**Executive Committee Meeting**

February 23, 2023

DRAFT Meeting Minutes

Action Items:

* Ms. Hess will remove the agenda review items from the monthly agendas.
* Ms. England will reach out to the Administration on Community Living (ACL) about the process and timeline for completing a technical amendment to extend the SPIL through 2024.
1. Call to Order
2. Introductions

Ligia Andrade Zuniga – SILC Vice-Chair/C and C Chair

Tink Miller – SPIL Chair/Executive Director, Placer Independent Resource Services (PIRS)

Jenny Yang – Governance Chair

Susan Rotchy – SILC Member/Executive Director, Independent Living Resources of Solano and Contra Costa County (ILSCC)

Jose Solorzano – SPIL Vice-Chair

Ana Acton – Deputy Director, Independent Living and Community Access Division (ILCAD), Department of Rehabilitation (DOR)

Regina Cademarti – DOR

Lisa O’Guinn – DOR

Tanya Thee – Member of the Public

Carrie England – SILC Executive Director

Danielle Hess – SILC Office Manager

1. Public Comment

Ms. Hess encouraged members to continue to share information about the Youth Leadership Forum for Students with Disabilities (YLF)

Ms. England shared that there are two upcoming vacancies on the council, and she encourages members to recommend people in their networks.

1. Approval of draft minutes from the January 26, 2023, Committee meeting

Ms. Miller motioned for approval of the January 26, 2023, committee meeting minutes, and Ms. Yang seconded the motion. This passed unanimously through a roll call vote.

1. DOR Updates
	1. Transition and Diversion information

Ms. Acton reported that they are accepting applications off the waitlist as funds are being disencumbered from completed transitions. They recommend that people with additional needs apply for the Community Living Fund.

* 1. Updates on Programs and Staffing

The Independent Living and Assistive Technology section is almost fully staffed, with one vacant position for a Community Living Fund analyst. Victor Duron has been appointed as the DOR Deputy Director, and his confirmation is working through the Senate.

Three additional grant applications have been submitted for the Community Living Fund to serve additional communities. There have been 25 grant packages finalized and sent to the nonprofits for signatures and processing, and two of those have been returned to DOR to be executed.

DOR is holding monthly stakeholder meetings, and they held one recently with the ILCs about the barriers and issues around the Aging and Disability Resource Connections (ADRCs). They plan to hold another meeting to highlight how some of these barriers have been addressed.

The Voice Options Program is going through the process of either becoming permanent or ending the pilot program. DOR is tracking that process and will share when it is on the California Public Utilities Commission (CPUC) agenda for discussion.

1. SILC Operations Updates
	1. Monthly Budget Report

Ms. Hess reported that the SILC is fully within budget for the current fiscal year, and there are no remaining in-person meetings. The budget will be updated when a Legislative Specialist is hired.

* 1. Executive Director Updates

Ms. England reported that the SILC is in the process of filling the Legislative Specialist position. Several applications were received and screeded, and she will work to schedule first-round interviews with the qualified applicants. Her goal is to have someone in the position by April. All of the annual reporting has been submitted, and as soon as she has approval, she will start work on the SPIL technical amendment.

1. Working Committee Updates
	1. Communication and Collaboration
		1. Legislative updates

At the February 10 meeting, Ms. England reviewed the Legislative Agenda. It is posted on the SILC homepage under Agency Announcements.

* + 1. Other committee updates

At the last meeting members discussed the effect of opioid control legislation on people with disabilities, the lack of raises for LTSS workers, and resources for durable medical equipment for Hand in Hand.

* 1. Governance
		1. Update on Committee projects

The Committee has been discussing ideas of how to strengthen the SILC member/ILC partnership program.

* + 1. New Member recruitment update

There have been two members recommended to the governor’s office, and there will be two additional vacancies soon. She asked that attendees have anyone interested contact her. Both the Department of Developmental Services (DDS) and the California Department of Aging (CDA) need to appoint new ex-officio members.

* + 1. Committee Rubric Proposal (Action)

Ms. Yang motioned to ask committees to review their rubrics yearly instead of monthly, and Ms. Andrade Zuniga seconded the motion. This passed unanimously through a roll call vote.

* 1. SPIL
		1. Updates on SPIL Workgroups

Ms. Hess reviewed the SPIL workgroup updates, and there was some discussion of the future possibility of bringing data questions to the most commonly used data collection software companies.

* + 1. 2024 SPIL Format Proposal (Action)

Ms. England reviewed the history of this item and shared that the SPIL committee recommended completing technical amendments to extend the current SPIL through 2024. Ms. Andrade Zuniga motioned to approve this, and Ms. Miller seconded the motion. This passed unanimously through a roll call vote. Ms. England will reach out to the Administration on Community Living to determine the timeline and process.

1. Executive Committee Rubric Goals
	1. Comments from members

Ms. Hess will remove this from future Executive Committee agendas.

1. Future Council Meetings
	1. March 7-8, 2023 (Virtual)
	2. August 8-9, 2023 (In person, IEHP)
	3. December 5-6, 2023 (Virtual)
2. Summary of activities requiring follow-up at next meeting
	1. Next Meeting April 27, 2023

**\*\*CLOSED SESSION\*\***

1. Review SILC Executive Director Performance Review Evaluation Summary

Ms. Hess will work with Executive Committee Members to schedule a special session to discuss this review.