

SILC COUNCIL QUARTERLY BUSINESS MEETING MINUTES
June 13, 2020
Zoom Meeting

SILC Voting Members Present: Aaron Andres, Glen Ashlock, Jamia Davis, Yvonne Fleener, Charles Harrison Jr, Mark Pierce, Mairead Warner.

SILC Voting Members Absent: Theresa Metzmaker, Mindy Kulasa.

SILC Ex-Officio Members Present: Lisa Kisiel (BSBP).

SILC Staff: Steve Locke, Tracy Brown.

Guests Present: Joe Harcz, Luke Zelley.

SILC BUSINESS MEETING

A. Andres called the meeting to order, 10:00 am. A. Andres welcomed Council members, Ex-Officios and guests, introductions were made. A quorum was present.

AGENDA

The June 13, 2020 Quarterly Business Agenda was reviewed, amendments were made to add council member attendance and 8 minute 46 second moment of silence to new business.

Motion by Y. Fleener, seconded by G. Ashlock to approve the June 13, 2020 Agenda as amended. (Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Warner) Carried.

The March 6, 2020 SILC Council Business Meeting Draft minutes were reviewed.

Motion by J. Davis, seconded by G. Ashlock to approve the March 6, 2020 SILC Council Business Meeting Draft minutes as presented. (Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Warner) Carried.

The March 24, 2020 SILC Council Business Meeting Draft minutes were reviewed.

Motion by Y. Fleener, seconded by G. Ashlock to approve the March 24, 2020 SILC Council Business Meeting Draft minutes as presented. (Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison, Jr, M. Warner) Carried.

Aaron Andres clarified a statement he made during the last finance committee meeting. He stated “this is SILC Chair Aaron Andres for the record. I did advocate for a better SPIL, but we needed our partners on board and because they had to make some changes

in order for everyone to be on board, it is what it is. What I was referring to is that in the current shortfall that the State of Michigan is experiencing due to the coronavirus pandemic, the budget currently is affecting and will continue to affect a lot of state workers. A lot of state services including the three-year state plan of the SPIL. The CILs state core grant is made up of 93% state funds. And 7% Part B funds.”

Knowing the current state budget shortfall at this point in time, the draft SPIL was crafted because the public input balancing it against the knowledge that finances, and resources have become and will continue to become scarce over the next three years span of the SPIL.

The SILC, CILs and DSE maintain their strong collaboration working relationship. And we look forward to further strengthening our collaboration over the next three years of the SPIL.

Public Comment was given by Joe Harcz and Luke Zelley. (Reference 6.13.20 CART Transcript)

Staff Report ~ Steve Locke

SPIL Development

- The draft 2021-2023 SPIL was posted to SILC's website 31 days ago.
- Yesterday we held our public hearing on the draft. Public comments that were received will be considered for possible modifications to the draft and the final draft will be submitted to ACL no later than June 30th, 2020.
- The final draft will be complete by the end of next week.
- The SPIL must be signed by the SILC chair after a public vote by the full Council authorizing the chair to sign the SPIL on behalf of the Council.
- Michigan Rehabilitation Services acting as the Designated State Entity and at least 51% of the directors of the Michigan Centers for Independent Living.
- We will be scheduling a SILC meeting for the week of June 22nd for a Council vote on the SPIL. And to authorize the SILC chair to sign the SPIL on behalf of the Council.
- We will be posting to our website the summary comments received prior to the development of the SPIL.
- And comments received yesterday during the public hearing on the draft.
- The draft SPIL has been reposted to our website. With the instructions removed just this morning. So that the public can navigate that document easier.
- I will continue working with the CIL networks and NetCIL users' group to assist with capturing data for CIL in the NetCIL database system.

SILC Executive Order

- SILC's executive order is on the front burner with the Governor's office.
- I had a meeting with the Governor staff last week to refine language in the new executive order.
- Once the executive order is issued by the Governor, the issue of FOIA as it relates to the Council and corporation will be clarified by the Governor's Office.
- Once we receive FOIA guidance SILC will update the FOIA policy to be in alignment with the guidance we will receive, and the updated policy will be brought to the Council for a vote.

