

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



**Independent Living Council of Wisconsin (ILCW)  
Wisconsin Independent Living Network (WILN) Retreat  
Planning Committee Teleconference Meeting**

November 22, 2022

11:00 A.M. – 12:30 P.M.

APPROVED DECEMBER 27, 2022

**Action Items and Motion Items**

**A. WILN Retreat Planning Committee Action Items**

- 1. Action Item:** Jason Glozier and ILCW Program Coordinator will work with the Grand Concourse Hotel to select options for refreshments during the February 7, 2023 WILN Retreat meet and greet session.

**B. WILN Retreat Planning Committee Motion Items**

- 1. Motion Item:** Jason Glozier made a motion to approve the November 22, 2022 WILN Retreat Planning Committee meeting agenda. Eric Riscus seconded the motion. Motion carried.
- 2. Motion Item:** Jason Glozier made a motion to approve the October 25, 2022 WILN Retreat Planning Committee meeting minutes. Eric Riskus seconded the motion. Brian Peters abstained from voting; all other WILN Retreat Planning Committee members voted to approve the meeting minutes. Motion carried.
- 3. Motion Item:** Jason Endres made a motion to select the Holiday Inn and Convention Center, Steven's Point, as the location for the June 2023 WILN retreat. WILN Retreat Planning Committee voted unanimously to use this location. Motion carried.
- 4. Motion Item:** Jason Glozier made a motion to adjourn the November 22, 2022 WILN Retreat Planning Committee meeting. Jason Endres 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; Jason Endres; Jason Glozier; Amber Mullett; Brian Peters; Eric Riskus; and Lisa Sobczyk.

**ILCW Staff:** Tyler Wilcox, ILCW Program Coordinator.

### **II. The meeting was called to order at (time) by (name), (title)**

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

### **III. Review and Approve November 22, 2022 WILN Retreat Planning Committee Meeting Agenda**

- Jason Glozier made a motion to approve the November 22, 2022 WILN Retreat Planning Committee meeting agenda. Eric Riskus seconded the motion. Motion carried. See Motion Item 1.

### **IV. Review and Approve October 25, 2022 WILN Retreat Planning Committee Meeting Minutes**

- Jason Glozier made a motion to approve the October 25, 2022 WILN Retreat Planning Committee meeting minutes. Eric Riskus seconded the motion. Brian Peters abstained from voting; all other WILN Retreat Planning Committee members voted to approve the meeting minutes. Motion carried. See Motion Item 2.

### **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 comments received; closed at 11:11 a.m.

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## **VI. Discuss to Recommend Location for June 2023 WILN Retreat**

- Eric Riskus was unable to visit the Central Wisconsin Convention and Expo Center in Rothschild, Wisconsin.
  - The convention center is not connected to a hotel.
  - Lodging may be difficult to find for those attending the retreat.
- Several WILN Retreat Planning Committee members attended an Aging and Disability Network (ADN) forum at the Jefferson Inn in Wausau, Wisconsin.
  - Parking requires use of city parking lot kiosks, which could be inaccessible for some attendees.
  - The hotel and meeting area is difficult to navigate.
    - There is one elevator leading to the area in which the retreat would be held, which is on the second floor of the building.
    - Restrooms on the second floor must be accessed via a long narrow hallway/walkway.
  - The meeting rooms' layouts are not conducive to communication due to both acoustics and layout.
- WILN Retreat Planning Committee members are familiar with the Holiday Inn and Convention Center in Steven's Point, Wisconsin.
  - The meeting rooms are connected to the hotel.
    - The meeting rooms are on the ground floor; entryways are level with the ground outside and floor inside.
    - There is a Holiday Inn Express which uses the same parking lot, if additional lodging is needed.
  - A restaurant is also connected to the hotel.

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- The walkway connecting the hotel, meeting rooms, and restaurant is carpeted and very long. It can be difficult to use wheelchairs to get from one place to another.
- The pattern on the carpet may make navigation difficult for persons who have vision disabilities.
- The Office of the Blind and Visually Impaired (OBVI) recommends this location.
- Jason Endres made a motion to select the Holiday Inn and Convention Center, Steven's Point, as the location for the June 2023 WILN retreat. WILN Retreat Planning Committee voted unanimously to use this location. Motion carried. See Motion Item 3.

## **VII. Discuss Activities for February 8, 2022**

- The date for this agenda item is incorrect. The discussion is about the evening prior to Independent Living (IL) Days training day, February 7, 2022.
- To ensure that everyone is comfortable, food and beverages should be available to persons attending the meet and greet on the evening of February 7, 2022.
  - It may be possible to serve heavy hors d'oeuvres as a compromise between offering a full meal and light snacks.
    - What can be offered will be largely dependent upon what is on the Grand Concourse's menu and what dietary restrictions need to be accommodated.
    - Staffing the meet and greet with hotel waitstaff will encourage those attending to circulate, rather than lining up to put a plat together.
  - Some persons attending may want alcoholic beverages available during the evening program.

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- A cash bar will prevent people from leaving to go to the hotel bar.
  - Runners may be a distraction and will prevent people from engaging in the conversations fully.
  - Some persons attending may find it difficult to join if there is alcohol present in the meeting area.
- Jason Glozier and ILCW Program Coordinator will work with the Grand Concourse Hotel to select options for refreshments during the February 7, 2023 WILN Retreat meet and greet session. See action item 1.
  - There should be a very light structure to the meet and greet.
  - Some games or activities should be available to help those attending interact with each other.
    - It will be important to ensure that all participation in games and activities is voluntary. Those that do not wish to participate should not feel uncomfortable opting out.
    - Eric Riskus has a power point game that he has used for large gatherings and is easy to accommodate for persons who want to observe or don't want to participate actively.
  - Further planning for the evening of February 7, 2023 meet and greet should focus on the content and structure of the evening.

### **VIII. Discuss Ideas for WILN Breakout Sessions at IL Days**

- Each of the WILN Advisory Committees (Transportation, Mental Health/Substance Use Disorder, and Healthcare/Long Term Care) and WILN will have a track comprised of three sessions.
  - A SPIL Goal and Development feedback session will address what changes are being made for the 2024-2026 SPIL and why. There will also be time for feedback from IL staff attending the session.

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- One session will address how we talk about IL, both in the context of the IL Philosophy and what the IL network does for persons with disabilities.
- The third session will focus on how to utilize the network to make social change through advocacy effort.
- The first sessions of the day will be devoted to best practice groups. This will also include a session for WILN leadership. This session should be devoted to how we move the network forward and the development of a WILN collaboration plan.
  - Explaining each part of the network will be important, particularly for the newer members of the group. Each group that the network is comprised of should designate someone to explain who they are and how they fit into the network.
    - A panel discussion implies that those on the panel are more important than others in the room; this goes against the purpose of the meeting.
    - At the ADN forum, each presenter sat in the audience and came up to the front when it was their turn to provide information. This model seemed to work well.
    - A facilitator could also walk around the room to bring a microphone to each person when it is their turn to present.
    - This part of the session should be brief so that more time can be devoted to strategizing.
  - The remainder of the time can be used to begin strategizing about how to utilize the entire network more effectively to make lasting and meaningful changes.
  - A dialogue could work during this time, but it would have to be facilitated extraordinarily well to be effective.

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## **IX. Adjourn**

- Jason Glozier made a motion to adjourn the November 22, 2022 WILN Retreat Planning Committee meeting. Jason Endres seconded the motion. Motion carried. See Motion Item 4.

**Meeting Adjourned at 12:30 P.M.**