



WASHINGTON

State Independent Living Council

WASILC QUARTERLY MEETING MINUTES

Friday April 14, 2017

Holiday Inn Express

8606 36th Ave NE, Marysville, WA 98270

Members Present:

Mark Leeper, Center Director Representative, Pullman
Jana Finkbonner, VR Tribal Representative, Bellingham
Ryan Nabors, CIL Representative, Tumwater
Sheila Turner, Parent Guardian Representative, Pasco

Per Phone:

Deb Cook, DSB Ex-Officio, Seattle

Members Absent:

Kayla Victor, Private Business Representative, Vancouver
Keith James, Advocate for Individuals with Disabilities, Seattle
Almir Trejo, General Public Representative, Tacoma

Council Staff:

Kim Conner, Executive Director, Olympia
Alex Hatcher, Disability Integration Manager
Cassi Villegas, Executive Assistant, Olympia

Call to Order:

- Called to Order: Friday, April 14, 2017 at 9:13 by Mark Leeper, SILC Chair

SPIL Discussion:

- Reviewed SPIL
- Although we spoke about the SPIL on day one, Kim would like to delve into the specificities of what the council would like her to focus on.
- Jana stated that building the SPIL, they had the intention of working with gaining knowledge and making partners in things like transportation and housing. Not to come in and change the system. Is there a statement or action that the SILC would like to make/take on a statewide level? How can we help sway decisions?

- CILS & DSB are their own entities, they should be responsible for reporting out on the activities and objectives, and then the SILC should be updating the SPIL. Part B receivers should be reporting out quarterly to the SILC on progress of SPIL objectives
- SPIL Committee proposal: get together once a quarter to report out, this also helps with the 704 report.
- SPIL determines the distributions of Part B Funding. If we are not getting info on how these Part B Funds are being used efficiently, then how do we know how to proceed? The mechanism to get data exists, but it has not been transferred over to the SILC.
- The SILC should be looking into the feasibility study as it relates to Part B funding distribution. We are not certain what that study would look like.
- The most critical venture has been developing relationships, and peer review process development, which are occurring. Using these relationships to build the programs, sit on councils/committees, this is in our best interest for future endeavors.
- Bring back information from the groups we are working with (housing/transport, etc.) to the council and find out if there is anyone else that would like to be involved in these, or who would benefit from the information collected so we can provide it to them.
- Update for Council: Kim has been working with Lou Oma and DSB on Part B info. Deb is retiring next year. Kim Canaan and Arlene will be taking over the majority of the work that Deb does, currently.
- Idaho- collects information and creates docs for disbursement with Part B info to show why they need more funding, what they are working on (to justify funding). These docs can be used as collaboration. There is a model that we can look into for designing these documents.

NCIL Conference:

- Kim and Cassi are attending. Should we send a Council member and whom?
- Sending Council member to NCIL is expensive. Jana thinks that due to the upcoming July training, we should keep our efforts local and only send two staff, not a council member.
- Ryan feels meeting reps at the local level is more effective than meeting those at the National level.
- Deb Cook feels we should be focusing funds and effort on APRIL in October.
- We agreed that no council member will attend; staff only.

Discussion: SILC Representation on WSRC:

- Ask Keith if he is interested in being the SILC rep on WSRC, although he might not have the time available due to his new position
- Until we have a full board, Jana feels we should give Kim the authority to speak on the behalf of WASILC at the WSRC meetings.

Motion: Jana Finkbonner “I motion to ask Keith to represent WASILC on WSRC. If he is not willing, Kim will sit in to provide update to WSRC until we fill the seat.”

Vote: All in favor, motion passes unanimously.

