nominating Committee revise the letter. Sandi proposed the motion to develop the letter. Council member, Mike Freholm suggested the Nominating Committee revise the letter and send to the full council during the first week in January. Dave Matheis informed the group any action taken has to be an open meeting. Germaine O’Connell stated that the EC meets in February 2012 and can approve the letter on behalf of the SILC. Sandi Radford entertained a motion from the floor once again. Mike Freholm made a motion that the letter be reviewed by the EC and approve the final draft of the letter on behalf of the council. Elsie Speed, second. No more discussion was held. No oppositions. Motion carried unanimously. Benita Lind continued her report by acknowledging Lonnie Cowan for serving as the SILC chairperson for the previous two years and stated she appreciated his time and effort. Benita then referred the full council to page 109 of the SILC booklet where she directed the members to a selected slate of officers. She informed the council they would be voting on the slate of officers later on during the meeting. Benita asked council members if there were any nominations from the floor. No nominations from the floor for SILC chairperson were given. Shannon Caldwell was nominated to serve as SILC co-chairperson. No other nominations from the floor for SILC co-chairperson were given. Benita asked for nominations from the floor for Member at Large. Deborah Blake nominated Benita Lind for Member at Large. No other nominations from the floor for Member at Large were given. Benita Lind concluded the Nominating Committee report. Elsie Speed made a motion to accept the slate of officers as presented to the full council and prepare to vote at a later time during the meeting. Deborah Blake, second. Ann Smits suggested it would be helpful to voting members if the nominees said a few words as to why they would like to serve. No discussion and no oppositions were made to this suggestion. Motion passed unanimously. Motion to approve the Nominating Committee report and all it entails made by Elsie Speed. Shannon Caldwell, second. No more discussion was held. No oppositions. Motion carried unanimously.

The council took a break at 10:28am. The council reconvened at 10:45am.

**Chairperson’s Report:**
Lonnie Cowan provided the Chairperson’s report. He referred council members to his written report on pages 20 to 25 in the SILC meeting booklet. Mr. Cowan announced he had no further additions.

Staff person, Dave Matheis welcomed guest speaker, Beth Harrison. She provided a brief presentation on KyTASH. It was well received.

**Standing Reports:**
**SCVR Report:**
Dave Matheis provided the SCVR report. He announced the SCVR met in September at the joint meeting with SILC. He also announced the council’s next meeting will be held on December 12, 2011 in Lexington, Ky. Mr. Matheis briefly discussed some of the activities SCVR has been involved in. He stated that staff has drafted a letter to the super committee in Washington, D.C. on behalf of SCVR explaining the effects that budget cuts to rehabilitation services will have on Kentuckians with disabilities. He continued to inform the council that another letter was drafted on behalf of the council. This letter was sent to OVR field staff to express their gratitude and appreciation for the staff’s hard work and efforts to assist persons with disabilities and allowing the agency to expand the order of selection process. Mr. Matheis concluded the report by explaining that on October 1, 2011, the agency opened up Order of Selection to make consumers eligible in the top three categories. No discussion was held.

**OFB Council Report:**
Ann Smits referred the OFB council report to OFB Ex-officio, Gay Pannell. Gay discussed the OFB council’s involvement with the Comprehensive Needs Assessment. She stated that Amy Flowers is the consultant on the project. She informed the council the assessment allows the agency to receive input from consumers, ophthalmologists and optometrists, teachers, focus groups, and employers. The assessment also allows the agency to identify needs areas. Dr. Flowers will present a final report to the council in upcoming weeks. The goal of the council is to establish priorities over the next three years using the information obtained from the needs assessment. Gay continued on to announce information about the Assistive Technology (AT) Expo. She said the expo is currently in planning stages and will be held on September 18-19, 2012 at the Galt House Hotel in Louisville, Ky. She hopes the expo will provide a very comprehensive look at what AT is available now and how individuals can access it. Gay stated the event will be open to professionals and to the public. Gay concluded her report by stating the agency has 354 Positive Employment Outcomes and the IL program, including for the older blind, served over 900 people over the fiscal year. Gay said that 113 counties served at least 1 person that year. No discussion was held.

