

Address: 3810 Milwaukee St.
Madison, WI 53714
Phone: (608) 575-9293
Website: ilcwis.org



Independent Living Council of Wisconsin (ILCW)

Membership Committee Teleconference Meeting

February 7, 2022

2:00 P.M. – 3:30 P.M.

APPROVED MARCH 7, 2022

ILCW Membership Committee Action Items and Motion Items

A. ILCW Membership Committee Action Items

- 1. Action Item:** ILCW Program Coordinator will look at ILCW's current composition to make sure Angela Brenna's membership would not create an imbalance.
- 2. Action Item:** ILCW Program Coordinator will ask Angela Brenna if she is still interested in ILCW membership and invite her to the February 14, 2022 Executive Committee meeting for introduction to the Committee.
- 3. Action Item:** ILCW Program Coordinator will send new links to the council members who have not completed the ILCW Demographic Survey.
- 4. Action Item:** ILCW Program Coordinator will present graphic editing software options to the Council at the February ILCW Quarterly Meeting.
- 5. Action Item:** ILCW Program Coordinator will update the ILCW Recruitment Flyer with the changes recommended by the ILCW Membership Committee.

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B. ILCW Membership Committee Motion Items

- 1. Motion Item:** Jason Endres made a motion to approve the February 7, 2022 ILCW Membership Committee meeting agenda. Chris Wood seconded the motion. ILCW Membership Committee voted unanimously to approve the agenda. Motion carried.
- 2. Motion Item:** Kyle Kleist made a motion to approve January 4, 2022 ILCW Membership Committee meeting minutes. Eric Riskus seconded the motion. ILCW Membership Committee voted unanimously to approve the January 4, 2022 meeting minutes. Motion carried.
- 3. Motion Item:** ILCW Chair made a motion to invite Angela Brenna to the February 14, 2022 ILCW Executive Committee meeting for introduction to the Executive Committee so her membership can be voted on at the February 22, 2022 ILCW Full Council Meeting. Kyl Kleist seconded the Motion. ILCW Membership Committee move unanimously to invite Angela Brenna to the February 14, 2022 ILCW Executive Committee meeting.

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C. ILCW Membership Committee Meeting Minutes

I. Welcome and Introductions, Randi Johnson, ILCW Secretary

ILCW Membership Committee Members Present: Jason Endres; Chris Wood; Kyle Kleist; and Eric Riskus.

ILCW Membership Committee Member(s) Absent; Excused (*): N/A

Guest(s): N/A

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator

II. The meeting was called to order at 2:02 P.M. by Randi Johnson, ILCW Secretary

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 895 3375 2622. The meeting was also available via [Zoom](#).

III. Review and Approve February 7, 2022 ILCW Membership Committee Meeting Agenda

- Jason Endres made a motion to approve the February 7, 2022 ILCW Membership Committee meeting agenda. Chris Wood seconded the motion. ILCW Membership Committee voted unanimously to approve the agenda. Motion carried. See Motion Item 1.

IV. Review and Approve January 4, 2022 ILCW Membership Committee Meeting Minutes

- Kyle Kleist made a motion to approve January 4, 2022 ILCW Membership Committee meeting minutes. Eric Riskus seconded the motion. ILCW Membership Committee voted unanimously to approve the January 4, 2022 meeting minutes. Motion carried. See Motion Item 2.

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

- No Public Comment Received; Public Comment Closed at 2:12 P.M.

VI. Discuss Potential Council Members

- Several Independent Living Centers (ILCs) have reached out to consumers that might make good council members.
 - Some consumers have shown interest but have not attempted to contact ILCW.
- LySandra Owens will be invited to meet the full council at the ILCW Quarterly Meeting on February 21, 2022. ILCW will vote to approve LySandra's Membership on February 22, 2022.
- Angela Brenna may still be interested in council membership.
 - Angela agreed to keep her application open with ILCW and the Governor's Appointments office.
 - The ILCW Treasurer recently resigned. He worked for an ILC. There is now an open spot for a person who works for an ILC or State Agency on the council.
 - Angela Works for the Wisconsin Department of Health Services (DHS). She is working on Covid-19 relief efforts and is in a bureau separate from the Designated State Entity (DSE). There should be no conflicts of interest with Angela's membership in the council.
 - ILCW Program Coordinator will look at ILCW's current composition to make sure Angela Brenna's membership would not create an imbalance. See Action Item 1.

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- ILCW Chair made a motion to invite Angela Brenna to the February 14, 2022 ILCW Executive Committee meeting for introduction to the Executive Committee so her membership can be voted on at the February 22, 2022 ILCW Full Council Meeting. Kyl Kleist seconded the Motion. ILCW Membership Committee move unanimously to invite Angela Brenna to the February 14, 2022 ILCW Executive Committee meeting. See Motion Item 3.
- ILCW Program Coordinator will ask Angela Brenna if she is still interested in ILCW membership and invite her to the February 14, 2022 Executive Committee meeting for introduction to the Committee. See Action Item 2.

VII. Review and Discuss Current Needs of the Council

- Currently ILCW's greatest need is for a Council member with financial experience.
 - Scott Luber is a retired Certified Public Accountant (CPA).
 - Scott's term ends July, 2022. It is unclear if he will request a second term.
 - LySandra Owens completed some financial tasks when she worked for the ILCW Program Coordinator at Society's Assets. She may be a good candidate for Treasurer.
- ILCW will benefit from more diverse representation.
 - A demographic survey will be used to help the Membership Committee target recruitment efforts. Google Forms is accessible and can be used with several screen readers. Survey Monkey is also accessible, but a paid subscription is required to use many of its features.

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- ILCW Program Coordinator completed an updated version of the ILCW Council using input received at the January 4, 2022 Membership Committee meeting.
 - Three members have submitted answers to the new survey.
 - ILCW Program Coordinator will send new links to the council members who have not completed the ILCW Demographic Survey. See Action Item 3.

VIII. Discuss ILCW Recruitment Flyer

- Several ILCs have requested a flyer that they can send to consumers, board members, and others who may be interested in ILCW membership.
- The current version of the flyer has good information. The picture used on the flyer should be replaced with a disability related image that has a square with the International Symbol of Accessibility (ISA), persons who have cognitive disabilities and/or are neurodivergent, persons who use sign language interpretation, and persons who use white canes.
 - The ISA should be replaced with the Modified ISA showing active use of a wheelchair.
 - ILCW Program Coordinator does not currently have graphics editing software which would allow him to make the change to the flyer.
 - ILCW Program Coordinator will present graphic editing software options to the Council at the February ILCW Quarterly Meeting. See Action Item 4.
 - ILCW Program Coordinator will update the ILCW Recruitment Flyer with the changes recommended by the ILCW Membership Committee. See Action Item 5.

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IX. Discuss Development of Needs Assessment

- To better help ILCW keep track of the skills of its council members, a needs assessment survey will be developed.

X. Review Discussion with Office of Appointments

- ILCW Program Coordinator has had regular contact with the Governor's Office of Appointments.
 - The Office of Appointments is currently looking into the possibility of staggering ILCW Membership terms so they do not all end at the same time.

XI. Adjourn

- Kyle Kleist made a motion to adjourn the February 7, ILCW Membership Committee Meeting. Eric Riskus seconded the motion. ILCW Membership Committee moved unanimously to adjourn the meeting. Motion carried. See Motion Item 4.

Meeting Adjourned at 3:00 P.M.