

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

Wednesday January 8<sup>th</sup> 2020  
9:00 A.M. – 11:00 A.M.

**Action and Motion Items**

**A. SPIL Committee Action Items**

- 1. Action Item:** The SPIL Goal Development work group, led by Sue Premo and including Maureen Ryan, Jason Beloungy, Kathy Knoble-Iverson and Marci Boucher, will meet at 2:00 PM on January 15<sup>th</sup> (location TBD) to draft SPIL Goals to present at the upcoming SPIL Committee Meeting on February 5<sup>th</sup>.
- 2. Action Item:** Michelle Harper will invite the ILCW council members to attend the upcoming SPIL input public hearing(s).
- 3. Action Item:** Michelle Harper will add the SPIL Goal discussion to the upcoming Executive Committee meeting agenda on January 27<sup>th</sup> and the ILCW February Quarterly Meeting agenda on February 17-18<sup>th</sup> 2020.
- 4. Action Item:** Michelle Harper will send out Doodle polls to set the dates for the March, April and May SPIL Committee Meetings to the committee.
- 5. Action Item:** Michelle Harper will send out Doodle polls to the committee for no fewer than six SPIL Development Public Hearings, to take place at ILCs between February 1<sup>st</sup> 2020 and May 2020.
- 6. Action Item:** Michelle Harper will email a request to ILC Directors asking for a volunteer commitment to host an on-site SPIL Development Public Hearing between February 1<sup>st</sup> and May 2020. The results will be presented at the upcoming February SPIL Committee Meeting.
- 7. Action Item:** Michelle Harper will update the SPIL Timeline spreadsheet to include work group action items and target completion dates, using the SPIL Framework document as a guide.
- 8. Action Item:** Michelle Harper will send out a Doodle poll to the facilitators of the January SPIL Input Public Hearings to finalize “town hall” format agenda of hearings.
- 9. Action Item:** Michelle Harper will create Public Hearing scripts for both upcoming SPIL Input Public Hearings and email to the SPIL Committee.
- 10. Action Item:** Michelle Harper will schedule an ASL interpreter for the Options SPIL Input Public Hearing on January 21<sup>st</sup> 2020 and coordinate with Stephanie Birmingham.

## **B. SPIL Committee Motion Items**

- 1. Motion Item:** A motion was made by Marci Boucher to approve the December SPIL Committee Meeting Minutes. An amendment was proposed by Maureen Ryan to change the wording of Michelle Harper-staff to Michelle Harper Committee Member and to retract a specific statement made in a collaboration discussion, as it was misrepresented. A motion was made by Marci Boucher to approve the December SPIL Committee Meeting Minutes as amended. The motion was seconded by Jason Beloungy. Motion carried.
- 2. Motion Item:** A motion was made by Kathy Knoble-Iverson to approve the new 2021-2023 SPIL Mission. The motion was seconded by Jason Beloungy. Motion carried.
- 3. Motion Item:** A motion was made by Maureen Ryan that we use a “town hall” meeting format for the two upcoming January SPIL Input Public Hearings. The motion was seconded by Stephanie Birmingham. Motion carried.
- 4. Motion Item:** A motion was made by Michelle Harper to schedule ASL interpreters for all SPIL Public Hearings. The motion was seconded by Marci Boucher. Motion carried.
- 5. Motion Item:** A motion to adjourn the meeting was made by Maureen Ryan. The motion was seconded by Lisa Sobczyk. Motion carried.

## **C. Meeting Minutes**

### **I. Welcome and Introductions by: Jerry McCloskey, Chairperson**

**Committee Members Present:** Jerry McCloskey; Sue Premo; Marci Boucher; Jason Beloungy; Kathie Knoble-Iverson; Michael Donahue; Stephanie Birmingham; Tom Benziger; Lisa Sobczyk, Designated State Entity (DSE); Michelle Harper, ILCW Program Coordinator and Maureen Ryan, Wisconsin Coalition of Independent Living Centers (WCILC)

**Absent/Excused (\*):** Jason Endres\*

### **II. Call to Order and Roll Call**

- **The meeting was called to order at 9:00 A.M. by Jerry McCloskey, Chairperson**
- The meeting was available by teleconference by calling (877) 853-5247 (US Toll-free) and entering meeting ID 707 805 6211. It was also available via ZOOM.

### **III. Review and Approval of January SPIL Committee Meeting Agenda**

- The meeting agenda was approved by unanimous consent of SPIL Committee members.

#### **IV. Review and Approve December SPIL Committee Meeting Minutes**

- A motion was made by Marci Boucher to approve the December SPIL Committee meeting minutes. The motion was seconded by Michael Donahue. Motion carried. See Motion Item 1.

#### **V. Public Comment on the SPIL 2017-2020, or Related to Independent Living Centers and Services**

- No public comment was received by the Committee.

