

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



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

May 2, 2022

2:00 P.M. – 3:30 P.M.

APPROVED JUNE 6, 2022

Action Items and Motion Items

A. Action Items

- 1. Action Item:** ILCW Program Coordinator will send a reminder email to request ILCW members return their ballots to him before May 20, 2022.
- 2. Action Item:** ILCW Program Coordinator will send a reminder email to the ILC directors and assistant directors asking them to send the flyer to ADRCs and DVR offices in their service areas.
- 3. Action Item:** LySandra Owens and ILCW Program Coordinator will meet to discuss building an information packet that can be used for ILCW's recruitment efforts.
- 4. Action Item:** ILCW Membership Committee will bring suggestions for marketing materials to hand out at conferences to the next meeting June 6, 2022.
- 5. Action Item:** ILCW Program Coordinator and ILCW Secretary will review the by-laws and draft changes to propose at the June 6, 2022 ILCW Membership Committee meeting.
- 6. Action Item:** ILCW Chair and ILCW Program Coordinator will work together to develop a training presentation for the May Quarterly Meeting.

B. Motion Items

- 1. Motion Item:** Kyle Kleist made a motion to approve the May 2, 2022 ILCW Membership Committee meeting agenda. LySandra Owens seconded the motion. Motion carried.

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2. Motion Item: Jason Endres made a motion to approve the April 4, 2022 ILCW Membership Committee meeting minutes. LySandra Owens seconded the motion. Motion carried.

3. Motion Item: Jason Endres made a motion to adjourn the May 2, 2022 Membership Committee Meeting. Chris Wood seconded the motion.

C. Meeting Minutes

I. Welcome and Introductions, Randi Johnson, ILCW Secretary

Members Present: Jason Endres; LySandra Owens; Randi Johnson; Kyle Kleist; Chris Wood; and Eric Riskus.

Guest: Ramsey Lee.

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 May 2, 2022 ILCW Membership Committee Meeting Agenda

- Kyle Kleist made a motion to approve the May 2, 2022 ILCW Membership Committee meeting agenda. LySandra Owens seconded the motion. Motion carried. See Motion Item 1.

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

- Jason Endres made a motion to approve the April 4, 2022 ILCW Membership Committee meeting minutes. LySandra Owens seconded the motion. Motion carried. See Motion Item 2.

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

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- No public comment received; public comment closed at 2:08 P.M.

VI. Discuss Progress on Officer Elections

- ILCW Program Coordinator sent the ballots for ILCW Officer Elections via email on April 19, 2022. Most of the ballots have been returned.
- ILCW Program Coordinator will send a reminder email to request ILCW members return their ballots to him before May 20, 2022. See Action Item 1.

VII. Discuss Outreach Efforts

- Independent Living Center (ILC) directors reported to ILCW Program Coordinator they have not had the opportunity to send the ILCW Recruitment Flyer to Aging and Disability Resource Centers (ADRCs) or Department of Vocational Rehabilitation (DVR) offices.
 - ILCW Program Coordinator will send a reminder email to the ILC directors and assistant directors asking them to send the flyer to ADRCs and DVR offices in their service areas. See Action Item 2.
- LySandra Owens received the recruitment flyers that were printed for her. She was unable to attend the National Association for the Advancement of Colored People (NAACP) breakfast.
 - LySandra would like to contact the presidents of both the Kenosha and Racine NAACP chapters to provide them with a 5-minute presentation.
 - They will need more information than what is included in the flyer before they can make recommendations to ILCW.
 - LySandra Owens and ILCW Program Coordinator will meet to discuss building an information packet that can be used for ILCW's recruitment efforts. See Action Item 3.
- ILCW Program Coordinator met with an IL Specialist from indiGO to discuss outreach to Wisconsin's Tribal Communities.

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- The Great Lakes Native American Elder Association (GLNAEA) will be having a conference in June. ILCW may be able to have a table to provide information at the conference.
- ILCW does not have any marketing materials like pens, magnets, or other similar items to hand out at conferences and similar gatherings.
 - ILCW Membership Committee will bring suggestions for marketing materials to hand out at conferences to the next meeting June 6, 2022. See Action Item 4.

VIII. Discuss New ILCW Membership Applications

- ILCW Program Coordinator received an application from Deb Langham. She will be retiring from Independence First and will not impact ILCW's balance. The Governor's Office of Appointments has not vetted the application.

IX. Discuss and Approve to Present at May 2022 Quarterly Meeting New Procedure for ILCW Membership Application Process

- The procedure for accepting new members is confusing for both ILCW Members and potential candidates.
- ILCW Program Coordinator and ILCW Secretary will review the by-laws and draft changes to propose at the June 6, 2022 ILCW Membership Committee meeting. See Action Item 5.

X. Discuss Training for Presentation and ILCW May 2022 Quarterly Meeting

- Training should focus on topics specific to ILCW.
- ILCW Chair and ILCW Program Coordinator will work together to develop a training presentation for the May Quarterly Meeting. See Action Item 6.

XI. Discuss In-Person and Hybrid Model Meetings

- The Wisconsin Independent Living Network (WILN) and Wisconsin Coalition of Independent Living Centers (WCILC) have voiced interest in having retreats yearly.

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- The SPIL states that a retreat must be completed before June 20, 2023.
- Conducting the retreat in-person will be more productive than online. There is still some hesitancy to meet in August due ongoing concerns about the Coronavirus pandemic.
- Madison may be a good place to have the retreat to make it easier for representative from the Designated State Entity (DSE) to attend.
- An ad-hoc committee to plan the retreat including ILCW, WILN, WCILC, and the DSE should be considered so everyone has some input.
- The August, 2022 Quarterly Meeting could be held at the Center for Independent Living Western Wisconsin (CILWW). A virtual option should be available to those who are unable to travel.

XII. Adjourn

- Jason Endres made a motion to adjourn the May 2, 2022 Membership Committee Meeting. Chris Wood seconded the motion. Motion carried. See Motion Item 3.

Meeting Adjourned at 3:15