

Address: 3810 Milwaukee St.
Madison, WI 53714
Phone: (608) 575-9293
Website: il-wis.net



Independent Living Council of Wisconsin (ILCW) August Quarterly Teleconference Meeting

August 14, 2023; 10:00 A.M. – 1:00 P.M.

August 15, 2023; 10:00 A.M. – 1:00 P.M.

APPROVED NOVEMBER 13, 2023

Action Items and Motion Items

A. ILCW August 2023 Quarterly Action Items

- 1. Action Item:** ILCW Program Coordinator will look over ILCW's finances to determine what activities would require unrestricted funding and estimate how much funding would be needed to complete those activities.
- 2. Action Item:** ILCW Program Coordinator, ILCW Treasurer, and Kollath CPA staff will continue to monitor ILCW spending to ensure that all funds are fully expended and that ILCW does not overspend in Federal Fiscal Year (FFY) 2023.
- 3. Action Item:** Sara Kuehn will send ILCW Program Coordinator contact information for Department of Vocational Rehabilitation (DVR) staff to invite to a meeting to discuss an increase to Innovation and Expansion (I&E) funding for FFY 2025.
- 4. Action Item:** ILCW Program Coordinator will add an agenda item to the Executive Committee Meeting agenda to discuss reaching out to DVR to increase I&E funding.
- 5. Action Item:** ILCW Program Coordinator will send an invitation to DVR for a meeting to discuss an increase to ILCW's I&E Funding.
- 6. Action Item:** ILCW Program Coordinator will send a list of items to the Designated State Entity to determine they can be funded through ILCW's current funding for resource development activities.
- 7. Action Item:** ILCW Chair will arrange lodging, air travel, and conference registration for himself and ILCW Secretary and their caregivers.

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- 8. Action Item:** ILCW Chair will complete registrations for himself and ILCW Secretary if they decide they will be able to attend the Self-Determination conference.
- 9. Action Item:** ILCW Program Coordinator will work with the captioner to determine how to make captions appear on the same screen under PowerPoint presentations.
- 10. Action Item:** ILCW Program Coordinator will contact the Disability Vote Coalition to determine if ILCW can be an organizational partner of the coalition, and what ILCW will need to do to maintain that partnership.

B. ILCW August 2023 Quarterly Motion Items

- 1. Motion Item:** Eric Riskus made a motion to approve the August 14-15 2023 Quarterly Meeting agenda. Jason Belongy seconded the motion. ILCW voted unanimously to approve the agenda. Motion carried.
- 2. Motion Item:** Randi Johnson made a motion to approve the May 15-16, 2023 Quarterly Meeting minutes. Eric Riskus seconded the motion. ILCW Voted unanimously to approve the minutes.
- 3. Motion Item:** Jason Belongy made a motion to adjourn the Monday, August 14, 2023 Quarterly Meeting, to reconvene Tuesday, August 15, 2023 at 10:00 A.M. Eric Riskus seconded the motion. Motion carried.
- 4. Motion Item:** Randi Johnson made a motion to approve the May, June, and July, 2023 ILCW Financial Reports. Kyle Kleist seconded the motion. ILCW voted unanimously to approve the reports. Motion carried.
- 5. Motion Item:** Randi Johnson made a motion to approve the Federal Fiscal Year 2024 ILCW budget. Jason Belongy seconded the motion. ILCW voted unanimously to approve the budget. Motion carried.
- 6. Motion Item:** Randi Johnson made a motion to approve the amendment to the FFY 2023 ILCW budget. Kyle Kleist seconded the motion. A budget amendment was deemed unnecessary during discussion of the motion. Motion withdrawn. See Motion Item 6.

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7. Motion Item: Jason Beloungy made a motion to adjourn the August 14-15, 2023 Quarterly Meeting. Randi Johnson seconded the motion. ILCW voted unanimously to adjourn the meeting. Motion carried.

C. Meeting Minutes

Monday, August 14, 2023

I. Welcome and Introductions, Kyle Kleist, ILCW Vice Chair

ILCW Members Present: Jason Beloungy, ILCW Independent Living Center (ILC) Representative; Jackie Gordon; Randi Johnson, ILCW Secretary; Kyle Kleist, ILCW Vice Chair; and Eric Riskus, ILCW Vice Chair-Elect.

