



**WASHINGTON**  
State Independent Living Council

**WASILC QUARTERLY MEETING MINUTES**

**Thursday, October 12, 2017**

The Heathman Lodge

7801 NE Greenwood Drive Vancouver, WA

**Members Present:**

Mark Leeper, Center Director Representative, Pullman  
Jana Finkbonner, VR Tribal Representative, Bellingham  
Kayla Victor, Private Business Representative, Vancouver  
Deb Cook, Ex-Officio Department of Services for the Blind (DSB), Seattle  
Keith James, Advocate for Individuals with Disabilities, Seattle  
Davi Kallman, Youth Representative, Pullman  
Hannah Langlie, Youth Representative, Seattle  
Ryan Nabors, CIL Representative, Tumwater  
Michael Richardson, Advocate for Individuals with Disabilities, Seattle  
Sheila Turner, Parent Guardian Representative, Pasco

**Per Phone:**

**Members Absent:**

Rob Hines, Ex-Officio DVR, Olympia

**Council Staff:**

Kim Conner, Executive Director  
Alex Hatcher, Disability Integration Manager  
Cassi Villegas, Executive Assistant

**Guests:**

Jen Bean, CAP  
Scott Bloom, TBI Council  
Kim Caanan, DSB  
Jerry Johnsen, CAP  
Kimberly Meck, Alliance for disAbilities  
Michele Mulhern, DVR

### **Call to Order:**

- Called to Order: Thursday, October 12, 2017 at 9:01 by Mark Leeper, SILC Chair
- April & July 2017 Minutes- Motion for Approval
- Michael submitted grammatical changes in the April Minutes

**Motion: Ryan, "I motion to approve the April minutes as amended."**

**Vote: All in favor, motion passes unanimously.**

**Motion: Ryan, "I motion to approve the July Minutes."**

**Vote: All in favor, motion passes unanimously.**

- Mark introduced new members and mentioned the Service Dog project.
- Everyone introduced themselves and gave a brief description of their background, and a hobby.

### **Financial Report: Kayla Victor/Kim Conner**

- Kim reviewed the FFY 2017 Expenditure Report.
- In FFY 17, we were under budget due to multiple reasons, largely because ASL Interpreters and CART were not utilized.
- Davi asked if we could consider sending more council members to conferences in 2018 based on the amount of money that appears to be left over. Kim responded that the expenditures for next year's conferences have yet to be calculated and it is expected that ASL and CART expenditures will increase therefore increasing conference participation could potentially put the SILC over budget. This topic will be revisited later.

### **Bylaw & Policy Additions and Changes:**

- Reviewed proposed Bylaw changes and updated minor grammatical errors.

**Motion: Jana, "I motion to approve Bylaws as amended."**

**Vote: All in favor, motion passes unanimously.**

- Council reviewed Conference Attendance Policy
- Additional conferences can be attended. The attendance of conferences is driven by the SPIL.

**Motion: Sheila, "I motion to approve the Conference Attendance Policy as written."**

**Vote: All in favor, motion passes unanimously.**

### **Executive Committee (EC) Report: Mark Leeper**

- EC has been meeting regularly. All of the discussions that take place under the EC are on the agenda for discussion during this meeting so there is no need to report out.

### **DVR: Michele Mulhern, DVR Senior Manager**

- DVR's Order of Selection (OOS) will begin November 1. They have provided customer notifications; vendors and contracted vendors are also aware of the change.
- Individuals with most significant disabilities will receive services under OOS. There

are three different priority categories.

- The Washington Administrative Codes (WAC) are being revised to align with federal regulations under WIOA and the Rehab Act.
- Roundtables are being hosted in October for a public comment period.
- DVR is working with The WA State Rehab Council (WSRC) on reconsidering DVR placement. Some examples could be placement under DDA, AL TSA, directly under the secretary, etc.
- Jerry Johnsen stated that DVR's current placement under DSHS is not a good fit as it dilutes the integrity of VR programs. He described the history of DVR placement. Jerry stated it is preferred to have DVR placed in a position where the DVR Director is reporting directly to the DSHS Secretary.
- PRE-ETS still developing under DVR.

#### **Executive Director and SPIL Report: Kim Conner**

- A quarterly ED report was distributed in the QM packet.
- Davi asked if there are minutes available from the meetings Kim attend. The minutes from all of these meetings are public and can be found on each partner's website.
- The SPIL Matrix was provided. Kim read each activity and objective that has been completed thus far.
- Alex reported out on the CIEP Information that was reported in the SPIL Matrix.
- A new tool for SPIL and 704 Reports is being created.
- We will not have a meeting until after the 2017 704 Report is due. Kim needs approval from the Council for the Chair to sign the report. The report will be provided to the council for comments before it is submitted to ACL.

