

Statewide Independent Living Council
Full Council
-Quarterly meeting-
Minutes of March 2, 2006

Council Members Present

Donna Powers, Chairperson
Edward L. Myers, III, Vice Chair
Al Villaverde, Treasurer
Gene Heppard, Vice Treasurer
Marquita Beene
Randy Collins
Sherri Collins
Fernando Cruz
Ted Garland
John Hunter
Ken Jacuzzi
Darryl Long
Kim March-Force
Naomi Ortiz
Craig Warren, Ex-Officio

Council Members Absent

Robin Hungerford, Vice Treasurer
Ken Edwards
Lavern Lizer
Glen Reiner
Joyce Weber

Staff

Tony DiRienzi
Sharon Engelhardt

Guests

Ez Bachand, Nikki Webb, Paul Wilson, Kathryn Robins, Daniel Kelsey, Judy Kioski, Natalie Thorpe, David Berns and Carter Smitherman.

Welcome/ Introductions:

- Donna Powers, Chair, called the meeting to order at 9:10 AM at the Wingate Hotel 2520 N. Central Ave, Phoenix, Arizona.
- Introductions were made.

Approval of Minutes: *Ed Myers motioned to approve the minutes of December 1, 2005. Seconded by Kim Force-Force. A vote was taken and the motion was unanimously approved.*

Approval of Consent List:

- Donna referred Council members to the Consent List that includes action items of the Executive Committee since the December 1st quarterly meeting.

Ken Jacuzzi motioned to approve the March 2, 2006 Consent List. Seconded by Gene Heppard. A vote was taken and the motion was unanimously approved.

Executive Committee Report:

SILC Congress:

- Donna Powers reported the SILC Congress was held the second week of January in Florida. Donna, Ed Myers and Sharon Engelhardt attended the Congress. Donna reported that there was continued discussion on SILC standards and indicators. Donna noted that Mike Collins was voted as the Region IX representative and that Tony DiRienzi will be the alternate. There were sessions on the Reauthorization of the Rehab Act, Assistive Technology, funding for transitional services, youth advocacy and personal assistance services. Tony DiRienzi noted that there is an excellent website for PAS, - it is (www.pascenter.org). Ed Myers presented on a panel for Assistive Technology.
- Tony DiRienzi reported that the theme for next year will be “Rebuilding”. The Congress is scheduled to be held in New Orleans, Louisiana. A major focus of the Congress will be on emergency preparedness. Any ideas for sessions or speakers should be sent to Tony so he can pass on to the planning committee.
- Tony said that having the Congress for two consecutive years in the same location continues to be discussed.

Staff Performance Evaluation:

- Donna Powers reported that the Executive Committee conducted the Executive Director’s six month review. Tony DiRienzi had prepared a binder of documentations related to his performance goals. (The binder is available to all council members for review at the SILC office).
- Donna stated that a document is being drafted for the full Council to give their input on Tony’s performance. The evaluation document will be emailed to the Council, reviewed and incorporated into the Executive Committee’s recommendation to the Council. The Council will be asked to give its final approval at the June Quarterly meeting.
- Sherri Collins commented that clear expectations have to be set for staff so as to be fair in the review process.
- Tony DiRienzi noted that only he as the ED is evaluated by the Council.

Department of Economic Security:

- David Berns, Director of DES was introduced a presenter, after which, each council member and guests gave an individual introduction.
- David Berns reported that when he first came to DES there were 3 major goals or themes were identified to help unify services.
 - 1) Promote economic security for those who use DES services.
 - 2) Promote family independence and ability to keep kids safe in their own homes.
 - 3) Promote community based settings for people to get their care.
- David Berns presented and discussed a handout on DES Top Ten Improvements 2003-2005 (See handout). It was noted that there have been major improvements for children support, health and safety.
- There were questions from council members about state monies for VR services related to matching federal funds. David Berns said he supports VR funding. He encourages all to speak with or write their legislators to help them understand that full funding is necessary and that partial funding impedes VR services.

