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

**June 17, 2022**

**Zoom Meeting**

**SILC Voting Members Present**: Frank Animikwam, Glen Ashlock, Allen Beauchamp, Jamia Davis, Stephanie Deible, Melinda Kulasa, Jan Lampman, Theresa Metzmaker, Mark Pierce.

**SILC Voting Members Absent**: Charles Harrison Jr.

**SILC Ex-Officio Members Present**: Lisa Kisiel (BSBP), Annie Urasky (MDCR), Bill Addison (MRS), Vendella Collins (DD Council).

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

**Guests Present**: David Taylor, Sarah Carmany, Mary Angus, Mark Friedman, Ruthie-Marie Beckwith, Alex Gossage, Sigrid Adams, Tina Fullerton, Yvonne Fleener, Teri Langley,

**SILC BUSINESS MEETING**

J. Lampman called the meeting to order, 2:30 pm. J. Lampman welcomed Council members, introductions were made. A quorum was present.

**CONSENT AGENDA**

The June 17, 2022, Quarterly Business Agenda was reviewed. One addition: Idea 39 Contract Extension approval under New Business.

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

**STAFF/COMMITTEE REPORTS**

Executive Director Report ~ Steve Locke

* The Executive Director’s written report can be accessed at [www.misilc.org](http://www.misilc.org) under Council Meetings and Materials.

Strategic Planning Committee ~ Steve Locke

* We completed our strategic plan about a year ago. What we are going to do is start integrating those strategic plan goals into goals for our Council in the next state plan.
* Some of our strategic goals have been rolled out in what we are doing in our statewide outreach right now and you can read the updates in my report.
* A Zoom meeting invite poll has been sent to all of you. We are looking for one Saturday in August where we are going to do our retreat. We are going to focus on the goals that we want for our Council including advocacy goals based on the strategic plan into our next SPIL goals and other issues that the Council wants to work on.

Financial Report ~ Stephanie Deible

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

Policies and Bylaws Committee ~ Steve Locke

* We need to get a team together to review our financial policies. There are several updates we need to make in our policies. So
* I will be working with Stephanie over the next couple of months to assemble a couple Council members to start the review of those policies and enhance them.

**COUNCIL EDUCATION**

* Mark Friedman, David Taylor, Sarah Carmany, Mary Angus, and Ruthie-Marie Beckwith provided a Best Practices for Boards and Councils training.

**EX OFFICIO REPORTS**

Michigan Rehabilitation Services (MRS) ~ Bill Addison

* MRS staff returned to the office in May. We are still dealing with some COVID issues. What we really want to do is kind of put an open sign in front of our district offices that says come on in.
* The last two years, May 2021, and May 2022 the number of folks that walked through the door has gone up and that is great. We have a progression of getting better with people that are walking in the door. Eligibility has also increased.
* We feel like we really are going in the right direction. We want to hit the road and have more folks come in the door.

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

* BSBP has been serving customers in person since July 12 of 2021. We are seeing people in person. We are doing COVID screening.
* We had representation at the Michigan Optometric Association Conference.
* We just finished the mid cycle review of the Unified State Plan.
* The plan has been approved and we added a goal for improvement of programs and services our training center.
* Our Flint office will be relocating from the State of Michigan building in downtown Flint to the Flint Michigan Works location.
* We are partnering with our Disability Networks around the state in order to help us provide services to our Pre ETS customers. We have a purchase order and a work plan in place with Disability Network Lakeshore and DAKC in Kent County to do some gap analysis for our students to ensure that we are helping our kids to make sure that they get the five required categories of preemployment transition services whether being provided by BSBP, HUD, school community programs etc.
* BSBP and MRS will be kicking off the tri-annual Comprehensive Statewide Needs Assessment process that will beginning soon.
* Our Customized Employment Pilots in partnership with Michigan Rehab Services and several providers around the state are off and moving and had two successful placements. And that's about helping individuals who have not had success in other placement experiences to be successful. And you know obtain competitive integrated employment.