Review 704:

- The 704 Report is due December 31 and we do not meet until *after* the due date. This makes it difficult to have a full council review.
- Kim completed the 704 Report for the first time this year. There have been many glitches and confusion on the 704 Report across the board, SILCs/CILs/DSEs
- Kim went over the report with Rob on his fifth day in his position, they went through the report and he approved.
- The SILC 704 report does not have data from the CILs because they create their own report as Part B Fund receivers.
- If CILs are doing special projects in the future, then we need to reconsider how reports are being completed.
- **It was propose that in October, a copy of the report questions be provided at the meeting and then discuss what we feel should be added, then in December, before the due date, we have a conference call for approval. All agree that this should happen.** Kim will keep up with the SPIL matrix to make reporting easier.
- Everyone should be required to report quarterly to Kim to aid in this report writing.
 - Can a form/worksheet be created to have CILs and DSB report out quarterly? How can we make them *want* to do this? (Can we make a “reporting out” worksheet for the CILs to have them report out on what they are doing on the SPIL- we are here for the SPIL all year long, “What we need to hear vs. what you want to tell us/what we want to hear”)
- **Add 704 discussions to October.**

Motion: Jana Finkbonner “I motion to accept the 704 report for Fiscal Year ’16.”

Vote: All in favor, motion passes unanimously.

Joint training with CIL Directors/staff and SILC for July QM:

- The preliminary idea is to use second day of July QM to have this training.
- Kim has invited CILs and offered it to board members/staff as well, not concrete.
- The Rehabilitation Act states that a group training is a reasonable expense for a SILC.

- Kim invited CILs to training and offered a space for their board members/staff as well. The council would like to pay for CIL Director and Board Member, and the CIL can bring a staff member if they choose, but they will have to cover those costs.
- Council needs to provide parameters to CILs on this event.
- Facilitator- Ann McDaniel, expenses paid by APRIL, Ann is premier in her field, all on board for Ann to facilitate. Whoever facilitates needs to know what our goals are. Mutual respect needs to be reinforced. Sharing, not lecturing. Paula McEwlee is also an option.
- Review CILs topics for discussion/training: SPIL, hearing CILs missions/agendas.
- Who are CILs partners- what is their strategic plan?
- Setting the tone for future events/collaborations. Theoretically could become an annual retreat with CIL and/or other partners.
- Kim will move forward with this planning and discuss these concerns during the Part B meetings.
- Council will pay for board member and ED, one other person is invited (1 ED, 1 board member, 1 Staff).

July QM

- Discussed upcoming elections, application review, recommendations, etc.
- There is an applicant that is very well qualified to be a council member. We reviewed her application and agreed we should move forward with suggesting her to the Governor.

Motion: Jana Finkbonner “I motion to recommend Davi for full appointment.”

Vote: All in favor, motion passes unanimously.

- Topics to consider for July QM? Speakers?
 - ADA- Kim reach out to Larry
 - Does Mark’s staff want to present? BLUE-PATH
 - Ryan Acker- CTANW
 - Transportation in rural areas is a big concern, would be good to address at Pullman meeting.
 - Add discussion for July- IL services in SW WA. Underserved areas, identified needs/gaps, which has evidence that there is capacity to be successful.
 - Action- EC should be working on questions, discussion topics, etc, on the next CIL location. SW WA, Tri-Cities, ETC.

October QM

- 704 Report review and discussion will be added.
- There was a discussion on new CILs and there being interest in Vancouver. Jana spoke on using the feasibility study to determine where the next CIL should be located. We do not get to choose the location just because there are energies

around Vancouver, specifically. The study needs to determine where the CIL goes. Vancouver has had a center, in the past. Tri-Cities also has a need for a CIL.

- Discussion was held on salaries.

Motion: Jana Finkbonner: “I motion to approve the request for EMS salary request as proposed.”

Vote: All in favor, motion passes unanimously.

Committee Work, Joint Work Session:

- Legislative Committee-
 - Ryan would like more guidance from the counsel because he feels there are many things to do.
 - As a committee, you cannot do business for/of the SILC without being charged to do so.
 - What does the SILC want out of the legislative committee?
- Medicaid topic is being brought back up; this will need to be acknowledged.
- We need to have a board training on the legislative process. Updates, calendar, etc. Training for the SILC.
- Review bylaws for phone meetings- any decision making needs to be public, not via email. Rarely on the phone.

Meeting adjourned @ 1:09 pm on 4/14