

Address: 3810 Milwaukee St.
Madison, WI 53714
Phone: (608) 575-9293
Website: ilcwis.org



Wisconsin Independent Living Network (WILN) Retreat Planning Committee Teleconference Meeting

August 23, 2022

11:00 A.M. – 12:30 P.M.

APPROVED SEPTEMBER 27, 2022

Action Items and Motion Items

A. WILN Retreat Planning Committee Action Items

- 1. Action Item:** Designated State Entity (DSE) representative will share Department of Health (DHS) resources related to introductions and networking with the WILN Retreat Planning Committee.

B. WILN Retreat Planning Committee Motion Items

- 1. Motion Item:** Jason Glozier made a motion to approve the August 23, 2022 WILN Retreat Planning Committee meeting agenda. Eric Riskus seconded the motion. Motion carried.
- 2. Motion Item:** Jason Glozier made a motion to approve the July 19, 2022 WILN Retreat Planning Committee meeting minutes. Lisa Sobczyk seconded the motion. Motion carried.
- 3. Motion Item:** Jason Glozier made a motion to recommend having a cocktail hour the night before the Independent Living (IL) Days training sessions and a breakfast meeting the morning of the IL Days training session. Brian Peters seconded the motion. WILN Retreat Planning Committee voted unanimously to recommend having a cocktail hour the night before the IL Days training sessions and a breakfast meeting the morning of the IL Days training session. Motion carried.
- 4. Motion Item:** Lisa Sobczyk made a motion that the Wisconsin Coalition of Independent Living Centers (WCILC) Executive Director make a recommendation to the IL Days planning committee to include a plenary session regarding the SPIL and a break-out session focused

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on SPIL development during the IL Days training sessions. Jason Glozier seconded the motion. WILN Retreat Planning Committed voted unanimously to approve the motion. Motion carried.

- 5. Motion Item:** Brian Peters moved that ILCW Planning Committee locate different sites with availability during the week of June 11 – 14, 2023 and request feedback from WCILC regarding potential dates and travel times. Jason Glozier seconded the motion. WILN Retreat Planning Committee voted unanimously to approve the motion. Motion carried.
- 6. Motion Item:** Jason Glozier made a motion to adjourn the August 23, 2022 WILN Retreat Planning Committee meeting. Brian Peters seconded the motion. Motion carried.

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C. Meeting Minutes

I. Welcome and Introductions, Angela Brenna, WILN Retreat Planning Committee Chair

WILN Retreat Planning Committee Members Present: Angela Brenna, Independent Living Council of Wisconsin (ILCW), WILN Retreat Planning Committee Chair; Jason Glozier, Wisconsin Coalition of Independent Living Centers (WCILC) Executive Director; Brian Peters, Independence First (IF), Independent Living Center (ILC) Representative; Eric Riskus, ILCW; and Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR), Designated State Entity (DSE).

American Sign Language Interpreter: Kate Block.

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator.

II. The meeting was called to order at 11:06 by Angela Brenna, WILN Retreat Planning Committee Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 876 9471 8217. The meeting was also available via [Zoom](#).

III. Review and Approve August 23, 2022 WILN Retreat Planning Committee Meeting Agenda

- Jason Glozier made a motion to approve the August 23, 2022 WILN Retreat Planning Committee meeting agenda. Eric Riskus seconded the motion. Motion carried. See Motion Item 1.

IV. Review and Approve July 19, 2022 WILN Retreat Planning Committee Meeting Minutes

- Jason Glozier made a motion to approve the July 19, 2022 WILN Retreat Planning Committee meeting minutes. Lisa Sobczyk seconded the motion. Motion carried. See Motion Item 2.

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V. Public Comment on the State Plan for Independent Living (SPIL) or Related to Independent Living Centers and Services

- Link to SPIL (<https://www.livebinders.com/media/get/MjIxMjk0OTI=>)
- No public comment received; public comment period closed at 11:20 A.M.