**Center Reports:**
**Pathfinders for Independent Living:**
Center Director, Sandra Goodwyn provided the report. She began by apologizing to the council for the format of the center reports she submitted in the past and was not aware of the difficulty in converting the tables to Braille. She assured the council she will reformat the report to correct the problem. She then discussed some of the activities the center is involved with. Sandra believes the center is making progress with advertising for computer programs, ramps, etc. She announced that Pathfinders began a new federal fiscal year on October 1, 2011 and for the first three months the center collected data and worked on the 704 report. Sandra stated since the work on the 704 report, job evaluations, forms, policies and procedures have been set aside. However, the job evaluations will be completed by the end of January 2012. She continued her report by mentioning the holiday events put together by center staff for consumers to attend. Sandra stated that on November 4, 2011 the public and press was invited to and event at the center. During the event, Sandra presented data and introduced staff and specified what their job duties were at the center. Sandra stated there were approximately 79 attendees present at the event and said there were many questions from the public about the center. Sandra provided an update on the emergency preparedness program. She stated staff provided a leather bag with a handle and wheels to consumers and they were encouraged to pack the bag with supplies needed in case of an emergency. Sandra informed the council that home emergency was strongly emphasized. She felt the event was a success. Sandra concluded her report by stating she is in the process of completing the 990 form. Ann Smits asked if the center had plans in the coming year to increase awareness of the center in under-served counties. Sandra assured Ann that center is making a concentrated effort in those counties by attending fiscal court meetings and holding meetings in public places such as libraries and grocery stores or Wal-Mart. She described an outreach event that center staff conducts at grocery or retail stores involving a ‘goggle demonstration’. Individuals can use ‘goggles’ to see what it would be like to have a certain visual impairment such as tunnel vision or macular degeneration. Individuals have the opportunity to pick up a Pathfinders brochure at the event as well to see what other services the center offers individuals with disabilities. Sandra continued to state that the center is beginning to visit Harlan County schools to educate students with disabilities about the services the center can provide. The center also visits schools in Harlan County to get information out to parents and grandparents of children with disabilities as well. Sandra announced she hopes staff will be able to visit schools in surrounding areas to distribute information as well. Sandra said the center also provides information on Medicare Part D programs to under-served counties. She stated that due to budget restraints, staff members can only try to travel to those counties twice a month. Deborah Blake asked if Pathfinders have programs in place to provide outreach services to veterans and the Hispanic community. Sandra responded to Deborah by stating the center has attempted to contact veterans in the community but have not had much response. Sandra also informed Deborah that currently there is a small Hispanic community residing in the area. However, a couple of years ago Sandra explained that staff invited Hispanic individuals to the center and only one person attended as a representative for the community. Sandra said that unfortunately the Hispanic community has not been receptive to the center. Sandra concluded her report. Gay Pannell asked Sandra if the center collaborates with the Office for the Blind when conducting the demonstrations. Sandra has the OFB representative’s contact information but has heard no response from that individual. Gay suggested collaborating with OFB and applauded the effort made by the center to conduct these vision demonstrations. No more discussion was held.

**DRI:**
Center Director, Marilyn Mitchell provided the DRI report. She stated the center continues to provide the four core services to individuals with disabilities out in the community. Marilyn also announced the center hosted a small sign language class for individuals who are not deaf or hard of hearing. She said that staff previously learned sign language but attended the class as a refresher course. She informed the council that SILC council member, Nancy Perry now serves on center’s Board of Directors. Marilyn concluded her report by stating she center is continuously keeping busy with day to day activities in the recent weeks. No discussion was held.

**CAL Report:**
Center Director, Jan Day was not in attendance to provide the CAL report.

**IP Report:**
Center Director, Pamela Roark-Glisson was not in attendance to provide the IP report. Gina Wallace provided the report in her absence. Gina announced the center was donated office space in Williamsburg and has been working with individuals in Ashland with the ‘Friends for Life’ group. She announced the center’s Christmas party was well attended. No discussion was held.

Dave Matheis introduced newly appointed Acting Executive Director, David Beach to the council. David Beach said he is looking forward to working with the council and informed them that he has worked with the development of the SPIL in the past. Lonnie Cowan congratulated David on his recent appointment.

**Unfinished Business:**
**By-Laws:**Lonnie Cowan referred council members to the current SILC bylaws beginning on page 93 of the meeting booklet. Germaine O’Connell reminded the group that several recommendations to the bylaws were suggested by council members during the past two SILC meetings. Germaine stated that the changes were made and during the September 2011 meeting, SILC agreed to accept the bylaws proposed with the exception of one change. Germaine also reminded the group that it was agreed upon by them that they would vote on the final draft of the bylaws at the December 2011 meeting. Germaine then referred council members to page 99 and focused in on Section B regarding quorums. She stated the agency would like to have the Cabinet attorney review the language so it can be interpreted in a clearer manner. She read the passage aloud to the council. Germaine then clarified there are currently 14 voting members on the SILC and in order to properly conduct a meeting at least eight of those voting members should be present in order to legally conduct SILC business. She stated this is typically standard procedure with any official meeting. Germaine entertained a motion from the floor to accept the final draft of the bylaws as is. Elsie made a motion to accept the bylaws presented in the December 7, 2011 meeting booklet with the inclusion of the recommendation from the attorney. Ann Smits, second. Sandi Radford asked if there was any discussion from the floor. Benita Lind asked for clarification in regards to membership of non-voting members (ex-officio). She wanted to know if this section pertains to all issues discussed by SILC. Germaine’s response was that non-voting (ex-officio) members cannot vote on any official business. Benita Lind also asked if the Nominating Committee should submit their slate of possible new SILC members in February 2012 to include in the March 2012 SILC meeting booklet. Darrell Mattingly commented that this is how the SILC has conducted business in the past in regards that. Dave Matheis confirmed that the Nominating Committee should approve nominations for new members in time for the March 2012 meeting. Germaine asked for discussion from the floor. No more discussion was held. Original motion made by Elsie Speed and seconded by Ann Smits stands as is.

