

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



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

March 28, 2023

11:00 A.M. – 12:30 P.M.

APPROVED APRIL 25, 2023

Action Items and Motion Items

A. WILN Retreat Planning Committee Action Items

- 1. Action Item:** ILCW Program Coordinator will contact the Holiday Inn Stevens Point – Convention Center to clarify instructions for participants who wish to make sleeping room reservations.
- 2. Action Item:** ILCW Program Coordinator will add finalizing the WILN Retreat schedule to the April 25, 2023 WILN Retreat Planning Committee meeting agenda.
- 3. Action Item:** ILCW Program Coordinator will work with DSE Representative to update the draft schedule for the August 29-30 WILN Retreat.
- 4. Action Item:** ILCW Program Coordinator will send the draft schedule to the WILN Retreat Planning Committee for review before the April 25, 2023 WILN Retreat Planning Committee meeting.
- 5. Action Item:** DSE Representative will make a save the date to provide information to WILN about the August 29-30, 2023 WILN Retreat.

B. WILN Retreat Planning Committee Motion Items

- 1. Motion Item:** Eric Riskus made a motion to approve the March 28, 2023 WILN Retreat Planning Committee meeting agenda. Lisa Sobczyk seconded the motion. Motion carried.

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



- 2. Motion Item:** Jason Endres made a motion to approve the February 28, 2023 WILN Retreat Planning Committee meeting minutes. Eric Riskus seconded the motion. Motion carried.
- 3. Motion Item:** Brian Peters made a motion to adjourn the March 28, 2023 WILN Retreat Planning Committee meeting. Jason Endres seconded the motion. Motion carried.

C. Meeting Minutes

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

WILN Retreat Planning Committee Members Present: Angela Brenna, WILN Retreat Planning Committee Chair; Jason Endres, ILCW Chair; Brian Peters; Eric Riskus; and Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR), Designated State Entity (DSE).

WILN Retreat Planning Committee Members Absent; Excused (*): Jason Glozier, Wisconsin Coalition of Independent Living Centers (WCILC); and Amber Mullett DHS, BADR.

Guest(s): Ashley Walker, DHS, BADR.

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator.

II. The meeting was called to order at 11:03 A.M. 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 March 28, 2023 WILN Retreat Planning Committee Meeting Agenda

- Eric Riskus made a motion to approve the March 28, 2023 WILN Retreat Planning Committee meeting agenda. Lisa Sobczyk seconded the motion. Motion carried. See Motion Item 1.

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



IV. Review and Approve February 28, 2023 WILN Retreat Planning Committee Meeting Minutes

- Jason Endres made a motion to approve the February 28, 2023 WILN Retreat Planning Committee meeting minutes. Eric Riskus seconded the motion. 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; comment period closed at 11:10 A.M.

VI. Discuss Updates Regarding the Holiday Inn Stevens Point – Convention Center

- The contract for rooms and conference space for the August 29-30 2023 WILN Retreat has been signed.
 - There are 40 rooms with king sized beds and 40 rooms with two queen sized beds reserved for the room block.
 - WILN would be responsible for making sure all 80 rooms are filled.
 - Additional rooms can be added to the block if necessary.
 - The Holiday Inn Express across from the Holiday Inn Convention Center can also be used if more rooms are needed.
 - Rooms must be reserved by July 29, 2023. The contract specifies that participants should call the hotel.
 - Using the phone may be difficult for some participants.
 - ILCW Program Coordinator will contact the Holiday Inn Stevens Point – Convention Center to clarify instructions for participants who wish to make sleeping room reservations. See Action Item 1.

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



- Conference space is reserved from 7:00 A.M. – 5:00 P.M. on August 29, 2023 and 7:00 A.M – 1:00 P.M. on August 30.
 - ILCW will have access to two rooms with a capacity of 150 persons, three rooms with a capacity of 50 persons, and a small office to be used for a quiet room.