VI. Discuss Date and Time for Independent Living (IL) Days Retreat

- IL Days is tentatively scheduled for February 8-9, 2023, pending availability at the Madison Concourse.
 - WILN Retreat could be either the evening prior to the training day, February 7, 2022 or the morning of the training day, February 8, 2022.
 - A breakfast session would need to begin around 7 A.M. to accommodate the IL Days training schedule.
 - Some people will not be able to arrive in Madison early enough on February 7th to attend a retreat function that evening.
 - An informal get together session the evening of February 7, 2022 and formal breakfast session the morning of February 8, 2022 may be the best solution.
 - Most people will likely come to both sessions if they understand the purpose.
 - The Concourse may be willing to donate some space for an informal get together on the evening of February 7, 2022.
 - Approximately 36 people could attend the informal get together event.
 - The breakfast session can begin later because most people will have had an opportunity to meet others during the informal get together.

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- Actual timelines will be dependent on the Concourse Madison hotel, and what is available.
- Jason Glozier made a motion to recommend having a cocktail hour the night before the IL Days training sessions and a breakfast meeting the morning of the IL Days training session. Brian Peters seconded the motion. WILN Retreat Planning Committee voted unanimously to recommend having a cocktail hour the night before the IL Days training sessions and a breakfast meeting the morning of the IL Days training session. Motion carried. See Motion Item 3.

VII. Discuss Activities for IL Days Retreat

- The evening session's priority will be introductions and networking.
 - The Department of Health Services (DHS) has several activity, icebreaker, and training resources.
 - Designated State Entity (DSE) representative will share Department of Health (DHS) resources related to introductions and networking with the WILN Retreat Planning Committee. See Action Item 1.
- The breakfast session should focus on conversations about the collective vision for the network and brainstorming ideas on how to achieve the vision.
- There will also be a plenary or breakout session during the IL Days training sessions.
 - Many people do not understand what the SPIL is and how it related to their work on a day-to-day basis.
 - A plenary session introducing the SPIL, council, and WILN as a whole would be valuable for those in attendance at IL Days.
 - The 2024-2026 SPIL is currently in development, and input from those in attendance will be valuable.



- A breakout session would be more appropriate for input and discussion related to SPIL development.
- Lisa Sobczyk made a motion that the WCILC Executive Director make a recommendation to the IL Days planning committee to include a plenary session regarding the SPIL and a break-out session focused on SPIL development during the IL Days training sessions. Jason Glozier seconded the motion. WILN Retreat Planning Committed voted unanimously to approve the motion. Motion carried. See Motion Item 4.

VIII. Discuss Timeline for June Retreat

- The June retreat will coincide with signing the final draft of the 2024-2026 SPIL. The 2024-2026 SPIL is due to the Administration of Community Living on June 30, 2023.
 - Considerations should be made for school ending and vacations.
 - Most survey respondents reported they were comfortable with a retreat that would last 1 and a half days.
 - It may also be possible to start later and end earlier both days to allow for travel to and from the retreat event.
 - This is intended to be an all-staff event. ILC's capacity and staff time will also need to be taken into consideration.
 - The week of June 11 – 14, 2023 will likely be best. This will also depend on availability of convention and/or conference centers.

IX. Discuss Timeline for June Retreat

- This agenda item was tabled until the next WILN Retreat Planning Committee meeting.

X. Review and Discuss Potential Locations for Second Retreat

- Larger metropolitan areas will likely have the greatest capacity and hotels with the most accessible rooms.

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- Before finalizing location, WILN Planning Committee will need to estimate the number of accessible rooms needed by the network.
- Wisconsin Dells may have several options but may be booked up for the start of the summer season.
- Brian Peters moved that ILCW Planning Committee locate different sites with availability during the week of June 11 – 14, 2023 and request feedback from WCILC regarding potential dates and travel times. Jason Glozier seconded the motion. WILN Retreat Planning Committee voted unanimously to approve the motion. Motion carried. See Motion Item 5.

XI. Adjourn

- Jason Glozier made a motion to adjourn the August 23, 2022 WILN Retreat Planning Committee meeting. Brian Peters seconded the motion. Motion carried. See Motion Item 6.

Meeting Adjourned at 12:37 P.M.