# MISILC Executive Committee Meeting

09/08/22 1800 Meeting

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 >> JAN LAMPMAN: Jamia just entered the meeting, and I will do that Tracy can you do a roll call?

 >> TRACY BROWN: Sure Jamia Davis? Present. Will Harrison? Present. Stephanie Deible, present. Jan Lampman, present. You have a quorum.

 >> JAN LAMPMAN: Do we have any accommodation requests? Hearing none we will move on to item 3 on agenda which is to approve the agenda. I know Tracy sent everything out in advance can we have a motion to approve this agenda?

 >> JAMIA DAVIS: This is Jamia Davis I move to approve the agenda.

 >> JAN LAMPMAN: May I have a second.

 >> CHARLES WILLIAM HARRISON: This is Will Harrison I will second it.

 >> JAN LAMPMAN: Thank you and Stephanie I will take Will's because his is the voice I heard first so thank you and all in favor just say aye. Awesome thank you.

 Next up is approval of the September 14th business meeting agenda which also I know Tracy you had sent out in advance. So, are you going to put that up for us to have a look at? Is that what I see happening?

 >> TRACY BROWN: Yes.

 >> JAN LAMPMAN: You are going to try. Okay here we go. Okay so on the screen now is the agenda for the proposed agenda for our business meeting. Which will be our usual, you know, we will call the meeting to order as usual and consent agenda is the typical consent agenda and approving the agenda and the last meeting's minutes the typical thing then we will have staff committee reports, ex officio reports and the SPIL monitoring reports and then under new business we have a number of things that we want to do which is, one, the FY2023 SILC outreach approval and Steve did you want to say anything about these new business items?

 >> STEVE LOCKE: Yeah, there are a few things I want to talk about on this agenda and backing up to staff committee reports under financial policies workgroup update, if folks could mute their phones because I hear a lot of background noise and traveling that would be awesome. So, under financial policies workgroup update we just met at 4:30 today and we will have something in front of the counsel next week in terms of counsel member reimbursement. It's going to be a smaller piece pulled out of the larger SILC financial policies piece that we are looking to get approved in January. But we want to put this on the table in September so that it's in place on October 1st. We have budgeted an extra $5,000 this year for council member reimbursements based on the potential of this language being approved by the Council on the 14th, so I just wanted to point that out.

 The other things I wanted to point out is that we have taken out Council education from this agenda because we just had our retreat and thought it would be better to open up space for the other items, we have on the agenda for this meeting only. But know that Council member education standing agenda item is going to come back in January and it's going to be there. But this time we wanted to make more breathing space for discussion around a lot of the different items we have on the agenda including SPIL monitoring. Coming down to our SILC outreach contract approval, ordinarily we would have had a committee that evaluated proposals but what happened this year is we received only one proposal and that was from our current contractor that we have.

 >> JAN LAMPMAN: Okay.

 >> STEVE LOCKE: Idea 39.

 >> JAN LAMPMAN: Okay so no one else.

 >> STEVE LOCKE: Nobody did but Jan we had four inquiries on this, and I was e‑mailing back and forth with people and say put your questions in e‑mail format so I can put those out to the other bidders red head that bid on this last year was a contender. They decided to withdraw from it because I told them, you know, we have a current contractor, however, all the contractors are going to be evaluated based on the criteria that is in the RFP. Long story short, idea 39 came back in at the exact same rate that we currently have them at.

 >> JAN LAMPMAN: Okay.

 >> STEVE LOCKE: There is an option for a one-to-two-year extension at a 3% increase. From the research I've done, these types of services go for anywhere from 100 to $150 per hour. What we are getting is $112.50 per hour from idea 39. And I am completely impressed and happy with their services over the past year. So, what I'm proposing is that we do a contract with them for one year for $74,000. 54,000 of that is for their staffing cost. There is a $20,000 hard budget in there. That means all of our things that we want to do, our stickers, our rat cards, our billboards, all those hard costs that are outside of their staffing costs because their staffing cost is about $4500 per month. We are getting 40 hours per month out of them at $112 per hour. I'm recommending that we at least go with them for the next fiscal year and then we can bid this thing out again next year and cast a wider net if you want to. But I am really so happy with the services they provided so far. I hope the Council is too. And I hope that my director report reflects that in terms of supporting this one bid contract for at least the next fiscal year.

