

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



Independent Living Council of Wisconsin (ILCW) State Plan for Independent Living (SPIL) Teleconference Meeting

June 18, 2024

10:00 A.M. – 11:30 A.M.

APPROVED JULY 16, 2024

Action Items and Motion Items

A. ILCW SPIL Committee Action Items

- 1. Action Item:** ILCW Executive Director will send a PDF of the Q90 version of the SPIL to everyone who will be signing the DRAFT 2025-2027 Wisconsin SPIL and ILCW SPIL Committee prior to requesting their signatures.
- 2. Action Item:** ILCW Executive Director will send an email reminder alerting the ILCW Chair, ILC directors, and DSE director that the SPIL is available for signature.

B. ILCW SPIL Committee Motion Items

- 1. Motion Item:** Sandy Popp made a motion to approve the June 18, 2024 ILCW SPIL Committee meeting agenda. Jason Beloungy seconded the motion. Motion carried.
- 2. Motion Item:** Don Wigington made a motion to approve the March 27, 2024 ILCW SPIL Committee meeting minutes. Sandy Popp seconded the motion. Motion carried.
- 3. Motion Item:** Jason Beloungy made a motion to adjourn the June 18, 2024 ILCW SPIL Committee meeting. Sandy Popp seconded the motion. Motion carried.

C. Meeting Minutes

I. Welcome and Introductions, Jason Endres, ILCW Chair

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ILCW SPIL Committee Members Present: Jason Beloungy; Jason Endres, ILCW Chair; Tami Frentzel; Jason Glozier, Executive Director, Wisconsin Coalition of Independent Living Centers (WCILC); Sandy Popp; Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR), ILCW Designated State Entity (DSE) Representative; and Don Wigington.

ILCW SPIL Committee Members Absent; Excused (*): Marci Boucher*; Kyle Kleist*; Jill Nyberg*; and Tyler Wigington*.

Guest(s): Kathy Acevedo; and Ashley Baker, DHS, BADR.

ILCW Staff: Tyler Wilcox, ILCW Executive Director

II. The meeting was called to order at 10:05 A.M. by Jason Endres, ILCW Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 894 5321 2950. The meeting was also available via [Zoom](#).

III. Review and Approve June 18, 2024 ILCW SPIL Committee Meeting Agenda

- Sandy Popp made a motion to approve the June 18, 2024 ILCW SPIL Committee meeting agenda. Jason Beloungy seconded the motion. Motion carried. See Motion Item 1.

IV. Review and Approve March 27, 2024 ILCW SPIL Committee Meeting Minutes

- Don Wigington made a motion to approve the March 27, 2024 ILCW SPIL Committee meeting minutes. Sandy Popp 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 (<http://www.livebinders.com/media/get/MjQ3MTE0MDM=>)
- No comments received; comment period closed at 10:11 A.M.

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VI. Discuss Progress on 2021-2024 SPIL Goals

- ILCW has been steadily increasing its engagement in training opportunities.
- The Quality Indicators for Independent Living Services (QUILS) peer review had to be moved but will still be completed prior to the end of the fiscal year. It is now scheduled to begin September 23, 2024, at Society's Assets, Inc.
- A retreat was held August of 2023. This goal is complete, a retreat is being considered for 2026.

VII. Review Q90 Online SPIL Submission Tool

- The SPIL instructions and tool provided by the Administration on Community Living (ACL) and the Q90 SPIL application have some minor differences. The differences change some of the ways that the SPIL is organized and what the sections look like, but the content of the SPIL is the same.
 - Those that are signing for the SPIL may want to see the report generated by the Q90 SPIL submission application.
 - ILCW Executive Director will send a PDF of the Q90 version of the SPIL to everyone who will be signing the DRAFT 2025-2027 Wisconsin SPIL and ILCW SPIL Committee prior to requesting their signatures. See Action Item 1.

VIII. Review and Discuss Timeline for Signatures and SPIL Submission to Administration on Community Living (ACL)

- ILCW Executive Director is waiting for Q90 to correct an error found in the Wisconsin SPIL in a section that he does not have access to edit. After the correction is made, he will finalize the SPIL. ILCW Chair, ILC Directors, and DSE director will receive emails alerting them that the SPIL is available for signature.
 - ILCW Executive Director will send an email reminder alerting the ILCW Chair, ILC directors, and DSE director that the SPIL is available for signature. See Action Item 2.

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IX. Discuss Future Work of SPIL Committee Following Submission of Draft 2025-2027 SPIL

- Changing the time for the SPIL Committee meeting may be in order; it conflicts with some of the committee members' other responsibilities.
 - ILCW Full Council typically discusses progress on SPIL goals at the Quarterly Meetings. There is also little new information about the SPIL between quarterly meetings because data has not been collected and/or analyzed. Moving to quarterly meetings through Federal Fiscal Year (FFY) 2025 might be a good idea.
 - A SPIL amendment may be necessary, in which case the committee will be called to meet more frequently until the amendment is submitted and approved.
- Updating the SPIL tracker will be necessary. This is something that the Council should focus on because it is a major component of the Program Performance Reports (PPR) that the Council submits annually.
 - The current SPIL tracker was developed by Lisa Sobczyk because ILCW did not have a staff person. It isn't an official document so it can be changed to suit the purposes of the new SPIL.

X. Adjourn

- Jason Beloungy made a motion to adjourn the June 18, 2024 ILCW SPIL Committee meeting. Sandy Popp seconded the motion. Motion carried. See Motion Item 3.

Meeting Adjourned at 10:48 A.M.