Statewide Independent Living Council (SILC)   
Minutes  
Tuesday, June 05, 2012  
 Clarion Hotel, Lexington, KY

Members Present: Darrell Mattingly; Acting Chairperson, Elsie Speed; Member-At-Large, Shannon Caldwell, Lonnie Cowan, Mike Freholm, Pamela Roark-Glisson, Benita Lind, Gay Pannell, Nancy Perry, and Jimmy Wise

Members Absent: Ann Smits

Guests Present: Deborah Blake; Unofficial Member, Paula Caldwell, Ruth Caldwell; Personal Care Attendant, Jan Day; Center for Accessible Living, Keith Hosey; Center for Accessible Living, Sandi Radford; Unofficial Chairperson, Serena Thornsberry; Independence Place of Ashland, Patricia Turner; Independence Place of the Cumberland’s

Staff Present: Germaine O’Connell, Dave Matheis and Nanci Soard

Interpreters: Judy Gooch and Tom King

Welcome and Introductions:   
Council member, Sandi Radford, announced appointments were resubmitted then returned from the Governor’s Office for various reasons. Dave Matheis elaborated on the appointment issues. Sandi stated that since no official appointments have been made, Deborah Blake and she will not be able to vote. Member-at-Large, Darrell Mattingly, will chair the meeting.

Darrell Mattingly called the meeting to order at 9:15am. Introductions were made and guests were recognized. Deborah Blake reminded everyone to introduce themselves when speaking for the purpose of record keeping.

The Pledge of Allegiance was spoken by all.

Agenda Overview and Additions:   
SILC Coordinator, Germaine O’Connell, stated there was one addition to the agenda. Sandi Radford explained there was a letter from Jennifer Morlan requesting assistance from SILC. Sandi said the council should address the letter as a new business item. No other changes or additions were made.

Public Comment:   
No public comments were made during this time.

Review of March 6, 2012 Meeting Minutes:   
Sandi Radford provided clarification on the March 6, 2012 minutes. She stated when the council broke out into their committee she had asked members to choose a chairperson as a recommendation. Since it is the chairperson’s responsibility to appoint the chair of the committees, she felt it appropriate to proceed with appointing the recommended people for chair of the committees. Therefore, Benita Lind was appointed chairperson of the Nominating Committee and Pamela Roark-Glisson was appointed chairperson of the Public Awareness Committee.

A motion was made by Mike Freholm to accept the March 6, 2012 meeting minutes. Benita Lind, second. No oppositions or abstentions. Motion carried unanimously.

Old Business:   
Asset Development:   
Staff person, Dave Matheis, provided an update on the upcoming Asset Development Summit. He reported the Summit will target disability organizations and asset development organizations in an attempt to improve the financial stability to individuals with disabilities. He said the Summit will be held on October 10, 2012 at Kosair Charities in Louisville, KY. He also said there is a planning committee involved and they hope to develop a strategic plan. He announced the SILC chairperson and SILC staff will be invited. The invitations will go out this summer. Dave Matheis thanked Center for Accessible Living staff for scheduling the location. Council member, Shannon Caldwell, suggested webcasting the Summit and Dave said he would investigate the possibility. Jan Day commended the Kentucky Assistive Technology Loan Corporation and Dave Matheis for what they have done to develop the Summit.  
  
Website Update:   
Staff person, Nanci Soard provided a brief updated on the current development of the SILC website. She stated the SILC website had been put on standby due to the Cabinet Branding effort. However, since there has been no word on the effort for some time, the agency has decided to continue on with developing the SILC website. She stated she attended the Public Awareness meeting on June 4, 2012 and provided a short demonstration of the website to the committee members. Nanci announced she hopes to have the site up and running by the next SILC meeting in September 2012.

Honoraria and Meal and Beverage Policy Letter:   
Sandi Radford announced the letter was sent to the Cabinet and there has not been any response as of yet. She stated a copy of the letter is located in the SILC booklet.

Centers for Independent Living (CIL) Report Format:   
Sandi Radford said the Directors would begin using the format for the September 2012 meeting. She assured council members; the format would not be used for competitive reasons but used merely for monitoring the State Plan for Independent Living (SPIL) more effectively.

Disability Resource Initiative (DRI) Update:   
Dave Matheis provided an update on the DRI anonymous letters. He stated that staff from DRI did investigate the issues. He reported to council members that DRI would be instituting a staff wide training on the issue. He stated the Cabinet said there is nothing the agency can do from a legal standpoint.