SILC Bylaws

- The bylaws workgroup will reconvene next month to update the bylaws and will be brought to the full Council for review and a vote.

SILC's ILS PPR

- In collaboration with the DSE and BSBP, SILC submitted our annual ILS, PPR report which was formally known as the 704 report.
- That is the annual Federal report that we jointly develop with the DSE and submit to ACL by December 31st of each year.
- Our PPR has been approved by ACL and has been posted to the SILC website.

SILC Financial Policies and Procedures

- The DSE has offered to assist SILC's Finance Committee and our accountant in redrafting our financial policies and procedures to be in compliance with 2CFR200 the uniform cost and cost principles and audit requirements for Federal awards and procedures will reflect a new accounting system that SILC implemented last year to tighten up separation of duty and checks and balances as relates to accounting functions.
- A meeting request has been sent out to begin work on this project.

Upcoming Training Opportunities

- SILC members are encouraged to participate in one national conference every year and lunchtime trainings during business meeting lunches based on budget negotiations with the DSE and the state budget crisis we are encouraging members to take advantage of online training opportunities that do not involve out of state travel.
- Upcoming training opportunities include the NCIL Annual Conference in Washington D.C. this year was scheduled for July 20th-23rd. This conference

will be held virtually this year. If you are interested in participating in that by electronic means, please contact Tracy to get registered. Visit www.ncil.org for more details.

- ILRU hosts a monthly SILC speak monthly peer call that is typically from 3-4pm. I send those notices out to the Council members. You do not have to register for those SILC speak calls. It's an opportunity to talk about timely IL topics and have an exchange with your peers in a learning environment.

SPIL Monitoring Committee

- The SPIL Monitoring Committee Meeting is being scheduled for August 10th from Noon to 1:00. Calendar invites will be sent out and posted on our website.

Executive Committee Report ~ Aaron Andres

- The Executive Committee met on May 29, 2020.
- Meeting minutes are available at www.misilc.org

Finance Committee Report ~ Yvonne Fleener

- The Statement of Financial Position, Year to Date Budget and check register were reviewed.
- The Finance Committee will be meeting in the near future to review financial policies and procedures.

Motion by G. Ashlock, seconded by J. Davis to accept and place on file the Staff Report, Executive Committee Report & Minutes and Finance Committee Report & Minutes as presented. (Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Warner) Carried.

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

- What is challenging for us right now is that all furlough days are Fridays and Mondays. We only have Tuesday, Wednesdays and Thursdays to plan things where everyone can attend.
- As you well know the last three months have been quite a challenge for all of us responding to the COVID-19 interruption in all of our lives and in many ways.
- And I have learned more about virtual platforms and teams and Skype and Zoom and WebEx and Uber and Google classroom. The fact that we are able to communicate virtually and that we are working through the accessibility issues it's important and everyone should be included.
- Our field staff, are telecommuting from their homes and meeting with clients via telephone, Zoom, whatever platform works best for the consumer.

- When we first went home our biggest concern was making sure that we reached out to the people that we serve. And making sure that we are doing well check calls and making sure that folks had what they needed in order to navigate the COVID-19 interruption.
- Our training center has stepped up to the plate hugely by designing virtual training opportunities.
- Our biggest priority is the health and safety of our staff and our consumers alike.
- We are putting together protocols so that everyone can maintain an integrity of safety and consideration for what is necessary in order to provide the services that we are.
- We are also working on our state plan. The unified state plan is a process that VR and the core partners of WIOA work through every four years with a mid-cycle review. So, we are in the process of completing our comments or responding to the comments by RSA.
- And just to highlight just briefly, the goals that we've established in the state plan that we are looking forward to are ensuring that we are aligning appropriately with WIOA partners to make services available to everyone who is eligible and appropriate to receive them.
- Another goal that we are pursuing is making sure the youth and our students are served appropriately and inclusive in the education system.
- And receiving the preemployment transition services that they need.
- We are also working with our Braille and talking book library to make sure that groups are provided services through assistive technology and making printed, I'm sorry audible and Braille materials available to people who cannot access print.
- And we are absolutely always committed to ensuring or at least providing the opportunity for success for individuals who are interested in demand driven competitive integrated employment outcomes.