- David Berns noted that there is a 6 million item in the budget for home and community based services. This would help to address the services needed by the growing senior population.
- David Berns stated that an aging and adult services division is in the plans for DES.
- David Berns commented that there is an exciting project called “break through series” that tests new strategies at a local level to see what works. Successes will then be incorporated at a statewide level.
- Sherri Collins said that there is a huge gap in hearing aids coverage and hopes to have that issue addressed with the increasing aging population.
- John Hunter commented that having one stop assistant versus being sent to different departments and services is important.
- Randy Collins noted a concern that disability training is needed and that a consistent training module is encouraged. SILC was suggested as helping with training if needed.
- David Berns said he just met with the Governor’s Council on Long Term Care and commented that they had a Task Force on care giver training. David said he could pass on that information through Craig Warren.
- Donna Powers thanked David Berns for his time to attend the meeting and for his continued efforts on behalf of people with disabilities.

2-1-1 System:

- Natalie Thorpe with GITA (Government Information Technology Agency) gave a PowerPoint presentation by going over how the 211 online service works. (Note: prior to meeting a handout was sent on the www.az211.gov website). Health and human service information is on the site. Natalie encourages people to check out the site, submit information and share any suggestions of how the site might be improved.
- It was questioned if the Yuma snap 211 information is downloaded into the database. They are two separate systems so individual service information would have to be updated with each site.
- Judy Kioski with DEMA (Department of Emergency Management) reported that the site is also for emergency information. Important and timely emergency information is posted on the site and service information is listed. People can sign up to receive emergency bulletin news flash information by going to the website.
- Judy noted she has been working with the SILC Emergency Preparedness Committee and has given a presentation to that Committee.
- Judy added that the second phase of the 2-1-1 system will be call centers for the same information. They are hoping to have the second phase in place in the fall.

~BREAK~

Treasurer’s Report:

Audit:

- Carter Smitherman from the audit firm Cronstrom and Trbovich was introduced and went over the FY ending June 30, 2005 audit report (See report). The statement of financial position at June 30, 2005 indicated total assets at 40,829 and total current liabilities at

\$34,982. The statement of activities listed the income and expenses for the year with ending net assets of \$5,847. The statement of functional expenses detailed expenses and divided them into program services of support services. The statement of cash flows indicated cash flow activities versus accrual reports. The notes to the financial statements disclosed more information about the statements and audit findings.

- Carter said the SILC Congress financial activity was part of the audit as AZ SILC because AZ SILC the host and fiscal agent for the Congress. Its responsibilities include among other things, receiving registrations and other revenues, as well as, paying all expenses. Tony DiRienzi added that special projects programming are indicated in financial statements as line items in both the income and expense parts of the financials.
- Carter noted that there was no management letter this year with the report because there are no recommendations. All previous auditor recommendations have been implemented and SILC accounting systems is in order.
- There was a question regarding the RSA monies being the main source of SILC money. That is a fact and is indicated in the audit report under Note 5-Economic Dependence. Tony DiRienzi commented that diversified funding is being pursued. Grants, contributions, and other avenues of income continue to be sought.

Current Financials:

- Al Villaverde went over the month ending January 21, 2006. (See financial statement).
- Al stated that the financials reflect a new column based on the advice of the SILC accountant of a revised annual budget to better reflect the current income and expenses. Footnotes identifying the changes in the budget were listed on the statement and were reviewed.
- Tony DiRienzi added there are a few line items in the budget at this point that may be overspent so some adjustments have needed to be made. The income and expenses with the adjustments present a balanced budget.
- In-kind donations are listed in the budget. Interpreters are provided by the Az Commission for the Deaf, Hard of Hearing. Sherri Collins was acknowledged and thanked for the Commission's continued support. Tony also noted that through work with America West Airlines that \$1,250 in travel vouchers have been provided. Those vouchers were used for the Arizona group to travel to the SILC Congress. Tony reported that ABIL is supporting Tony attending the NCIL conference by contributing to lodging expenses incurred.
- It was questioned about the meeting budget line item being reduced. Tony noted that meetings included all travel supports for Council members to attend meetings. Reallocations are being scrutinized. Some expenses will be reallocated to programs, if appropriate.
- Tony DiRienzi stated that available at anytime is a full detail of the SILC financial reports. The statement shared at the meetings is a summary. The full detail is many pages but can be generated for Council members upon request.

Sherri Collins motioned to approve the current financials ending January 31, 2006 with the revised budget. Seconded by John Hunter. A vote was taken and the motion unanimously approved.