Evaluation of March SILC Meeting:  
Germaine O’Connell stated that on page 38 of the SILC booklet there is a written summary of the March 6, 2012 meeting evaluation. She reported that out of 13 possible responses, staff received 13. Germaine also reported that the overall response was good. She announced that staff would be willing to stay after the meeting to help complete travel forms if need be. Germaine reported there will be another meeting evaluation survey sent out to all participants after today’s meeting.

Carryover Fund Proposals:   
Dave Matheis reported that SILC asked the Centers to submit proposals for the carryover funds. The agency received three proposals. The contracts are signed and the Centers will have four months to spend the additional money. Dave said he would speak with the finance department about receiving an advance payment for the Centers to avoid cash flow issues. Benita Lind noticed a correction on the contract that Marilyn Mitchell should be on the contract. Dave said he would make the change. Council member, Elsie Speed made a point of order. She stated for the purpose of recordkeeping, please state your name and the motion. Lonnie Cowan made a motion to change the contract to reflect Marilyn Mitchell as Director of the Disability Resource Initiative. Discussion was held. Lonnie Cowan withdrew the motion. Lonnie Cowan made a motion to accept the amendment to the contract. Elsie Speed, second. No abstentions or oppositions. Motion carried unanimously.

Committee Reports:   
Executive Committee:   
Darrell Mattingly provided the Executive Committee report. He stated the committee met about a month ago and discussed several items including topics for the today’s meeting. Darrell said the committee met on March 5th and May 1st and the minutes begin on page 49 of the SILC meeting booklet. A motion was made by Elsie Speed to accept the Executive Committee minutes and all it entails. Shannon Caldwell, second. No oppositions or abstentions. No discussion. Motion carried unanimously.

Nominating Committee:   
Benita Lind made a motion to refer to the committee as the ‘nominating committee’ instead of the ‘nominations committee’. Elsie Speed, second. No abstentions and no oppositions. No discussion was held. Motion carried unanimously. Benita Lind provided the Nominating Committee report. She stated the committee minutes were located on page 59 of the SILC booklet. She continued to state the committee met via conference call on April 26th, 2012 however, no business was voted upon. Benita reported the committee has attempted to get appointments from the northwestern and Louisville areas. She said the committee has applications and resumes from individuals from these areas. She continued to report, the committee will be parenting with the Public Awareness Committee in an attempt to assist them with the packet information for new council members. She assured the full council the committee will meet before the September council meeting and hope to have something finalized future council members. Dave Matheis provided a detailed explanation of the alternates and nominations that were sent in to the Governor’s Office. Benita asked the full council for a pool of names and stated the committee will work very hard to submit names next year in a timely manner. A motion was made by Lonnie Cowan to accept the Nominating Committee minutes and all it entails. Shannon Caldwell, second. No oppositions or abstentions. No discussion. Motion carried unanimously.

Public Awareness Committee:   
Pamela Roark-Glisson said the committee met on June 4th, 2012. She said Germaine O’Connell has been helpful with constructing drafts of materials the committee discussed. She reported that once the marketing tools are completed, they will help the nominees and/or prospective nominees to become better informed about SILC activities. Pamela said the committee discussed the language with the brochure and a hook about how people are going to pick up a brochure. She also said the committee reviewed the content of the brochure and the PowerPoint presentation. Pamela reported the committee also reviewed the website during the meeting. The committee would like to make it so the SILC website can be found easily and is friendly to use. Pamela said the committee will meet again on August 13th, 2012. Deborah Blake commended Pamela for her standing ovation at the 874k event and thanked her for her report. A motion was made by Benita Lind to accept the Public Awareness Committee minutes and all it entails. Nancy Perry, second. No oppositions or abstentions. No discussion. Motion carried unanimously. Elsie Speed made a motion that the council take a break and reconvene in 10 minutes. Jimmy Wise, second. No discussion. No abstentions and no oppositions. Motion carried unanimously.

Policy and Procedures Ad Hoc Committee:   
Pamela Roark-Glisson provided the Policy and Procedures Ad Hoc committee report. She announced there were several changes to the policy and procedures and those were located in the SILC booklet. The changes were in italics and an electronic version was sent out to all council members before the meeting. Elsie Speed made a motion the council accept these recommendations set forth by the policy and procedures ad hoc committee. Shannon Caldwell, second. No discussion. No oppositions or abstentions. Motion carried unanimously. Mike Freholm made a recommendation that the council review the policy and procedures again in three years. No discussion.

