**SILC COUNCIL/CORPORATION ANNUAL BUSINESS MEETING DRAFT MINUTES**

**January 19, 2022**

**Zoom Meeting**

**SILC Voting Members Present**: Frank Animikwam, Jamia Davis, Charles Harrison Jr, Melinda Kulasa, Jan Lampman, Mark Pierce.

**SILC Voting Members Absent**:

**SILC Ex-Officio Members Present**: Lisa Kisiel (BSBP), Annie Urasky (MDCR), Vendella Collins (MDDC).

**SILC Staff:** Steve Locke, Tracy Brown.

**Guests Present**: Stephanie Deible, Glen Ashcraft, Theresa Metzmaker, Maria Paton-Glassbrook, Kelly Winn, Lori Hill, Diane Fleser, Carrie Bevard.

**SILC BUSINESS MEETING**

J. Lampman called the meeting to order, 5:33 pm. J. Lampman welcomed Council members, Ex-Officios and guests, introductions were made. A quorum was present.

**CONSENT AGENDA**

The January 19, 2022, Quarterly Business Agenda was reviewed. One change: move finance report to take place after the audit.

***Motion by M. Kulasa, seconded by M. Pierce to move the finance report to take place after the audit.*** Motion passed unanimously.

Approve September 15, 2021, and December 20,2021 Draft Business Meeting minutes, Executive Committee minutes, Financial Reports and Executive Director Report.

***Motion by J. Davis, seconded by F. Animikwam to approve the items of the Consent Agenda as amended.*** Motion passed unanimously.

**SILC Audit**

* Carrie Bevard from ALG Group presented the FY2021 Audit and Form 990.
* Documents were reviewed.

***Motion by M. Kulasa, seconded by M. Pierce to accept the FY2021 SILC Audit as presented and approve and authorize the 2020 Form 990 for submission.*** Motion passed unanimously.

Financial Report ~ Mindy Kulasa

* The December 2021 Preliminary Statement of Financial Position, Budget vs. Actual, and Check and ACH detail was reviewed.
* There is no red flags or areas of concern, and we are looking good.

**COUNCIL EDUCATION**

* Kelly Winn, Executive Director of Disability Network Eastern Michigan presented DNEM’s unique programs and gave an update on their new service area in the Michigan Thumb area.

**EX OFFICIO REPORTS**

Bureau of Services for Blind Persons (BSBP) ~ Lisa Kisiel

* BSBP is in the middle of a mid-cycle Unified State Plan review. Every two years the Unified State Plan is modified and then on the fourth year it is rewritten altogether.
* BSBP is very committed to helping to continue our in-person services as we have been out in the field since July of 2021.
* BSBP is committed to our Benefits Planning goal. We are mission driven to provide as many benefits and planning services as we can to as many eligible individuals. Our goal is to provide 120 services.
* BSBP has two pilots for customized employment. Customized employment is a very unique process of developing employment outcomes for individuals who have not been successful in other methods of placement strategies.
* BSBP is really focused on helping individuals to develop good IPEs Individual Plans of Employment, strong goals that lead to those employment outcomes. As well as providing Pre-employment Transition Services to almost 300 of our customers that we serve. And our Centers for Independent Living are a big part of that.

Michigan Department of Civil Rights (MDCR) ~ Annie Urasky

* MDCR state office is working remotely until the end of February.
* MDCR is launching a new program with interns. My office will be bringing in an intern from Central Michigan University who studies sociology and criminal justice.
* MDCR is working with MDHHS getting visor cards translated into ASL.
* The Federal Government will be launching the at home COVID tests. Every household will be able to get four tests. The website is [www.COVIDtests.gov](http://www.COVIDtests.gov)
* The month of March is Deaf National Reading month. That's one of my favorite things to do as the director is to go in the classrooms and just read stories with the young kids.
* And lastly, as you know because of COVID we have had to suspend our Advisory Council meetings until we can be back in person because it's an accessibility issue.

