



*Rhode Island Statewide
Independent Living Council
"Together, Making a Difference"*

DRAFT MINUTES
Bi-Monthly Council Meeting
Wednesday, August 19, 2015
10:00 a.m. – 3:00 p.m. OSCIL

Members Present: Ray Bandusky; Laurie DiOrio, DSU Representative; Barbara Henry; Kathy Kindelan, Treasurer; Siera Leone; Lorna Ricci, CIL Representative; Barbara Ringland; Jack Ringland, Chair.

Members Absent: Barney Hughes; Christina Battista; Margaret Molloy

Prospective Member Present: Gary Witman.

Prospective Member Absent: Pat Stein.

Staff: Not Present

Interpreter: None

Guests: Carmen Boucher (DOH); Christine Hammond (SBVI-DSE); Jeanne Panarace (prospective member)

- 1. Meeting called to order at 10:15 a.m. Quorum was present.** Jack Ringland welcomed everyone, self-introductions were made, and meeting etiquette reviewed, quorum established.
- 2. Proposed revisions were distributed to all present and discussed by change individually.** Proposed revisions are attached.
- 3. By-laws meeting was recessed at 11:30 a.m. so that lunch provided by OSCIL and Barbara Ringland could be served and social interaction of all present encouraged.**
- 4. By-laws meeting was reconvened at 1:00 p.m. and called to order.**
Ray Bandusky and Siera Leone joined the meeting.
Carmen Boucher and Jeanne Panarace were unable to attend the afternoon sessions.
Discussion of further by-law revisions.
- 5. Business Meeting called to order 2:00 p.m. Quorem present as noted above.**
Minutes of March 18, 2015 Meeting reviewed. Motion made by Ray Bandusky to accept minutes as read, seconded by Barbara Henry. Motion passed unanimously.

6. Office Space and Staff.

Discussed surplus equipment and records currently stored at Corliss office and basement. Suggestion made to put surplus equipment on sale. Possibly sign office furniture over to Corliss at time move made.

Suitable office space is yet to be found. Our goal is to find another site for office and records by the end of this year.

Ways to reduce number of written records to be stored discussed. i.e. Cloud storage, transfer to CD's, scan into computer and/or CD's. To be discussed further at next meeting.

The subject of payroll and how staff is paid was discussed. Motion made by Lorna Ricci, 2nd by Barbara Henry that Jack contact staff and obtain information on the name of the company who draws up payroll checks and when checks are actually cut for the two week period submitted by staff. Approved unanimously.

We believe these checks are direct deposited to staff bank accounts. Jack will email staff individually and request their staff payroll account. He will then attempt to contact the company to find out more information. Council members expressed concern that fiscal procedures be understood by all on how payroll is handled. A question was raised about staff always working their maximum hours, wondering if those hours were actually necessary to accomplish their job descriptions.

7. Appointments to Council by Governor's office: Pat Stein and Gary Witman were approved at last Council meeting to be added to State. Appointments by Governor for Pat Stein and Gary Witman to be appointed as members is progressing, though very slowly. The Boards and Commissions asked for Rick to resend material to them in July. Barbara Henry dropped by for face to face contact regarding these appointments and Jack submitted to Catherine Gering history and mission of the Council and the importance of Council being able to monitor state plan to ensure that funding is available to OSCIL. Catherine forwarded this information to her supervisor, Meredith Curren.

Resignation of Karen Dougherty accepted by Council members.

Motion (Barbara Henry, 2nd Lorna Ricci) The Council approve second term appointments for Ray Bandusky, Margie Malloy and Kathy Kindelan. Unanimously approved.

8. Upcoming Conferences:

Rally for Recovery 9/19/15, cost \$250. Motion by Lorna Ricci, 2nd by Barbara Henry that Council not attend this year. Approved unanimously.

8th Annual Senior Fair 10/16/15, Crown Plaza, cost \$100 each table. This was tabled pending receipt of more information. Jack to direct staff to get more info. He will then send the info out to members and request feedback.

Advocates in Action Conference 10/29/15 tabled until more info received.

Tech Access Conference 11/18 & 11/19/15 tabled until more info received. Lorna Ricci stated that if we had to pick one conference to attend, Tech Access has more info. It is believed at ORS helps to sponsor this event.

Discussed possible Holiday Party 12/12/15 to include update on progress we have made since June in bringing Council into compliance.

9. Assurances Update – To be discussed at next meeting.

The meeting was adjourned at 3:10 p.m.

**Siera Leone
Secretary**

Recorded by Barbara Ringland