 >> JAN LAMPMAN: Right, I would agree with you, Steve. And I would also add that, you know, even though at the last Council meeting or two Council meetings ago I guess it was their concerns about them not really understanding Independent Living philosophy. I think what happened is we started our social media campaign during a month that is known as healthcare awareness month, right.

 >> STEVE LOCKE: Yep.

 >> JAN LAMPMAN: So, they had all these posts about healthcare. If they had done that in the 11th month of the contract, I think after everybody saw the other kinds of posts that they were doing on social media I think people would have not been as distraught or concerned about that focus on healthcare as they were because it was at the beginning of their contract with us if that makes sense.

 >> STEVE LOCKE: It does, Jan. And what I love so much about this group is that her staff is so diverse, and they are so open to learning. They want to learn. And they want to integrate, and they want to be part of what it is that we're doing. And I am so surprised by that. And I'm so appreciative of it. On top of it, we got them into a training with Disability Network Southwest Michigan. It was a three-hour immersive training. Basically, in social media from a disability perspective. And I think that is now reflected in the original content that they are starting to create for us. So, I think it's a great value. Once we get down to our budget, we got the amount approved in the next fiscal year's budget for $74,000. So, I am a big cheer leader of who we have got on the hook right now.

 >> JAN LAMPMAN: Same and I've really, I've liked their op‑ads and social media posts they have done in the last bit of time, and I definitely see where they have gotten their legs under them as far as understanding what it is we are trying to accomplish.

 >> STEVE LOCKE: Not only that but the principle, Adrienne meets with us every Monday once a week meets with us, checks in, gives us our social media readouts. I mean this is a hands-on company that I'm so appreciative of. So.

 >> JAN LAMPMAN: Same.

 >> JAMIA DAVIS: And patient and willing to answer questions and help us to understand.

 >> STEVE LOCKE: Yes.

 >> JAN LAMPMAN: That is true Jamia. By the way we are over what do you call it 60 Instagram followers, so I think we get metrics from them.

 >> STEVE LOCKE: We need to get to a hundred.

 >> JAN LAMPMAN: I thought you said 60.

 >> STEVE LOCKE: Keep inviting your friends.

 >> JAN LAMPMAN: I will keep inviting but I think we are at the place to get reports so that is exciting. Okay thank you Steve. Anything else you wanted to say about the new business?

 >> STEVE LOCKE: That is it. Other than election of officers that we are going to talk about in a little bit.

 >> JAN LAMPMAN: Okay.

 >> STEVE LOCKE: We have a slate of officers. And I'm going to, you know, give Will the floor when we get to that point and then we will go from there.

 >> JAN LAMPMAN: Okay and I would just like to say regarding your evaluation I assume you mean that we are going to ‑‑ I don't have to have it done but we will talk about who is going to help do that evaluation.

 >> STEVE LOCKE: Yeah. You can do that, Jan, if you want to. Ordinarily the evaluation is done prior to the start of the next fiscal year based on any pay increases that the Council would recommend.

 >> JAN LAMPMAN: Okay.

 >> STEVE LOCKE: However, what we do have in there is a standard 5% cost of living increase that the State of Michigan employees have. And, as you know in our negotiations, they approved that. So that's essentially what it's tied to. And so, if the Council wants to approve the budget based on that, the evaluation can come after that.

 >> JAN LAMPMAN: I would like to, Steve, get some, you know, I would like to gather some feedback that we can put into your evaluation. If it was this executive committee evaluating you, you know, I think we all know this year has, I think, and I don't know other Council members can correct me if you think I'm wrong, but I feel like this has been just like a watershed year for us in terms of the relationship with the CILs, in terms of the work and outreach we have done with other partners. I feel we have done more this year than a long time.

 >> JAMIA DAVIS: Yeah, I agree.

 >> JAN LAMPMAN: And that is you. You and Tracy both honestly have, I think, done this year has not that you have not done a good job in the past but this year I feel like the SILC has stepped up our game as an organization. So that's.

 >> STEVE LOCKE: I appreciate that, Jan. I kind of feel that way too. I got motivated this year to get out of the house, get out of where I'm at and go meet people where they are.