ILCW Members Absent; Excused (*): Jason Endres*, ILCW Chair; LySandra Owens*, ILCW Secretary; and Martha Siravo.

ILCW Ex-Officio Members Present: Taqwanya Smith, Department of Transportation (DOT); and Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR), Designated State Entity (DSE).

ILCW Ex-Officio Members Absent; Excused (*): Sarah Kuehn*, Department of Workforce Development (DWD), Department of Vocational Rehabilitation (DVR).

Guest(s): Angela Brenna, DHS, BADR; Jason Glozier, Executive Director, Wisconsin Coalition of Independent Living Centers (WCILC); and Ashley Walker, DHS, BADR.

ILCW Staff: Tyler Wilcox, ILCW program Coordinator.

II. The meeting was called to order at 10:03 A.M. by Kyle Kleist, ILCW Vice Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 878 4138 3043. The meeting was also available via [Zoom](#).

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III. Review and Approve August 14-15, 2023 ILCW Quarterly Meeting Agenda

- Eric Riskus made a motion to approve the August 14-15 2023 Quarterly Meeting agenda. Jason Beloungy seconded the motion. ILCW voted unanimously to approve the agenda. Motion carried. See Motion Item 1.
 - DWD Representative is unavailable to provide a report on August 14, 2023; she asked for time provide a report on Tuesday, August 15, 2023.

IV. Review and Approve May 15-16, 2023 ILCW Quarterly Meeting Minutes

- Randi Johnson made a motion to approve the May 15-16, 2023 Quarterly Meeting minutes. Eric Riskus seconded the motion. ILCW Voted unanimously to approve the 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; comment period closed at 10:10 A.M.

VI. Review and Discuss Progress Toward SPIL Goals

- Jason Glozier, Executive Director, WCILC provided an update on goals 1-3 of the SPIL.
 - Goal 1: Wisconsin's eight ILCs will maintain their current number of individuals with disabilities who receive IL Core Services on an annual basis.
 - As of Federal Fiscal Year (2023) Quarter 3 reporting, 37 of 72 counties have had services provided to at least 1% of the county's population of persons with disabilities.
 - Those that have not yet met the goal are on track to do so by September 30, 2023, the end of FFY 2023.

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- Goal 2: All of Wisconsin's eight ILCs will provide IL core services of the highest quality on an annual basis.
 - 3 of 8 centers have had 75% or more of their consumers "successfully complete all goals" at the time of the closure of their Consumer Information File (CIF).
 - Those centers which have not reached the 75% threshold are on track to successfully meet this goal by the end of FFY 2023.
 - A Quality Indicators for Independent Living Services (QILS) review will be completed with Independent Living Resources (ILR) on-site September 19-21, 2023 for interviews, and online for document review.
- Goal 3: Wisconsin IL Network (WILN) actively engages in disability systems advocacy at the state and national levels on an annual basis.
 - The percentage of WILN members that are joining the WILN Advocacy Committee meetings has increased significantly over the past quarter.
 - Access to Independence has included one of their board members in one of the Advocacy groups.
 - 3 ILCs had representation at the National Council for Independent Living (NCIL). ILCW's chair was also at the conference.
 - WILN representatives visited 5 representatives and both of Wisconsin's senators. Much of the conversation at the federal level was about increasing funding for IL in Wisconsin and federally.
- Goal 4: Strengthen the coordination of the Wisconsin IL network over the next three years.

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- The WILN retreat is scheduled and will take place on August 29-30, 2023. The planning committee is in the final stages of getting everything ready. Presentations/workshops have been assigned, registrations are nearly complete and menus, audio visual equipment requests, and other details will be finalized at the WILN Retreat Planning Committee meeting on August 22, 2023.
- Training decreased over the third quarter, however ILCW has completed more training over the year than previously.
- ILCW members have had more opportunities to interact with ILCs in general, and the ILCs in their area. ILCW program coordinator continues to encourage members to visit their centers and join the WILN Advocacy committees.

VII. Discuss Possible Fundraising Activities for Discretionary Funds

- ILCW has limited unrestricted funding.
 - With more funding, reimbursement for travel will not be limited to the state rate. This could increase options for hotels, meals, and other expenses related to travel.
 - ILCW Program Coordinator may be able to engage in some lobbying activities that are unavailable to him at this time.
 - ILCW has had difficulty expending their full budget in the past; the Council will need to be mindful about how additional funds are used and ensure that they are fulfilling their obligations to the State and Federal governments.
- ILCW will need to be careful to ensure that any fundraising or resource development activities are not in competition with the ILCs.
- ILCW does not need a large amount of unrestricted funding, so there are several options that may be feasible.