Transportation Ad Hoc Committee:   
Sandi Radford stated the Transportation Ad Hoc Committee has yet to meet. Sandi spoke with Dave Matheis on the phone and was informed the Cabinet may be able to assist the SILC in creating a Public Service Announcement (PSA) regarding the hash marks in van accessible lodging. Council member, Shannon Caldwell, mentioned using a blog via the Internet about Para transit to post stories from individuals with disabilities about their experiences with transportation. He suggested using the information to obtain universal access. Sandi Radford said she was happy to help Shannon with gathering stories. A discussion was held regarding the Para transit system. A priority list will be developed by the ad hoc committee. A motion to accept the Transportation Ad Hoc Committee Report was made by Elsie Speed. Shannon Caldwell, second. No discussion. No oppositions or abstentions. Motion carried unanimously.

Center on Independent Living Reports:

Independence Place, Inc.:   
Pamela Roark-Glisson provided the Independence Place, Inc. report. She announced that Patricia Turner was present at the meeting today from Independence Place, Inc. of the Cumberland’s. She reported the Center is focusing on programs and providing services to individuals with disabilities. She also reported the grand opening is the most exciting event. It will be held on June 20th, 2012 in Ashland, KY.

Disability Resource Initiative:   
No report was given.

Center on Accessible Living:   
Jan Day provided the Center for Accessible Living report. She announced that the WIPA program will end. However, the Center is working tirelessly with the Office of Vocational Rehabilitation to develop a fee for service. Jan also announced that Center staff participated with Protection and Advocacy at a job fair at the Crowne Plaza in Louisville, KY along with several other job fairs. Jan said staff wanted to ensure the job fairs were accessible. Sandi Radford thanked Jan Day for using the CIL report format and including it in the SILC booklet for today’s meeting. Discussion was held regarding the veteran population.

Pathfinders on Independent Living:   
No report was given. Dave Matheis said the written report from Pathfinders is on page 98 of the SILC booklet.

New Business:  
Code of Ethics/Picture Release and Conflict of Interest Forms:  
Germaine O’Connell explained that since the council approved the policy and procedures, the codes of ethics and Conflict of Interest forms will be signed and the picture release as well. She told the council to complete the forms and return them to her at the end of the meeting. Five minutes were given to complete the forms.

Letter from Jennifer Morlan:   
Council member, Elsie Speed, suggested offering other alternatives other than the small business association. Germaine O’Connell suggested referring her to the local Office of Vocational Rehabilitation. Shannon Caldwell suggested referring her to the satellite center in Murray, KY. MOTION: Lonnie/Benita: Have Sandi Radford compose and send letter denying the request for funds and include contact information on potential resources (i.e. OVR, CIL, Small Business Association) that could help her situation. Motion carried unanimously. Sandi will write a letter.

CWIC Program Update:

Dave reported the Social Security Administration will stop funding the Work Incentives Planning and Assistance (WIPA) programs nationwide, effective June 30, 2012. The two Kentucky WIPA programs at the Center for Accessible and at Independence Place in Lexington stopped taking new referrals under WIPA on April 30, 2012. To fill the resulting service gap, OVR has implemented a fee-for-service for the CWICs for vocational rehabilitation counselors to use for their consumers who need benefits counseling.

Joint Meeting:   
Dave Matheis provided an updated on the SILC/SCVR joint meeting in September. He announced the meeting is scheduled for Monday, September 10th, 2012 (tentatively). Mr. Matheis stated that annually the SCVR has held an Employer Recognition Awards Luncheon in September. However, due to the Cabinet Meal and Beverage Policy the event may or may not happen this year. The SCVR Executive Committee will make a decision on this at their meeting Monday, June 11th, 2012. The joint meeting presentation will include a refresher course on the code of ethics and asset development. Lonnie Cowan made a motion to have the joint meeting with the SCVR. Shannon Caldwell, second. Elsie Speed suggested including a presentation on sexual harassment. A suggestion was made to video tape the meeting. Dave Matheis agreed to both suggestions. No more discussion was held. No oppositions or abstentions. Motion carried unanimously.