 >> JAN LAMPMAN: Yeah.

 >> STEVE LOCKE: I was having that conversation on emergency preparedness with our team a week or so ago and I was talking about this lady from India that I met at the Macomb celebration. And her experience in her own country of being rejected because she was a person with a disability and how stunning that was to me and how what a revelation that was to me. Beyond that, it's really about me and trace is I ‑‑ Tracy getting out there and meeting people where they are at and not about sitting in our house or behind our computer screen it's about getting ourselves out there and getting our name out there and that is it and very key and that became clear to me for the two weeks when I was on the road doing this stuff and how much fun it was. How exhausting it was. But how beautiful it all was and how many people I met that I would never have met before.

 >> JAN LAMPMAN: Right, yeah. I think that that was wonderful. I also think those meetings we did with MRS and several of the CILs was very impactful.

 >> STEVE LOCKE: Oh, my gosh for sure, beyond. That was beyond, Jan. I had several CIL directors come back around to me afterwards and tell me how much they appreciated the fact that we facilitated those opportunities for them regardless of the outcome of the meeting, the fact that we stepped in and said, hey, we can be a partner here. That was important to them.

 >> JAN LAMPMAN: Well and I'm going to say it bore some fruit. I mean.

 >> STEVE LOCKE: It did.

 >> JAN LAMPMAN: MRS did look at some of the rates and did make some tweaks and some changes. Maybe not everything the CILs wanted but definitely I think it helped relationships and also helped with some fairness in those rates, so I think that was really good. Any way so we will get your review done soon. But just know I know I can speak for myself when I say I really appreciate both of your hard work, Tracy, and Steve. This has been I think a good year. Anything else on this agenda that you wanted us to note before we move on to our next item on our today's agenda?

 >> STEVE LOCKE: The only other thing that I want to talk about is that I really think that the executive committee needs to put their foot down and establish the next fiscal year's business meetings in person, where they are going to be and the days and the times based on the survey that Tracy had sent out a while back because we are still getting push back on meeting during the workweek, during the weekends. No matter what the configuration it's always a problem for somebody. So I want to tell you all that in our financial policies meeting that we had earlier, we are looking at creating a stipend for people that are either not employed or have an employer that will not reimburse them or let them time off for these meetings or for childcare and we are looking to propose something next week for the Council to vote on for Council member reimbursement to offset those costs. We padded the budget with $5,000 to go towards that. But at the end of the day, we need to get firm dates, times, days of the week down for the next fiscal year because we have to start meeting in person. We are in violation of the Open Meetings Act right now doing this strictly by Zoom and have to have in‑person meetings. So, I want this executive committee to be firm about that next week whether you want to set up a schedule and have Tracy type that up from tonight's meeting or talk about that between now and then. But we have got to get this thing down so that we are still complying with the Open Meetings Act.

 >> JAN LAMPMAN: Well and we can actually we are, yes, I think you are right, Steve. But we can even be hybrid, right? So, we still.

 >> STEVE LOCKE: Sure.

 >> JAN LAMPMAN: We can offer people that virtual option. If anybody wanted to come to our Council meetings it could open up it up for some folks that can't travel and Allen maybe can't come to every single one in person because it's a long, long way and can still be virtual, but we need to have that in‑person option. So yeah, let's do that, let's make sure we do that.

 >> STEVE LOCKE: So, Tracy, can you review for us what the majority vote was in terms of day on the week and time? Do you have that handy? I don't mean to put you on the spot.

 >> STEPHANIE DEIBLE: If my memory serves me, correct sorry this is Stephanie, I believe it was Fridays at 2:00 p.m. but I'm just going off memory.

 >> STEVE LOCKE: Fridays at 2:00.

 >> JAN LAMPMAN: And listen if we are going to let's say we decide before the snow flies, well I guess we will have to wait until spring, in the spring we want to go to the UP and do it at SAIL what a lovely time to be in the UP on Friday at 2:00 p.m. Then you get to stay overnight and say hi to Lake Superior the next morning.

 >> STEVE LOCKE: Exactly and SILC will pay for all that, all those accommodations.