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- Crowdsourcing funding is an option. However, many crowdsourcing platforms take a percentage from the raised funds.
- Requesting donations through the WILN website may be a good way to generate income without needing to devote much time.
- Offering items, like mugs, tote bags, t-shirts, etc. for a suggested donation may provide an incentive to donate without requiring sales tax.
- Frequently non-profit board members are required to donate to the organization. This shows commitment to the mission as board members.
- Before determining what the best options would be, it will be important to figure out how much ILCW should have in terms of unrestricted funding.
 - ILCW Program Coordinator will look over ILCW's finances to determine what activities would require unrestricted funding and estimate how much would funding be needed to complete those activities. See Action Item 1.

VIII. Discuss Updates Provided by ILCW Program Coordinator

- ILCW Program Coordinator provided updates to the Council via email prior to the August 14-15, 2023 quarterly meeting.
 - The Amended 2021-2024 SPIL is conditionally approved. The Administration on Community Living (ACL) commissioner will finalize the SPIL with their signature by the end of summer, according to Region V Program Officer, Peter Nye.
 - John Hierl is no longer Director of the Office of Appointments. A replacement has not been found as of the Quarterly meeting. While the office finds a replacement, ILCW will work with Evan Steck, Senior Appointments Coordinator, to fill vacancies.

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- ILCW Membership Committee voted to recommend Ann Belisle and Tyler Wigington to the Governor for appointment to ILCW. Both are persons with disabilities who do not work at ILCs. Ann Belisle will represent indiGO's service area, and Tyler Wigington will represent Midstate Independent Living Choices (MILC's) service area. They will become full members of the council pending the Governor's appointment and signature.

IX. Review and Discuss Reports from Ex-Officio Members and Partner Organizations

- Taqwanya Smith, DOT provided an update for DOT.
 - DOT will be offering an Americans with Disabilities Act (ADA) training for some of its staff October 16-17, 2023. The training will focus on pedestrian access. ILCW Program Coordinator was asked to provide a brief presentation from the perspective of a person with disabilities. DOT would like a person with a physical disability to co-present with ILCW Program Coordinator so they can provide some perspective about pedestrian access while using mobility devices.
 - The 2023 ADA transition plan is being drafted. The plan details the curb ramps that were provided in 2022, those completed in 2023, and a projection for the location of new curb ramps for the next six years. It will be available for public comment sometime near the end of August 2023. For the previous ADA Transition plan, ILCW provided comment with the Wisconsin Independent Living Network (WILN). This worked well for DOT and would be encouraged for comments about the 2023 ADA Transition Plan.
- Lisa Sobczyk, DHS, BADR, DSE Representative, provided an update for the Designated State Entity.
 - DSE has completed site reviews for all 8 Wisconsin ILCs, and reporting will be complete before the end of September, 2023. For the site reviews, Federal Fiscal Year (FFY) 2021 was used as a baseline for all ILCs.

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- Beginning calendar year 2024 each ILC will be reviewed every three years. Most ILCs will have desk reviews unless there are findings that would trigger an on-site visit. DSE is working on scheduling the rotation.
- DSE is working on the contracts for the ILCs and ILCW. Due to updates to the ADA, some wording in the contracts will need to be changed.
- Karen Potnek is checking balances on the Federal Fiscal Year 2023 contracts to determine if ILCs will be fully expending their funds. She will follow up with ILC and WCILC after she has checked their balances.
- The Memorandum of Understanding has been signed with the Social Security Administration (SSA). They are working on the final details regarding SSA Reimbursement and Innovation and Expansion (I&E) funding. This should be completed by the end of FFY 2023.
- WCILC Executive Director Discussed the work being done on the new IL funding formulary.
 - WCILC and DSE are working with state demographers and cartographers to develop a new model for determining how to fund Wisconsin's 8 ILCs more equitably. They are using several new metrics including distance and drive time to the nearest ILC versus the ILC assigned to a certain area.
- FFY 2023 will end September 30, 2023. ILCW Program Coordinator will need to begin working on the Program Performance Report (PPR) shortly after this date. It should be completed in November or December, depending on when the Administration on Community Living (ACL) sets the Independent Living Services (ILS) PPR due date.
 - For FFY 2021 and 2022 the PPR due date was January 31 of the next federal fiscal year.

