



Independent Living Council of Wisconsin (ILCW) SPIL Committee Teleconference Meeting

December 1, 2021
12:00 PM – 1:00 PM

SPIL Committee Action Items and Motion Items

A. SPIL Committee Action Items

- 1. Action Item:** Wisconsin Coalition of Independent Living Centers (WCILC) Executive Director and ILCW Program Coordinator will make recommendations for SPIL Objective 1.1 after ILCW has received all Independent Living Centers' annual Program Performance Reports (PPRs).
- 2. Action Item:** WCILC Executive Director will send the Wisconsin Independent Living Network (WILN) plan to ILCW and will include the committee co-chairs' email addresses.
- 3. Action Item:** ILCW Program Coordinator will add discussion about SPIL goal 4 and the strategic retreat to the next SPIL Committee meeting agenda.
- 4. Action Item:** ILCW Program Coordinator will send out a Doodle Poll to determine SPIL Committee's availability for a SPIL Committee meeting in mid- to late December.

B. SPIL Committee Motion Items

- 1. Motion Item:** Maureen Ryan made the motion to approve the December 1, 2021, SPIL Committee meeting agenda. Jason Beloungy seconded the motion. Motion carried
- 2. Motion Item:** Jason Endres made a motion to have the SPIL Committee meeting agenda items not covered during the December 1, 2021 meeting to the next SPIL Committee meeting SPIL Committee meeting agenda. Marci Boucher seconded the motion. Motion Carried.

C. SPIL Committee Meeting Minutes

I. Welcome and Introductions, Randi Johnson, ILCW Secretary, Committee Chair

SPIL Committee Members Present: Jason Endres; Randi Johnson; Michael Donahue; Tami Frenzel; Sara Eckland; Jason Beloungy; Marci Boucher; Kyle Kliest; Maureen Ryan; and Deb Langam.

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Madison, WI 53714

Phone: 608-575-9293

Website: ilcwis.org



SPIL Committee Member(s) Absent Excused (*): N/A

Guest(s): N/A

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

II. The meeting was called to order at 12:01 PM by Randi Johnson, ILCW SPIL Committee Chair.

The meeting was available via teleconference by calling (312) 626-6799 and with Meeting ID: 897 3776 8647. The meeting was also available via [Zoom](#).

III. Review and Approval of SPIL Committee December 1, 2021 Meeting Agenda

- Agenda item four will include a discussion and explanation of the Independent Living Center formulary.
- Maureen Ryan made the motion to approve the December 1, 2021, meeting agenda. Jason Beloungy seconded the motion. Motion carried. See Motion Item 1.

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

- No public comment received.

V. Review Progress Toward SPIL goals

- The SPIL Committee meetings will focus on monitoring the current SPIL goals and to identifying needs which can be addressed as goals in the next SPIL.
- Reviewed SPIL goal tracker
 - Objective 1.1: All ILCs will maintain their current total number of unduplicated Information and Referrals (I&Rs) and Consumer Information Files (CIFs) for IL Core Services per each ILC service area; goal was not achieved.
 - It was stated that this goal is typically difficult to achieve due to expected fluctuations in consumer contacts, which may not necessarily be attributed to COVID-19.
 - Discussion was had about the wording of the goal. It is confusing and it is unclear what the baseline data is or should be.

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- The baseline should be based on 1% of persons with disabilities in each county.
- Discussion was had by the Committee that a year for baseline data e.g. selection of program year had not been decided. It was also discussed that factors such as COVID-19 impacting ILC data in program year 2020 and U.S. Census data being impacted by the pandemic may lead the Committee to want to use 2019 as a baseline or to possibly consider using a 2 year average for baseline data.
 - WCILC Executive Director and ILCW Program Coordinator will make recommendations for SPIL Objective 1.1 after ILCW has received all ILCs' PPRs. See Acton Item 1.
- Objective 2.1: Seventy-five percent of consumers receiving Independent Living (IL) core services have “successfully completed all goals” at the time of closure of their individual CIF.
 - No issues were reported for completion of this goal. ILCs have developed good methods for tracking this goal.
- Objective 2.2: On an annual basis at least one ILC will complete a Quality Indicators for Independent Living Services (QUILS) Peer Review.
 - In-person meetings have not been available; however, trainings and other meetings have been conducted virtually.
 - If possible, a virtual QUILS should be completed in Federal Fiscal Year (FFY) 2022, ideally before the current WCILC Executive Director retires.
 - WCILC Executive Director will discuss starting QUILS reviews up again with the WCILC Executive Committee.
 - There are few QUILS facilitators, and the training process requires co-facilitating a Peer Review. Starting reviews again will allow for more training
 - The question was raised about the QUILS tool and training being revised as Part B money had been allocated to WCILC for this purpose in 2019.
 - It was reported by WCILC's Executive Director that the QUILS tool has not been revised. WCILC is waiting on

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guidance from the Administration for Community Living before proceeding with recommendations.

- Objective 3.1: Develop and implement a Wisconsin Independent Living Network (WILN) three-year disability systems advocacy plan.
 - ILCW member should attend WILN advisory committee meetings. These include:
 - Health Care/Long-Term Care
 - Transportation
 - Mental Health/Substance Use
 - WCILC Executive Director will send the WILN plan to ILCW and will include the committee co-chairs' email addresses. See Action Item 2.
- Objective 3.2: Use the annual consumer barriers survey data to prioritize the disability systems advocacy plan (WILN plan).
 - The consumer barriers survey is administered every three years to match SPIL development cycle.
 - The survey was revised annually, but this was ineffective and infeasible.
- Objective 4.1: A retreat of the WILN, along with the Designated State Entity (DSE), where partners will outline roles and responsibilities and determine how to effectively work cohesively together.
 - The initial retreat was mostly an introductory session to IL. A second retreat, ideally in-person, is advisable before the end of 2023.
 - Planning for the next retreat should begin as soon as possible.
 - ILCW Program Coordinator will add discussion about SPIL goal 4 and the strategic retreat to the next SPIL Committee meeting agenda. See Action Item 3.

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- Objective 4.2: Frequency of contacts between Wisconsin State Independent Living Council (SILC) members and the respective ILCs that serve the county in which they reside.
 - The SILC, known as ILCW, typically conducts quarterly meetings at the ILCs but has been unable to do so.
 - Virtual walk-throughs may be a good way to help connect ILCW with the ILCs.
 - ILCW Program Coordinator is offering to introduce ILCW members to their ILCs during individual introductory meetings.

VI. Discussion of SPIL Tracker Tool Tabled for Next Meeting

VII. Review and Discussion of SPIL 2021-2023 Goals and Monitoring Tabled for Next Meeting

VIII. Discussion Regarding Days and Times for Standing SPIL Committee Meetings Tabled for Next Meeting

IX. Adjourn

- Jason Endres made a motion to have the SPIL Committee meeting agenda items not covered during the December 1, 2021 meeting to the next SPIL Committee meeting SPIL Committee meeting agenda. Marci Boucher seconded the motion. Motion Carried. See Motion Item 2.
- ILCW Program Coordinator will send out a Doodle Poll to determine SPIL Committee's availability for a SPIL Committee meeting in mid- to late December. See Action Item 4.
- The SPIL Committee unanimously moved to adjourn.

Meeting Adjourned at 1:12 P.M.