

# **MINUTES**

## **STATEWIDE INDEPENDENT LIVING COUNCIL**

### **EXECUTIVE COMMITTEE MEETING**

**February 25, 2011 1:00 PM – 3:00 PM**

**20 Nobert Street, Warren, RI 02885**

**Members Present: Liz Graves, Chairperson; Anna Liebenow, Membership/Nominating Committee Chair, NAC Co-Chair; Barbara Rozul, Treasurer (speaker phone); 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 January 5: previously sent. A motion was made by Mary Wambach and seconded by Anna Liebenow to accept the minutes as written. Vote passed unanimously.**

**2. Review March and April 2011 calendar: The March scheduled meetings are as follows: Needs Assessment SUB-Committee – Monday, March 7th, Noon to 2:00 p.m.; Needs Assessment Committee – Monday, March 14th, Noon to 2:00 p.m.; Council quarterly meeting – Wednesday, March 23rd, 1:00 p.m. – 3:00 p.m. at PARI. The Executive Committee will not meeting in March. Staff will be out of the office on Wednesday, March 2nd to attend a workshop at the RI Foundation. The April scheduled meetings are as follows: Executive Committee – Wednesday, April 6th, 1:00 p.m. – 3:00 p.m.; Needs**

**Assessment Committee – Monday, April 18th, Noon to 2:00 p.m.;**  
**Finance Committee – Wednesday, April 20th, 1:30 p.m. – 3:00 p.m.**  
**The ServeRI VolunCheers event will be held on April 13th; Liz Graves and Heidi Showstead will be attending RIPIN’s Annual Conference on April 27th.**

**3. Agenda for March 23 quarterly Council meeting: was reviewed. The Centers will present on their respective 704 reports in lieu of an educational presentation. It was suggested that Kathleen Taylor, the newly appointed Director of the Department of Elderly Affairs, be asked to present at the June quarterly.**

**4. Date and place for June quarterly Council meeting: The June quarterly will be held at the Warwick Public Library, if available. Suggested dates were Friday, June 17th, Monday, June 20th, or Friday June 24th. The date will be confirmed at the March quarterly.**

**5. Vote / RISILC Contract Project Manager: A motion was made by Heidi Showstead and seconded by Barbara Rozul, to appoint Camille Pansa as the Contract Project Officer. Vote passed unanimously.**

**6. Vote / RIDVP membership: A motion was made by Heidi Showstead and seconded by Anna Liebenow to renew the RIDVP membership. Vote passed unanimously.**

**7. Vote /Serve RI membership: A motion was made by Liz Graves and seconded by Anna Liebenow to renew the ServeRI membership. Vote passed unanimously with one abstention, Mary Wambach. RISILC nominees for ServeRI VolunCheers recognition were discussed.**

**8. Vote / Bylaws revision:** The revised Bylaws were reviewed and additional changes were suggested. After said changes have been made and reviewed by the Executive Committee members, the Bylaws will be placed on the March quarterly Council meeting's agenda for a vote for approval.

**9. Vote / Personnel Manual revision:** The Personnel Manual was revised by the Finance Committee and forwarded to Executive Committee for approval. The modifications were made to reflect the changes in staffing. A motion was made by Mary Wambach and seconded by Heidi Showstead to approve the Personnel Manual as revised. Vote passed unanimously.

**10. Review meeting with Rep. Langevin:** Camille Pansa read an email response from Kelly Buckland concerning the meeting he had with Todd and Congressman Langevin in Washington, DC. Congresswoman McMorris Rodgers will introduce legislation, the Reauthorization of the Rehabilitation Act and the creation of an Independent Living Administration, in the House in an effort to get bi-partisan support. Congressman Rodgers also co-chairs the House Disability Caucus with Congressman Langevin. Kelly thanked the RISILC for their help.

**11. Chairperson's report:** Liz Graves sent her continued compliments to committee members and staff for all their hard work and efforts 'improving who we are' and stated that 'we are better than yesterday'.

**12. Finance Committee Report:** Barbara Rozul reported that the 1st quarter funds were received in mid-January. Second quarter funds to-date have not been received. Camille Pansa stated that the FY

**2011-13 contract with DHS has been signed and all previous issues have been resolved.**

**13. Needs Assessment Committee report: previously sent. Mary Wambach reported that she was pleased with the good, clear focus of the new NAC Committee and that it has been working efficiently on the development of the Needs Assessment survey. The Committee recently met at OSCIL to get input from the Centers, and will also be reviewing the past RISILC 2000 and 2003 Needs Assessment survey.**

**14. Membership/Nominating Committee report (RIDLC): Vanessa Volz, formerly representing RIDLC, resigned from the Council as she has accepted employment elsewhere. Ray Bandusky, Director of RIDLC, has been contacted. He stated that he expects to have a new RIDLC representative for Council consideration by the end of March. Silvermoon Mars, representing the Tribal Nations, has also resigned from the Council due to time constraints. She feels that it is important to have the Tribal Nations represented on the Council and will try to recruit possible candidates. Mary Wambach and Liz Graves also submitted names of two possible candidates.**

**15. State Plan/704 Report Committee report: no report.**

**16. Old Business/new business: none.**

**Rick Costa**

**Secretary**