**Executive Committee Meeting**

February 22, 2024

DRAFT Meeting Minutes

Action Items:

* Ms. Hess will resend the Executive Director review documents, which members will complete and return to her before the April Executive Committee Meeting.
* Committee Members will review the draft SILC Policy Statement, and bring their feedback for the April Executive Committee Meeting.

1. Call to Order
2. Introductions

Ligia Andrade Zuniga – SILC Chair

Roque Alas Bucton – SILC Vice-Chair

Lisa Hayes – C and C Chair/Executive Director, Rolling Start Inc.

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

Jenny Yang – Governance Chair

Susan Rotchy – Susan Rotchy – SILC Member/SPIL Member/Executive Director, Independent Living Center of Solano and Contra Costa County (ILCSCC)

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

Carrie England – SILC Executive Director

Allison Viramontes-Nhan - SILC Legislative Specialist

Danielle Hess - SILC Office Manager

1. Public Comment

There were no public comments at this meeting.

1. SILC Member Updates

Mr. Alas Bucton shared that Google has discontinued support of the HTML version of Gmail, which has had a significant impact on screen reader users and affects its accessibility.

1. Approval of Draft Minutes from January 25, 2024, Executive Committee Meeting

Ms. Miller motioned for approval of the draft minutes from January 25, 2024, and Ms. Hayes seconded the motion. This passed unanimously through a roll call vote.

1. SILC Operations Updates
   1. Executive Director Updates

Ms. England has been asked to present about bullying at the SILC Congress, and she is working with the SILC team to prepare materials for that. She is also working with the California Foundation for Independent Living Centers (CFILC) on a presentation for the National Conference on Independent Living (NCIL)

As part of her work with the National Association of State Independent Living Councils (NASILC), she has been asked to continue to act as the Region 9 Representative for an additional 2-year term. She is considering this but has not committed. She also plans to get more involved with the National Council on Independent Living (NCIL) after the SPIL has been submitted.

SILC Staff will eliminate the office space in the summer, which will free up the funding used to pay rent to allow the SILC to hold more in-person meetings.

SILC Staff are working with the SPIL development workgroups to get their goals finalized for consideration at the SPIL meetings in February and March. They expect to hold at least two hearings on the SPIL in April, with ILCs hosting and a virtual option. Ms. Hayes has volunteered to allow the SILC to use Rolling Start as a location, and Ms. Yang offered the college that she works at as a potential location for Northern California.

This has been an extremely busy month for SILC Staff, but everything is going well and staff are working to support each other as needed.

The SILC is fully constituted, with some planned vacancies in September 2024. After the SPIL is completed, she will share recruitment information with the members so they can share it with their networks.

* 1. Monthly Budget Report

Ms. Hess shared that there haven’t been significant changes since last month, and the SILC continues to run fairly close to using the full budget because of some state cost increases. She is working to cancel the landline service with AT&T and has been able to get cell phones for SILC staff to use. This will be a decrease in cost.

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

Ms. Viramontes-Nhan shared that the SILC has 12 bills on the watch list, and members asked for some additional time to review an additional five bills that may be added. At the next C and C meeting in April, they will review those bills and some additional ones that were recommended at the February 2024 meeting.

* 1. Governance
     1. New Member Updates

Ms. Hess reported that there is a new SILC Member Orientation scheduled for Friday, February 23.

* 1. SPIL

The State Plan for Independent Living (SPIL) committee met on January 22 and had a presentation from Ms. England on the role and responsibilities of the SILC concerning the SPIL.

* + 1. Updates on SPIL Workgroups

Ms. Hess shared updates on the SPIL workgroups, most of whom have developed goals for the 2025-2027 SPIL, with two more working to finalize their goals. These will be reviewed and approved by the SPIL Committee.

* + 1. DOR Updates
       1. Transition and Diversion

Ms. Acton shared that the Transition and Diversion Fund has been fully encumbered, and they are only accepting new applications as current grant recipients send invoices and funds are disencumbered. They have served 105 individuals so far with these funds and are waiting on several invoices.

* + - 1. Updates on Programs and Staffing

DOR will present a more comprehensive update at the March 2024 SILC Meeting. They are working on the Systems Change Request for Application (RFA) and the Tier Augmentation grants and will need the final goal language from the SILC before they can be finalized and released.

She encouraged centers to utilize the Community Living Fund whenever possible.

Ms. England asked about any expected cuts to DOR because of the projected California budget deficit, and Ms. Acton shared that she doesn’t expect cuts because 80% of their funding is Federal, with the other 20% used as a match to draw down that Federal Funding.

1. SILC Policy Statement Request

Ms. England shared information about the background of this request, and how she developed a two-page summary of the SILC’s work. She asked members to review and make any edits they think would be appropriate, and for guidance on how the Executive Committee wants this distributed. Ms. Miller asked about the deadline, and Ms. England shared that it could wait until the April Executive Committee Meeting. This will be shared widely both within the SILC and with partners.

1. Future Council Meetings
   1. March 5-6, 2024 (Virtual)
   2. June 5-6, 2024 (Virtual)
   3. September 17-18, 2024 (TBD)
   4. December 10-11, 2024 (Virtual)
2. Executive Director Performance Review

Committee members required additional time to complete their review. Ms. Hess will resend the review documents, and this will be discussed at the April Executive Committee meeting.

1. Summary of Activities Requiring Follow-Up at Next Meeting
   1. Next Meeting April 25, 2024 (March Meeting Canceled in Favor of the SILC March Council Meeting)
2. Adjourn