Michigan Developmental Disabilities Council ~ Vendella Collins

* On October 1st we started our new five-year plan with a provisional okay from the Administration on Community Living (ACL).
* We are doing a lot of work around self-determination, alternatives to guardianship and employment.
* We continue to do most of our work remotely
* We are spending a lot of time, effort, and money encouraging all of our partners and our Council to focus on our Diversity, Equity, and Inclusion initiatives.
* There is a Disability Policy Seminar March 28-30, 2022, in Washington D.C. It is a hybrid approach. They are going to be doing both virtual and in person. It's specifically to connect people with national policy and helping folks with IDD to really understand the Federal policies and how it affects their lives.
* March is DD Awareness month. In Michigan we are planning some activities every week in the month of March. There is a coalition that's working on that with the Council.

IL Network Update ~ Mark Pierce

* In November of 2021 we lost one of our CIL Executive Directors, Sarah Peurakoski from Superior Alliance in the Upper Peninsula.
* Kelly Winn has done a great job of taking over Blue Water CIL in the thumb area and renaming it Disability Network Eastern Michigan.
* Yvonne Fleener is the new CEO at Disability Network Southwest Michigan.
* CILs are preparing for a budget amendment coming from MRS in February 2022.
* Terri Langley is our new Disability Network Capital Area Community Relations Director.
* Our directors meet twice a month. We have our monthly Director's meeting, and we also have our Keep in Touch meeting where we are allowed to share best practices and things that are really on the front edge for CILs.

**STAFF/COMMITTEE REPORTS**

Executive Director Report ~ Steve Locke

* The Executive Director written report can be accessed at [www.misilc.org](http://www.misilc.org) under Council Meetings and Materials.
* Four Council members’ terms expired on December 31, 2021, and one vacancy occurred when Yvonne Fleener resigned in September 2021 leaving five voting seat vacancies. The four members requested reappointments prior to their terms expiring. The Appointments Office is behind on appointments due to a staff member retiring last quarter. Any reappointments will not be retroactive to January 1, 2022, so we are operating with six voting members until the five seats are filled. I will continue working with Appointments to expedite the process.
* In October 2021, ACL awarded the former BWCIL’s Part C federal core grant to Disability Network Oakland/Macomb through a competitive Notice of Funding Availability. Kelly Winn’s team began providing temporary services in August 2021 and permanently took over the thumb service area when the Part C grant was awarded. SILC wrapped up the strategic planning process in August 2021 which resulted in updated vision and mission statements. We are in the process of creating SMART goals that tie the strategic plan to our current SPIL.
* On September 10, 2021, SILC staff issued an RFP for comprehensive statewide outreach to unserved and underserved disability populations in Michigan. Proposals are due by September 24, 2021. In December, the Council awarded a contract for $45,000 to Idea 39. On January 18, 2022, a three hour kick off workshop was held with Idea 39 and the steering work group. The steering team is made up of Council members, BSBP and CIL directors. Team members include Yvonne Fleener, Diane Fleser, Alex Gossage, Lisa Kisiel, Frank Animikwam, Jamia Davis, Jan Lampman, Will Harrison, and Steve Locke.
* Last quarter, I was appointed to the MCRS by the Governor to represent SILC at our Chairs request. The MCRS’s mission is to improve public Vocational Rehabilitation (VR) services delivered by the Bureau of Services for Blind Persons (BSBP) and Michigan Rehabilitation Services (MRS). I attended my first meeting last quarter and look forward to an orientation.
* The 2022 SILC Congress “Pandemic to Possibilities: SILC Solutions” will be held at the Holiday Inn Bayside, San Diego, California on May 16-18, 2022. The Congress is a great venue for connecting with other SILCs and staff from across the country, meet with ACL leadership, and attend educational workshops and breakout sessions. If you would like to attend, please let Tracy know. Early bird registration rates are in effect through February 14, 2022.