A roll call was taken:
Shannon Caldwell – Yes
Deborah – Yes
Pamela Roark-Glisson – Not present
Nancy Perry – Yes
Sandi Radford – Yes
Elsie Speed – Yes
Darrell Mattingly – Yes
Mike Freholm – Yes
Jimmy Wise – Yes
Benita Lind – Yes
Ann Smits – Yes
Motion passed unanimously.

**Preparedness Request:**
Germaine O’Connell informed the council that the preparedness request was published in the meeting booklet from the previous meeting. She continued to refresh council member’s memory about the KY Functional Needs Collaborative group. Germaine stated this group is comprised of a variety of different agencies that help special needs populations across Kentucky. She said that according to the group’s definition of special needs, not only includes persons with disabilities, but also the elderly and children as well. She explained this group was formed with the intent of assisting the special needs population in the event of a natural disaster whether that means help with providing medical supplies or helping a person to deal with separation anxiety. Germaine then referred members to page 102 to103 of the meeting booklet. Germaine explained this is the ‘code of ethics’ of the preparedness request and asked that SILC sign the form today along with the group’s charter (bylaws) which she directed members to on page 105 to 108 of the booklet. Germaine said these documents must be signed by SILC in order to participate in the KY Functional Needs Collaborative group’s activities. Germaine asked council members if they would like to the council be become a collaborator within the group or possibly appoint a council member as a designee. Deborah Blake suggested the group might be redundant in that many of the services described are currently provided by other organizations and community groups. Germaine clarified that this group advises the 15 preparedness groups across Kentucky on how to assist people in the event of a disaster and educated them on how to provide disaster services in their respective communities. Lonnie Cowan suggested the council appoint a SILC member to attend the meetings. Mike Freholm made the comment that very rarely is networking a bad idea. Lonnie Cowan suggested that the council vote on the issue. Germaine informed the council the group meets regularly and in Versailles, Ky. Elsie Speed made a motion to accept the recommendation to appoint a designee representing SILC who can be active in the KY Functional Needs Collaborative group. Nancy Perry, second. No more discussion was held. No oppositions. Motion carried unanimously. Germaine stated she is willing to carry on as designee or the SILC can appoint an actual council member. Benita Lind wanted to know how often the group held meetings. Germaine stated every other month or more if the individual is appointed as a council member. Shannon Caldwell pointed out the group’s bylaws says ‘draft’ and asked if they are still trying to determine some of their policies and procedures. Germaine answered by stating the charter is still a draft in order for participating members to provide input. Elsie Speed asked for clarification on whether there needed to be two individuals representing SILC or one. Germaine stated their only needed to be one individual designee from SILC to participate in the KY Needs Collaborative group. After much discussion from the council, it was decided to appoint a SILC member as a representative. Benita Lind expressed her interest in participating in the meetings. Ann Smits made a motion to appoint Benita Lind as the SILC representative on the KY Needs Collaborative group. Darrell Mattingly, second. No further discussion was held. No oppositions. Motion carried unanimously.

**DRI Budget Request:**
Sandi Radford informed members there has been a request for an increase in funding for DRI in Bowling Green, Ky. Previously, the council suggested that DRI submit their request in writing and has since submitted the letter to SILC. Sandi asked the council to review the letter. She explained the letter asked for an increase of $30,000. Sandi explained that the council initially decided to divide the money equally between DRI and IP and there is no basis for inequality in regards to division of funds. Sandi reviewed the council’s process on the determining the funding formula that allowed SILC to distribute funds in a fair manner all IL centers. Staff person, Dave Matheis provided further explanation by stating that the Rehabilitation Services Administration (RSA) instructed the agency and SILC that they had to develop some specific criteria for base funding of an independent living center. At the time, DRI was arbitrarily give $120,000 per year while three other centers were receiving $60,000. The SILC then settled on $90,000 as base funding for a center. All of the Part B funds have been allocated for 2012, although there may some carry forward funds available from 2011. Dave stated if the agency has the money available the council could change the base funding to $120,000, but Independence Place’s contract would also have to be raised accordingly. Sandi stated the council spent months finalizing a budget determining a fair process with dividing up funds. Elsie Speed asked a question regarding the retaining of the $30,000. Sandi stated the council did not retain $30,000 from the DRI so therefore cannot restore it. A motion was made by Ann Smits for Sandi Radford to compose a letter on behalf of SILC in response to the DRI Board of Directors letter which respectfully states the SILC did not withhold $30,000 from the center and that the budget was divided equally as per suggestion of RSA and because it was not withheld we cannot return it. Deborah Blake second. Discussion was held in regards to the motion. DRI Director, Marilyn Mitchell, informed the SILC that the DRI Board of Directors would most likely respond to the denial of the request for extra funding by pulling money down from the emergency funds in order to keep the center from cutting services to un-served and under-served counties. Sandi Radford suggested the center provide justification when asking for additional funds in the next year. Elsie Speed asked if there was an emergency fund available. Dave Matheis answered by saying there is no emergency fund, however, the agency does have carry forward funds available from 2011 but stressed it is not an emergency fund. David Beach stated he would like guidance from SILC regarding the additional carry forward funds and how they would like for it to be dispersed.

