

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



## **Independent Living Council of Wisconsin (ILCW) Executive Committee Teleconference Meeting**

June 1, 2023

12:30 P.M. – 2:00 P.M.

APPROVED JULY 6, 2023

### **Action Items and Motion Items**

#### **A. ILCW Executive Committee Action Items**

- 1. Action Item:** Jason Beloungy will introduce ILCW Program Coordinator to Sustainable HR's new CEO so that they can discuss the status of the ILCW Employee Handbook.
- 2. Action Item:** ILCW Program Coordinator will contact the Great Lakes Inter-Tribal Council to determine what activities may be a good fit for the council to join to increase outreach efforts and improve WILN's relationship with Tribal Communities.
- 3. Action Item:** ILCW Program Coordinator will send a final reminder for staff to submit applications for the ILCW National Council on Independent Living (NCIL) Conference scholarship to Independent Living Center (ILC) Executive Directors and Assistant Directors. The reminder will include counts of the number of applications received from each ILC so far.

#### **B. ILCW Executive Committee Motion Items**

- 1. Motion Item:** Kyle Kleist made a motion to approve the June 1, 2023 ILCW Executive Committee meeting agenda. LySandra Owens seconded the motion. Motion carried.
- 2. Motion Item:** LySandra Owens made a motion to approve the April 6, 2023 ILCW Executive Committee meeting minutes. Jason Beloungy seconded the motion. Motion carried.

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**3. Motion Item:** Kyle Kleist made a motion to adjourn the June 1, 2023 ILCW Executive Committee meeting. LySandra Owens seconded the motion. Motion carried.

## **C. Meeting Minutes**

### **I. Welcome and Introductions, Jason Endres, ILCW Chair**

**ILCW Executive Committee Members Present:** Jason Beloungy, Independent Living Center (ILC) Representative; Jason Endres, ILCW Chair; Randi Johnson, ILCW Secretary; Kyle Kleist, ILCW Vice Chair; and LySandra Owens, ILCW Treasurer.

**ILCW Executive Committee Members Absent; Excused (\*):** Eric Riskus\*, ILCW Vice Chair-Elect.

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

### **II. The meeting was called to order at 12:30 by Jason Endres, ILCW Chair.**

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 827 0813 8817. The meeting was also available via [Zoom](#).

### **III. Review and Approve June 1, 2023 ILCW Executive Committee Meeting Agenda**

- Kyle Kleist made a motion to approve the June 1, 2023 ILCW Executive Committee meeting agenda. LySandra Owens seconded the motion. Motion carried. See Motion Item 1.

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#### **IV. Review and Approve April 6, 2023 ILCW Executive Committee Meeting Minutes**

- LySandra Owens made a motion to approve the April 6, 2023 ILCW Executive Committee meeting minutes. Jason Beloungy seconded the motion. Motion carried. See Motion Item 2.
  - ILCW has not received a copy of the Employee Handbook which was to have been reviewed by Sustainable HR, ILCW's Professional Employment Organization (PEO).
    - ILCW has been waiting on the handbook for nearly 2 years. ILCW Program Coordinator and ILCW Chair have made repeated requests for updates and completion of the review. The response has been "in a couple of weeks."
    - Sustainable HR has a new Chief Executive Officer (CEO); Jason Beloungy knows him personally.
      - Jason Beloungy will introduce ILCW Program Coordinator to Sustainable HR's new CEO so that they can discuss the status of the ILCW Employee Handbook. See Action Item 1.

#### **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; comment period closed at 12:47 p.m.

#### **VI. Discuss Updates Provided by ILCW Program Coordinator**

- ILCW Program Coordinator discussed updates sent via email to ILCW Executive Committee prior to the meeting.
  - Proofs for the Wisconsin Independent Living Network (WILN) marketing materials have been approved, and Thyse will begin production shortly Each center will get a set of the materials which includes a tablecloth, stand up banner, and three tabletop banners. Access will also get a set for use by ILCW.