We just need to get something on the calendar because at the end of the day when folks applied to be on this Council it's a voluntary Council but at the same time, I don't want them to be financially burdened by sitting on the Council. So, what we are going to put in front of all of you next week is going to be some reimbursement policies extracted from a larger financial policy coming to you in January. But we just need ‑‑ we just need to get them down on paper, put out to the public and make sure we know where we are going to be meeting at over the next fiscal year.

I want to make sure we establish that during the September 14th meeting, and everyone is clear on that.

 >> JAN LAMPMAN: Okay that sounds good. Okay so let's see. The next thing we need to do is the budget update.

 >> STEVE LOCKE: Real briefly on that all of you were part of the budget that I proposed. Jan and I went in and negotiated with MRS and BSBP and 14 minutes later we had an approved budget. That is being shipped up to MRS and BSBP later this week along with our work plan. That will be approved so that will be on the agenda next week for all of you to look at and approve. And I think we've got a good budget. I mean the only major changes that are really within it are under SILC support where we have 15,000 for the youth leadership forum and then we have 74,000 for our outreach. We also have a little bit of a budget increase for wages based on the 5% cost of living increase for the State of Michigan employees that we really base our COLA on. And then also a small increase for Tracy for wage equity over the past six to seven years. And we will review that in detail at next week's meeting unless you all want to talk about it right now, and I would be happy to do that.

 >> JAN LAMPMAN: I mean I was at the budget negotiation so.

 >> STEVE LOCKE: Yes, you were.

 >> JAN LAMPMAN: I thought it was going to be like a real thing where we had to try to sell it and they were like oh, this is so wonderful. You did such a good job.

 >> STEVE LOCKE: No knock down drag out, was it? It was kind of pleasant.

 >> JAN LAMPMAN: It was lovely.

 >> JAMIA DAVIS: Great news.

 >> JAN LAMPMAN: It was such a well thought out budget and we were able to explain everything we were trying to do so okay.

Appointments update what is the update with appointments?

 >> STEVE LOCKE: I'm excited to let you know that our two vacancies Yvonne Fleener’s seat that was vacated back in September was filled by Aaron Andres and Aaron has been on the Council before. And then also our Michigan Department of Education ex officio seat was filled by Shawan Dorch and I'm excited to meet her in person. I have spoken with her a couple of times and have a few e‑mail exchanges with her. We did a miniature kind of orientation, sent her the guidebook and if she had any questions to get back with me. So right now, we have a full Council I'm happy to report.

 >> JAN LAMPMAN: Awesome. So, with Aaron did you do an orientation with him?

 >> STEVE LOCKE: I did not do it with Aaron because Aaron was on the Council for almost five years, and he was actually the Council chair. So, I mean he knows the ins and outs of the Council, but I've had several phone conversations with him to bring him up to speed on the business of the Council, the changes that have happened since he has been on the Council especially in terms of other the public that he has been used to interacting with. And the changes that have happened there. So, we've had some recent conversations about that. So, yeah.

 >> JAN LAMPMAN: Okay, yeah, that is good. I just wanted to make sure he was up to speed because I noticed at the last meeting, he referenced some things that are sort of not relevant anymore.

 >> STEVE LOCKE: That is absolutely correct, yes. And as soon as that meeting ended, I was on the horn with him for about an hour.

 >> JAN LAMPMAN: Good, perfect, awesome. Okay, next on our agenda is strategic planning update. Did we miss the.

 >> STEVE LOCKE: What is that January?

 >> JAN LAMPMAN: I thought we had something on the agenda about officers don't we have to vote on the officers in September?

 >> STEVE LOCKE: There should have been a slate of officers on here. And, in fact, in this meeting invite, there is a slate of officers. So let me see if I can.

 >> JAN LAMPMAN: Yeah, we can talk about that and make sure everybody still wants to do it. I saw my name on there and went, okay, I saw your name on there too Will.

 >> STEVE LOCKE: Tracy, can you let me share my screen really quick? Can everyone see that?

 >> TRACY BROWN: Yes.

 >> JAMIA DAVIS: Yes.

 >> STEVE LOCKE: So, this is the proposed slate of officers for next year. And I want to open the floor up to each of you on whether or not you are willing to continue serving in these capacities. And Will, I know you have something that you want to talk about as well. So, I'll just open the floor up to that.

 >> JAN LAMPMAN: Do you want to start, Will?

