

Statewide Independent Living Council (SILC)  
**Executive Committee**  
Minutes of August 18, 2008

Committee Members Present

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

Members Absent

Rudy Buchanan, Secretary

Staff

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

Edward Myers III, Chair, called the meeting to order at 1:42 PM in the SILC conference room at 2400 North Central Ave, #105, Phoenix, Arizona.

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

**APPROVAL OF MINUTES:** *Gene Heppard motioned to approve the minutes of 6-10-08. Seconded by Randy Collins. A vote was taken and the motion was unanimously approved.*

**FINANCIALS:**

- Tony DiRienzi reported that there was a problem recently with our Peachtree accounting software. The problem occurred when we electronically transmitted the records to the SILC accountant. The computer consultant for SILC Information assessed the problem and indicated a data corruption error. The consultant resolved the problem.
- The SILC accountant is currently re-inputting data and will soon generate new financial reports for this fiscal year. The new financial reports will be newly formatted. It will be comprehensive and reflect all of SILC's activities and accounts.
- Drafts of the June 30, 2008 year end financials were distributed for review (See June ending reports). It was noted that these financials were just received an hour before the meeting because of the transmission problem. SILC staff has not had an opportunity to reviewed them and consult with the accountant. Reconciled financials reports for the committee's approval

will be ready for the committee's next meeting. That meeting will be scheduled in early September.

### **FY 2007-2008 Audit:**

- Tony DiRienzi reported that an audit for FY 2008 is scheduled for mid October.

### **OSERS Report:** - (Office of Special Education and Rehabilitative Services)

- Tony DiRienzi reported that the OSERS sent a report related to their review of AZ RSA and SILC that they conducted in May. The draft is approximately 50 pages. It will be emailed to the Committee.
- Tony referred to some citations in the report regarding AZ SILC:
  - OSERS stated the AZ State Plan for Independent Living (SPIL) is excellent and can serve as a model.
  - AZ SILC needs to implement a system to allocate and track staff time.
- Tony reported that SILC has implemented a database program to record and calculate the amount of staff time dedicated to programs activity.
- Tony noted that OSERS asked him to serve on its review panel when they conduct a site visit of Arizona Bridge to Independent Living (ABIL). The review is scheduled in September.

### **NCIL (National Council on Independent Living) Conference Report:**

- Tony DiRienzi presented a report related to his activities at the NCIL conference in D.C. His principal focus was on Capitol Hill visits and networking with other leaders in the IL community.
- It was noted that the ADA Amendments Act passed overwhelming in the House and is currently in the Senate.
- Tony reported that there were passionate and lengthy discussions regarding issues that many SILC's have with OSERS/RSA. The primary focus of the issues revolves around the interpretation of the Rehabilitation Act. IL presented a list of 11 demands to OSERS/RSA. Tony stated he would send an email with detail information about the issues.

### **SILC BOARD RETREAT:**

- There will be a SILC Board retreat at the Radisson Fort McDowell Conference Center on Sept. 19 & 20, 2008. It will be facilitated by Linda Cannon.

- The SILC Quarterly meeting is scheduled for Friday Sept. 19 from 4-6 PM followed by a no host reception that evening.
- The morning session on Sept 20<sup>th</sup> will focus on 1) reviewing the SPIL goals and objectives, 2) SILC's mission statement, and 3) drafting vision and values statements. Leadership training is scheduled for the afternoon session.

### **DEC (Disability Empowerment Center):**

#### **Events/Fundraising**

- Ed Myers reported there will be 3 events associated with the opening of the Disability Empowerment Center (DEC). Open house events are planned for the building tenants and the general public in early November. In October there will be a private fundraising event.

#### **Lease**

- Tony DiRienzi reported that SILC staff recently met with building management to discuss terminating our current lease early. SILC is tentatively targeting December to move from our current location into the DEC. The management company representative will convey the message to the building's owner and get back to us.

#### **Relocation logistics and schedule**

- Tony recently visited the DEC and inspected the SILC suite. He report that the wiring for the telephone and data ports were installed and will soon be ready. SILC staff will explore if we can keep the same telephone numbers at the DEC.
- It was questioned if the DEC has been looped to accommodate people who are hard of hearing.

### **EXECUTIVE COMMITTEE MEETING SCHEDULE:**

- There was a discussion of establishing a new FY Executive Committee meeting schedule. It was decided the Committee will meet on the 3<sup>rd</sup> Friday of each month except for the Quarterly meeting months of September, December, March and June. The meetings will start at 1:00 PM.

### **EXECUTIVE DIRECTOR REPORT:**

- Tony DiRienzi distributed an ED report log for the period of April 23 through August 17, 2008. (See ED report). Committee members reported that they found the reports useful and wanted them to continue.

#### **Employee Health Insurance:**

- SILC's health insurance coverage needs to be renewed before September 1<sup>st</sup>. Tony reported there is an increase in the premium of approximately 30%. He explored other plan options to save costs. There was a lengthy discussion regarding employee benefits and options. Committee members wanted the coverage continued as is but decided to leave the final decision to Tony at his discretion.
- It was noted that Donna Powers has her health insurance through the Freedom to Work program. There is a small monthly out of pocket premium of \$25. SILC will reimburse Donna for that expense.

**OSERS:**

- Tony reported that OSERS extended an invitation to him to participate as a presenter in a conference entitled Operationalizing a SILC. The conference is scheduled in Washington D.C. Unfortunately it is concurrent with the SILC retreat. Tony had to decline.
- Kudos was given to Tony for the invitation and recognition.

**PROGRAM COORDINATOR REPORT:**

- Donna Powers coordinated two successful Outreach events held in May. She is currently working on a Latino Community outreach workshop set for September 12<sup>th</sup>. Donna gave details of the day long event. Child care was requested for the event. The executive committee decided that SILC could not afford the liability of child care.
- Donna reported she has been working on the promotion of the disability post, conducting Emergency Preparedness (EP) presentations and working on planning an EP Summit tentatively scheduled for October. She continues to represent SILC at AZLAT, AZDAC and COIN meetings.
- Tony announced that Donna was accepted into Generation Next Leadership Program at the Lodestar Nonprofit Institute. Classes begin August 22<sup>nd</sup>. Congratulations to Donna.

**NEXT EXECUTIVE MEETING/AGENDA:**

- As discussed under financials, the next meeting will be called in early September with financials as the agenda item.

**ANNOUNCEMENTS:** None

**CALL TO THE PUBLIC:** None

**ADJOURNMENT:** Gene Heppard motioned to adjourn. Seconded by Kim March-Force. The meeting was adjourned at 3:10 PM

Prepared by: Sharon Engelhardt \_\_\_\_\_ SILC staff  
 Reviewed by: Tony DiRienzi/Edward Myers III \_\_\_\_\_ SILC ED/SILC Chair