

Statewide Independent Living Council (SILC)
July 20, 2006
Glen Allen Virginia

DRAFT

Membership Present:

Susan Prokop, Philip Sieck, Tim Edwards, Jenny McKenzie, Jeff Pittman, Marcia DuBois, Lewis Atkins, George Hubbs, Celestine Walker, Stephen Joseph, Doug Small, Alan Schlank, Sheila Cox-Combs, Bill Ward

Ex-Officio Membership Present:

Theresa Preda – Department of Rehabilitative Services (DRS)

Membership Absent: Stan Feuerberg, Jane Ward Solomon – Department of Blind and Vision Impaired (DBVI)

Staff Present: Lisa Grubb

Scheduled Guests: DRS Commissioner Jim Rothrock, David Broder – Service Employees International Union

Chairpersons Comments

Chair Susan Prokop opened the meeting at 9:40 am by welcoming everyone to the business meeting of the Statewide Independent Living Council. Prokop shared that this will be her last meeting as Chair and thanked everyone for the pleasure and privilege of being Chair. She continued by stating that one of the joys as a member and Chair is the realization of the creative and dynamic and energetic people involved in advocacy around the state. Virginia is lucky to have you as Council members and I look forward to continuing to work with you on the Council and in other venues.

Prokop shared that Ex-Officio Member Jane Ward Solomon is not with us today due to recently having surgery for cancer. She is home and is doing well. Continue to keep her in your thoughts.

Public Comment

Chair Susan Prokop opened the floor for public comment. There being no public comment, Prokop closed the floor.

Guest Speaker

Chair Prokop welcomed and invited David Broder from the Service Employees International Union (SEIU), Long Term Care Division to address the Council. David Broder approached the Council by directing them to the handout titled Working Together to Solve Virginia's Personal Care Workforce Crisis, distributed previously by Council Executive Director Lisa Grubb. Broder thanked the Council for allowing him to visit at the last SILC meeting and to address their efforts in organizing a personal care workforce system to cut down on the high turnover rates and to cut down on the other problems that occur in this wonderful program. I'm here to share what I have heard and what we plan to do as we move forward. I am also here to introduce you to the SEIU. We have approximately 1.8 million members, comprised primarily of health care workers, we have a large focus on personal care services to people with disabilities and seniors through consumer directed waivers. We believe strongly in consumer direction and independent living. To fully have independent living you must have a stable quality personal care workforce. It is difficult to have independent living. What we hear over and over again, due to low wages through the waivers and no benefits it is difficult to recruit and

maintain personal care workers. It is also difficult for people to stay in this workforce because of lack of benefits. Thanks to the Virginia Association of the Centers for Independent Living (VACIL) for formally supporting the development of a personal care association. It is important to look at what an association would do but it is also important to look at what an association would not do. An association would not: interfere with consumer direction, or make it mandatory. The association would not become involved in the consumer employee relationship. We are excited about what we can do. We are about giving the personal care assistants a voice for the first time to advocate with consumers for higher wages and benefits. We have seen in other states that higher wages and benefits has decreased the turnover and increased the quality of personal care assistants. Another benefit is allowing personal care assistants to buy health care benefits in the short term while we work toward long term goals. We are a grass roots advocacy body. A lot of the issues that affect consumers affect personal care assistants. Broder requested the SILC to formally support a Personal Care Attendant (PCA) Association. Broder opened the floor for questions.

Some questions and answers that followed included the cost of membership - The board sets the dues, which usually are approximately 1% - 2%. The benefits outweigh the cost. How to find a PCA – A list of PCA's can usually be found at your local Center for Independent Living (CIL) or Area Agency on Aging (AAA). Average rate of a PCA – The average rate depends on funding.

Further information may be obtained by contacting David Broder at office: 202-730-7753 or electronically at broderd@seiu.org

Lewis Atkins moved to that the SILC write a letter to formally support the formation of a PCA Association. Celestine Walker moved to second the motion. There being no further discussion, carried unanimously.

Chair Prokop recognized that Together We Can was scheduled to present, but they could not make it. Council Member Jenny McKenzie shared that program is part of the Virginia Commonwealth University (VCU) focusing on deaf/blind children and their education. They sponsor the webcast titled, I'm Like You, but Different. A recommendation was made for McKenzie to provide the link to the group to Grubb for her to add to the SILC website and to pursue the possibility of them presenting at the January 2007 SILC meeting.

SILC Business Meeting

Chair Prokop opened the floor for the business meeting.

Executive Report

Chair Prokop gave the following Executive Committee Summary.

