

1           **SILC COUNCIL QUARTERLY BUSINESS MEETING DRAFT MINUTES**  
2                                   **October 28, 2020**  
3                                   **Zoom Meeting**

4  
5 **SILC Voting Members Present:** Frank Animikwam, Allen Beauchamp, Jamia Davis,  
6 Stephanie Deible, Theodore Dorsette, Yvonne Fleener, Charles Harrison Jr, Melinda  
7 Kulasa, Jan Lampman, Theresa Metzmaker, Mark Pierce.

8 **SILC Voting Members Absent:**

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

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

12 **Guests Present:** Joe Harcz, Aaron Andres.

13  
14 **SILC BUSINESS MEETING**

15 Y. Fleener called the meeting to order, 5:30 pm. Y. Fleener welcomed Council  
16 members, Ex-Officios and guests, introductions were made. A quorum was present.

17  
18 **AGENDA**

19 The October 28, 2020 Quarterly Business Agenda was reviewed.

20  
21 ***Motion by J. Lampman, seconded by F. Animikwam to approve the October 28, 2020***  
22 ***Agenda as presented.*** Motion passed unanimously.

23  
24 The September 26, 2020 Draft SILC Council Business Meeting Minutes were reviewed.

25  
26 ***Motion by J. Davis, seconded by M. Kulasa to accept and place on file the September***  
27 ***26, 2020 Draft SILC Council Business Meeting minutes as presented.*** Motion passed  
28 unanimously.

29  
30 Staff Report ~ Steve Locke

- 31       • Our fiscal year ended on September 30th. Staff will be working with ALG Group  
32 to conduct our FY2020 Audit and prepare our 990 Form.
- 33       • SILC website redesign for ADA and 508 Compliance ~ three request for  
34 proposals were received. Steve evaluated and summarized the proposals and  
35 recommended issuing a purchase order to Courtland Consulting. The website will  
36 be under construction beginning 10/29/2020 and will be re-launched on  
37 11/15/2020.
- 38       • The SILC Executive Committee based on Yvonne's recommendation, spent the  
39 last few weeks meeting with each CIL Director in Michigan. The purpose of these

1 meetings was relationship building. So that we can become primary partners and  
2 deepen the relationship that SILC and the CIL directors have with each other.

- 3 • FY2021-2023 SPIL status ~ SILC received a conditional approval. Technical and  
4 language revisions are needed. MRS is working on completing revisions to  
5 Section 4 and SILC has completed the revisions to Section 5. Once all of the  
6 revisions are complete the Council will meet to approve Yvonne Fleener, SILC  
7 Chair to sign the document. The SPIL must be submitted to ACL by December  
8 30, 2020.

9  
10 Executive Committee Report ~ Yvonne Fleener

- 11 • The Executive Committee met on 10/6/2020 to discuss SPIL revisions, the draft  
12 procedures and reviewed the September financials.

13  
14 Financial Report ~ Mindy Kulasa

- 15 • The September 2020 Preliminary Statement of Financial Position, Year to Date  
16 Budget and check register were reviewed.
- 17 • I will be auditing the check register and the bank reconciliations on a monthly  
18 basis as part of my duties as your treasurer in fulfilling the fiduciary duty of  
19 financial oversight.

20  
21 SPIL Monitoring Report ~ Mark Pierce

- 22 • The Draft Executive Summary Report was created based on the aggregate  
23 outcomes over the past four years of the SPIL. We are expecting more data from  
24 MRS and BSBP.
- 25 • Next steps include engaging in an evaluation process.
- 26 • The final report will be discussed at the next SILC Council Quarterly Business  
27 Meeting.

28  
29 ***Motion by M. Kulasa, seconded by J. Lampman to accept and place on file the Staff  
30 Report, Executive Committee Report & Minutes and September 30<sup>th</sup> Preliminary  
31 Finance Report as presented.*** Motion passed unanimously.

32  
33 Michigan Rehabilitation Services (MRS) ~ Bill Addison

- 34 • MRS staff is working remotely, plans to return to the office are underway.  
35 Governor Whitmer
- 36 • MRS staff have looked at the SPIL revisions for the document and have  
37 addressed all of them. MRS has talked with Paula McElwee about the response  
38 and she agrees we are on track. Most of the revisions are minor adjustments and  
39 heading adjustments.

