

**Indiana Statewide Independent Living Council (INSILC)
MINUTES**

**February 10, 2016 - 1:00 p.m.
Indiana Government Center South
Conference Center – Conference Room C
402 W. Washington Street, Indianapolis, Indiana 46204**

INSILC Members Present: Thomas Hayes, Peri Rogowski, Bill Fama, Fred Vaiana, Chris Cleveland, Peter Ciancone Bonnie Bomer, Erin Hall.

INSILC Members Absent: Beverly Harding, Cynthia Rockwell, Jama Bennett, Leslie Hawker, Allen Piening

Guests Present: Kylee Hope, Amber O’Haver, Jodeci Gonzalez, Jill Smith

- I. Welcome and Call to Order:** Chairperson, Chris Cleveland called the meeting to order at 1:06 P.M. He announced that there was no voting member quorum and that the Council would continue with the items on the agenda that did not require a vote.
- II. Pledge of Allegiance:** INSILC members and guests recited the Pledge of Allegiance.
- III. Roll Call:** Thomas Hayes, Kylee Hope, Peri Rogowski, Bill Fama, Jodeci Gonzalez, Fred Vaiana, Amber O’Haver, Chris Cleveland, Peter Ciancone Bonnie Bomer, Erin Hall.
- IV. Additions to the Agenda:** No voting member quorum.
- V. Approval of the Agenda:** No voting member quorum.
- VI. Statement of the Chair:** Chairman Chris Cleveland stated that a few voting members will be ending their term in June, and the Council will be looking for new Board Members. He also stated that a notice is needed for absences and the Chair will if the absence is excused.
- VII. Approval of Minutes (1-13-16):** No voting member quorum
- VIII. Old Business**
 - a. **Name Change Update/Notifications:** Chairman Chris Cleveland announced the name change from Indiana Council for Independent Living (ICOIL) to Indiana Statewide Independent Living Council (INSILC) has been updated with the necessary entities. Drafts of new INSILC logo options were distributed to the Council members but because a voting member quorum is not present the logos will be voted on at the March Council Meeting. Amber O’Haver stated that the website is updated with the new INSILC name/references.
 - b. **SILC Congress Conference:** Amber O’Haver reported that Peter Ciancone and Peri Rogowski attended the Statewide Independent Living Council (SILC) Congress Conference in Phoenix, Arizona in January and highlighted areas from the Conference to that would be discussed further on the Outreach & SPIL Development Committee. Peter Ciancone and Peri Rogowski also highlighted their favorite ventures during the Conference.
 - c. **INSILC Trainings:** Amber O’Haver mentioned a list of online trainings she distributed via email to the Council prior to the INSILC Meeting consisted of different trainings that Council members could begin to review and complete

independently outside of INSILC meetings. Amber stated that February's INSILC Meeting training would rollover and be conducted at next month's meeting on March 10, 2016 due to the lack of Council members present for February's meeting.

IX. New Business

- a. **SPIL (2017-2019) Public Forums/Hearings:** Chris Cleveland reported that there will be Public Hearings in April and May for the State Plan for Independent Living (SPIL) and a draft will be posted. There be an update again at the March Council Meeting.
- b. **Executive/Administrative Assistant Position (Contract):** Chris Cleveland and Amber O'Haver announced their ideas on a new opening for an Administrative Assistant Position for 10-12 hours a week for secretarial work. This position would be additional support for the INSILC Executive Director and the Council.
- c. **INSILC Meeting Schedule:** Amber O'Haver tabled the subject for the Council meeting in March.

V. Updates, Reports, Comments

- a. **Arc of Indiana (Utility Assistance Program):** Jill Smith, Consumer Supports Grants Administrator, reported on the new program that the ARC of Indiana began in December of 2015 to help families that are in utility debt over a two-month period. She provided and distributed flyers with an application discussing the program. The new Utility Assistance Program served 92 families in the first month of operating and 70 families in the month of January 2016. There are currently 48 ARC of Indiana Chapters. Their website provides podcast for visual impaired persons. Amber O'Haver stated that she will include information about the program to the INSILC website. Jill Smith was asked about other services offered through the ARC and discussed the Trust Program assisting individuals with disabilities to maintain their benefits. The Arc Network program assist individuals in obtaining/maintaining benefits. The ARC of Indiana receives averages on average 200 phone calls a month requesting information and resources for individuals as well as transitional needs. The ARC of Indiana is funded through grants and self-driven income.
- b. **Executive Director Report:** Amber O'Haver reported researching and reviewing the INSILC bylaws, policies and procedures as some of her duties performed for INSILC. She attended January's VR Commission meeting and was asked after the meeting by the VR Commission Chair to join the Commission and has already completed an application to submit. She reported she'd provide at March's meeting current SPIL tasks that have been completed and can still be realistically completed by the end of this fiscal year and end of 3-year SPIL, Sept. 30, 2016. She also reported on a SPIL 2017-2019 development timeline for a draft to be ready to submit to the Feds by June 30. She is working on finalizing Council Reimbursement Claim forms that will be reviewed at the March meeting. Amber O'Haver reports that the Independent Living Research Utilization (ILRU) will assist in the support for the redevelopment on Operational and Fiscal Policies and Procedures whom are the same entity that provided TA to the SILC via Conference Call back in July 2015. She is also currently looking for possible office space and continuing to update and reform the council website to INSILC.org. In the future, Amber O'Haver reports on hiring an administrative assistant with an approved Council created position, developing an outreach and marketing strategy, researching a strategic plan, and scheduling visits to

centers.

- c. **Peer Committee:** Bill Fama reported on the committee and had no updates.
- d. **Outreach Committee:** Chairman Chris Cleveland reports that an Outreach Committee formed but has not met yet.
- e. **SPIL (2017-2019) Development Committee:** Peter Ciancone reported on the new SPIL development timeline developed by the INSILC ED and has data that was compiled from public hearings and the SPIL Needs Assessment Survey. He states that a draft will be posted for review at beginning of April for public input and submitted to ACL in June. He also had positive comments on the Executive Director's work for INSILC.
- f. **Update - DSE:** Peri Rogowski reported that blind services are currently looking for (7) students for a seven (7) month class in the Visual Rehab. The Older Blind Program has been successful with the procedures on reallocation of funds to technical assistance for the trainings. The deaf and hearing services have videos being uploaded to website with all various forms of communications attached. The Deaf and Blind Collation are researching into the Hellen Keller trainings in Illinois. Kylee Hope reported that the work one offices are currently looking at Accessibility Stations, a menu of options for access to the programs, and getting the information out at CILs. The Disabled Veterans and Families and TANF Department of Veterans Affairs applied for the grant offered from FSSA.
- g. **Update - Centers for Independent Living:** Peter Ciancone reported that the Will Center is doing well and requested that the CIL Directors submit an update via email every month highlighting the current work of their CILs so he can report these at the monthly council meetings.
- h. **Public Comments:** Amber O'Haver stated that the Governor's Council for People with Disabilities are currently providing free kits filled with posters and items for Disability Awareness Month throughout March.
- i. **Adjournment:** Chris Cleveland adjourned the meeting at 1:50pm. The next INSILC Board Meeting is scheduled for Wednesday March 9, 2016 at 1:00 pm in Conference Room C.