

# **MINUTES**

## **STATEWIDE INDEPENDENT LIVING COUNCIL**

### **EXECUTIVE COMMITTEE MEETING**

**July 14, 2008**

**11:00 AM – 1:00 PM**

**93 Gooding Avenue, Suite 3**

**Bristol, RI 02809**

**Members Present: Don Phelps, Chairperson; Barbara Rozul, Treasurer; Heidi Showstead, 2nd Vice-Chair; Mary Wambach, LDA Chairperson.**

**Staff Present: Camille Pansa, Executive Director; Lisel Rockwood, Program Assistant.**

**Interpreter: Dona Lombardi.**

**1. Minutes of June 6, 2008: previously sent. A motion was made by Mary Wambach to accept the minutes as read and seconded by Barbara Rozul. Vote passed unanimously.**

**2. August 2008 Calendar: There are no changes to the regular meeting dates. The mentoring groups are scheduled to visit PARI and OSCIL on the 6th and 20th respectively. The office will be closed on the 11th due to the observance of VJ Day. The September Executive meeting will be held on Monday, September 8th as the IL Confernece is being held on Friday, the 5th.**

**3. Executive Director's evaluation: The evaluation will be completed at the next meeting, August 1st. Executive Members who**

are unable to present should contact Chairperson Don Phelps with their input.

4. Employees' job descriptions: previously sent. The following changes were made to the job descriptions: under the Qualifications for the Executive Director, replace "written skills" with "writing skills" and under the Program Assistant, replace "not to exceed 15 hours" with "not to exceed 20 hours". A motion was made by Heidi Showstead to accept the changes and seconded by Barbara Rozul. Vote passed unanimously.

5. Orientation/Mentoring Program: Camille Pansa reported that she had been contacted by Darrell Jones, Coordinator IL Net, from ILRU in Houston, Texas concerning the Council's innovative mentoring/orientation program. Camille explained that potential Council Members were required to attend mentoring sessions and committee meetings over a course of six months before being considered for Council Membership. Darrell described our program as "wonderful." She said that the SILCs were having a problem with turnover and our program must help. Camille said that in addition to helping reduce turnover, it produced more knowledgeable, involved members. Camille agreed to be available to ILRU for consultation in writing up the RISILC's program for wider use. A motion was made by Mary Wambach to officially congratulate and give recognition and praise to Camille and seconded by Barbara Rozul. Vote passed unanimously.

6. Transportation position paper: Mary Wambach will collaborate

with Ron Racine from ORS concerning how to incorporate nursing home transition into the paper.

7. ORS public forum and state plan: Heidi Showstead reported that the major concerns were the budget cuts and how they would affect the quantity and quality of services and the need for more collaborative meetings.

8. Vote to sponsor IL Conference/planning committee: A motion was made by Heidi Showstead to spend up to the budgeted amount of \$1000 for the IL conference and to revisit this in August to discuss any surpluses and seconded by Barbara Rozul. Vote passed unanimously.

9. Annual Meeting/award recipients/educational presentation: The awards categories were reviewed as well as possible candidates. Additional names and information will be forthcoming. The final decisions will be made at the August meeting. Mary Wambach will confirm with Sean Gill of Hamilton Relay for the educational presentation.

10. ADA Celebration: Plans are going well but additional hands would be helpful. Barbara Rozul volunteered herself and her daughter.

11. Chairperson's Report: none.

12. Executive Director's Report: none.

13. Finance Committee Report: previously sent.

14. Leadership Development and Advocacy Committee Report: previously sent.

15. Old Business/New Business/Incoming Mail: Mary Wambach

**made a motion to spend up to \$250 to have the official House and Senate copies of the Disability History Week Resolution framed and seconded by Barbara Rozul. Vote passed unanimously. Camille Pansa reported about a survey being conducted by the Oregon Health and Science University Research Study. Those completing the survey will receive a \$20 gift certificate from Target. Surveys will be available soon.**

**Respectfully submitted,**

**Rick Costa**

**Secretary**