- 1 • Director Jeff D’Onofrio has left LEO and Susan Corbin is currently the Acting  
2 Director.

#### 3 4 Bureau of Services for Blind Persons (BSBP) ~ Lisa Kisiel

- 5 • BSBP is working with Disability Network Capital Area on a survey process that  
6 will be used for closed cases, looking at the last three years.
- 7 • BSBP is providing 13 closed circuit TVs also known as video magnifiers across  
8 the state to help increase access to individuals. 2 in Grand Rapids, 4 in the flint  
9 area, 1 in Marquette, 1 in Traverse City and 5 in Detroit.
- 10 • BSBP training center has over 21 virtual service offerings right now that we are  
11 providing statewide for both adults and employment transition students.
- 12 • The IL Part B data in FY2020, BSBP served 70 individuals in independent living  
13 part B. And BSBP provided a myriad of services with information and referral to  
14 independent living skills. There were 31 new consumers this year and 39  
15 consumers that we brought over. And BSBP were able to close about 57 of those  
16 folks successfully.

#### 17 18 Michigan Department of Civil Rights (MDCR) ~ Annie Urasky

- 19 • I work with the Division on Deaf, Deaf Blind and Hard of Hearing under the  
20 Department of Civil Rights.
- 21 • This is the ADA 30th Anniversary and we are hosting different events with  
22 different state agencies having conversations about different issues and topics  
23 related to the ADA. [www.michigan.gov/ada30](http://www.michigan.gov/ada30)
- 24 • MDCR hosted a virtual Q&A with our Executive Director, Michigan's Attorney  
25 General and the Secretary of State related to voting rights. It's available on  
26 Michigan's ADA website, the Michigan Department of Civil Rights page and  
27 YouTube account.
- 28 • MDCR also posted a brief FAQ resource. It's a two-page PDF related to voting  
29 resources.
- 30 • My office is also partnering with the Attorney General's Office and the Secretary  
31 of State providing voting education and a lot of it has been in ASL. Visit:  
32 [www.michigan.gov/sos](http://www.michigan.gov/sos)

#### 33 34 Michigan Department of Education (MDOE) ~ Janet Timbs

- 35 • I work in the Office of Special Education Performance Reporting Unit.  
36 Specifically, with monitoring and technical assistance to the field.
- 37 • We continue to develop guidance to the field during these odd times right now.  
38 And hybrid learning going on. The Federal Government has been very clear that

1 there are no waivers to IDEA. Tools must continue to provide an appropriate  
2 public education to students with disabilities.

- 3 • MDOE is developing a new five-year State Performance Plan. Some of the  
4 directives from the Federal Government are having us reset targets for graduation  
5 rates and dropout rates. Two of the indicators that are associated with secondary  
6 transition are including language that is more aligned with WIOA. they are  
7 including language around Pre-ETS services and competitive integrated  
8 employment as part of that secondary outcomes measurement that we have to  
9 report on.
- 10 • Our office has been working very closely with Michigan Rehabilitation Services  
11 and BSBP. We have a state initiative called Michigan Inner Agency Transition  
12 Team. Our goals are to align transition services across the state to avoid  
13 duplication of services and common understanding of transition and improve  
14 student outcomes. We are in the process of developing a state model for  
15 secondary transition planning that begins in school and high school. We have  
16 representation from MDOE, MRS, BSBP, Workforce Development, Health and  
17 Human Services, MDELIO, Career and Tech Ed, Michigan Alliance for Families,  
18 Children's Special Healthcare, MTSA, DD Council, Arc of Michigan, Disability  
19 Rights Coalition and STEP.

