



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

**Friday, June 12, 2020  
1:00 P.M. to 4:00 PM**

APPROVED August 17, 2020

**Action Items and Motion Items**

**A. Action Items**

- 1. Action Item:** Stephanie Birmingham will send out a Doodle Poll to Policy Committee members to set up next meeting for membership discussion, after State Plan for Independent Living (SPIL) has been submitted to the Administrative for Community Living.
- 2. Action Item:** Maureen Ryan will send an updated list of Independent Living Center directors and assistance directors to ILCW.

**B. Motion Items**

- 1. Motion Item:** A motion was made by Jason Endres to approve the June quarterly meeting agenda. The motion was seconded by Michael Donahue. Motion carried.
- 2. Motion Item:** A motion was made by Stephanie Birmingham to approve the May quarterly meeting minutes. The motion was seconded by Scott Lubber. Motion carried.
- 3. Motion Item:** A motion was made by Stephanie Birmingham to approve the ILCW budget amendments as presented by ILCW's Treasurer. The motion as seconded by Scott Lubber. Motion carried.
- 4. Motion Item:** A motion was made by Sue Premo to approve the Memorandum of Understanding between ILCW and Designated State Entity as amended. The motion was seconded by Stacy Ellingen. Motion carried.
- 5. Motion Item:** A motion was made by Jason Endres to approve the final draft of the SPIL, 2021-2023. The motion was seconded by Sue Premo. Motion carried.
- 6. Motion Item:** A motion was made by Sue Premo to allow the Wisconsin Coalition for Independent Living Centers to reallocate the peer review funds that were carried over from Federal Fiscal Year (FFY) 2019 to be used in FFY 2020 for a Quality Indicators for Independent Living Services (QUILS) Peer Review related activities. The motion was seconded by Jason Endres. Motion carried.
- 7. Motion Item:** A motion was made by Sue Premo to adjourn the meeting. The motion was seconded by Jason Endres. Motion carried.



## **C. Meeting Minutes**

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

**Council Members Present:** Jerry McCloskey; Scott Luber; Jason Endres; Stacy Ellingen; Sue Premo; Stephanie Birmingham; Michael Donahue; and Randi Johnson.

**Council Member(s) Excused (\*):** Tom Benziger and Chris Hendrickson.

**Council Liaisons Present:** Taqwanya Smith, Department of Transportation, and Sarah Lincoln, Division of Vocational Rehabilitation.

**Council Liaison(s) Excused (\*):** Amber Mullett\*, Department of Health Services (DHS).

**Guest:** Maureen Ryan, Wisconsin Coalition for Independent Living Centers.

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

### **I. Meeting Called to Order**

**The meeting was called to order at 1:03 P.M. by Jerry McCloskey, Chairperson.**

The meeting was available via teleconference by calling Phone: (301) 715-8592 or (312) 626-6799 Meeting ID: 973 0627 1091. The meeting was also available via [Zoom](#).

### **II. Review and Approval of June Quarterly Meeting Agenda**

- A motion was made by Jason Endres to approve the May quarterly meeting agenda. The motion was seconded by Michael Donahue. Motion carried. See Motion Item 1.

### **III. Review and Approve May Quarterly Meeting Minutes**

- A motion was made by Stephanie Birmingham to approve the May quarterly meeting minutes. The motion was seconded by Scott Luber. 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. Review ILCW Membership Roster and Discuss Recruitment**

- Jason Endres led a discussion regarding membership numbers.
- Jason Endres reached out to Flora Csontos, Appointment staff in the Governor's office, regarding the membership numbers for the State Independent Living Council (SILC).
  - Flora Csontos stated that there were no state statutes that mandated the SILC to have 14 members.



- ILCW discussed reducing the number of members.
- ILCW members assigned the Policy Committee to lead the discussion on this topic and to make a recommendation to the full Council.
  - Sue Premo and Stephanie Birmingham discussed co-chairing the Policy Committee, as the current chair of the Policy Committee, Chris Hendrickson, will be terming off ILCW in July 2020.
- ILCW also discussed waiting until the State Plan for Independent Living (SPIL), 2021-2023 has been submitted before moving forward with Policy Committee meetings.
- Stephanie Birmingham will send out a Doodle Poll to Policy Committee members to set up the next Policy Committee meeting, after SPIL has been submitted to the Administration for Community Living (SCL). See Action Item 1.