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- It will also be valuable to train some council members on the PPR so they understand what it is and can help to complete the report.
- Angela Brenna, DHS, BADR provided an update for the Department of Health Services.
 - There will be some updates made to Title II of the Americans with Disabilities Act (ADA).
 - Title II will apply government agencies and subcontractors for both digital and physical accessibility, as opposed to just government agencies.
 - Most of the updates will be centered around ensuring digital access across all platforms like websites, smart phone applications, and other electronic media.
 - Sections 504 and 508 of the Rehabilitation Act will also be updated independently. However, comments for all three will be shared; the goal is to ensure that digital access standards are similar for local, state, and federal government entities and subcontractors.
 - The proposed change would require compliance with Web Content Accessibility Guidelines (WCAG).
 - The updates will have a major impact on the Wisconsin Independent Living Network (WILN), and their consumers. WILN should monitor the proposed changes and provide comments and seek clarification where appropriate.
 - The Public Service Commission was granted \$2 billion to increase broadband access across the state, and to develop a 5-year digital equity plan. Creating a new WILN group or subcommittee for the Assistive Technology (AT) Council would be a good opportunity for WILN to help build some of the framework.

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- There have been several complaints regarding the Electronic Visit Verification (EVV) platform being used to ensure that home care and home health staff are visiting their consumers.
 - Complaints have not been responded to in a timely manner; a new point of contact has been created to help triage questions, concerns, and complaints.
 - In mid-July, the system was out of service over a full weekend. Time for that period will be automatically validated for anyone impacted by the outage.
- In April President Joe Biden made an executive order to address the caregiver/respite care crisis. The details of that executive order are not available at this time, but any changes should be implemented soon. Wisconsin will have to develop a plan to ensure the State is compliant with the order. Details about the order and its implementation should be coming soon.
- ILCW Vice Chair provided an update about the Wisconsin Rehabilitation Council (WRC).
 - WRC provided recommendations to Department of Vocational Rehabilitation (DVR), and many are being incorporated. Particularly those related to shifting to more opportunities for competitive employment, increasing wages, and the number of people going into accredited programs.
 - Several members of the WRC Executive Committee will be taking part in an Administrative Law Judge (ALJ) training in August. The training will be followed with a discussion about ALJs' professional experience, training, and other input from the training participants.
 - Disability Rights Wisconsin has taken over the Client Assistance Program (CAP). There have been few complaints, and they have been about home-based employment.

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- DVR provider network will be expanding. However there is some concern that this will only increase underutilization of some programs and vendors who are already not getting many referrals.
 - Most expansion will be with supported employment, job coaching, and similar activities which have been difficult to staff because they are lower wage positions.
 - DVR is also focusing on Pre-Employment Transition Services (Pre-ETS) to make sure that they are reaching their funding goals both statewide, and on a regional basis.
- Wisconsin Coalition of Independent Living Centers (WCILC) Executive Director provided an update for WCILC.
 - WCILC Executive Director met with several other coalition partners at the National Council on Independent Living (NCIL) conference. They will be having continued discussions to learn how each coalition functions, and what the similarities and differences are in different states.
 - Wisconsin Independent Living Network (WILN) Healthcare/Long-Term Care Advocacy committee has submitted a list of recommendations to DHS regarding recommended changes for the Federal Fiscal Year (FFY) 2024 Family Care contracts. There are some mandatory partnerships, and the advocacy committee would like to see this expanded, especially when expansion could/would include Independent Living Centers (ILCs).
 - WCILC Executive Director and the DSE are working with DHS demographers and cartographers to change the funding formula for the ILCs to improve equity among the centers and determine funding needs after all 8 centers reach base funding of \$626,000 per center.
 - Previous funding models looked at county population and county square mileage but didn't take any other data into account.

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- The new model will also be looking at several different metrics to improve equity among the centers.
 - Parcel data from the census is being used to determine where people are working and living in each county.
 - Drive time both to the nearest ILC and the ILC which serves a particular area is also being investigated.
 - For example, drive time to the nearest ILC for Florence county is 157 minutes, however the ILC that served Florence county is 238 minutes away.
 - Heat maps were created using these data to show the disparities between the drive times for both nearest ILC and ILC that serves a particular area.
- Discussion regarding the formulary changes will be discussed further by the SPIL Committee and the SPIL Committee Funding, Growth and Expansion workgroup. WCILC and DSE will continue working with the demographers to develop a new funding model to be used in the 2025-2027 SPIL.

