

Delaware SILC SPIL GPS Committee Meeting Minutes

Date: December 5, 2023

Held via Zoom starting at 9:08 AM

Committee Members Present: Sandra Farina (SPIL GPS Committee Chairperson and SILC Representative), Blake Roberts (DE SILC Secretary and SILC Representative), Jody Hougentogler (Director, Freedom Center for Independent Living), Brandi Bainyard (Lillian's personal assistant) and Lillian Harrison (Board President, Independent Resources, INC).

Others Present: Debbie Bain (DE SILC Executive Director) and Claudine Wega (public).

Meeting Commencement

Today's meeting commenced at 9:08 AM.

Approval of Minutes

Lillian made a motion to approve the November 7, 2023 SPIL GPS Committee Minutes; Debbie seconded. The Minutes were approved with no opposition, corrections, or changes.

Old Business

SPIL Development (Sandra)

The next national State Plan for Independent living (SPIL) webinar from Independent Living Research Utilization is scheduled to occur on December 7. Sandra will send relevant email to the SPIL-writing team.

During today's meeting, Sandra reviewed the state plan for independent living creation instructions provided by the Administration for Community Living. The requirements include public input. Debbie pointed out that submittal to the federal government must occur after the public has an opportunity to provide SPIL feedback. It will also be necessary for sign-off by the SILC Chairperson and the centers for independent living. Sandra said that drafting of the SPIL will begin in January 2024.

A draft SPIL should be ready to present to the entire SILC between February and March. Debbie encouraged Sandra to request from Qua Marketing a specific date when the final report about public feedback will be available to the SILC. The goal is to take the data provided by Qua Marketing to identify key goals and objectives. Sandra agreed that identifying goals and objectives is a key focus for writing the SPIL.

After SILC members have reviewed the draft SPIL, it will be put up for public comment by April. Sandra suggested that a public hearing occur for public comment on draft SPIL. Debbie supported that idea and recommended that cost for one public hearing by Qua Marketing in 2024 be identified. The full SILC will

need to approve this expense. Sandra will follow up with Qua Marketing about cost for a SPIL public comment listening session.

Lillian recommended outreach by social media. Sandra confirmed that notice will be provided on DE SILC website and DE SILC's Facebook page. Lillian suggested outreach also include Facebook Live, YouTube, Twitter, Instagram and/or blogging. Jody stated that from her center for independent living's perspective, it took a substantial period of time to receive public feedback.

Jody asked how long public response would be. Answer from Sandra: two weeks. Debbie recommended that centers for independent living Directors provide a draft SPIL to their Board of Directors and staff for SPIL feedback. Debbie also said identifying accomplishable goals will be a huge task. Lillian pointed out that center staff are a team. When available, Sandra will share report data with the center for independent living Directors for them to share with independent living staff. Debbie stated it is important for independent living staff to focus on what they do and why. Sandra pointed out the ultimate goal is brainstorming doable goals. Jody stated the importance of focusing on goals which are accountable and measurable during a three-year period. Lillian emphasized the value of advocacy and collaboration with other organizations. Sandra agreed about the importance of collaboration. Lillian agreed to work with Debbie to create a Doodle poll to identify action items after the final report is received from Qua Marketing. This information would serve as a guide to SILC members and Center staff and Board as they review the initial key areas identified from the needs assessment report to target in the SPIL and allow for a rich discussion.

Debbie stated another aspect of SPIL development is identifying pots of money which can be used for goal achievement. A request for proposal could enable contracts for specific goals. A budget discussion then occurred. Debbie will seek clarification from the Administration for Community Living's SILC Project Officer about fiscal connection between Part B and Part C independent living funds and how they are utilized for SPIL accomplishment.

Public Comments

The attendee from the public asked if the Qua Marketing report will be publicly available in the future after dissemination to SILC. Answer from Sandra: yes. The public attendee also asked how input from the public can be considered. Example: feedback from a SPIL listening session. Sandra responded that the goal of the listening session is identification of need and finding new actionable solutions.

When asked about other opportunities for advocating, Jody stated there are a variety of councils and committees in the state of Delaware. Examples: State Council for Persons with Disabilities or Developmental Disabilities Council. Jody volunteered to provide information about Delaware councils to the public attendee via email. Sandra will also follow-up by sending a link to DE SILC website. Sandra also shared that SILC has its own Advocacy committee.

Next Meeting and Adjournment

The next meeting will occur on January 2, 2024 at 10:00 AM. Today's meeting adjourned at 10:45 AM.

Respectfully submitted,

Blake Roberts, DE SILC Secretary