 >> CHARLES WILLIAM HARRISON: Yes, about a month ago I reached out to express kind of where I was at in life right now. This has been and still is a crazy season for us. Steve asked me to like kind of think about, you know, my appointment is up in December so this is Steve and so I am still up in the air with that. I'm not able to contribute like I'd like to. So, you feel free and so much of what happens happens in the day. Like all the planning stuff and all the stuff with idea 39 and doing the work and I feel like I was missing out on a lot of stuff. I think it's something that is, you know, it's hard for me. It's kind of where I'm at. So, let's just in my thoughts going forward. So, yeah, kind of on that.

 >> JAN LAMPMAN: Will did you fine when you were working directly in the field like when you were working for Mark, Mark right?

 >> CHARLES WILLIAM HARRISON: Yes.

 >> JAN LAMPMAN: Working there you had a little bit more leeway to participate with Council activities than you do now?

 >> CHARLES WILLIAM HARRISON: Yes. Like now it's just a new job and more stressful. So, I just don't have time to plan for a two-hour meeting that takes place during the day especially when, you know, we also have appointments through the day too I have to use that time for as well. So that is kind of where I am at right now.

 >> JAN LAMPMAN: So, are you asking us for ‑‑ what ‑‑ how can we support you?

 >> CHARLES WILLIAM HARRISON: I don't know. That is a good question. I think what I'm trying to say is at this point I would not like to run for vice chair again and open it up to someone else. And I will make a decision of traveling on whether or not I will stay on the Council or not.

 >> JAN LAMPMAN: Okay.

 >> CHARLES WILLIAM HARRISON: Somebody would be better to be vice chair and go to meetings and connections like I'd like to.

 >> JAN LAMPMAN: Did other members of the executive committee ‑‑ I have a thought, but I would like to hear your thoughts of who might be a good vice chair.

 >> JAMIA DAVIS: I would step up as vice chair. I'm always in the committees and stuff.

 >> JAN LAMPMAN: You know Jamia, that was my thought. I was thinking it might make sense and be really cool if you stepped into vice chair and then Stephanie since you just started as treasurer you probably should continue on for another year as treasurer and then we could seek one of the newer members to be the secretary. Not that that's like an automatic like moving through the executive committee, but it is nice to have a little experience on the executive committee under your belt before you become the chair, right? So, what do you all think about that idea? I love that you volunteered, Jamia.

 >> JAMIA DAVIS: I felt it.

 >> JAN LAMPMAN: You felt it.

 >> JAMIA DAVIS: Yeah, I felt it.

 >> JAN LAMPMAN: What do other folks think?

 >> CHARLES WILLIAM HARRISON: I think it's a good idea.

 >> STEPHANIE DEIBLE: I'm fine with that.

 >> JAN LAMPMAN: Do we have in I thoughts or, Steve, have you talked to any other Council members about who might be interested in becoming our secretary?

 >> STEVE LOCKE: I am excited that Jamia is interested in stepping into the vice chair position. That is fantastic. And I was looking for my applause hands while that was happening, and I could not find them. But here they go.

 >> JAN LAMPMAN: Good job, Steve.

 >> STEVE LOCKE: I know that Aaron having been on the Council before is interested in serving on the executive committee in some capacity. And, you know, based on the changes that have happened on the Council since he has been here, that could be appropriate for him to serve in the secretary position. And I and perhaps the chair could speak to him about kind of where we are at bringing him up into the current culture of the Council if that makes sense.

 >> JAN LAMPMAN: Yeah.

 >> STEVE LOCKE: I think that that would be helpful.

 >> JAN LAMPMAN: Yeah, what do the rest of you think about Aaron?

 >> JAMIA DAVIS: I was thinking, yes, because we needy ‑‑ need, diversity on the executive community just having a male.

 >> JAN LAMPMAN: Or the male voice would be good. What were you going to say Will? You were going to talk to.

 >> CHARLES WILLIAM HARRISON: It is a good fit.

 >> JAN LAMPMAN: In his first meeting he had a lot of passion and felt like he has.

 >> STEPHANIE DEIBLE: That is what I was going to say. In the interactions I've had with him it seems like he has a lot of passion and ideas, and he really wants to be more involved.