#### **VI. Council Discussion Regarding New SPIL 2021-2023 Mission**

- Michelle Harper presented the 2017-2020 SPIL Mission and suggested 2021-2023 Mission to the committee.
- The Committee members discussed various versions of the mission statement.
  - The suggested mission stated: To ensure the development of integrated, accessible and inclusive communities and opportunities across the state of Wisconsin for all people with disabilities.
  - Stephanie Birmingham suggested the amendment to add “that people with disabilities get to live the lives they choose”.
  - Marci Boucher, Sue Premo and Maureen Ryan all wanted the mission to include something referring to “quality independent living services”.
  - Maureen Ryan suggested the mission include “quality independent living services statewide”.
  - A motion was made by Kathie Knoble-Iverson to establish the following statement as the 2021-2023 SPIL Mission: Through the provision of quality Independent Living Services throughout the state of Wisconsin, ensure that people with disabilities get to live the lives they choose. The motion was seconded by Jason Beloungy. Motion carried. See Motion Item 2.

#### **VII. Council Discussion Regarding New SPIL 2021-2023 January 2020 Public Hearing Scripts**

- Michelle Harper presented a draft of a public hearing script for committee review, along with proposed informational PowerPoint Presentation designed for use at the hearings.
- Maureen Ryan asked if the PowerPoint must be presented if no one attends the hearings. Lisa Sobczyk confirmed the answer is no.
- Discussion on the PowerPoint itself resulted in some members believing the slides were too text dense and technical in verbiage for widespread understanding to occur. Sue Premo recommended we present the PowerPoint as is for the January

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Public Hearings and revisit presentation format and content going forward for additional SPIL Public Hearings.

- Lisa Sobczyk raised the question of the Public Hearing format. Based on the script draft, it was a formal hearing format with limited comment time from attendees. The intent of the hearings is to gather input on the 2021-2023 SPIL, and would a “town hall” meeting format be more appropriate.
- Maureen Ryan agreed a “town hall” meeting format is preferable, because it allows for public comment throughout, and as long as it meets the State Public Hearing requirements, it would be preferred.
- A motion was made by Maureen Ryan that we use a “town hall” meeting format for the two upcoming January SPIL Input Public Hearings. The motion was seconded by Stephanie Birmingham. Motion carried. See Motion Item 3.

#### **VIII. Council Discussion Regarding New SPIL 2021-2023 Development Framework**

- Michelle Harper presented the SPIL 2021-2023 Development Framework for committee review.
- Michelle Harper asked for help from the Centers in designing the SPIL goals according to the new SPIL writing tool. Sue Premo volunteered to lead a work group, comprised of Independent Living Center Directors Jason Beloungy, Kathie Knoble-Iverson, Marci Boucher, Sue Premo herself and also Maureen Ryan, Director of WCILC. The work group will meet January 15<sup>th</sup> at 2:00 P.M. to draft the SPIL goals and will present them at the next SPIL Committee meeting on February 5<sup>th</sup> 2020.
- Upon request from Maureen Ryan, Michelle Harper will add work group tasks and target completion dates to the SPIL Timeline.
- The topic of ILCW education on the SPIL development process came up, and how can we the committee involve council members in the process.
  - Sue Premo suggested sending the Public Hearing PowerPoint out to the council members and inviting them to attend one or both January SPIL Input Hearings. Also, adding the SPIL goals to the ILCW Executive Committee Meeting on January 27<sup>th</sup> and the ILCW Quarterly Meeting on February 17-18.
  - Michelle Harper will email Public Hearing invites to all council members and add the SPIL goals to the agendas suggested by Sue.

#### **IX. Council Discussion Regarding New SPIL 2021-2023 Development Next Steps**

- Michelle Harper presented the SPIL Timeline and highlighted upcoming benchmark dates.
- It was recommended that Michelle send out Doodle polls to the committee members to solidify all future SPIL Committee meetings regarding SPIL Development, as well as Public Hearing dates. Michelle will do so.

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**X. Council Discussion Regarding Interpreters and Accessibility at Public Hearings**

- Michael Donahue raised the question on having ASL interpreters available at Public Hearings. The current Public Notices for January's hearings state the council needs at least 48-hours-notice to secure an interpreter upon request. Given the availability challenges of ASL interpreters on short notice, it was discussed if we should provide ASL interpreters proactively for every Public Hearing.
- Lisa Sobczyk stated that, if a consumer requests an ASL interpreter before the request deadline, by law, we must provide an ASL interpreter service.
- A motion was made by Michelle Harper to schedule ASL interpreters for all SPIL Public Hearings. The motion was seconded by Marci Boucher. Motion carried. See Motion Item 4.
- Lisa Sobczyk recommended the committee discuss the proactive availability of other accessibility options for Public Hearings be revisited in the future.

**XI. Adjourn**

- A motion to adjourn the meeting was made by Maureen Ryan. The motion was seconded by Lisa Sobczyk. Motion carried. See Motion Item 5.

**The meeting adjourned at 11:00 A.M.**