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- The Great Lakes Inter-Tribal Council will be hosting an Opioid Conference at the end of June, focused largely on substance use within tribal communities in the Great Lakes region.
  - This is the second annual conference and may be a good way for ILCW to make some connections with tribal communities. However, the focus on the conference may be a little too narrow and there may not be time for networking.
    - ILCW Program Coordinator will contact the Great Lakes Inter-Tribal Council to determine what activities may be a good fit for the council to join to increase outreach efforts and improve WILN's relationship with Tribal Communities. See Action Item 2.
- The proposed amendments to the Federal Fiscal Year (FFY) 2021-2024 SPIL have been sent to the Designated State Entity (DSE) for processing, and DocuSign should be available for ILCW Chair and ILC Executive Directors shortly.
- The Rehabilitation Services Administration (RSA) extended the application deadline for the Pathways to Partnership to July 7, 2023.
- ILCW Program Coordinator met with the new Director of the Office of Appointments, John Hierl, on May 23, 2023. ILCW Program Coordinator explained ILCW's statutory requirements for appointments, and discussed the new process approved by the full Council.

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## **VII. Discuss Remaining Tasks for Federal Fiscal Year (FFY) 2021-2024 SPIL Amendment Submission**

- After the DocuSign processing is complete, ILCW Chair, 5 of 8 ILC executive directors, and DSE must sign to approve the SPIL.
- ILCW Program Coordinator will submit the SPIL with proposed amendments once signed by everyone, along with documentation of the public hearing, newspaper notices, and other information as requested by the Administration on Community Living (ACL). Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR), will help ILCW Program coordinator make the submission.

## **VIII. Discus Rehabilitation Services Administration (RSA) Pathways to Partnership Grant**

- Department of Vocational Rehabilitation (DVR) does not have any interest in administering the grant and will not apply.
  - DVR has unused funding and may be interested in developing a partnership with WILN to provide youth and children with expanded transition services outside of the offered grant.
  - University of Stout – Wisconsin may also be interested in a partnership.
  - The funds for the grant come from unexpended Vocational Rehabilitation (VR) funding from Wisconsin and other states; most VR agencies, nationally, are disinterested in pursuing the grant opportunity.
- The Department of Public Instruction (DPI) is also eligible to apply for the grant.
  - WILN has not frequently partnered with DPI; this may be a good opportunity to build a stronger relationship with educators and education systems.
  - It may be useful to contact DPI, but it is unlikely that they would be interested in the grant opportunity at this time.

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## **IX. Discuss and Review Progress Toward 2023 National Council on Independent Living (NCIL) Conference Scholarship**

- ILCW has received 8 applications from 5 ILCs. Access to Independence, indiGO, and Midstate Independent Living Choices have had zero staff or board members apply for the scholarship.
  - ILCW Program Coordinator will send a final reminder for staff to submit applications for the ILCW National Council on Independent Living (NCIL) Conference scholarship to Independent Living Center (ILC) Executive Directors and Assistant Directors. The reminder will include counts of the number of applications received from each ILC so far. See Action Item 3.

## **X. Discuss Training Opportunities for ILCW Council Members**

- More ILCW Members should be joining the WILN Advisory Committees; they may find training opportunities which interest them through those committees.
- SILCSpeaks is a monthly discussion session hosted by Independent Living Research Utilization (ILRU) every month, and it is a good place to get information about what different Statewide Independent Living Councils (SILCs) across the county are doing. It also is a good source of new information, especially news from ACL.
- Although WCILC had offered to share its training and information about Equity, Diversity, Inclusion, and Accessibility with ILCW, ILCW would likely benefit from building its own strategies and engaging the help of subject matter experts. WCILC is still willing to share its information, however ILCW is a different organization and will have different needs.
  - ILCW full Council will need to discuss this to determine what is needed, what it may cost, and to get more buy in from the full Council.

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- ILCW Membership Committee will continue this discussion as a part of their discussions about training efforts for the full council.

## **XI. Adjourn**

- Kyle Kleist made a motion to adjourn the June 1, 2023 ILCW Executive Committee meeting. LySandra Owens seconded the motion. Motion carried. See Motion Item 3.

**Meeting Adjourned at 1:50 P.M.**