VII. Review and Discuss Topics Provided to WILN Retreat Planning Committee Chair by WILN Retreat Planning Committee Members

- The Retreat will need a defined purpose to help convince Independent Living Center (ILC) leadership that the retreat will be valuable for their staff.
 - IL Days is focused more on legislative training; the retreat will be more focused on the Independent Living movement and philosophy.
 - There seems to be a disconnect between the day to day work and what the IL movement as a whole is trying to accomplish.
 - The retreat will also be a good opportunity to start talking about the SPIL, how to be more aware of it, and how to use it to guide the network on a day to day basis.
 - More in-depth training focused on the SPIL will be needed.
 - This may be a compelling reason for ILC Directors to send staff.
 - Two names were proposed for the retreat:
 - SPIL IT: Secrets to Better Independent Living
 - IL 2.0
- The following topics for the retreat were provided to the WILN Retreat Planning Committee Chair and ILCW Program Coordinator for discussion:
 - How to advocate on an individual basis. Work, school, fair housing, etc. What mediums and methods do we use for greater

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



impact. When do we get informative vs punitive? When do we refer out?

- Work-Life Balance, boundaries in IL. When do we turn on and off our Independent Living Consultant/Specialist hat? When friends and family ask to tap into our resources?
- How to plan and organize a successful event? From organizing on a \$0 budget to having something included in the budget. It can be workshops, recreational activities, etc. What steps and considerations are needed?
- 2024-2026 SPIL mission and/or SPIL related items.
- Best practices in conducting workshops, presentations, and other group events.
- Housing – why is this not a higher priority topic in WI given we get so many calls?
- Filmmaking 101 how to create videos for use in social media and ensure they are accessible.
- The difference between lobbying and advocacy.
- Some topics presented may be better served as break-out session.
 - The intent of the retreat is that everyone is learning the same thing at the same time. Having breakout sessions will mean that some information will not be shared with everyone.
 - Smaller groups will be needed for discussions about the topics presented to the larger group.
- The major themes for the retreat will be:
 - What is WILN and who is included in that group.
 - The SPIL and the 2024-2026 SPIL mission.
 - Lobbying versus advocacy.
 - Keeping everything connected.
 - Equity, diversity, and inclusion (EDI).

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



VIII. Discuss WILN Retreat Schedule

- ILCW Program Coordinator presented a rough outline of what the schedule might look out without times.
 - The first day of the retreat includes:
 - What is Independent Living (IL)?
 - Ice breakers or a game.
 - Movie time; a film about IL.
 - SPIL
 - What is the SPIL?
 - Discussion regarding the SPIL Mission Statement.
 - What is WILN; who is WILN for?
 - How to effectively use the parts of WILN
 - WILN Mission
 - The second day of the retreat includes:
 - Work/life balance.
 - Breakout sessions.
 - What does the future of IL look like?
 - Diversity, equity, and inclusion.
 - Succession planning.
- The proposed schedule is a good framework but will need to be refined.
 - WILN retreat committee should focus on setting times and solidifying the schedule at the April 25, 2023 WILN Retreat Planning Committee meeting.
 - ILCW Program Coordinator will add finalizing the WILN Retreat schedule to the April 25, 2023 WILN Retreat Planning Committee meeting agenda. See Action Item 2.

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



IX. Discuss Task Assignments for Retreat Planning

- ILCW Program Coordinator will work with DSE Representative to update the draft schedule for the August 29-30 WILN Retreat. See Action Item 3.
- ILCW Program Coordinator will send the draft schedule to the WILN Retreat Planning Committee for review before the April 25, 2023 WILN Retreat Planning Committee meeting. See Action Item 4.
- DSE Representative will make a save the date to provide information to WILN about the August 29-30, 2023 WILN Retreat. See Action Item 5.

X. Adjourn

- Brian Peters made a motion to adjourn the March 28, 2023 WILN Retreat Planning Committee meeting. Jason Endres seconded the motion. Motion carried. See Motion Item 3.

Meeting Adjourned at 12:29 P.M.