20  
21 Michigan Developmental Disabilities Council (MDDC) ~ Vendella Collins

- 22 • We have a weekly webinar every Thursday from 11:00am to 12:30pm to talk  
23 about how COVID is impacting people with IDD. We have speakers and give out  
24 information to individuals.
- 25 • One of the most recent things that we are working with the COVID management  
26 team on is testing for individuals and AFC homes.
- 27 • The Council now has radio ads out about encouraging people with disabilities to  
28 vote. We recently co-hosted a couple of webinars with other advocacy groups in  
29 the Detroit area and in southwest Michigan so that we would again encouraging  
30 people with disabilities to vote.
- 31 • MDDC is working with the Adult and Aging Services Administration with direct  
32 care workers. And particularly with the increasing wages that individuals who  
33 are caregivers absolutely need and then also working with that group on making  
34 sure that the department prioritizes direct care workers and the distribution of  
35 PPE because they weren't prioritized in this last episode of this pandemic.
- 36 • MDDC has two community of practice projects. The first Community of Practice  
37 is about supporting families through the use of the chartering the life course tools  
38 that are available for families to talk about and work on a trajectory for a good  
39 life for folks with disabilities. And the second Community of Practice is the

1 culture and linguistic competency and working with Georgetown University on  
 2 helping to support people of all cultures to have pleasant experiences as they  
 3 navigate human service organizations.

4  
 5 IL Network Update ~ Mark Pierce

- 6 • The CIL directors continue to meet biweekly.
- 7 • FY2021 CIL state funding will see an increase of \$3.5 million.
- 8 • Most CIL services and programs are being offered virtually.
- 9 • The CIL directors were impressed with the SILC Executive Committee during the  
 10 one hour meet and greet meetings held earlier this month.

11  
 12 The SILC Council would like to have a thank you letter written to the House and Senate  
 13 Appropriations and to the Governor's Office on behalf of the Council to thank them for  
 14 the increase and talk a little bit about SILC and the importance of these dollars and how  
 15 they will be used.

16  
 17 ***Motion by J. Lampman, 2<sup>nd</sup> by Jamia Davis to give Steve Locke and Mindy Kulasa***  
 18 ***permission on behalf of the Council to send a thank you note to House and Senate***  
 19 ***Appropriations and to the Governor's Office.*** Motion passed unanimously.

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 21 **NEW BUSINESS**

22 None.

23  
 24  
 25 **OLD BUSINESS**

26 Operational Policies and Procedures

27 1. MiSILC Governing Policy

- 28 • This governance document will act as the operational document for the  
 29 Council.

30  
 31 ***Motion by M. Kulasa, 2<sup>nd</sup> by F. Animikwam to approve the MiSILC Governing Policy***  
 32 ***effective immediately.*** Motion passed unanimously.

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 34 2. MiSILC Procedures

- 35 • Need to change language to gender neutral and replace "bylaws" with  
 36 "MiSILC Governing Policy."

37  
 38 ***Motion by J. Davis, 2<sup>nd</sup> by M. Kulasa to approve the revised MiSILC Procedures***  
 39 ***effective immediately.*** Motion passed unanimously.

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3 3. Proposed Corporate Bylaws Change

- 4 • The bylaws need to be re-written.  
5 • There are 3 different scenarios. One, would be the SILC Executive  
6 Committee to serve as board members on the Corporation Board. Second,  
7 would be to have all 11 SILC Council members serve as board members on  
8 the Corporation Board. Third, a hybrid to include community members and  
9 Council members.  
10 • This topic will be added to the next SILC Council Quarterly Business  
11 Meeting for further discussion.  
12

13 Financial Policies Discussion

- 14 • We are at the point of being ready to start meeting as an advisory group to  
15 establish our financial policies and procedures.  
16 • So far those who have agreed to be involved in this process are Steve, Tracy, Bill  
17 Addison, Theresa Metzmaker and Yvonne and Mindy. We will use our  
18 accountant Brad Jacokes in an advisory capacity.  
19 • Meeting dates for this advisory group will be on Monday or Wednesday during  
20 the workday.  
21

22 Public Comment was given by three individuals. [https://www.misilc.org/s/102820-](https://www.misilc.org/s/102820-SILC-Council-Meeting-CART-Transcript.docx)  
23 [SILC-Council-Meeting-CART-Transcript.docx](https://www.misilc.org/s/102820-SILC-Council-Meeting-CART-Transcript.docx)  
24

25 **OTHER:**

26  
27 **ADJOURNMENT**      *SILC Business Meeting adjourned at 8:34 p.m.*