IL Network Update ~ Mark Pierce

- First off, I would just like to say that this has been very challenging with the pandemic. It was really a very different situation for the CILs. However, all the CILs maintained their ability to serve consumers and due to our core services and from MRS services. We really never closed. We redesigned the way that we administer services.
- We were mandated to have everything completed for, the Cares Act Funding by the 30th of May. And all of the CILs got their policies and procedures done in order to bring on the funding.

- We've all worked together on improving our technology and actually able to get out there and apply the services.
- One of the ways we are able to do that is that the directors met every Monday morning to discuss some of the challenges that went on at the CILs and how they were dealing with it. It was really a leadership challenge.
- And I have to say with the 14 CILs that are in place all of the leaders there have done a magnificent job and handling their services.
- Overall, it's been a challenging time with the funding that we have.

NEW BUSINESS

Election of SILC Executive Committee Officers. Nominations were taken from the floor.

- Election of Executive Committee Chair Position

Aaron Andres was nominated to serve as the Chair and accepted the position.

(Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Pierce, M. Warner)

- Election of Executive Committee Vice Chair Position

Mairad Warner was nominated to serve as the Vice Chair and accepted the position.

(Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Pierce, M. Warner)

- Election of Executive Committee Secretary Position

Jamia Davis was nominated to serve as the Secretary and accepted the position.

(Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Pierce, M. Warner)

- Election of Executive Committee Treasurer Position

Yvonne Fleener was nominated to serve as the Treasurer and accepted the position.

(Roll call vote: Yes ~ A. Andres, G. Ashlock, J. Davis, Y. Fleener, C. Harrison Jr, M. Pierce, M. Warner)

2021-2023 Draft SPIL Update and Timeline

- The draft SPIL was posted to the SILC website 31 days ago.
- Yesterday we held a public hearing on the draft, public comments received will be considered for possible modifications to the draft.
- And the final draft will be submitted to ACL no later than June 30th.
- The final draft will be complete by the end of next week.

- The SPIL must be signed by the SILC chair after public vote by the full Council authorizing the chair to sign the SPIL, Michigan Rehabilitation Services acting as DSE and 51% of the directors of Michigan Centers for Independent Living.
- We will be scheduling a SILC meeting for the week of June 22nd for a Council vote on the SPIL to authorize the SILC chair to sign the SPIL on behalf of the Council.
- We will be posting to our website the summary of comments received prior to the development of the SPIL and comments received yesterday during the public hearing on the draft.
- The draft SPIL has been reposted to our website with instructions removed and I will continue working with the CIL, CIL users' group to capture CIL related objectives in the new SPIL.

Council Member Attendance

- Discussion regarding member attendance at meetings.
- The Appointments Office wants to be made aware of Council members who do not participate.
- We need to put language in our by-laws regarding the removal or the recommendation of a removal of a Council member and what would qualify for that recommendation.
- And make the recommendation to the appointment's office.
- Another recommendation is to have either Aaron or Steve call, send an e-mail, or write a letter to those who consistently are not showing up to the meetings and just ask them why they are not participating.

8 Minute 46 Seconds Moment of Silence

OLD BUSINESS

Committee Membership

- Council members can become more involved with the Councils through committee membership and then there are activities that the Council members can engage in, in terms of SPIL goals and objectives.
- And once we have a new SPIL in place, we will review those opportunities with the Council members on how they can further participate in advancing the SPIL.

Public Comment was given by Joe Harcz and Luke Zelley. (Reference 6.13.20 CART Transcript)

OTHER:

ADJOURNMENT *SILC Business Meeting adjourned at 12:00 p.m.*