

Statewide Independent Living Council (SILC)  
**Executive Committee**  
Minutes of January 16, 2009

Committee Members Present

Edward Myers, Chair  
Randy Collins, Vice Chair \*  
Rudy Buchanan, Secretary  
\*teleconference

Members Absent

Gene Heppard, Treasurer  
E.Mari Herrera-Daniels, Vice Treasurer

Staff

Tony DiRienzi-Executive Director, Sharon Engelhardt-Exec. Assistant and Donna Powers-Program Coordinator

Guests

James Butler and Larry Robison

Edward Myers III, Chair, called the meeting to order at 1:15 PM in the SILC conference room at 5025 East Washington #214, Phoenix, Arizona.

**WELCOME/INTRODUCTIONS:** Introductions were made.

**APPROVAL OF MINUTES:** *Rudy Buchanan motioned to approve the minutes of 11-21-08. Seconded by Randy Collins. A vote was taken and the motion was unanimously approved.*

**FINANCIALS:**

The financial reports for the month ending December 31, 2008, were reviewed. (See handouts – Financials).

- Tony DiRienzi reported SILC is on target for the first 6 months of our budget.
- Tony presented a binder that had individual financial reports for each of the SILC accounts, as well as statements that reflect comprehensive activity. The binder is updated every month. He also mentioned that staff is continuing to work with the accountant to re-categorizing some of the line items (e.g. dividend interest income is to be listed under “other” income). Tony noted SILC has three separate checking accounts and one savings account. He explained that state and federal funds to SILC are directly deposited to a dedicated checking account and do not accrue any interest. They are precluded to do so. However, SILC’s unrestricted and Just Vote

funds do earn interest until they are used. Those funds are initially deposited into a savings account as they are received and when expended are transferred from savings into another dedicate checking account.

- It was noted that a correction is needed on the balance sheet. The amount of \$2,968.58 indicated as accounts payable was in fact paid. Staff explained that an error occurred (misaligned feed) with the desk jet printer. The result was that check had to be void and another check printed. The accounting software recorded issuing two checks for the same amount. Our accountant will help staff reconcile the data before the next meeting. The reconciliation will be reflected on a new balance sheet.

***Randy Collins motioned to approve the monthly financial reports for month ending December 31, 2008 as presented. Seconded by Rudy Buchanan. A vote was taken and the motion was unanimously approved.***

### **DISABILITY EMPOWERMENT CENTER (DEC):**

#### **Relocation issues:**

- Tony DiRienzi reported SILC relocated to our new office suite at the DEC on December 30. There were a number of logistical issues and problems with the move. Staff had to deal with issues related to; no DSL service, no locks and handles on interior doors, door and elevator accessibility, and window coverings.
- Regarding accessibility, there was a lengthy discussion on possible solutions to address the issues related the functional parameters of high level quadriplegia. Those issues include technologies for door locking options and accessing the elevator buttons from a power wheelchair. Staff at the Arizona Technical Access Program (AZTAP) is working with SILC to explore options.
- Tony reported that there are no window coverings (e.g., Venetian blinds or shades) in the suite. SILC temporarily installed curtains in the program coordinator's office to prevent the bright morning light from obliterating her computer screen. However, these curtains are not within the parameters that building management has established. Building management has agreed to pay half of the cost to have the desired window shades installed. The total cost for the office windows is estimated to be \$4226.00. SILC will be responsible for \$2113.00. That amount will be amortized over the next year and paid in 12 monthly installments.

***Randy Collins motioned to approve the cost for window shades to be purchased and paid in equal monthly payments for the next 12 months. Seconded by Rudy Buchanan. A vote was taken and the motion was unanimously approved.***

### Open House events and scheduling conflict

- On February 19<sup>th</sup> there will be a ribbon cutting ceremony and on February 20<sup>th</sup> there will be a community open house. Invitees on the 19<sup>th</sup> will include dignitaries and benefactors. That function is also intended to serve as a fund raising event. The open house is intended for the general public and is scheduled from 10:00 a.m. until 4:00 p.m. There was a discussion of ideas and strategies of how to attract people into the SILC office. Randy Collins mentioned an accessible musical device that people with disabilities could interact with to compose music. The device will generate music in response to body movement. It was at the Assistive Technology Conference and might be available for the open house.
- The committee decided to reschedule the next executive committee meeting because the current schedule is the same date at the DEC open house. It was decided to have the next executive meeting the week before on Friday February 13<sup>th</sup>.

### **COUNCIL RECOMMENDATIONS FOR MEMBERSHIP:**

- Tony DiRienzi reported that Bob Michaels was recently appointed to the Council. SILC currently has a full roster.
- Tony also reported that with the revised Executive Order for SILC executed in 2007 that half of the SILC members were given a 2009 expiration date and the other half expire 2010. Most Council members scheduled to expire in 2009 can be considered reappointment. Tony suggested recruiting an individual from the business community, as well as someone with a strong financial background and experience. Those profiles would enhance the composition of the council.

### **REAUTHORIZATION OF THE REHAB ACT:**

- Tony DiRienzi reported that much of the focus at the recent SILC Congress was on the Reauthorization of the Rehab Act. Tony worked on a committee to draft language to revise SILC issues related to; 1) permissible resource development and capacity building, 2) clarification of what the status is of ex-officios in relation to total council composition, 3) permitting SILCs to advocate, and 4) the SILC federal allocations flowing directly to SILCs, so that it is parallel to how the CILs receive their federal allocations.
- Tony requested that committee members review the National Council on Independent living (NCIL) draft of the amendments to the statute and provide him with any written comments. He will subsequently forward the council's comments in toto to NCIL. (See position paper handout).

**Executive Director Report:**

- A written Executive Director Report that listed his various meetings and activities was submitted to the Committee prior to the meeting for their review and consideration. (See handout – ED Report for the period October 1 – December 31, 2008)).

**SILC Congress:**

- Tony DiRienzi attended the recent SILC Congress in Las Vegas earlier this month. He said the agenda was not initially followed but things got back on track for the last couple days. As mentioned earlier, the main focus was on the Reauthorization of the Rehab Act. The Congress will meet again at the same location in Las Vegas in 2010.

**Office updates:**

- There will be a new office desk delivered along with two lateral files. A handle is needed for the server room door. The SILC website is being reconstructed. It has a new design.

**New Business:**

- Tony stated he had a recent meeting with Pat Harrington and Katharine Levandowsky to discuss their support of the Durable Medical Equipment (DME) Task Force Report. After the meeting Kathy and Tony discussed scheduling and promoting a Council of Councils. The initial four Councils mentioned were SILC, State Rehabilitation Council, Council on Spinal and Head Injuries and the Council on Blindness and Visual Impairments.

**NEXT MEETING/AGENDA:**

- It was discussed earlier in the meeting that the next Executive Committee meeting for February 20<sup>th</sup> is in conflict with the DEC open house events so it was changed to February 13, 2009 at 1 PM.

**QUARTERLY MEETING/AGENDA:**

- Next Quarterly meeting is set for March 19, 2009. The SILC Audit and Just Vote Coordinator position were suggested to be on the agenda.

**ANNOUNCEMENTS:** None

**CALL TO THE PUBLIC:** None

**ADJOURNMENT:** Rudy Buchanan motioned to adjourn. Seconded by Randy Collins. The meeting was adjourned at 2:27 PM

Prepared by: Sharon Engelhardt\_\_\_\_\_SILC staff

Reviewed by: Tony DiRienzi/Edward Myers III\_\_\_\_\_SILC ED/SILC Chair