The Statewide Independent Living Fund has officially been created as Fund 0903 under the state budget. Currently the fund needs a way of filling it. Some discussions that have occurred with the sponsors of the Fund for ideas as kick start money. A recommendation was made to revisit the Stambaugh foundation. The foundation has traditionally been locally focused but they have expressed statewide interests. Council Member Philip Sieck shared that Section 482 amends Section 705C of the Rehab Act stated that the SILC may conduct resource development activities to support independent living. This information was included in your packet. This bill, S. 1021, passed the Senate on June 29 and will now go to conference with the House bill, HR 27. If the SILC language makes it thru conference, there is included a little stronger language about SILC's ability to engage in resource development. Lisa has been asked to pursue conversations with the DRS and the Attorney General if the paragraph stays in the bill. A recommendation was made to place a link on the website for donations. Another idea as a way to make the fund known was to share the information with people we do business with. The SILC must publicize existence without lobbying.

The upcoming CIL CONFERENCE is fast approaching. Jessica Rouse with DRS needs to make arrangements by the end of the week for interpreters and other accommodations. Please return your

registrations to Lisa and Jessica no later than Friday, July 21, at 12:00pm. The CIL conference will be held at the Hotel Roanoke, August 28 – 30, 2006.

The State Plan for Independent Living (SPIL) process is beginning. We want to make a concerted effort to go out into the communities to obtain public input. Lisa Grubb will be coordinating with the CAS groups in making plans to visit the CILs throughout the state to solicit for public input. SILC members were encouraged to join her when she visits your CIL. The SPIL Ad hoc Committee will be holding its first meeting August 28, 7pm – 9pm at the Hotel Roanoke during the CIL conference. You may volunteer to join the SPIL planning task force.

The following schedule has been adopted by the Committee:

- August '06 SILC meeting: Ad hoc SPIL Task Force (TF) meets to begin discussing elements of new SPIL
- October '06 SILC meeting: SPIL TF refines draft SPIL [in concert with results of strategic planning exercise]
- October '06 – January '07: Draft SPIL placed on SILC website for public comment; Community Action Specialist (CAS) coordinators charged with soliciting comments on draft SPIL; SILC members charged with attending CAS meetings to receive comment on draft SPIL
- January '07 SILC meeting: SPIL TF refines SPIL draft based on public comment
- February '07: Revised draft put on SILC website; other possible public comment opportunities to be considered
- March '07: SPIL TF work session
- April '07 SILC meeting: Final SPIL ready for Council approval

Secretary's Report

Secretary Lewis Atkins opened the floor to discuss draft minutes from April 2006 Council meeting. The following discussion occurred.

Clarify the Operations Committee report by adding University to George Washington.

Marcia DuBois moved to accept the minutes as presented. Lewis Atkins moved to second the motion. There being no further discussion, the motion passed with one abstention.

Unanimous commendations to Lewis Atkins for the thorough job on the minutes.

Treasurer's Report

Treasurer Jeff Pittman opened the floor to discuss the SILC budget. Pittman deferred to Staff Grubb to elaborate on DRS' financial summary.

Pittman directed the Council to the hard copy of the financial report, also displayed on the wall. Please adjust the report period to 6/30/06; reported as 6/28/06. There is an undesignated adjustment due to a temporary vacant Community Action Specialist (CAS) position, along with a Federal and State budget reduction of 1%. The refund of the CAS monies will make up the Administration cut in the amount of \$4,741.80 leaving an undesignated amount of \$1,270. The anticipated fiscal year 2007 carryover is \$6,767.35 which will result in a final carryover in the amount of \$8,037.55.

Executive Director Lisa Grubb elaborated on the financial reports and walked the Council through the budget worksheet based upon Committee requests and recommendation as approved by the Executive Committee. Grubb further explained that SILC administration includes all Council meeting expenses, staff salary, phone calls, supplies, and all administrative expenses. Grubb and DRS track the fiscal years, however if desired that can be explained in detail. Grubb further shared that if additional monies are received, the budget can be revisited.

Executive Director Grubb presented the following 2007 recommended budget to the Council.

Administration	\$108,324.00
Youth Committee	\$ 450.00
Consumer Education Committee	\$ 1,000.00
Consumer Services Committee	\$ 750.00
Operations Committee	\$ 5,000.00
Meetings	\$ 20,000.00
Staffing	\$ 62,624.00
NCIL	\$ 4,500.00
Snapshot	\$ 8,000.00
SILC Congress	\$ 4,500.00
SPIL	\$399,551.75
CAS Coordination	\$ 12,000.00
CAS Project	\$387,551.75
CIL Conference	\$ 1,500.00
Total Budget	\$507,875.75

Lewis Atkins moved to accept the Treasurer's report and proposed budget as presented. Doug Small moved to second the motion.