**Motion: Kayla, "I motion to allow the chair to sign and submit the 704 Report with the understanding that it will be officially approved at the January Meeting."**

**Vote: All in favor, motion passes unanimously.**

#### **Youth Committee Report: Cassi Villegas**

- Eleven youth were fully funded to attend the APRIL conference. This funding included travel, hotel, and conference registration.
- The estimated cost for this event is about \$13,500.
- WASILC sponsored a networking event where youth had the opportunity to meet with and get advice from professionals in a wide variety of occupations.

#### **Marketing Committee Report: Kayla Victor**

- The Marketing Committee has been working on creating a brand analysis, branding strategy, and a unified message to create a work plan that will create opportunities for storytelling.

- Kayla has invited branding strategist Adam Klugman to present on day 2 of the meeting.
- We are currently creating collateral material for a website redesign. We have found a web designer that is an expert on 508 compliance and website accessibility.
- Michael asked if the Deaf and Hard of Hearing services provide IL services and believes that the website should have videos on IL services in ASL.
- Hannah asked about our target markets, specifically the consumer market. “Are there various campaigns to target certain consumers?” Mark stated that SILCs and CILs are required to target underserved populations (minority, rural, etc.), and organizations that are targeting these specific groups should consider sharing that information with the SILC.
- Part B dollars can fund marketing projects for these target audiences. The SILC budget will also reflect these marketing projects.
- Hannah is available to assist with outreach projects.

#### **Legislative Committee Report: Ryan Nabors**

- Ryan and Keith would like to meet twice a month to discuss committee work.
- They are interested in conducting outreach to representatives in Olympia and in their specific districts.
- The committee is looking into collaborating with Disability Rights Washington (DRW), Governor’s Council on Disability Issues and Employment (GCDE), and other organizations, to find key legislative players in the disability community.
- Outreach with CIL directors to discuss their connections. Building relationships. Addressing issues specific to their regions/consumers
- Marketing materials are necessary for meetings with policy makers- things to leave behind with our information, concerns, etc.
- Ryan and Kim have discussed bringing a speaker to the January Meeting to conduct a lesson on the legislative process.
- They would like to create white papers on the SILC’s stance on specific issues.

#### **WSRC: Keith James**

- They are continuing to advocate for DVR’s placement within DSHS.
- WSRC with DVR is going to be gathering feedback from stakeholders, and they feel strongly that any future placement of DVR will elevate its status within any administration.
- WSRC is working on a project to look at DVR staff retention. They have consistently heard during public forums that high staff turnover is effecting customers negatively. The WSRC has decided to analyze this issue to see if they can create recommendations.

- The next quarterly meeting is November 2-3 at the Radisson Hotel in SeaTac.
- The 2018 meeting dates have been set for the 3<sup>rd</sup> Thursday and Friday of every 3 months and the locations are to be determined.
- WSRC has begun working on the annual report, Due December 31<sup>st</sup> to the Governor and the commissioner of RSA. The annual report provides a summary of the WSRC's activities, focus, priorities, and recommendations for the past year.

#### **Department of Services for the Blind (DSB): Deb Cook/Kim Caanan**

- DSB is not going into OOS, although DVR's OOS will effect DSB.
- DSB's WAC revisions have postponed, temporarily.
- Deb stated there are concerns about placement within the Workforce Board. WIOA requires that DVR and DSB be represented on the Workforce Board. DSB should be directly represented. DSB is only represented on BASC; they are a mandated player and BASC does not count as representation under WIOA .
- DSB has only \$40,000 for PRE-ETS left to spend (15% of funds are required to be spent on PRE-ETS). With this, they are very close to being in compliance.
- SRC for the Blind, meeting dates est. for 2018.
- SRC for the Blind does not have full-time staff positions and the SRC currently has open position.

#### **Alliance of People with disAbilitiets & Washington Assistive Technology Act Program (WATAP): Kimberly Meck**

- Working with DVR on new Part B contracts. Kimberly has taken on the majority of this work.
- WATAP is still waiting to receive their award letter.
- The director of WATAP is working with DVR to begin the new contract (beginning July 1).
- WATAP is advocating for funds for Training and Loan Support.
- They are on Year 2 of the AL TSA contract, which provides training on AT Devices.
- WATAP has a lending library at Timberland Regional Library.
- They are participating in workgroup for blind youth consortium.
- They are recruiting for new members! Kimberly will provide membership letter to Kim for distribution.

#### **Public Forum & Panel Discussion**

- CART notes from this event are attached

#### **Post Public Forum and Panel Discussion: Wrap up**

- The entirety of the Council feels that having a forum or panel discussion for every meeting is a good idea.

- The public suggested that we set time aside for small group work with attendees.
- The community needs to be vested in the process of decision-making. SILCs do not provide direct services, so setting the stage for communities to meet is a service the Council *can* provide.
- Mark reinforced that we (as a council) are too wrapped up in trying to solve the problems instead of bringing people together to solve the problems as a community. IL Philosophy is being self-determined; we need to connect the public to work together to face the issues as a community.

**Adjourned @ 4:06 pm.**