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

**March 16, 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), Bill Addison (MRS).

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

**Guests Present**: Stephanie Deible, Glen Ashcraft, Theresa Metzmaker, Maria Paton-Glassbrook, Yvonne Fleener, Dave Bulkowski, Lori Hill, Diane Fleser, Teri Langley, Danyele Jarvis.

**SILC BUSINESS MEETING**

J. Lampman called the meeting to order, 5:31 pm. J. Lampman welcomed Council members, Ex-Officios and guests, introductions were made. A quorum was present.

**CONSENT AGENDA**

The March 16, 2022, Quarterly Business Agenda was reviewed.

Approve January 19, 2022, Draft Business Meeting minutes, Executive Committee minutes, Financial Reports and Executive Director Report.

***Motion by J. Davis, seconded by M. Pierce to approve the items of the Consent Agenda as presented.*** Motion passed unanimously.

**COUNCIL EDUCATION**

* Bill Addison from MRS gave a presentation on how CIL funding is disbursed in the State of Michigan.

**EX OFFICIO REPORTS**

Michigan Rehabilitation Services (MRS) ~ Bill Addison

* MRS is working on the development and implementation of the rate setting process. There are two types of contracts with CILs. One is the core contract; the other is purchase of service relationship. MRS purchases certain services from the CILs and pay a rate for that service.
* A couple years ago MRS underwent a review by our federal funding source. Their requirement is to develop a rate setting process with an acceptable 2 CFR 200 methodology based on either cost or fair market. An outside firm was hired to collect costs from around the state and develop a rate for 75% of the services that MRS pays for. The development of the rate is done. Now we are in what's called the implementation of the rate process. We had to make all of these changes to make sure that we have complied with the federal mandate of establishing a methodology for our rates.

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

* BSBP in partnership with the MRS and the other core partners of WIOA have just submitted the mid cycle review of our state plans. We updated our plan to include information from the comprehensive statewide needs assessment that was completed in 2020.
* In our Holland area and Grand Rapids area, we're doing some pretty specific work related to pre-employment transition services and resource mapping.
* Customized employment is a really intense model of service delivery for individuals who have not been successful being placed using other placement models, and we are entering our pilot 3 of that. We have about eight to ten vendors that are service providers across the state who are providing services to our customers and MRS customers. We are aware of their rate restructuring processes, and we want to say that BSBP and MRS are aligned with our service delivery rate for customized employment which is $68.82 an hour for all three phases, discovery, job development, and consultative employment training services for individuals who are being placed.
* BSBP had the first two placements within the customized employment pilot 1 model of service delivery.
* I have also hired a new Regional Manager, Amy Lamiman who comes from Oakland County Schools as a teacher consultant for the visually impaired, and she will be our new Central Region Manager.

Michigan Department of Civil Rights (MDCR) ~ Annie Urasky

* I would like to acknowledge this month is Women's History Month. I want to take a moment to thank all the women that have served and gone through this journey.
* I would like to mention some of the legislative actions that are happening right now relating to the Deaf community. In the House we have a bill called HB5777. This House bill is related to education and language acquisition. We haven't decided which department yet, but most likely it will be with the Department of Education relating to parental guidance and resources making sure children that are deaf, deaf/blind, or hard of hearing are equipped with all the tools and resources they need to be kindergarten ready.
* This month MDCR is doing a series relating to hate crimes and bias. We're going to be acknowledging Women's History Month, including the All Pact as they partnered with us. We're going to be focusing on advocacy work and law enforcement. We will have a guest speaker from Family Relations of Emmett Till on March 24th from 6:00pm – 8:00pm.
* This month is also Natural Reading Month. I love this is because it's an opportunity for us to be able to connect and engage with different deaf and hard of hearing programs throughout the state. We do multiple reading sessions, and it's just great to be able to connect with communities, families, parents, and their children just to do different stories with them and signing them in ASL.

IL Network Update ~ Mark Pierce

* Public Health and Work funds are available to CILs through ACL. It could be almost another $132,000 for CILs. These particular funds are designated for full time support people that can do case investigations, option counseling, social type of work for people with disabilities. And provides the five core services.
* Kelly Pelong, the Executive Director of Disability Network Mid-Michigan, gave testimony before the Appropriations Subcommittee and Labor and Economic Opportunity on March 6th. She represented CILs very well as to the work that we do statewide.
* Julie Shaw is the new Executive Director for the CIL in the UP.
* Disability Network Wayne County Detroit recently moved to College Park, which is on the northwest side of Detroit, which allows for greater access to the western area of Wayne County and the ability to help people with disabilities in Wayne County.

CIL Effects from MRS Rate Restructuring ~ Lori Hill

* Lori Hill provided some information in regard to the MRS rate restructure, what the impact is of the restructuring fee schedule on CILs. (CART transcript can be accessed at [www.misilc.org](http://www.misilc.org) under Council Meetings and Materials.)
* Further discussion to take place during the New Business portion of the agenda.

**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.

Strategic Planning Committee ~ Steve Locke

* We wrapped up our strategic planning process back in August of last year, which resulted in an updated vision and mission statements. One of the tasks I was given was to create smart goals for those strategic planning goals that we created. Four strategic plan goals that align with our currently SPIL, those smart goals have been created. And the balance of the strategic plan goals will be aligned with SILC goals created in this SPIL.

Financial Report ~ Steve Locke

* The February 2022 Preliminary Statement of Financial Position, Budget vs. Actual, and Check and ACH detail was reviewed.