X. Adjourn

- Jason Beloungy made a motion to adjourn the Monday, August 14, 2023 Quarterly Meeting, to reconvene Tuesday, August 15, 2023 at 10:00 A.M. Eric Riskus seconded the motion. Motion carried. See Motion Item 3.

Meeting Adjourned at 12:30 P.M. to reconvene Tuesday, August 15, 2023 at 10:00 a.m.

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Tuesday, August 15, 2023

I. Welcome and Introductions, Jason Endres, ILCW Chair

ILCW Members Present: Jason Beloungy, Independent Living Center (ILC) Representative; Jason Endres, ILCW Chair; Jackie Gordon; Randi Johnson, ILCW Secretary; Kyle Kleist, ILCW Vice Chair; Eric Riskus, ILCW Vice Chair-Elect; Martha Siravo.

ILCW Members Absent; Excused (*): LySandra Owens*, ILCW Secretary.

ILCW Ex-Officio Members Present: Sara Kuehn, Department of Vocational Rehabilitation (DVR); Taqwanya Smith, Department of Transportation (DOT); and Lisa Sobczyk, DHS, BADR, Designated State Entity (DSE) Representative.

Guest(s): Angela Brenna, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Raquella Freeman; Jason Glozier, Wisconsin Coalition of Independent Living Centers (WCILC); Marcus Schmitt, Kollath Certified Public Accountant (CPA); Ashley Walker, DHS, BADR; and Michael Wolf.

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator.

II. The meeting was called to order at 10:04 A.M. by Jason Endres, ILCW Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 878 4138 3043. The meeting was also available via [Zoom](#).

III. Review Update for Department of Vocational Rehabilitation (DVR) provided by Sara Kuehn, (DVR)

- Ex-Officio Member, Sara Kuehn, asked to provide an update for DVR because she was unavailable for the first part of the Quarterly meeting on August 14, 2023.

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- DVR is recruiting, hiring, and training staff. There has been some turnover at DVR. DVR is offering greater flexibility and higher wages to combat the turnover, so it seems to be evening out.
- Progress is being made on the Career Pathways Advancement Grant. There has been an increase in the number of consumers following one of the four designated career pathways.
 - The designated pathways are construction, healthcare, information technology (IT), and manufacturing.
 - More information can be found at the [career pathways website](http://career-pathways-website). (Link: <https://dwd.wisconsin.gov/dvr/career-pathways/>)
- The Federal Fiscal Year 2024-2027 Workforce Innovation and Opportunities Act (WIOA) combined state plan, which is being developed in partnership with the Wisconsin Rehabilitation Council (WRC) will not be active until October of 2024. DVR, WRC, and other WIOA partners are currently working on developing the plan.
- DVR is implementing a Diversity, Equity, and Inclusion action plan which was started at the end of the Coronavirus pandemic.
- Consumer service plans are being actively monitored to ensure that all funding is expended as fully as possible. Many vocational rehabilitation (VR) programs across the country have been having trouble spending their funding. Wisconsin is doing well, however could still use some improvement.
 - DVR wrote a new computer technology policy to give consumers better guidance and provide funding to make sure that they are competitive with employment opportunities that require some understanding of IT.
- A DVR leadership training was held last month, and there will be ongoing monthly training for all DVR staff. The last six months has been mostly refresher trainings, but a plan is being developed to expand training opportunities.

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- DVR is actively working to activate consumers requesting services. Consumers fall into three categories based on their need due to disability and other factors. Consumers in categories 1 and 2, the consumers with the most significant needs, have been opened immediately. Consumers in category 3 have been activated monthly.