#### **VI. Review and Approval of ILCW Budget Amendment for Federal Fiscal Year 2020**

- Michael Donahue, Treasurer, led a discussion on current ILCW budget and changes that need to be made to reflect actual expenses.
- Michael Donahue recommended that ILCW request a budget amendment to allocate more Innovation and Expansions funds to member accommodations and training and to reduce the personnel expenses.
- A motion was made by Stephanie Birmingham to approve the ILCW budget amendments as presented by ILCW's Treasurer. The motion as seconded by Scott Luber. Motion carried. See Motion Item 3.

#### **VII. Review and Approve Memorandum of Understanding (MOU) between ILCW and Designated State Entity (DSE)**

- Stephanie Birmingham led discussion on the MOU, explained the purpose and scope of the document, and highlighted the administrative assistance being requested of the DSE.
  - Sue Premo stated that the federal office that oversees the SILC and ILCs is out-of-date and needs to be updated in the MOU.
  - A motion was made by Sue Premo to approve the Memorandum of Understanding between ILCW and Designated State Entity as amended. The motion was seconded by Stacy Ellingen. Motion carried. See Motion Item 4.

Address: 3810 Milwaukee St.  
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## **VIII. Review and Approve Final Draft of State Plan for Independent Living (SPIL), 2021-2023**

- Stephanie Birmingham led a discussion on the final draft of the SPIL, 2021-2023.
  - The final draft of the SPIL has been sent out to ILC directors for review. Minor grammar related edits have been received and will be made prior to submitting to ACL for approval.
  - The SPIL has been sent out via DocuSign for signatures to the ILCW Chair, ILC directors, and DSE representative.
  - The SPIL Committee will wait for any recommended edits from ACL before making any major changes to SPIL, 2021-2023 content.
  - SPIL will be submitted to ACL by June 30, 2020.
  - Stephanie Birmingham suggested that the SPIL Committee meet in the near future to work on updating the SPIL dashboard for tracking SPIL goals and activities.
  - A motion was made by Jason Endres to approve the final draft of the SPIL, 2021-2023. The motion was seconded by Sue Premo. Motion carried. See Motion Item 5

## **IX. Report from Wisconsin Coalition of Independent Living Centers**

- Maureen Ryan provided an update on ILCs response to COVID-19.
- Maureen Ryan stated that ILCs were doing a great job keeping up with changes and implementing new policies within their ILCs.
- ILCS are working on a gradual reopening process and working with the county emergency officers for a safe process.
- WCILC state that preliminary analysis of the pandemic's impact on ILCs is as follows:
  - ILC funding loss of \$6 million for the entire year due to COVID-19 (mostly from fee-for-service revenue loss).
  - ILCs put together a proposal to ACL to request to reallocate CARES Act funding more equitably amongst the ILCs. WCILC is still waiting on a response from ACL.
- WCILC Carryover request of \$4,524 was submitted to Jerry McCloskey.
  - A motion was made by Sue Premo to allow the Wisconsin Coalition for Independent Living Centers to reallocate the peer review funds that were carried over from Federal Fiscal Year (FFY) 2019 to be used in FFY 2020 for a Quality Indicators for Independent Living Services (QUILS) Peer Review related activities. The motion was seconded by Jason Endres. Motion carried. See Motion Item 6.

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- There have been several staff changes at ILCS, including directors and assistance directors. Maureen Ryan will send an updated contact list to ILCW. See Action Item 2.

## **X. Council Liaison Updates**

- Division of Vocational Rehabilitation (DVR), Sarah Lincoln
  - Sarah Lincoln reported that all DVR offices remain closed and each area of the state has submitted a reopening plan.
  - Offices are still providing services virtually and social distancing.
  - Referrals are down, consumers have asked to put plans on hold due to safety and comfort, DVR is providing supplementary payments to service providers, and there are a lot of virtual trainings going on right now.
  - The Competitive, Integrated Employment Report will be submitted on June 30, 2020 to the Wisconsin State Legislature and a copy will be made available to ILCW.

## **XI. Adjourn**

- A motion was made by Sue Premo to adjourn the meeting. The motion was seconded by Stephanie Birmingham. Motion carried. See Motion Item 7.

**Meeting adjourned at 2:53 P.M.**