Strategic Planning Committee ~ Steve Locke

* SILC wrapped up the strategic planning process in August 2021 which resulted in updated vision and mission statements. Stephanie and I met and are in the process of creating SMART goals that tie the strategic plan to our current SPIL

Policies and Bylaws Committee ~ Steve Locke

* Financial Policies will be reviewed and updated, if necessary.
* Stephanie Deible and Mindy Kulasa will take the lead. A meeting will be set up in February.

**SPIL MONITORING**

Advocacy and Leadership

* During the first quarter of 2021/2022, the CIL directors discussed the format for this year’s CIL Network Legislative Day as the pandemic has continued and will consider the method more fully in 2nd quarter.
* Also, during this quarter, a Youth Leadership and Advocacy draft curriculum was shared with groups from DNEM, disAbility Connections, and MDRC. A meeting was held to discuss curriculums and set out the format. Consensus was reached on an 8-week curriculum with pieces pulled from each curriculum. A meeting will be set for late January 2022 to review the curriculums.

Personal Care Attendants

* The legislature approved a $2.35 legislative pass through of wages that positively impacted most categories of direct support professionals throughout the state.
* Impart alliance is trying to bring together the Aging Services community, the Behavioral Health community, the Traumatic Brain Injury community, all the places you have direct support professionals working and bring all of those groups together to really focus on how you recruit and retain employees. And how you make it a career that people want to do for the long haul. They are focusing very heavily on trying to create some framework for developing competencies and creating training framework that direct support professionals could engage in that would enhance their skills.

Emergency Response

* In the Executive Director report on page 3 &4 under 2016-2017 Five Pillar Recommendations we realized we needed to have a framework in which we can work from and help keep things focused so we are not losing progress and missing our target. ([www.misilc.org](http://www.misilc.org) under meeting material)
* The first one states the Council and CILs should collaborate on finding appropriate grant resources to supplement staff training emergency planning and opportunities for preparedness trainers and assist consumers in their individual preparedness efforts. So over all trying to look at access to funding for services to provide emergency preparedness.
* The second one here is intake for consumers at the CIL level should include assessments on individual emergency preparedness and whether services are needed.
* The third one ties in with our CIL partners focus as well and it could certainly contribute to this is the CILs across the state should create connections with local emergency management agencies in their regions to offer services disability reviews, emergency shelters other relocation and service location and access for all persons with disabilities.
* Fourth, the Council should engage the Governor’s Office on inclusion with persons with disabilities and Emergency Managers Council with coordinated councils. A planning official should look for resource opportunities to grow diversity with emergency management professionals to include persons with disabilities.
* The last bullet is going to outline who can help take on those responsibilities. And achieving those parts of the overall goal.
* Maria Paton-Glassbrook, DNCAP Community Resilience Coordinator compiled 11 different CILs across the state for a workgroup to try to further these goals. So far, we've had an orientation, created some templates on assessing individuals’ preparedness with a pretest and a post test. And integrating that into the intake process. We are in the process of rewriting our own CIL intake process and creating a "Yes" or "No" do you have a preparedness plan for yourself and your household? Running that pretest to assess their preparedness. And following up and creating a plan with them, and also offering the smart 911 sign up, if available. We hope to meet next week and discuss the logistics of administering the emergency preparedness goals. And kind of trouble shoot that together and figure out what our plan is to make it sustainable program.

**NEW BUSINESS**

**INFORMATION SHARING AND ANNOUNCEMENTS**

* Council members if you would like to attend the SILC Congress contact Tracy. Early bird registration ends February 14, 2022.
* Disability Network Capital Area will host a COVID-19 vaccine and booster clinic on Saturday, February 5th, 10:00am – 12:00pm with the Ingham County Health Department.

Public Comment ~ None.

***Motion by M. Pierce, seconded by Will Harrison to adjourn the meeting.***

**ADJOURNMENT** *SILC Business Meeting adjourned at 8:18 p.m****.***