

Statewide Independent Living Council (SILC)
Executive Committee
Minutes of February 13, 2008

Committee Members Present

Ed Myers, Chair
Randy Collins, Vice Chair
Kim March Force*, Vice Treasurer
(* teleconference)

Members Absent

Gene Heppard, Treasurer

Staff

Tony DiRienzi, Exec Director
Sharon Engelhardt, Exec. Assistant

Edward Myers III, (Acting as Chair from Vice Chair position), called the meeting to order at 12:05 PM in the SILC conference room at 2400 North Central Ave, #105, Phoenix, Arizona.

WELCOME/INTRODUCTIONS: Introductions were made.

APPROVAL OF MINUTES: *Randy Collins motioned to approve the minutes of 12-05-07. Seconded by Kim March Force. A vote was taken and the motion was unanimously approved.*

APPROVAL OF MINUTES: *Randy Collins motioned to approve the minutes of 1-03-08. Seconded by Kim March Force. A vote was taken and the motion was unanimously approved.*

FINANCIALS:

- Tony DiRienzi reviewed the financials for month ending December 31, 2007. (See handouts – Financials).
- It was noted that the prior year column has been reinserted into the statements as requested at the December quarterly meeting.
- SILC is on target with expenditures through the first 6 months.
- Tony noted that RSA contract revisions need to be made regarding \$40K that was originally allocated to support CyberCIL and Cochise Ability. OSERS in their review of the SPIL stated that the contracts with CyberCIL and Cochise Ability should be administered through AZ RSA and not SILC. SILC was originally designated in the SPIL to contract with CyberCIL and Cochise Ability. The SILC contract with AZ RSA that was draft prior to OSERS revision had as an addendum a budget that allocated Part B funds

in the amounts of 20K for CyberCIL and 20k for Cochise Ability. The original contract has not been revised to date. Consequently, SILC is invoicing AZ RSA according to the terms of the original contract dated July 1, 2007. Tony has continually requested that the contract be revised to reflect 70k in Part B and not 110K. Tony reported he has to invoice AZ RSA with reference to the original contract until the revisions are made.

- Tony reported that 10 checks were discovered missing from the safe at the end of January. Upon discovering that the checks were missing Tony immediately contacted the SILC Chair Edward Myers III to inform him of the situation immediately transferred all of the funds in that account except \$500.00 into a new account. \$500.00 was left in the old account to cover two outstanding checks.
- Tony stated that the door locks and safe codes were also immediately changed that day. No money was or to date has been found to be missing.
- Tony reported that while at the bank he was able to change the savings account of our unrestricted funds to an account that generates a 3% interest rate as opposed to .5% rate that we were earning.

Kim March Force motioned to approve the financial report for month ending December 31, 2007 as presented. Seconded by Randy Collins. A vote was taken and the motion was unanimously approved.

Changes in Executive Committee:

- It was noted that Donna Powers resigned from SILC a few weeks ago and is no longer the Chair.
- A recognition award to Donna for her years of service was suggested.
- The SILC By-Laws were reviewed and there was a discussion and review of the procedure for replacing the vacant position.
- Randy Collins, Secretary, called for a motion to replace the Chair position.

Kim March Force motioned to approve Edward Myers III to fill in the SILC Chair position. Seconded by Randy Collins. A vote was taken and the motion unanimously approved.

Edward Myers III motioned to approve Randy Collins to fill in as the SILC Vice Chair position. Seconded by Kim March Force. A vote was taken and the motion was unanimously approved.

- The SILC Secretary position is now open. Tony DiRienzi was asked to send out a notice to the Council on behalf of the Executive Committee to see who might be willing and available to serve as Secretary.

OSERS/RSA:

- Tony DiRienzi reported that the Office of Special Education and Rehabilitative Services, (OSERS) Rehabilitation Services Administration site visit has been rescheduled for the week of May 12-16, 2008.
- OSERS has requested copies of all the SILC minutes and agendas related to all Full Council, Committees, Outreach events and other activities for the past two years.