The Council discussed the CAS project, Snapshot retreat, CIL support, and future opportunity for public input. Further discussion included making a monetary request to Commissioner Jim Rothrock for additional financial support.

There being no further discussion, the motion passed unanimously.

DRS staff and Council members commended Grubb for her thorough budget presentation. Grubb shared that a three year budget will be created in coordination with the SPIL planning process.

Committee Reports

Chair Susan Prokop opened the floor for Committee Reports.

A full report of Committee minutes may be found at <http://www.vasilc.org/committees.asp>.

Operations Committee

Committee Chair Sheila Cox Combs shared the following:

The Committee unanimously approved the draft minutes from the April 2006 meeting. Further discussion included completing Goal 6 of the SPIL grid, consideration of the Committee's budgetary needs for the upcoming year, and revisited the SPIL planning schedule,

Consumer Education Committee

Committee Chair Marcia DuBois shared the following:

The Committee unanimously approved the draft minutes from the April 2006 meeting. Further discussion included consideration of the Committee's budgetary needs for the upcoming year, annual report, distribution of the newsletter, website updating and monitoring. Plans are to revisit the definition of unserved and underserved at the next meeting.

Consumer Services Committee

Committee Chair Bill Ward along with Jeff Pittman shared the following:

The Committee unanimously approved the draft minutes from the April 2006 meeting. Further discussion included consideration of the Committee's budgetary needs for the upcoming year, continued monitoring of one stops, and CIL 704 reports. Discussion included inviting Ben Blumenthal to the January SILC meeting.

Prokop expressed her appreciation to outgoing Council member Bill Ward for Chairing the Committee.

Youth Committee

Committee Chair Stephen Joseph shared the following:

The Committee unanimously approved the draft minutes from the April 2006 meeting. Further discussion included consideration of the Committee's budgetary needs for the upcoming year, SILC education at Youth Leadership Forum (YLF), youth interest in membership, and creation of a brochure.

Full Council discussion included youth involvement across the state.

Committee Chair Joseph was advised to have those youth interested in membership to contact Lisa Grubb.

Special Reports

Chair Prokop opened the floor for Special Reports.

Full reports may be obtained by contacting SILC Executive Director Lisa Grubb at 804.897.7228 or VirginiaSILC@comcast.net

Virginia Assistive Technology Report (VATS)

SILC Council Representative Celestine Walker shared the following:

A written report was included in the meeting packet.

The VATS meeting was cancelled due to weather. The next meeting is scheduled for September. During this period Council Member Celestine Walker reported that she attended a meeting of the Foundation for Rehabilitation Equipment Endowment (FREE). A site is being looked at in Lynchburg to house equipment for people leaving the hospital. Monies were donated from the Assistive Technology Council. The VATS Council will be considering its use at the September meeting.

DBVI Rehabilitation Council

SILC Council Recommended Representative George Hubbs shared the following:

A written report was distributed.

Two main areas of discussion included DBVI's contract with the State University of Mississippi to conduct a comprehensive needs assessment throughout the Country and the introduction of the new Director of VR Melody Lindsey.

Council Chairperson Susan Prokop requested Council Member George Hubbs to draft a letter welcoming Ms. Lindsey and have Staff Grubb submit it on behalf of the SILC.

Rehabilitation Council (SRC)

SILC Council Representative Philip Sieck shared the following:
A written report was distributed. Refer to the DRS website for full Council minutes.

Highlights of the report included:

DRS' employment of Harry Weinstock, former Executive Director of the Virginia Brain Injury Association, to work on a plan to increase job opportunities for persons with disabilities through state government procurement with the Employment Service Organizations; The Commissioner will be convening a meeting in the Fall of the leaders of the agency's various boards and councils to provide them an opportunity for networking to look at the feasibility of conducting a joint needs assessment of Virginian with disabilities; Virginia Workforce council has issued a report noting areas of high and low employment in the State and the areas that need employees and the training needs and their commitment to address this; As reported earlier, VATS is identifying the current status of recycling centers for assistive technology and the need for volunteers; and External Affairs is looking to enhance public participation in state plan public hearings. The State Rehabilitation full Council agreed to continue to expand outreach to and meet the needs of people with disabilities who have limited English proficiency. The Center for Rehabilitation Science and Engineering is linking up with Veterans to research the unique rehabilitation needs of individuals. The six program cores are Rehabilitation of Neurological Illness and Injury, Engineering, Vocational Rehabilitation, Exercise Science and Musculoskeletal Rehabilitation, Children and Disability, and Veterans.