COMMITTEE REPORTS:

Public Policy Committee/Emergency Preparedness Committee:

- Sherri Collins reported the Committee had their Independent Living Task Force meeting last Friday. There were over 40 attendees from a wide variety of disability groups. The keynote speaker, Dr. Frank Turk, who spoke about establishing a task force and its effectiveness. Sherri's commented her Commission had task force that generated a report which was very helpful to get more services through DES. Sherri reported that BJ Tatro facilitated the task force meeting. She took notes that will be used for directing the task force. BJ will be generating a report which will identify Committees. SILC Public Policy members will then Chair the Committees. Each Committee will address specific topic(s) for changes and improvements for people with disabilities with independent living. The Committees will be open to the public.
- Tony DiRienzi commented that there was a successful legislative advocacy training day and a legislative awareness day held in February. SILC helped organize and support the training event that was very successful and well attended. 108 people participated in the training day. The Governor's Council on DD legislative awareness day immediately following had over 700 attendees at the state capitol. Kim March-Force added that extra efforts were made by Tony to find ways to get more people to attend the events and she thanked him for helping with transportation issues. Tony noted that this endeavor required much individual attention and was a good collaborative effort.

Outreach Committee.

- John Hunter reported that he has been Chairing the last couple Outreach meetings. John said Lavern Lizer is feeling well enough to join the Committee meeting set for later in the day by teleconference.
- The Committee participated in the St. Joe's sports day, the legislative awareness day and the disability expo.
- Plans are underway for a Bisbee community workshop and for a workshop on the Hopi reservation in Kykosmovi.
- John reported the Committee has been looking into a handout about SILC and IL education to be distributed at events. Having the booth be more interactive is also in discussion.
- John noted that collaboration efforts with other Committees is happening and currently efforts with Naomi Ortiz and the youth peer mentoring goal is being discussed.
- John said the Committee could use more members.

Nominating Committee

- Ed Myers reported that six spaces will be coming open on the Council. The Nominating Committee has met to look at needs and gap in the Council membership. Ed reported that Randy Collins and Naomi Ortiz have both agreed on serving again if reappointed. Joyce Weber will not be serving again. Ken Edwards the CIL representative has retired so a new CIL representative is needed.
- Recommendations of candidates will presented at the next meeting.
- Officer positions are up for election at the June meeting for the positions of Chair, Vice Chair and Treasurer. Ed said to contact him if interested in running for an officer position.

- Donna Powers said she would run again for the Chair Position. Ed Myers said he would run again for the Vice Chair.

CIL Networking & Resources Committee:

- Tony DiRienzi reported that the CIL Executive Directors met yesterday and voted Kathryn Robins from SMILE as their representative. Her application will need to be submitted to the Governor's office for approval.

CIL Report (Centers for Independent Living):

ASSIST!:

- No report

ABIL:

- ABIL wants to give a report at the next meeting on their new building and campus plans.
- ABIL has recently leased space for the PAS (Personal Assistant Services) program in the same building as SILC.

DIRECT & CochiseAbility:

- Kim March-Force reported that Ramon Garcia is no longer with Cochise Ability. Kim said that Ramon is working on starting a CODI in Bisbee. There is no new hire and existing staff with DIRECT is helping out.
- DIRECT has started up a home modification and emergency repair program through the state housing fund. Pima County had the program and now it has expanded into the Counties of Santa Cruz, Cochise, Pima, Graham and Greenlee.
- DIRECT working with ABIL has started up a Personal Care program.

SMILE:

- Kathryn Robins reported that SMILE had their annual general meeting and voted in officers and members.
- SMILE had their first financial audit and that went well.
- The Commission for the Deaf, Hard of Hearing will be having a retreat in Yuma.
- Kathryn said they have nominated Darryl Long to the National Council on Disability Cultural Diversity subcommittee. The website is www.cultural-diversity.gov. It was requested for Kathryn to send information to SILC and RSA on the nomination.
- SMILE has adopted a program called Living Well with Disabilities from the Rural Institute. It is an 8 week program and they just completed facilitator training.
- AZ CIL Technology Alliance is working to build the technology capacity. Needs assessment has shown a common database is needed. Software vendors will be presenting to the CILS later today and tomorrow.

NEW HORIZONS:

- Dan Kelsey reported for NH. Outreach requests for mental health presentation have been made.
- NH is looking at hopefully free office space with Goodwill Industries.
- NH bought a new used van.
- NH is looking for a Transportation Coordinator and a new Executive Director

Community Collaboration Committee.

- Gene Heppard reported the Committee is focusing on the PCA toolkit. The design of the manual is being explored with a production editor. The first printing run of the manual will be 500 copies. Tony DiRienzi added that has leased copyright from the PAS (Personal Assistance Services) Center, in California.
- Tony said that ABIL has contributed \$5K for the initial production.
- There is a 4 year plan for the PCA toolkit project.

