



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

**Monday, April 20, 2020  
1:00 P.M. to 4:00 P.M.**

APPROVED JULY 17, 2020.

**Executive Committee Action Items and Motion Items**

**A. Executive Committee Action Items**

- 1. Action Item:** Based on Executive Committee input, Stephanie Birmingham will make final edits to section 5, State Independent Living Council, in the draft SPIL, 2021-2023.
- 2. Action Item:** The Executive Committee decided to complete the MOU draft and have further discussion about its scope at next Council quarterly meeting in May.
- 3. Action Item:** The Executive Committee agreed that the discussion of Council carryover funds and Cares Act Funding will be added as an agenda item for the Council's May quarterly meeting.

**B. Executive Committee Motion Items**

- 1. Motion Item:** A motion was made by Stephanie Birmingham to approve the April Executive Committee meeting agenda. The motion was seconded by Jason Endres. Motion carried
- 2. Motion Item:** A motion was made by Sue Premo to approve the April 15, 2020 Executive Committee meeting minutes. The motion was seconded by Stephanie Birmingham. Motion carried.

**C. Executive Committee Meeting Minutes**

**I. Welcome and Introductions, Jerry McCloskey, Chairperson**

**Executive Committee Members Present:** Jerry McCloskey; Tom Benziger; Jason Endres; Stacy Ellingen; Sue Premo; Stephanie Birmingham; and Michael Donahue.

**Executive Committee Member(s) Excused (\*):** Chris Hendrickson.

**DHS Support Staff Present:** Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR) and Ashley Walker, (DHS), (BADR).

**Meeting Called to Order**

**The meeting was called to order at 1:05 P.M. by Jerry McCloskey, Chairperson.**

The meeting was available via teleconference by calling Phone: (646) 558-8656 or (312) 626 6799 Meeting ID: 953 1858 4557. The meeting was also available via [Zoom](#).



## **II. Review and Approval of Executive Committee April 20, 2020 Meeting Agenda**

- A motion was made by Stephanie Birmingham to approve the April 20, 2020 Executive Committee meeting agenda. The motion was seconded by Jason Endres. Motion carried. See Motion Item 1.

## **III. Review and Approve April 15, 2020 Executive Committee Meeting Minutes**

- A motion was made by Sue Premo to approve the April 15, 2020 Executive Committee meeting minutes. The motion was seconded by Stephanie Birmingham. Motion carried. See Motion Item 2.

## **IV. Public Comment on the State Plan for Independent Living (SPIL), or Related to Independent Living Centers and Services**

- No public comment was received.

## **V. Discussion Draft of State Plan for Independent Living (SPIL), 2021-2023 and Sections Assigned to the Executive Committee**

- Stephanie Birmingham shared section 5 of the SPIL, State Independent Living Council (SILC) over Zoom screen share.
- The Executive Committee discussed language related to SILC vacancies, recruitment, and the appointments process with the Governor's office.
- The Executive Committee also discussed election of SILC officers, staffing of SILC, and SILC operations, and the resource plan.
- Based on Executive Committee input, Stephanie Birmingham will make final edits to section 5 of the draft SPIL, 2021-2023. See Action Item 1.

## **VI. Review Draft of Memorandum of Agreement (MOU) with Designated State Entity (DSE)**

- Jerry McCloskey stated that he completed a draft MOU and emailed it to the DSE for review.
- Lisa Sobczyk shared MOU template over Zoom screen share, and spoke about sections of the MOU that still needed to be completed by the Council.
  - The proposed scope of work in the MOU needs to address personnel, activities, timelines, and financial components.
  - The DSE cannot help with operations of the non-profit entity, human resources, or financial management according to the federal SILC assurances.



- SILC assurance language that the SILC oversees staff.
- The Executive Committee discussed Committee discussed having the MOU be ongoing and reviewing the MOU on a federal fiscal year basis.
- The Executive Committee decided to complete the MOU draft and have further discussion about its scope at next Council quarterly meeting in May. See Action Item 2.

## **VII. Discussion on Cares Act Funding and SILC Carryover Funds**

- The Executive Committee discussed SILC carryover funds being allocated to the five Independent Living Centers (ILCs) receiving less Cares Act funding.
- Sue Premo stated that it was unknown at this time how much funding ILCs would receive, and suggested that Council could send the unified message to ILCs that the Council is behind them to help make things equitable, but needs more information once final Cares Act funding amount is determined.
- Michael Donahue led a discussion regarding the Council consistently having carryover funds on a yearly basis and then reallocating these funds to ILCs.
  - Lisa Sobczyk stated that the Council's underspending could lead to a reduction in Innovation and Expansion funds in the future.
  - Sue Premo highlighted future Council training needs and expenses: suggested bringing in a facilitator to do council training; which could be a costly expense.
  - Also, discussion of a retreat for Independent Living Network could be costly.
  - Lisa Sobczyk stated that even with training expenses and being fully staffed the Council has had \$35,000–\$55,000 in Part B carryover funds on an annual basis.
- The Executive Committee agreed that the discussion of Council carryover funds and Cares Act Funding will be added as an agenda item for the Council's May quarterly meeting. See Action Item 3.

## **XII. Adjourn**

- The Executive Committee agreed unanimously to adjourn the meeting.

**The meeting adjourned at 4:04 P.M.**