



STATEWIDE INDEPENDENT LIVING COUNCIL

July 20, 2022

1:00 p.m. – 2:30 p.m.

FULL SILC Meeting

IN-PERSON AND ZOOM

Members and Ex-Officios Attending: Chair Carrie Dudley, First Vice-Chair Deborah Ritcey, Secretary and Immediate Past Chair Jeff Dickinson (Remote), Member Christopher Emerson (Remote), Member Erin Hall, Member Randy Pierce, Member Michelle McConaghy, Member Sarah Sweeney, Member Ryan Witterschein, and DSE representative Daniel Frye (Remote).

Staff: Jennifer Beaulieu (SILC Assistant)

Guests: Matthew Greenwood (Member of the Public, Remote), Jennifer Cook (Nominee, Remote).

Communication Access: Laurie Meyer (ASL Interpreter) and Marion Richards (ASL Interpreter)

The SILC meeting was called to order at 1:13 PM by Chair Carrie Dudley. Attendance was taken via roll call.

*Quorum was reached.

The Chair will follow the federal health emergency guidelines as it relates to the rising cases of COVID and allow this body to be remote with the ability to meet with quorum while being remote.

Approval of Minutes of 3/16 Full SILC Meetings

*** Second Vice-Chair Deborah Ritcey made a motion to accept the minutes.**

Second: Member Randy Pierce

Discussion: None

All in Favor: Yes **Abstaining: 3 abstentions**

Motion Carried.

Committee Updates

A. Governance Committee Report

Deborah reported out for the Governance Committee. The Committee is currently working on the annual satisfaction surveys for consumers who receive services from Part B funded organizations. The surveys are a requirement of the current SPIL. The Committee has decided to send them out in the first two weeks of August. This will give consumers the last two weeks of August to fill out the surveys and send them back to the SILC. Some logistical concerns were raised. One of these was concern over how the surveys will be sent out to consumers. The Committee made the decision to give latitude to the Part B vendors over how the surveys get sent out. Some vendors may prefer U.S. Mail, others e-mail, and some, online surveys. Another concern raised was the cost of the surveys and how organizations would get reimbursed for any costs incurred. There were questions on if there is funding in the budget for reimbursement for organizations that seek it. Daniel said that he doesn't know if that has been budgeted for, but he will inquire from those who know and let the council know.

Deborah mentioned that despite the concerns raised, the committee decided not to postpone the survey because the last one was done in 2009 and the SILC has a duty to make sure it is providing consumers with what they need. In the future, we plan to formalize the process, and receive surveys regularly.

Jennifer Cook raised a concern over low vendor participation in developing surveys. Deborah noted that 4 out of 5 agencies (that are Part B vendors) are sitting at the table now and 3 out of the 4 have participated in the discussion on the survey process. There is one organization based in New Jersey that has not participated in the discussion and will have the fewest surveys going out. Deborah noted that regarding consumer survey participation rates, the last time the Part B surveys were done, one organization had a 62% return rate, another had a 35% return rate, and another had a 27% return rate.

Deborah will connect with Randy to discuss the logistics of the survey. The survey includes seven generic questions that can be changed a bit to reflect the services the Part B vendors provide. The goal is to have everything back and sent to Jennifer Beaulieu by August 31st. This will allow the Executive and Governance committees to review the surveys at their next regular meetings and then have the results to share with the full Council. Deborah noted that Carrie is writing a letter that will be attached to the surveys that gives an overview of the SILC and Part B. Vendors can modify the letter based on how they will send the surveys out. Deborah noted to expect the letter to be ready sometime this week.

The next things the Committee will focus on are the SILC bylaws and Policies & Procedures with an eye toward tightening them up in some areas.

Deborah will forward the GSIL survey to Randy.

Jennifer Beaulieu will send copies of the bylaws and P&P to Randy.

B. Membership Committee Report

Jeff reported for the Membership Committee. They have gotten word that Ryan Witterschein and Randy Pierce have been officially appointed by the Governor's office and received their letters. Currently there are three other people in various stages of applying. Jeff noted that the committee is going to let them know that their applications are currently being reviewed.

At yesterday's Membership Committee meeting, there was discussion about what orientation materials the committee would like to put together for new and existing SILC members. One idea discussed was a series one-to-two-page documents on topics such as what the SILC is, what the