SILC POLICY & PROCEDURES (REVISIONS):

- Tony DiRienzi reported that the revised SILC Policy and Procedures were sent out electronically. (See handout) Council members were asked to send Tony any comments they might have. The new P & P versions to be approved at the June Quarterly.
- It was questioned about reference to the Resource and Allocation Committee. Tony DiRienzi clarified that currently the Executive Committee has been acting as that Committee. Having a Development Committee for assisting with fundraising was suggested.
- John Hunter noted a type-on the last page of the fiscal policies of a word change from deprecation to depreciation.

REPORTS:

RSA Report:

- Craig Warren reported that in the Appropriations Committee the state budget was approved for \$675K in the general funds to pull down 2.5 million matching funds from the feds. If the full request of 2.9 million were approved then 11 million would be the total.
- The future of the VR program has been in discussions with DES to determine what the program should do and who should be primarily served. Rehab service for the people who need it most which is those with significant disabilities is a major concern. Having advocacy groups pushing the efforts is important. Craig said he will send to SILC a summary of the discussions and information he has.

ILRS Report:

- Nikki Webb reported that there are several new IL Counselors.
- The Counselors meet 3 times a year and want to meet with Tony DiRienzi the next time as they want to work with SILC more.
- They are in the process of updating forms and their policy and procedures.
- Ed Myers mentioned he works with the telework loan program and that there have been no referrals on that. Ed was wondering how to work with ILRS and VR to promote the loan program. Craig Warren suggested Ed attending a manager team meeting.

SRC Report:

- Ken Jacuzzi reported that SRC will be having their annual meeting in April and he will have more to report after that.
- It was questioned how SRC is addressing the VR funding issue. A letter has been written to top officials and efforts with advocacy groups continue.

121 Report: No Report

EXECUTIVE DIRECTOR REPORT:

- Tony DiRienzi reported regarding the lawsuit against SILC, that the summons has become official. There will be a meeting directly after the SILC quarterly meeting with the attorney represented by SILC’s Insurance. Tony, Sharon Engelhardt, Ed Myers and Donna Powers will be attending. Tony added that communications have mainly been with SILC’s Insurance attorney since we have the insurance.
- Tony DiRienzi reported he drafted a fact sheet on VR regarding the matching funding. He will continue to advocate, give testimony as needed and if requested.
- Tony mentioned that Arizona has been identified national advocate, Steve Gold as having an exemplary community and home based services. . Tony reported that Steve and others are looking at Arizona as a national model to begin implementing Olmstead. Conversations will continue and Tony will report back with future developments on the subject.
- Regarding Emergency Preparedness efforts, Tony reported that there is an emergency preparedness drill called Top-4 that is scheduled for 2007. There will be three drills that have a national presence. One will be in Arizona, one in Oregon and one in Guam. SILC sits on the planning committee and will be both a player and an evaluator. Regarding other emergency preparedness activities, Tony reported that recently he sat in on a wildfire table top exercise at the DEMA command center. Tony continues to work with Pinal County emergency management. Pinal County seems to be especially interested addressing concerns of people with disabilities. SILC submitted a grant that includes a staff position as emergency preparedness. It continues to require a lot Tony’s effort and time to travel around the state addressing emergency preparedness.
- Donna Powers reported that the Phoenix Fire Department with be doing a CERT evacuation drill at Sky Harbor airport from 10 PM to 1 AM on April 18th. They are looking for 15 participants of people with disabilities.
- Tony reported he will be presenting on IL April 18th at the annual Inter-Tribal Council
- Tony reported that SILC hosted a PART training in January. PART (Program Assessment Rating Tool). Setting up baselines for measurements on IL was part of the training. This was a regional training hosted by AZ SILC.

OLD/NEW BUSINESS: None

PUBLIC ANNOUNCEMENTS/ MAY CALL TO THE PUBLIC:

- Kathryn Robins mentioned there is an IL workgroup recommendations report which just came out and is interesting. Tony DiRienzi added the SILC office has a copy if anyone would like to view it.

ADJOURNMENT: *Ed Myers motioned to adjourn the meeting. Seconded by Kim March-Force. The meeting adjourned at 12:55 PM*

Prepared by: Sharon Engelhardt _____

SILC Staff

Reviewed by: Robin Hungerford _____

SILC Secretary