IV. Discuss ILCW Treasurer Report as Presented by ILCW Program Coordinator

- ILCW Program Coordinator provided ILCW with the May, June, and July, 2023 financial statements prior to the August 14-15, 2023 ILCW Quarterly Meeting via email.
- The Council is very close to fully expending both Innovation and Expansion (I&E) and Part B funding.
 - Invoices and receipts have not been sent for the National Council on Independent Living (NCIL) conference scholarship winners.
 - Most ILCW members will be present at the Wisconsin Independent Living Network (WILN) retreat, which will be taking place in about two weeks.
 - The Association of Programs for Rural Independent Living (APRIL) conference will be held in October. Conference registration and airfares will likely be paid for in Federal Fiscal Year (FFY) 2024.
 - ILCW Program Coordinator, ILCW Treasurer, and Kollath CPA staff will continue to monitor ILCW spending to ensure that all funds are fully expended and that ILCW does not overspend in FFY 2023. See Action Item 2.
- ILCW Finance committee recommends approval of the May, June, and July, 2023 financial reports.
- Randi Johnson made a motion to approve the May, June, and July, 2023 ILCW Financial Reports. Kyle Kleist seconded the motion. ILCW voted unanimously to approve the reports. Motion carried. See Motion Item 4.

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- ILCW Program Coordinator presented a draft FFY 2024 budget to the Council. The draft included explanations for changes in budgeted spending on certain items.
 - Wisconsin Coalition of Independent Living (WCILC) will be allocated the same amount of Part B funding in FFY 2024 same as was allocated in FFY 2023.
 - Most changes are based either on actual spending in FFY 2023 or Cost of Living Adjustments (COLAs). In some cases, both actual spending and COLAs were used to determine the budgeted spending for some accounts.
 - ILCW Finance committee recommended approval of the FFY 2024 budget.
 - Randi Johnson made a motion to approve the Federal Fiscal Year 2024 ILCW budget. Jason Beloungy seconded the motion. ILCW voted unanimously to approve the budget. Motion carried. See Motion Item 5.
- ILCW should consider requesting more Innovation and Expansion (I&E) funding from the DVR.
 - ILCW is unlikely to get any additional I&E funding for FFY 2024 because contracts have been drafted.
 - ILCW has been utilizing its fund appropriately for the past two years. The Council would arguably benefit from an increase in overall funding.
 - ILCW can take up to 30% of the Part B funding that is awarded to the State of Wisconsin but is not obligated to do so. Increased I&E funding may allow the Council to pass more Part B funding on to ILCs.
 - DVR may be open to increase the amount of I&E funding provided to the council in FFY 2025. The council has had difficulties with spending in the past but has shown that it has been utilizing funding appropriately.

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- ILCW should set up a meeting with the administrator or deputy administrator to begin a conversation about increasing the Council's I&E funding.
 - Sara Kuehn will send ILCW Program Coordinator contact information for DVR staff to invite to a meeting to discuss an increase to I&E funding for FFY 2025. See Action Item 3.
 - ILCW Program Coordinator will add an agenda item to the Executive Committee Meeting agenda to discuss reaching out to DVR to increase I&E funding. See Action Item 4.
 - ILCW Program Coordinator will send an invitation to DVR for a meeting to discuss and increase to ILCW's I&E Funding. See Action Item 5.
- ILCW may also benefit from some additional unrestricted funding.
 - ILCW Program Coordinator could use unrestricted funding for lobbying efforts if the need arises.
 - ILCW would have additional funding for meals during in-person meetings and other events which cannot be reimbursed through the state.
 - Unrestricted funds could be utilized to increase cash flow while waiting for reimbursement from the State.
 - ILCW Program Coordinator will send a list of items to the Designated State Entity to determine they can be funded through ILCW's current funding for resource development activities. See Action Item 6.
 - The cost of the marketing materials developed by ILCW Program Coordinator and WCILC Executive Director were more expensive than originally anticipated. A proposed budget amendment was made to the FFY 2023 budget to reflect this change.

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- Randi Johnson made a motion to approve the amendment to the FFY 2023 ILCW budget. Kyle Kleist seconded the motion. A budget amendment was deemed unnecessary during discussion of the motion. Motion withdrawn. See Motion Item 6.
- Although there was a difference between the budgeted amount for network development activities and the actual cost of the marketing materials, a budget amendment is unneeded. DSE will accept the difference provided there is an explanation included in the final report for FFY 2023.

