

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



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

May 5, 2022

1:00 P.M. – 2:30 P.M.

APPROVED JULY 7, 2022

Action Items and Motion Items

A. ILCW Executive Committee Action Items

- 1. Action Item:** ILCW Program Coordinator will discuss the pros and cons of using Google Workspace and Microsoft OneDrive with the full council at the May 23 – 24 Quarterly Meeting.
- 2. Action Item:** ILCW Program Coordinator will meet with Molly Berenson and Kyle Kleist to discuss cash flow and if any interventions are necessary at this time.

B. ILCW Executive Committee Motion Items

- 1. Motion Item:** Kyle Kleist made a motion to approve the May 5, 2022 ILCW Executive Committee meeting agenda. Randi Johnson seconded the motion. Motion carried.
- 2. Motion Item:** Kyle Kleist made a motion to approve the March 14, 2022 ILCW Executive Committee meeting minutes. Randi Johnson seconded the motion. Motion carried.
- 3. Motion Item:** Jason Beloungy made a motion to adjourn the May 5, 2022 ILCW Executive Committee meeting. Kyle Kleist seconded the motion. Motion carried.

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



C. Meeting Minutes

I. Welcome and Introductions, Jason Endres, ILCW Chair

Members Present: Jason Endres; Kyle Kleist; Randi Johnson; and Jason Beloungy.

Member(s) Absent; Excused (*): *Scott Luber.

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator.

II. The meeting was called to order at 1:02 P.M. by Jason Endres, ILCW Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 814 1688 0739. The meeting was also available via [Zoom](#).

III. Review and Approve May 5, 2022 ILCW Executive Committee Meeting Agenda

- Kyle Kleist made a motion to approve the May 5, 2022 ILCW Executive Committee meeting agenda. Randi Johnson seconded the motion. Motion carried. See Motion Item 1.
 - Agenda Item 8 should read "Discuss Federal Fiscal Year 2022 Quarterly Report"

IV. Review and Approve March 14, 2022 ILCW Executive Committee Meeting Minutes

- Kyle Kleist made a motion to approve the March 14, 2022 ILCW Executive Committee meeting minutes. Randi Johnson 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

- No public comment received; Public Comment closed at 1:11 P.M.

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



VI. Discuss Changing Meeting Time for ILCW Executive Committee

- Several Committee members have had to miss or leave ILCW Executive Committee meetings early.
- ILCW Executive Committee meetings interfere with Independent Living Research Utilization (ILRU) Statewide Independent Living Council (SILC) Speaks program which provides information to SILC staff and members.
 - To accommodate SILC Speaks, it may be possible to limit ILCW Executive Committee meetings to 1 hour.
- Officer elections will be done after the May 23 – 24, 2022 ILCW Quarterly Meeting. Deciding on a new time should be tabled until after the elections.

VII. Discuss Updates from Wisconsin Independent Living Network (WILN) Leadership Meeting

- WILN is interested in having another retreat. August 2022 was considered for the date; however, this may be too early to effectively plan a worthwhile event.
 - Getting input from Designated State Entity (DSE) would be difficult with this time frame.
 - There is still some hesitancy due to the Coronavirus Pandemic.
 - About 50% of the persons responding to the retreat survey stated that August 2022 would not be a good time to meet.
 - With a later date, we have more time to plan. A work group should be built to begin the planning process as soon as possible.

VIII. Discuss Google Suite Collaboration Software

- Google Workplace is free to non-profits. It includes the Google Suite software that has a word processor, spreadsheet program, 30 gigabytes (GB) of cloud storage, and other tools. It also offers email address with custom domains.

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



- ILCW owns its domain; email addresses may not have to change if Google Workplace was used for email instead of GoDaddy.
- ILCW members could each have their own ILCW email address.
- Google Workspace is not the standard free Google software service.
 - There is better security and control.
- ILCW may have access to Microsoft OneDrive Storage through the Microsoft Office software Suite.
 - There is a cost associated with this.
 - There may be other advantages to using the Microsoft product that we are unaware of.
- ILCW Program Coordinator will discuss the pros and cons of using Google Workspace and Microsoft OneDrive with the full council at the May 23 – 24 Quarterly Meeting. See Action Item 1.

IX. Discuss Federal Fiscal Year (FFY) 2022 Quarterly Report

- FFY 2022 Quarter 2 report was corrected following the ILCW Financial Committee meeting. The corrected report was submitted to the Designated State Entity (DSE) on time.
- Community Aids Reporting System document was submitted on April 15. Due to reconciliation at Department of Health Services (DHS,) the reporting should have been submitted March 31.
 - Reimbursement for the CARS report send on April 15th will not be possible until the next CARS cycle. Likely the funds will be reimbursed on or near June 1st.
 - This may cause some difficulty with cash flow until the reimbursement funds become available.
 - ILCW Program Coordinator will meet with Molly Berenson and Kyle Kleist to discuss cash flow and if any interventions are necessary at this time. See Action Item 2.

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



X. Discuss National Council on Independent Living (NCIL) Conference

- NCIL Conference will be both in-person and virtual. Participants who join the in-person conference will also have access to the virtual program.
- ILCW Chair would like to attend the in-person conference and is asking ILCW to pay only for conference registration.
- ILCW Program Coordinator should consider attending the NCIL conference in-person.
- Kyle Kleist will be attending the NCIL Conference in-person. Center for Independent Living of Western Wisconsin (CILWW) is paying for his attendance.
- Early bird registration fee is \$250.00, and the deadline is May 13, 2022; standard registration fee is \$340.00.
 - The full council should be asked if they would like to attend this year's conference at the May 23 – 24 Quarterly Meeting.
 - The option of virtual only attendance should be offered to the council.
 - NCIL Conference will tie in nicely with the work of ILCW and will be a good opportunity for newer members to learn more about the Independent Living movement.

XI. Discuss Updates Provided by ILCW Program Coordinator

- Updates tabled until May 23 – 24 Quarterly meeting.

XII. Adjourn

- Jason Beloungy made a motion to adjourn the May 5, 2022 ILCW Executive Committee meeting. Kyle Kleist seconded the motion. Motion carried. See Motion Item 3.

Meeting Adjourned at 2:00 P.M.