 >> JAN LAMPMAN: So, Steve, how do we want to reach out to him to see if we can get him to agree to be on the proposed slate?

 >> STEVE LOCKE: He has already agreed to be on the proposed slate in whatever capacity that he could be in. So, I think that if we propose this slate of officers with Aaron in the secretary position and Jamia in the vice chair position and then we take nominations from the floor during the meeting, and then we go from there. Because this would be the proposed slate of officers. It doesn't mean that it's a sealed deal.

 >> JAN LAMPMAN: Correct.

 >> STEVE LOCKE: We can always take nominations from the floor and go from there. And I think this would be a good leadership team going forward into the next fiscal year, an excellent leadership team. And Will I don't want to see you go anywhere.

 >> STEPHANIE DEIBLE: I know.

 >> STEVE LOCKE: We already talked and if you are going off in December do you know what I'm still coming for you.

 >> JAN LAMPMAN: That is just the thing, Will, maybe if you even if you decide you're going to term off in December, you know maybe not being on the executive committee will feel less you will feel less pressure or feel less like you're not contributing, and you might want to stay.

But even if you don't, you know, maybe you could be part of some of the like maybe you could be on the one of the SPIL goal teams, right? And help us in that way. I mean I think you have a lot to contribute, and we don't want to lose your passion and your great ideas.

 >> STEVE LOCKE: Agreed.

 >> JAN LAMPMAN: Not that we are trying to pressure you, but we like you and your contributions.

 >> STEVE LOCKE: We kind of dig you, Will.

 >> CHARLES WILLIAM HARRISON: Thanks guys.

 >> JAN LAMPMAN: Okay I think that is a good slate and that is what we will propose and take nominations from the floor and see where it goes.

 >> STEVE LOCKE: Perfect.

 >> JAN LAMPMAN: Awesome, thank you.

 >> JAMIA DAVIS: Thank you.

 >> JAN LAMPMAN: I think we have a few more things on our agenda. Okay, so let's see strategic planning update.

 >> STEVE LOCKE: So strategic planning we pretty much did that last week when we did our strategic planning process on Saturday. We have a workgroup that has been formed out of that, that is going to be getting together to look at creating goals for the SPIL that are specific to the Council in the next SPIL. So that's where we are at with that.

 >> JAN LAMPMAN: Okay perfect. And then you were you wanted to update us on the SPIL writing team.

 >> STEVE LOCKE: Yeah so, we have our writing team together. We have three Council members. Three CIL directors and possibly a fourth. That gathered around the table. We have gotten our community needs assessment questions done. Those are going to be going out this week. Out to the disability community. The statewide across our social media channels and start gathering information for our next SPIL writing in terms of our goals. So, we are well underway with our next writing team and the next SPIL, so we are excited about that.

 >> JAN LAMPMAN: Okay awesome. Exciting. Okay, any public I think we are the only ones on the call, but I still will ask for the record if there is any public comment? Hearing none, I will just say one thing. This is our last official meeting as this embodiment of the executive committee and thank you to everyone for making my term as chair so enjoyable and easy. And you all are great. I just really love this Council and working with all of you so thank you for that.

 >> JAMIA DAVIS: Thank you Jan. Likewise. This is Jamia speaking.

 >> STEVE LOCKE: Thank you for your leadership Jamia, Stephanie and Will and the leadership you continue to bring to this Council and I'm so excited to continue working with all of you going forward.

 >> JAN LAMPMAN: Thank you and, with that I will accept a motion to adjourn our executive committee meeting tonight. Does anyone want to make that motion.

 >> STEVE LOCKE: We all want to stay.

 >> JAN LAMPMAN: We all want to hang out.

 >> STEPHANIE DEIBLE: This is Stephanie I will motion to adjourn. This is Stephanie.

 >> JAN LAMPMAN: Who would like to second it.

 >> CHARLES WILLIAM HARRISON: This is Will I second it.

 >> JAN LAMPMAN: All in favor say aye. So, thank you all. And I guess we will see each other on Zoom one more time next week.

 >> STEVE LOCKE: Sounds good, thanks everyone. Have a great night.

 >> JAN LAMPMAN: Good‑bye.

 >> JAMIA DAVIS: You too, good‑bye.

 (Meeting concludes at 6:38 p.m.)