SPIL Development:   
Germaine O’ Connell directed the council to pages 106 to 107 in regards to the SPIL Development. She said when she went to the SILC Congress; a couple of states presented a timeline of their plan to develop their SPIL. Germaine suggested developing an Ad Hoc committee to develop the SPIL and review it. Sandi Radford suggested starting the plan as soon as possible. Discussion was held in regards to public hearings. Shannon Caldwell was concerned about attendance and suggested doing a webinar to reach more people so they could provide their input. Dave Matheis said we could look into the possibility of doing this and that the University of Kentucky offered their webinar equipment. Shannon Caldwell said the SILC could use the assessments being collected by the Protection and Advocacy and the Developmental Disabilities Council. Mike Freholm, Pamela Roark-Glisson, Sandi Radford, Jan Day, and Darrell Mattingly volunteered to be on the ad hoc committee for the SPIL. Shannon Caldwell made the motion to accept the ad hoc committee to begin the work on the SPIL planning. Lonnie Cowan, second. No oppositions or abstentions. No discussion. Motion carried unanimously.

Standing Committee Reports:   
Designated State Unit/Office of Vocational Rehabilitation Report:   
Dave Matheis provided the OVR report. He announced that Dr. David Beach was announced as official Executive Director. He reported the OVR statewide conference was a success and Lonnie Cowan was the SILC representative at the conference. Mr. Matheis said the Kentucky Assistive Technology Services Network (KATS) will be moved from the Office of the Blind to the Office of Vocational Rehabilitation. He announced that OVR received a 3 year grant for the reuse of durable medical equipment in rural areas of Kentucky. This grant is called Project CARAT and is a collaborative effort between several different agencies. Dave provided an update of expenditures invoiced by the Part B centers on their contracts. He reported the CIL directors met on May 10th and June 4th. At the second meeting, there was a presentation on the coming changes in the Medicaid Supports for Community Living and Michelle P. waivers. CAL and IP are considering becoming providers under the waivers to generate more revenue. Dave reported the expected carry forward into FFY2013 looks to be about $59,000. He asked the SILC to make their recommendations for allotting the $300,000 in Part B funds to be received in 2013 at this meeting so the agency could start working on the contracts. Shannon made a motion to accept the report. Elsie Speed, second. Elise Speed suggested a second motion to address the money and possible extension of the contracts. No action was taken on Elsie’s amendment at this time. No discussion. No oppositions or abstentions. Motion carried unanimously.

A motion to accept the base funding of $90,000 and renew the contracts as it was last year including of the funding of the outreach centers at $60,000 was made by Lonnie Cowan. Shannon Caldwell, second. Discussion was held regarding the funds. Benita suggested scale back $10,000 and make it $80,000. No action was taken on Benita’s proposed amendment, After further discussion, a roll call vote was taken:   
Nancy Perry – yes  
Jimmy Wise – yes  
Lonnie Cowan – yes  
Shannon Caldwell – yes  
Elsie Speed – yes  
Pamela Roark-Glisson – abstain  
Benita Lind – no  
Mike Freholm – no  
Darrell Mattingly - abstaining.

Motion carried with 5 approvals, 2 oppositions, and 2 abstentions.

SILC Staff Report:   
Germaine O’Connell provided the SILC Staff report. She announced the report is on page 113 of the SILC booklet in a list format. She read aloud the report with emphasis on the 874K event and the asset development summit.

Statewide Council for Vocational Rehabilitation (SCVR) Report:   
Lonnie provided the SCVR report. He explained the SCVR minutes are located in the booklet and he had nothing else to report at this time. Dave Matheis thanked Lonnie for participating in the filmed interview.

Office for the Blind:   
Gay Pannell provided the Office for Blind report. She reported that the Office for the Blind is involved in the Cabinet Branding effort and their website will be changing as well as any publication materials. She continued to report that some offices will be relocating. Gay announced the Office for the Blind State Rehabilitation Council is doing work with regards to budget concerns and ensures there is an effort to conserve services.

Public Comment:   
No public comments.

Announcements:   
An announcement was made for committees to meet to schedule their next meetings.

Adjourn: Motion to adjourn made by Shannon Caldwell. Seconded by Mike Freholm. Motion carried unanimously. Meeting adjourned at 12:43am.

Next Meeting:   
September 11th, 2012, location to be determined.

September 10th, 1:00 Joint meeting of SILC and SCVR