

MINUTES

STATEWIDE INDEPENDENT LIVING COUNCIL

EXECUTIVE COMMITTEE MEETING

December 1, 2010 1:00 PM – 3:00 PM

20 Nobert Street, Warren, RI 02885

Members Present: Kristen Connors, 2nd Vice Chair; Rick Costa, Secretary; Liz Graves, Chairperson; Anna Liebenow, NAC Co-Chair (speaker phone); Barbara Rozul, Treasurer; Heidi Showstead, 1st Vice Chair; Mary Wambach, NAC Co-Chair.

Staff Present: Camille Pansa, Administrator; Lisel Rockwood, Assistant to the Administrator.

Interpreter: Dona Lombardi

1. Minutes of November 3, 2010: previously sent. A motion was made by Kristen Connors and seconded by Heidi Showstead to accept the minutes as written. Vote passed unanimously with one abstention: Barbara Rozul.

2. Review January 2011 calendar: The scheduled meetings are as follows: Executive Committee – Wednesday, January 5th, 1p.m. – 3 p.m.;

Needs Assessment Committee – Monday, January 10th, Noon to 2 p.m.; Finance Committee – Wednesday, January 19th, 1:30 p.m. – 3 p.m. The office will be closed Monday, January 17th, Martin Luther King Day.

3. Vote on revised Financial and Business Procedures: previously

sent. The Business Procedures and Financial Procedures were updated to reflect staff changes and office relocation. A motion was made by Kristen Connors and seconded by Rick Costa to accept the revised Financial Procedures as presented. Mary Wambach suggested the following be added to Section 2 as item #2: "The RISILC Chair and/or Treasurer are provided ongoing access to review of all fiscal items and issues. Their input is solicited for any unusual or problematic items and person presence at fiscal reviews is welcomed and encouraged." Liz Graves asked for a vote to approve the Financial Procedures as revised with the inclusion of item #2. Vote passed unanimously. A motion was made by Mary Wambach and seconded by Kristen Connors to accept the revised Business Procedures as presented. Vote passed unanimously. The Finance Committee will review the Personnel Manual at its next meeting then recommend suggested changes to the Executive Committee for its approval. The Executive Committee will begin the revision of the Bylaws in January and present the revised Bylaws at the March quarterly for Council approval.

4. December quarterly Council meeting agenda: was reviewed. Several agenda items were added to insure Council members remain updated on all Council activities, including the Needs Assessment survey, need to update Bylaws, and the teleconference with Kelly Buckland (NCIL). Council member and OSCIL's Outreach Specialist, Anna Liebenow, will present on OSCIL's Nursing Home and Transportation outreach programs.

5. 704 Part 1 report: previously sent. Liz Graves will contact the CILs

for updated information which is needed to complete the Progress toward the Goals and Objectives section. The information was previously requested and to-date has not been received. The content and tone of the Substantial Challenges section was discussed. The three main challenges were the resource plan budget, the newly interpreted role of the SILC, and the new on-line SPIL format. Liz Graves will meet with Camille Pansa to complete this section.

6. NCIL membership response: Mary Wambach's letter to Kelly Buckland, Executive Director of NCIL, addressing the recent lack of NCIL support and request for NCIL upcoming goals, was previously sent. Kelly Buckland contacted the RISILC in response and agreed to a teleconference with Mary and the RISILC Executive Committee. Kelly stated that RSA has been narrowing interpreting the federal regulations for many years which is negatively impacting the SILCs. NCIL has been responsive by (1) seeking clarification from RSA and distributing RSA's response to NCIL's questions, (2) marching on RSA, (3) meeting with White House officials, and (4) drafting legislation. He stated that NCIL would continue to focus its efforts on the reauthorization of the Rehab Act in order to redefine the role and importance of the SILC and continue advocating for the establishment of an IL Administration within the federal government. He stated that RISILC members could help by contacting their congressional leaders and educating them on the importance of the rehab reauthorization. He also stated that NCIL addressed the Appropriation Committees in the House and Senate and that the government's efforts to combine Part B and Part C funding, was in

his opinion, “dead”. Kelly also provided the Council with grant information and an assurance of future support. A motion was made by Kristen Connors and seconded by Barbara Rozul to continue the NCIL membership at a cost of \$143. Vote passed unanimously.

7. Audit/new contract update: no update. The Council does not have a signed contract, has not received FY 11 first quarter funds, or an official response concerning the FY 2010 audit requirement. \$10,000 was borrowed from the bank line of credit to pay operating expenses.

8. Recruitment: Anna Liebenow is the Chair of the Membership/Nominating Committee. Everyone was reminded to start thinking about recruiting new members and that all potential new Council members should be referred to Anna.

9. Update on RISILC survey: The Needs Assessment Committee (NAC) is working on developing a Needs Assessment survey tool. Their goal is to have it completed in time for Council approval at the March quarterly meeting.

10. Chairperson’s Report: Liz Graves stated that the NAC was a dynamic group and marching ahead in its new role. She commended RISILC members for holding it together and remaining strong while dealing with a difficult situation.

11. Financial Report: previously sent. Barbara Rozul reported that she will be working with Madeline Colon on the financial excel reports in the upcoming weeks. She stated that the Council was working within its means.

12. Needs Assessment Committee report: previously sent. The Committee held its first meeting on November 22nd.

13. Old Business/new business: none.

Rick Costa

Secretary