CAS Report

CAS Review Team Lead Tim Edwards shared the following:

A written report of the CAS Coordinator was distributed.

The team met and discussed the reports submitted and approved all Centers for payment for the next quarter. Further discussion included budgetary allocations and project focus for the upcoming year. The team is very pleased with the progress of the project. The proposal is for the team to meet electronically to address the future goals of the CAS project once the budget is determined. Once determined, the team will communicate with DRS on the content and distribution of CAS contracts for next year.

Olmstead Report

SILC Staff Lisa Grubb and DRS Ex-Officio Member Theresa Preda shared the following:

Virginia's Comprehensive Cross Governmental Strategic Plan was included in the meeting packet. Executive Director Lisa Grubb asked the Council to pay special attention to the areas where the SILC is designated as a responsible party. This will assist the Council in moving forward as you address the upcoming SPIL.

DRS Ex Officio Theresa Preda reported that the Annual Report is complete. Upon request, a copy will be distributed. Some appointments have occurred. We are making progress as a state.

Grubb and Preda will continue to keep the Council informed of future reports and activity.

Consumer Family and Participation Fund

Staff Lisa Grubb gave the following verbal report:

Monies are still available in the project. They did approve funding for CAS members to attend the upcoming CIL conference. DRS Staff Jessica Rouse reported that all CILS are sending at least one consumer.

Further discussion included an inquiry about an individual who had requested assistance and did not receive a response. Grubb directed them to contact Cheryl Simpson at the Endependence Center in Norfolk to follow up on their request. The fund is there to assist not to deny.

Virginia Association of Centers for Independent Living (VACIL) Report

CIL Representative Marcia DuBois shared the following:

VACIL completed an annual strategic planning session with a primary focus on the Independent Living (IL) conference with a focus on leadership development and assisting CILs in consistency and performance measures. Additional focus included Olmstead implementation and nursing home transition. Another strategic planning session is scheduled for the fall where the focus will be planning for the legislative session. We will be looking at giving feedback to the SILC. VACIL expressed appreciation to the SILC for the support of the IL conference and look forward to seeing everyone at the conference in August. The CILS received a new state budget award of \$17,777 per center, to include the two satellites. This funding will be ongoing.

The Council asked VACIL to revisit the map that shows unserved and underserved areas in the state. A copy of the map may be found in the SILC's annual report and on DRS' website. DuBois shared that they continually respond to consumers and talk to legislators to address the unserved and underserved areas.

Virginia Housing Development Authority (VHDA) Advisory Board

Executive Director Lisa Grubb shared that there is no report this quarter.

Rehab Services Administration (RSA)

Vice Chair Tim Edwards and Executive Director Lisa Grubb shared the following:

A RSA Organizational Chart and Virginia State Team directory was included in the meeting packet.

RSA made an informal visit to Virginia. Edwards and Grubb met with them and were given the opportunity to commend Virginia on its network of CILs, along with Virginia's relationship between its SILC, Designated State Units (DSU's), and CILs. Additional discussion included the meeting restrictions and budgetary demands the SILC is experiencing due to Virginia's interpretation of the Freedom of Information Action (FOIA), along with Virginia's Attorney General's interpretation of the Rehab Act and the role in which the SILC can participate in resource development.

DRS Ex-Officio Theresa Preda shared that the RSA visit was a result of the recent restructuring of the RSA regional offices. Future meetings will be in the format of a state audit.

The 1% federal cut was discussed and how it flows through Congress.

National Council on Independent Living (NCIL) Conference

Marcia DuBois, Susan Prokop, Celestine Walker, Bill Ward, and Lisa Grubb attended and gave a synopsis of the legislative visits.

Celestine shared the enthusiasm that surrounded the march to capital hill and highlighted the diversity training offered at NCIL.

Encouragement was given for continued legislative advocacy on the state level in February 2007.

Election of New Executive Committee

Nomination Chair Lewis Atkins shared that the Ad hoc Nomination Committee met at the April 2006 meeting and present the following slate of officers for consideration to serve from October 1, 2006 through September 30, 2007. All have agreed to serve in the requested capacity. Current Chairperson Susan Prokop is not eligible for reappointment as Chair.