AUDIT REPORT:

- The draft audit report was distributed to the Committee prior to the meeting (See draft audit report).
- Tony DiRienzi noted this is a draft and some additions/revisions are expected. Administrative and program allocations of staff time have yet to be computed. If committee members have any changes or suggestions they must be sent to Tony as soon as possible.
- A second draft report should be ready by the next Executive Committee meeting.

SILC CONGRESS:

- It was reported that Arizona was unanimously elected at the 2008 SILC Congress in Louisiana to be the host for the 2009 Congress.
- There was a lengthy discussion regarding concerns and issues of the changes in the protocols imposed upon the SILC that assume the responsibilities for hosting the event. Arizona SILC submitted an offer to host the next Congress based on the past protocols that were in effect for the 2004 and 2005 that were held in Arizona. The new and unannounced changes pose concerns for us to host the 2009 Congress.
- The committee decided to rescind our offer to host the Congress in 2009. A letter from Edward Myers III will be drafted accordingly and sent to the national SILC Congress steering committee.

SILC PERSONNEL ISSUES:

- Tony DiRienzi announced that Donna Powers has been hired as the new Program Coordinator. She will begin on February 18, 2008.
- Tony noted that originally Donna was hired for a part time position but, it has recently been changed to full time. The change is related to the departure of Ramon Garcia as the Just Vote Organizer. Tony has adjusted his workload so that he can assume the duties of the Vote organizer. Some of his workload has been reassigned to Donna.

Kim March Force motioned to go into Executive Session to discuss personnel issues. Seconded by Randy Collins. A vote was taken and the motion unanimously approved.

(Executive Session from 12:55 – 1:15 PM)

EXECUTIVE DIRECTOR REPORT:

- The Executive Director report listed meetings and activities for the months of October and November. It was distributed prior to the meeting for the Executive Committee to review and provide comment (see ED report).
- Tony DiRienzi reported he has been very active working with the Durable Medical Equipment (DME) issue. A taskforce has been empanelled. They will meet monthly for the next 4 beginning in March. Linda Cannon and Associates have been hired to facilitate the work of the task force.
- The Just Vote Arizona project has preoccupied the executive director for the past week or so. AZ SILC will be hosting the National Disability Vote Alliance Summit scheduled for April 28, 29 & 30, 2008.
- Tony traveled to Tucson to meet with administrators of U of A Disability Resource Center to discuss a disabilities studies curriculum. No collaborative effort is in place at this time.
- There was a recent meeting to explore establishing an AZ SILC web based store front. Its focus would be to merchandise disability related images and slogans imprinted on t-shirts, bumper stickers posters etc. The primary goal of the project is to disseminate disability messages that impact the cultural perception of people with disabilities and secondarily to generate unrestricted income for SILC.
- Tony has been in exploring how to brand IL by using a disability related cultural activity as a vehicle. He has had discussion with an independent film maker about producing a documentary for broadcast on PBS that would focus on that activity. Tony has invited an independent T.V. producer to give a presentation at the next SILC Quarterly meeting and CIL ED meeting.
- Tony has scheduled a meeting for Friday February 15th with ASU administrative staff regarding the recent fire at the Memorial Union and their emergency preparedness for people with disabilities on campus.

NEXT EXECUTIVE MEETING/AGENDA:

- Next meeting was changed to March 11th at noon at the SILC office.

ANNOUNCEMENTS:

- It was announced that Kathryn Robins is not currently serving as the executive director of SMILE. The committee requested that Tony contact the chair of the SMILE Board of Directors in Yuma to ask for information about the current status of their executive director position at the center. Clarification is needed. It is especially important because the SMILE ED is the CIL representative to SILC and serves on the council.

CALL TO THE PUBLIC: None

ADJOURNMENT: Kim March Force motioned to adjourn. Seconded by Randy Collins. The meeting was adjourned at 1: 35PM

Prepared by: Sharon Engelhardt_____SILC staff

Reviewed by: Tony DiRienzi/Edward Myers III_____SILC ED/SILC Chair