

# Delaware Statewide Independent Living Council Executive Committee Meeting Minutes

Date: July 24, 2023

Held via Zoom starting at 11:05 AM

Members Present: Sandra Farina (DE SILC Chairperson), Arte Mays (DE SILC Vice Chair), Despina Wilson (SILC Treasurer and Director, Independent Resources, INC), Daniese McMullin-Powell (member at large and Chair of DE SILC Advocacy Committee) and Blake Roberts (Secretary).

Others Present: Debbie Bain (DE SILC Executive Director).

## Meeting Commencement

The DE SILC Executive Committee meeting commenced at 11:05 AM.

## Previous Minutes Approval (Sandra)

Sandra made a motion to approve the May 22, 2023 Executive Committee Meeting Minutes. Blake seconded; Minutes were approved with no questions, opposition or corrections.

## Old Business

### Interim SPIL (Sandra)

The one-year Interim SPIL was signed by all parties. It was submitted on time (by June 30, 2023). A response from the Administration for Community living is expected by September 2023.

### Innovative Venture Grant (Debbie)

Six organizations applied for this grant - Autism Delaware, the Brain Injury Association, Disability Law Project, Village of Hope America, the ARC, and the Down Syndrome Association (DSA). The deadline for submitting proposals is July 31, 2023. The various proposals will be reviewed by the Venture Grant Committee. The rubric for scoring developed last year will be utilized. Sandra and Arte volunteered to be members of the Venture Grant Committee. Daniese stated the importance of collaborative decisions, not individual judgments. She subsequently stated she would like to serve on the committee.

## New Business

### Emergency Plan (Sandra)

Purpose of this Agenda item: Sandra stated the importance of creating a succession plan that will be in place if something happens to SILC leadership? This plan also is important should an emergency occur. The goal of such a planning document would be to pass information on to the successor(s). Arte volunteered to work on this task with Debbie. The ED stated the importance of succession planning. She suggested communicating with other SILCs to see how they handle succession planning. Arte and Debbie will research and report at the next meeting.

### SILC Training Topics (Sandra)

Earlier in the calendar year, DE SILC members completed a training priorities survey. Sandra suggested that after training occurs, SILC members complete a post-training feedback survey. Debbie stated one topic identified in the training survey is how SILC and its work connects with what other state agencies and organizations are doing (collaboration/partnership).

Sandra recommended checking what resources are available from Independent Living Research Utilization. Arte, as Membership Chair that oversees training opportunities, and Debbie will research and offer recommendations at the next meeting.

### Update on Needs Assessment Activities (Sandra)

Debbie stated that Your Voice Your Plan listening session transcripts are available upon request. Daniese stated the importance of using feedback from the listening sessions in developing the next State Plan for Independent Living. Sandra stated that Qua Marketing will be providing a report after all five sessions have occurred. This report will be valuable as the committee identifies priorities for the SPIL.

### Fiscal Report (Debbie and Despina)

FY 2023 funds earmarked for Other SPIL Activities included\* \$6,000 designated, as it has been in previous years, for BlindSight Delaware. Those funds traditionally are a part of the contract with the CILs who then subcontract out with BlindSight Delaware. Due to continuing resolution and the grant from ACL being awarded in increments, there was a significant delay in executing the ILS Home Modification Program Contract with the CILs. IRI, in good faith executed funding for \$4,000 to BlindSight Delaware as planned in October. IRI does not request to be reimbursed for this. The result is that since BlindSight Delaware opted out of submitting a proposal, so that money is still unspent. How to best utilize these funds will be discussed at the August 28 SILC meeting.

To spend down the remainder of FY 2022 money by September 30, the Finance Committee recommended that the salary earmarked for the ED and invoices submitted by Qua Marketing be recoded. These adjustments will be noted in the August and September expenditure reports.

Despina shared that the ED has engaged in Resource Development. This is strongly recommended by ILRU and ACL as a way for SILCs to establish non-discretionary funds. Debbie participated in an initiative launched by Centene Healthcare to provide grants to healthcare facilities to increase their accessibility. Plans are now in process to establish a separate account for non-discretionary funds within the state system.

### Representation on Other Councils (Sandra)

Several members of the SILC serve on other state councils. Discussion centered on whether these roles were mandated to be filled by a SILC representative or if the individual participated as a concerned citizen. Arte represents SILC on the Vocational Rehabilitation Advisory Council (VRAC) for the Division for the Visually Impaired. Despina's term on the State Rehabilitation Council (SRC) for DVR expires in December. Daniese's role on the Developmental Disabilities Council (DDC) and the State Council for Persons with Disability (SCPD) are voluntary, she does not represent the SILC on these Councils. Blake stated he does not represent SILC on any other councils and declines to do so.

Sandra stated her expectation for those serving as SILC representatives to provide a report to the Executive Committee about what these committees are doing. Sandra shared that Elisha had strongly recommended that she replace Despina on the SRC.

### Agenda for August 28, 2023 SILC Meeting

The members discussed how challenging it is to cover all SILC business in the allotted meeting time. It is an issue faced by many other councils. It was suggested to add a time stamp on each agenda item to keep the agenda flowing.

The committee identified the following topics - Debbie and Lizzy will provide a report on their experiences at the NCIL conference. Another item will be the Innovation Venture Grant update. Debbie stated that public comments need to be part of all SILC meetings. Election for officers will take place during the August meeting. The three Committee reports to be delivered at the August SILC meeting are Advocacy Committee, Fiscal and SPIL GPS. There will also be DVI and DVR reports. Despina and Sandra will share recommendations from SILC Congress.

### Next Meeting and Adjournment (Sandra)

The next DE SILC Executive Committee meeting is scheduled to occur on September 25, 2023 at 11 AM. Today's meeting adjourned at 12:43 PM.

Respectfully submitted,

Blake Roberts, DE SILC Secretary