

Statewide Independent Living Council (SILC)  
**Executive Committee**  
Minutes of April 22, 2008

Committee Members Present

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

Members Absent

Gene Heppard, Treasurer  
Rudy Buchanan, Secretary

Staff

Tony DiRienzi, Exec Director  
Sharon Engelhardt, Exec. Assistant

Edward Myers III, Chair, called the meeting to order at 12:04 PM in the SILC conference room at 2400 North Central Ave, #105, Phoenix, Arizona.

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

**APPROVAL OF MINUTES:** *Kim March Force motioned to approve the minutes of 3-11-08. Seconded by Randy Collins. A vote was taken and the motion was unanimously approved.*

**FINANCIALS:**

- The financial reports were sent prior to the meeting and then reviewed at the meeting for month ending March 31, 2008. (See handouts – Financials).
- Tony DiRienzi reported that the SILC & RSA contract revisions for the Cybercil and CochiseAbility contracts have finally been adjusted. SILC had invoiced RSA for \$33,319 as stated with the contract before the adjustment and that amount was on the SILC financials as an accounts receivable in the February financials. SILC revised in March the invoice to \$13,319 to correspond to the contract revisions. The March financials indicate negative \$20,000 under RSA reimbursement which accounts for the contract revisions. The SILC accountant suggested handling the revisions with the negative number reflected in the financial statements.

***Randy Collins motioned to approve the financial report for month ending March 31, 2008 as presented. Seconded by Kim March Force. A vote was taken and the motion was unanimously approved.***

**FY 2009-2010 Budget/Contract Preparation:**

- Tony DiRienzi reported that at the June Quarterly meeting the budget for the next fiscal year will have to be submitted for approval.
- It was decided that Tony will prepare a draft budget for the Executive Committee to consider and review at the next Executive Committee Meeting.

**OSERS/RSA:** - (Office of Special Education and Rehabilitative Services)

- Tony DiRienzi reported there was an OSERS teleconference last week to review the agenda related to their site visit scheduled for the week of May 12-16, 2008. The current agenda includes;
  - May 13, 8:30 – 10:30, re: a financial review of Part B funding, location – AZ RSA central office, participants RSA staff, SILC staff, and OSERS staff
  - May 13, 2:30 – 4:00, re: a review of IL (Independent Living) data, 704 reports, OSERS MIS (Management Information System) website, location – SILC office, participants, AZ RSA staff, SILC staff, CIL executive directors, and OSERS staff
  - May 14, 8:30 – 4:30, re: a review of the SPIL's goals and objectives, SILC partners, Q & A on recent RSA activities, and SILC collaborations.
- Tony will send out the agenda with highlighted areas indicating the sections referencing SILC's participation.

**NCIL Conference:**

- NCIL (National Council on Independent Living) will be hosting their annual conference on July 21-25, 2008 in Washington DC.
- Tony DiRienzi reported that the contracted hotels have no remaining accessible rooms. He surveyed several other hotels near the conference site for accessible lodging. The other hotels in the immediate area start at approximately \$300.00 a night. The committee discussed what staff should attend and if the budget would support sending any Council members. The Committee concluded the council could only support sending the SILC executive director because of relatively high expenses and budgetary restraints.

**Just Vote Arizona Personnel:**

***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 12:33 PM to 12:43 PM)

**DVA Summit (Disability Vote Alliance):**

- The DVA Summit will be held next week on April 28-30 at the Fort McDowell Resort in Scottsdale Arizona. The AZ SILC office has been busy finalizing the details. The theme is “Organizing for Power”. There are fifty one registrants. Tony DiRienzi noted that the CIL ED’s will be attending and payment of their expenses will be attributed to the CIL Networking budget.

**Staff Performance Review Preparation:**

- The Committee discussed the process for conducting staff performance evaluations. The Executive Committee decided to conduct an evaluation of ED performance on May 20<sup>th</sup>. Council members will be afforded an opportunity to contribute to the evaluation prior to the next executive committee meeting. Their scoring and comments will be incorporated into the executive director’s performance evaluation. The executive committee will review and complete the evaluation at their next meeting. Subsequent to their review, the executive committee will make their recommendations to the full council. Final approval of the executive director’s evaluation will on the agenda of the next full council meeting scheduled for June 19, 2008.

**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 Feb. 13 – April 22, 2008)).
- Tony DiRienzi reported that he was asked to participate on the OSERS panel charged with reviewing ABIL. That review is scheduled for later this year.
- Tony met with Angie Rodgers of the Governor’s office to discuss how the various disabilities and age related Governor’s council might explore strategies to work collaboratively on some issues. Tony recently discussed with the ED of the Governor’s Council on Developmental Disabilities a collaborative project to address affordable accessible housing. GCDD and SILC have several other goals that would be greatly enhanced with a collaborative effort.
- Tony stated he will be attending the nonprofit grant forum on Thursday.

- The DME (Durable Medical Equipment) Task Force is continuing with regularly scheduled meetings. Various work groups are meeting established bench marks.
- The Day on the Lake event is coming up the end of May and it was suggested to support the accessible accommodations of the event with \$1,000.00.
- Tony reported he is in discussion with Ez Bachand about the history of IL in Arizona. They have a meeting scheduled with the history department at ASU in May to discuss documenting the Arizona history and the process.
- Tony noted an advisory committee needs to be established for the AT (Assistive Technology) lifestyles fashion show as discussed at the last full council meeting. The target date for the show is October of 2009.
- In preparation for our relocation to the Disability Empowerment Center (DEC) a meeting should be scheduled with the SILC Attorney to review our current building lease.

**NEXT EXECUTIVE MEETING/AGENDA:**

- Next meeting was scheduled to be May 28, 2008 at noon at the SILC office. However, due to conflicting schedules the meeting date was changed to June 10<sup>th</sup>.
- Agenda items to include: Budget for next FY, NCIL, OSERS, DVA Summit Summary and Employee Performance Evaluations.
- Performance Evaluation for SILC ED to be on May 20, 2008.

**ANNOUNCEMENTS:** None

**CALL TO THE PUBLIC:** None

**ADJOURNMENT:** Randy Collins motioned to adjourn. Seconded by Kim March-Force. The meeting was adjourned at 1:17 PM

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

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