V. Discuss Need for Staff to Assist with Administrative Tasks

- Previous ILCW Program Coordinators/Executive Directors had part time staff to assist with administrative duties. The current ILCW Program Coordinator would benefit from this assistance.
 - ILC staff could be utilized as subcontractors. The ILC would invoice ILCW for the time their staff spent completing tasks for the Council.
 - The council may also opt to hire a staff person directly. There are many persons with disabilities seeking part-time jobs because they do not want to lose their benefits.
 - Historically, ILCW was most effective when the Council had a staff person available to complete some administrative duties.
- There are several ways that ILCW could find funding with which to pay for an additional staff person.
 - ILCW Program Coordinator estimates that a staff person paid \$20.00 per hour, working 10 hours per week, would have a salary of \$9,600 per year.
 - Some funding in the FFY 2024 budget could be moved from travel to personnel.

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- The Council does not currently take their full Part B allocation; this could be changed in the upcoming SPIL to help fund a staff person for the council. However, using more of the allocation would also take some funding away from the ILCs.
- The discussion regarding hiring a staff person to perform administrative duties was tabled, and will be continued at future Executive Committee and Financial Committee meetings before being brought back to the full council.

VI. Discuss Conference Attendance

- The Association of Programs for Rural Independent Living (APRIL) conference will be October 12-14, 2023.
 - ILCW Vice Chair will be attending the conference as a board member; his ILC will be paying for his attendance at the conference.
 - ILCW Chair will attend the conference.
 - ILCW Secretary will attend the conference.
 - ILCW Chair will arrange lodging, air travel, and conference registration for himself and ILCW Secretary and their caregivers. See Action Item 7.
- The Self-Determination Conference will be October 15-17, 2023.
 - ILCW Program Coordinator will attend and maintain the WILN booth at the conference.
 - ILCW Treasurer will also attend the conference. She will assist at the booth when ILCW Program Coordinator needs help.
 - ILCW Secretary and ILCW Chair are unsure if they will be attending, because this will be the same week as the APRIL conference.
 - ILCW Chair will complete registrations for himself and ILCW Secretary if they decide they will be able to attend the Self-Determination conference. See Action Item 8.

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- The WILN Retreat will be August 29-30, 2023.
 - Final preparations are being completed by the planning committee.
 - Most ILCW Members have registered for the event and will be attending.
 - DSE is in the process of making arrangements for sign-language interpreters.
 - ILCW Program Coordinator will work with the captioner to determine how to make captions appear on the same screen under PowerPoint presentations. See Action Item 9.

VII. Discuss Staff Award for IL Days

- In the interest of time, this discussion was tabled until the November 13-14, 2023 ILCW Quarterly Meeting.

VIII. Discuss ILCW Membership in Disability Vote Coalition

- The Disability Vote Coalition is now partnering with organizations. All eight Wisconsin ILCs are Disability Vote Coalition partners.
 - ILCW Program Coordinator will contact the Disability Vote Coalition to determine if ILCW can be an organizational partner of the coalition, and what ILCW will need to do to maintain that partnership. See Action Item 10.

IX. Discuss 2023 National Council on Independent Living (NCIL) Conference as Presented by ILCW NCIL Scholarship Winners

- Raquella Freeman provided a brief presentation about her experience at the 2023 NCIL Conference.
 - Raquella was able to network with ILC staff from around the country, and learned how the movement is impacting the lives of persons with disabilities both in the State, and across the country.

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- Mike Wolf provided a brief presentation about his experience at the 2023 NCIL Conference.
 - Mike also had a great experience. He learned more about the IL Movement and was particularly interested in learning how different ILCs approached programming in different states and regions.

X. Review and Discuss Reports from ILCW Committees

- ILCW Committee chairs did not have any significant updates at this time. Discussion was tabled until the November 13-14, 2023 Quarterly Meeting.

XI. Review and Discuss ILCW Quarterly Meeting Locations

- The November 13-14, 2023 Quarterly Meeting will be in-person in La Crosse, Wisconsin. ILCW Program Coordinator will provide updates as they become available.
- ILCW Program Coordinator reviewed the meeting locations for the other upcoming Quarterly Meetings.
 - February 2024 meeting will be at Independence First in Milwaukee, Wisconsin.
 - May 2024 meeting will be at indiGO in Superior, Wisconsin.
 - August 2024 meeting will be at Access to Independence in Madison, Wisconsin.

XII. Adjourn

- Jason Beloungy made a motion to adjourn the August 14-15, 2023 Quarterly Meeting. Randi Johnson seconded the motion. ILCW voted unanimously to adjourn the meeting. Motion carried. See Motion Item 7.

Meeting Adjourned at 1:00 P.M.