Michigan Department of Civil Rights (MDCR) ~ Annie Urasky

* Last Wednesday, we hosted a Civil Rights Summit. It was truly a wonderful event, and we look forward to sparking more conversation out in the community, with kids, and other community members.
* Our department is in the office one day a week. In July, we may transition to two days a week on a rotating schedule.
* Since the last time we met, the AP style book, the guidebook for literature, for news reports, etc. posted on their blog they are planning on updating terminologies related to the disability community to more inclusive language and should be released later this month.
* Next month is the anniversary for the signing of the Americans with Disabilities Act.
* The Division Advisory Council will begin meeting this fall.
* We are going to be partnering with the Idaho State University for a five-year grant in relation to rural areas healthcare interpreting. And the impact that it has on people's healthcare in those communities. We are one of 7 states that are going to be partnering with them on this curriculum. They are going to develop a curriculum. We will be serving the deaf community in terms of their video remote interpreting experience and in terms of going into the doctor's office with an interpreter. And what their experience is in their rural environment.

Developmental Disabilities Council ~ Vendella Collins

* On May 18, we had a legislative meeting and reconnected and reengaged with our legislature.
* We received monies from ACL for vaccines and to help increase the public health workforce. Our vaccine money went to three entities. The Detroit Association of Black Organizations in Detroit, Washington Heights United Methodist Church in Battle Creek, and Step in Wayne County. That is specifically for vaccinations. The other pot of money went to increasing the public health workforce.
* Our office is involved with the Michigan Vaccine Partners to provide all vaccines and assistance. The partners are Disabled Rights Michigan, Michigan Developmental Disabilities Institute, the Autism Alliance of Michigan, and the Association of Michigan.
* We continue to work with our Code of Competency and Linguistic Competency work we have been doing around DEI and going well.

IL Network Update ~ Mark Pierce

* Two directors from the CILs were able to attend the SILC Congress and got a chance to see nationally other SILCs across the country. It was a great opportunity to see what some of the major issues were across our country.
* Most of the CILs are open and in hybrid mode.
* Disability Advocates of Kent County relocated to the Special Olympics Campus, 160 68th St SW, Grand Rapids, MI 49548.
* Next month is anniversary of the Americans with Disabilities Act. Many CILs will hold some type of a celebration. Disability Network Southwest Michigan will be celebrating on Friday, July 29 from 3:00 - 5:00 p.m. at the Kalamazoo Farmer's Market located at 1204 Bank Street in Kalamazoo. Disability Network Capital Area will celebrate on July 28th from 1:00 – 3:00 p.m. in the office. We will have pizza and some education also.

**SPIL MONITORING**

Advocacy and Leadership ~ Theresa Metzmaker

* The Advocacy and Leadership report can be accessed at [www.misilc.org](http://www.misilc.org)

in SPIL Monitoring Report under Council Meetings and Materials.

* One of the most exciting things that's happened were conversations with Theresa and Jon from Jackson. We are going to get a full-fledged Youth Leadership Forum up and running by 2024. There is going to be a hybrid event that will happen next year that Jon and Theresa have been collaborating on.

Diversity and Inclusion ~ Mark Pierce

* The Diversity and Inclusion report can be accessed at [www.misilc.org](http://www.misilc.org)

in SPIL Monitoring Report under Council Meetings and Materials.

* The CILs identified ableism as a best practice for CIL staff. And so far, they provided training to ten CILs. And all 14 CILs are currently utilizing the IL philosophy training which is an online system they have for their staff to bring them up to speed when they come on board as new employees to make sure that they are steeped in the IL philosophy.

Personal Care Attendants ~ Jan Lampman

* The Personal Care Attendants report can be accessed at [www.misilc.org](http://www.misilc.org)

in SPIL Monitoring Report under Council Meetings and Materials.

* The Direct Care Wage Coalition has done a lot of work around creating a new ask for the legislature. You know we got that $2.35 an hour for direct support professionals. And last year or the current budget the budget we are working in now, but we feel like if we could bring the average direct support professional wage closer to $18 then the $14.50 that it is right now, there would be a better chance for us to start to impact this director shortage we see across the State of Michigan. Right now, we are asking the legislature to add $127 million into the upcoming budget for next year.

Emergency Response ~ Frank Animikwam & Mark Pierce

* The Emergency Response report can be accessed at [www.misilc.org](http://www.misilc.org)

in SPIL Monitoring Report under Council Meetings and Materials.