Tim Edwards, Chair

Marcia DuBois, Vice-Chair

Lewis Atkins, Secretary

Jeff Pittman, Treasurer

Lewis Atkins opened the floor for additional nominations. There being none, Bill Ward moved to close the floor for nominations. Celestine Walker moved to second the motion.

Discussion included those members on the slate that are being considered for nomination that are being considered for reappointment. All the necessary paperwork has been completed and submitted to support reappointment so the Council will move forward with the slate of officers presented.

There being no further discussion, the slate was accepted as presented.

Recognition of Outgoing Member(s)

Chairperson Susan Prokop and fellow Council members recognized outgoing Member Bill Ward for his service and participation by presenting a plaque recognizing his service to the Council from 2000 – 2006. Ward was also presented an outgoing certificate along with a painting by fellow Council member Jenny McKenzie.

Executive Director Lisa Grubb and fellow Council members recognized outgoing Chair Susan Prokop for her service and participation by presenting a plaque recognizing her service as Chair from 2004 – 2006. Prokop was also presented an outgoing certificate along with a painting by fellow Council member Jenny McKenzie.

Council member Jenny McKenzie was recognized for her artistic ability and recent art show.

Chair Elect Tim Edwards moved that the Council formally recognize Susan in commendation and appreciation for her work on the Council, especially as Chair; be it moved that the recommendation be made permanent in the minutes. Celestine Walker moved to second the motion. There being no further discussion, the motion carried unanimously.

Outgoing Chair Susan Prokop expressed extensive commendation to our staff person with whom it has been a delight to serve with and work with and who I think is a marvelous person. Executive Director Lisa Grubb was applauded by the Council for her work with the Council

Snapshot Strategic Plan

Chair Susan Prokop shared that the Snapshot strategic planning session is scheduled for October 18 from 1 pm - 5pm, October 19, 9 am – 4 pm; the quarterly meetings will following on October 20 – 21. Woodrow Wilson Rehabilitation Clinic has been proposed as a potential location for these meetings. Marcia DuBois, Susan Prokop, Celestine Walker and Lisa Grubb met with the facilitators of the Snapshot, John Moffat and Doug Usiak, at the NCIL conference. The goal of the strategic planning session will be for the Council to address its mission, vision, team building, and focus on understanding the various pieces of the SPIL development process to include programs & services. The Council was asked to identify those areas that do not apply to our SILC. Chair Prokop stated that the following three areas may be condensed or do not apply to our Council - Administrative

Management, Physical Plant Management, and Personnel Management. We will forward the current modified document to the Snapshot facilitators to give us feedback prior to our October meeting.

Old Business

Chair Susan Prokop opened the floor for old business. There being none, the floor was closed.

New Business

Chair Susan Prokop opened the floor for new business. There being none, the floor was closed.

Upcoming Events

Chair Susan Prokop opened the floor for announcements of upcoming events.

Prokop shared that there will be a series of meetings of the Governor's Economic and Workforce Development office featuring the Governor's Senior Advisor for Workforce Development. She attended the meeting held in Northern Virginia and reported that they are looking at the broad representation of Virginia's economic and workforce environment and participated as they broke out into work sessions. Prokop expressed concern that the workforce needs for people with disabilities will be lost without repetition. The upcoming meeting schedule was shared and will be forwarded to Lisa Grubb to share if anyone is interested in attending.

First week of October is recognized as Mental Health Awareness Week; contact your local National Institute of Mental Health (NAMI).

October is disability awareness week.

Please refer to your packet for additional announcements.

Designated State Unit Address

Chair Prokop welcomed and invited DRS Commissioner Jim Rothrock to address the Council.

Commissioner Rothrock commended SILC youth member Stephen Joseph for his participation at the YLF. Further discussion included elaboration on the state budget, RSA's recent visit, and recent changes and priorities within the Disability Commission. The Commissioner welcomed the Council to share the upcoming plans for the SPIL planning process.

The Commissioner was asked to elaborate on the upcoming plans for the Disability Commission to Sunset in 2007. The Commission shared that the attempt is to make government smaller. The recommendation is for commissions and councils to prepare accomplishments and future plans so Legislators can see their benefit and their relevance cannot be questioned.

Plans for the SPIL planning process were shared with the Commissioner. DRS was requested to support the process. The Commissioner stated he would consider requests for assistance for the process along with any innovative project ideas.

Restriction of participation in meetings due to FOIA was discussed. The Commissioner recommended that the Council revisit their budget and consider using monies allocated to the CILs to assist in meeting expenses so they can be a planning body in compliance with FOIA.

Meeting Close

There be no further business, Council Chair Susan Prokop adjourned the meeting at 2:40 pm until October.