Policies and Bylaws Committee ~ Steve Locke

* There's been no activities on the policies and bylaws committee. Once we get Stephanie reappointed who's our treasurer and Mindy's filling in as the interim treasurer, we are going to launch into revising our financial policies and taking a deeper look at those. They're pretty generic and pretty general. They're about a page and a half. And they need to be tightened up quite a bit more in terms of process and separation of duties.

**SPIL MONITORING**

Advocacy and Leadership ~ Theresa Metzmaker

* I met with Jon Hart and several of our CIL members about the various curriculums that could possibly be used for youth programming, and we kind of went through and picked out different activities we thought were best for running youth programming this summer for youth with disabilities.

Personal Care Attendants ~ Jan Lampman

* The Direct Care Wage Coalition meets monthly, and we've been meeting with legislators. There were hearings in the House Appropriations Committee today regarding the DHHS budget. I testified indicating that we need to do two things, one of which is establishing a base wage for direct support professionals of at least $18 an hour. And include employer costs to that. If there's overtime or employer share of payroll taxes and those kinds of things, in addition to that, we are asking for there to be cost of living increases throughout the future so that in ten years we're not back in the same place where those wages have lagged behind. We added that our position is to see resources in the budget for training and development of those direct support professionals showing that we value that workforce by giving them support and training and the things that they need.
* We continue to work both from the standpoint of trying to get funding for the wage piece but also working with Impart Alliance on that valued role of the direct support worker as an actual professional. And when you're a professional, you have training, and you have education, and you have ongoing development.

Emergency Response ~ Frank Animikwam & Maria Paton-Glassbrook

* Our team is meeting regularly. During our March 7th meeting we discussed specific trainings that would be beneficial to SILC council members and our statewide CILs. We have identified several trainings and will provide more updates as they come along.
* We continue to look at developing our network and our coalition building. We have a regional FEMA representative and a representative from the Red Cross. We continue to maintain those partnerships and are looking at other unique partnerships we could develop.
* We're looking at Emergency Preparedness Trainings for tribal communities in Michigan. And reaching out to politicians who may be having a hand in emergency preparedness and building on those partnerships as well.
* Maria Paton-Glassbrook is working with the CILs and their representatives concerning training and different emergency preparedness kits. She is carrying out Objective 1.3 in the SPIL concerning Emergency Preparedness.
* Maria developed a statewide working group that has 11 CIL representatives throughout the state, problem solving with the ways that we administer creating the personal emergency preparedness plans with consumers as well as signing them up for a program called Smart 911.
* Each CIL that's involved is bringing on I&R specialists, independent living specialists, and others to form their own task force. Some of the trainings that were alluded to include certs and the community emergency response training. I am attending that training to understand it more. It's basically a volunteer disaster response force. Every community in Michigan has their own CERT training.
* We have applied to the Michigan VOAD chapter, that's voluntary organizations active in disasters and are awaiting a response from them.

Outreach and Awareness Campaign ~ Steve Locke

* We are off to an awesome start. Back in September, SILC issued an RFP for comprehensive statewide services to unserved and underserved disability populations here in Michigan. And we awarded a contract to IDEA 39. We got a steering work group together that's made up of council members, BSBP staff, and CIL directors. Our team includes CIL Directors Yvonne Fleener, Diane Fleser, and Alex Gossage. Lisa Kisiel from BSBP, and council members Frank Animikwam, Jamia Davis, Jan Lampman, Will Harrison, and Steve Locke. The steering outreach team has met several times with our contractor over the first few months of this year.
* The overarching theme of our outreach campaign is going to be Shining a Light on the work that we do, the principles of independent living, the work of our partners, and the contributions that people with disabilities make. We're also currently working on the following: Defining who our audience is, fleshing out our concepts, conducting a media audit, creating a phases overview, drafting tactics, discussing media outlets, defining a timeline, and reviewing next steps.
* As we move through the summer and we get closer to developing our next year's budget, we'll have a better grasp on if there's going to be additional costs to this moving into the next fiscal year, and those costs will be brought to you in a draft budget for approval.

**NEW BUSINESS**

New Financial Institution Recommendation

* Our current bank is Adventure Credit Union. Back in October and November, they did a system upgrade to their banking system. Prior to that our QuickBooks was able to interface with our account, and we were able to do electronic communications back and forth with our accounting system and our bank. After they did the upgrades, they did not relaunch the ability for our QuickBooks to interface with their system any longer, and they don't foresee that happening in the future.
* Staff looked into other financial institutions that offer QuickBooks interface services. We are recommending moving to Chase Bank effective as soon as possible.

***Motion by M. Kulasa, seconded by J. Davis to transfer our banking relationship to Chase Bank.*** *Motion passed unanimously.*

MRS Fee for Service Conversation

* Discussion and Q&A. (CART transcript can be accessed at [www.misilc.org](http://www.misilc.org)

under Council Meetings and Materials.)

***Motion by M. Kulasa, seconded by M. Pierce to provide a letter of support to the Network of CILs, sent to MRS requesting that the Fiscal Impact Study be completed, and the rates be put on pause until such time as that is completed with copies to the Department of LEO.*** *Motion passed unanimously.*

**INFORMATION SHARING AND ANNOUNCEMENTS**

Public Comment ~ Yvonne Fleener and Diane Fleser. (CART transcript can be accessed at [www.misilc.org](http://www.misilc.org) under Council Meetings and Materials.)

***Motion by M. Pierce, seconded by F. Animikwam to adjourn the meeting.***

**ADJOURNMENT**

*SILC Business Meeting adjourned at 8:47 p.m****.***