A roll call was taken in regards to the motion on the floor:
Shannon Caldwell – Yes
Deborah – Yes
Pamela Roark-Glisson – Not present
Nancy Perry – Yes
Sandi Radford – Yes
Elsie Speed – Yes
Darrell Mattingly – Yes
Mike Freholm – Yes
Jimmy Wise – Yes
Benita Lind – Yes
Ann Smits – Yes
Motion carried unanimously.

The council broke for lunch at 12:14pm. The council reconvened at 1:03pm.

**New business:**
**Officer Elections:**
Nominees briefly shared why they feel qualified to serve as officers of the SILC.

Shannon Caldwell – Co-chair nominee
Shannon announced he has served on the SILC in the past and represents the visually impaired and hard of hearing communities. He expressed the Executive Committee should be well represented with members who have a variety of disabilities. He stated he represents an area of the state which is under-served and that he looks forward to serving constituents and representing people with disabilities.

Deborah Blake – Co-chair nominee
Deborah stated she is a person with Multiple Sclerosis (MS) and expressed the extent MS can have on individuals. She stated that the reason she is here is she is willing to work to the best of her ability and to help as many people with disabilities as she can.

Benita Lind – Member at Large nominee
Benita stated she has been serving on the SILC for two full years and noted she has attended every meeting thus far. She stated that she feels strongly about the council believe the council does the best we can to serve people with disabilities in Kentucky. She said if elected, she will attempt to attend every meeting scheduled.

Darrell Mattingly – Member at Large nominee
Darrell stated he will do whatever it takes and whatever SILC asks him to do. He feels he has a wealth of knowledge of what is going on out in the field and would be a valuable contribution to the council if elected.

Elsie Speed – Member at Large nominee
Elsie informed the committee she allowed her name to be place on the ballot after understanding the duties of the Member at Large and what it entails. She explained to the council that after attending SILC meetings for many years as an attendant she never had a voice and if elected she promises to be the voice of those who do not speak out and would be honored to be a representative as Member at Large if elected.

After hearing the bios from the nominees, SILC members took time to complete their paper ballots. Ballots were received by SILC Coordinator, Germaine O’Connell. Germaine announced that the ballots would be tallied up and read aloud at the end of the meeting.

**874K Information:**
Germaine O’Connell informed the council of the upcoming 874K Advocacy Event in January, February and March. The purpose of the event is to make legislators aware the issues Kentuckians with disabilities face and ask them not to cut funding to disability related programs. Germaine encouraged SILC member to try to attend at least one of the sessions. She informed members she would be attending meetings to plan for the 874K event. Sandi Radford also encouraged SILC members to participate in the advocacy event.

**Public Comments:**
Ruth Caldwell asked if there are certain legislators she needs to talk to in order to advocate. Ann Smits suggested that Ruth use the Kentucky Legislative Research Committee to find her legislator specific to the county she lives in. Their website is: [www.lrc.ky.gov](http://www.lrc.ky.gov). Ann also stated individuals can find information about current bills regarding disabilities, transportation, etc. Germaine O’Connell offered to tutor any council member about the website if they are interested in knowing more about it. Nancy Perry asked if there was a formal and specific e-mail that individuals who may not read or write well can send to legislators. Germaine stated that NCIL sends them out and Marilyn said that the centers send them out as well.

**2012 SILC Meeting Dates:**
Tuesday, March 6
Tuesday, June 5
Tuesday, September 11
Tuesday, December 4

The results of the ballot were announced.
SILC Chairperson – Sandi Radford
SILC Co-Chairperson – Deborah Blake
SILC Member at Large – Darrell Mattingly
SILC Member at Large – Elsie Speed

Former SILC Chairperson, Lonnie Cowan, thanked council members and stated he enjoyed his time on the council as chair. He then passed the gavel on to newly elected chairperson, Sandi Radford.

Mr. Cowan adjourned the meeting.