* Our team is meeting monthly. We are making more progress as we are working towards our goals. We always bring it back to the five pillars that is outlined in the SPIL report to make sure we have the framework and guiding principles that are helping us to move our work forward.
* Number one, grants resources, training. Number two, intake for consumers, and that's at the CIL level doing assessment for individuals. Number three, CILs connections with local emergency management agencies. Number four, which we had not really worked on too much but certainly there is an opportunity there but the Governor's Office engagement with inclusion of people with disabilities and emergency management Councils, and number five emergency management planning on officials. And so having those resources and opportunities to grow diversity within emergency management professionals to include persons with disabilities.
* We look to partner and build our networking with different regions in Michigan. Each of the regions may have their own unique say risk for natural disasters and the state is feeling the effects of the pandemic but there is a unique disaster response that need to happen at the region level.
* Our next meeting is going to be July 11th. And we will be reconvening on our goals on which we are working.
* 13 of the15 CILs have engaged in emergency preparedness in creating emergency packets and plans for people.

**NEW BUSINESS**

Fiscal Auditing Contract

* We issued an RFQ for auditing services for three years and received two proposals. Three SILC members evaluated those proposals. Based on the rankings of the three Council members the ALG Group came out on top, and we are looking to award a contract to the ALG group for $4200 per year plus $800 per year for the 990. For the next three years.

***Motion by M. Kulasa, seconded by M. Pierce to retain the ALG Group to complete our annual financial audit and our annual 990 for the next three years.*** Motion passed unanimously.

Idea39 Contract Extension

* The Council approved the contract with Idea39 last year for 45,000. That contract covered January through June of this year.
* What we want to do is bridge the gap between July 2022 and September 2022. To cover the gap, we are proposing a contract extension with Idea39 for July, August, and September at $4500 per month retainer fee. That would cover social media management. email and newsletter management. Public relations direction and coordination, all of our printed materials for our community outreach that we are going to be engaging in that is in my Executive Director report and miscellaneous outreach needs.
* Simultaneously I'm issuing an RFQ for outreach services for the next entire fiscal year that Idea39 will be welcomed to bid on, but we are going to do a complete new RFQ for that.
* The money will come out of the statewide database licensing system line item of 17,000. For which we are going to have no expenditures against. Because the CILs moved to a different data collection software program.
* There is concern that some of the posts are medical model health issues and it says that you can contact your CILs if this is an issue. CILs are peer support, advocacy, inclusion, system technology, and emergency preparedness.
* Disability Network Southwest Michigan can provide a training to Idea39 around ableism.
* Something to think about, is it a branding agency to put an RFQ or should they have a staff person a person with a disability related to the CIL network that is doing the social media and the outreach for this kind of initiative?
* This is Jan I would really love to see lots of posts about our SPIL objective and things we are doing related to SPIL objectives.

*Motion by T. Metzmaker, seconded by F. Animikwam to extend the Idea39 contract to the end of the fiscal year with the caveat or the requirement that the contractor get training with the Disability Network of Southwest Michigan.*

* Is there an approval process prior to posting to social media?
* It was suggested that posts created by Idea39 should be approved by a steering committee member prior to posting to social media.

***Motion by J. Davis, seconded by M. Pierce to extend the Idea39 contract to the end of the fiscal year with the requirement that the contractor get training with the Disability Network of Southwest Michigan on independent living philosophy and that we will also negotiate with the Disability Network of Southwest Michigan a reasonable fee for proving the training.*** Motion passed. (8 yes, 1 no)

***Motion by G. Ashlock, 2nd by T. Metzmaker that social media posts need to be reviewed and approved by a steering committee member prior to posting to social media.*** Motion passed.

August 022 SILC Retreat

* We are trying to find a Saturday in August for the retreat, please respond to the doodle poll.

2024 – 2026 SPIL Writing Team

* We need three members willing to commit time and effort to the writing of the next SPIL please e mail [steve@misilc.org](mailto:steve@misilc.org) if you are interested.

SILC Council Meeting Times

* We have one Council member who cannot meet during the business day. This is a hardship for him. And he is asking that we start our meetings at 4:30 or 5:00 p.m.
* Many comments were received.
* Meeting times may not work for everyone.
* Fridays from 2:30 5:30pm were the most voted for times when we did our poll.
* The Council decided to assign the Financial Policy Committee to look at how we accommodate Council members.

**INFORMATION SHARING AND ANNOUNCEMENTS**

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

***Motion by T. Metzmaker, seconded by M. Pierce to adjourn the meeting.***

**ADJOURNMENT**

*SILC Business Meeting adjourned at 5:51 p.m****.***