

**Statewide Independent Living Council (SILC)**  
**MINUTES**  
**September 21, 2016**  
**Best Western Ramkota of Rapid City**

**MEMBERS PRESENT:** Alan Adel, Sandy Neyhart, Tammy Kabris, Craig Eschenbaum, David Scherer, Steve Stewart, Bernie Grimme, Sarah Rush, Vona Johnson, Dave Miller and Monte Tschetter (via phone). **MEMBERS ABSENT:** Chuck Quinn, Marla Bull Bear, Clarke Christianson, Isabel Trobaugh, Gillian Plenty Chief and Catherine Greseth. **OTHERS PRESENT:** Rich Eschenbaum, interested observer; Chad Ratigan, WRIL Director; Bill Clucas, WRIL IL Coordinator; Shirley Allen, WRIL Manager of Outreach and Client Development; Nick Englebert, WRIL Home Care Manager; Jen Red Bear, WRIL Adult Day Manager; Eric Weiss, DRS Director; Matt Cain, ILC Director; and Shelly Pfaff, SILC Staff.

**OPENING ACTIONS:** Craig called the meeting to order at approximately 8:30 a.m. He welcomed everyone and invited all to introduce themselves. Upon the completion of introductions, Craig asked if there were any changes to the printed agenda. Shelly asked to remove "Approval of August Executive Committee Minutes" due to them not being sent out; and the addition of "SILC Budget Report" and "Strategic Plan Request" under "SILC Staff Report". She then asked, per Craig's direction, to add "Coalition Membership Renewal" under "Other Business". Craig asked for any other changes; hearing none – **MOTION TO APPROVE THE AGENDA AS AMENDED – MADE (M), SECONDED (S) AND CARRIED (C).** APPROVAL OF JUNE MINUTES – Craig asked for any changes to the "draft" minutes from the June meeting. Hearing none – **MOTION TO APPROVE THE JUNE MINUTES – MSC.**

**PUBLIC COMMENT PERIOD:** Craig inquired if anyone in attendance wished to make any public comments at this time. No one indicated a desire to do so. Craig moved the agenda.

**MEMBER ORIENTATION:** Shelly took the lead on this portion of the agenda. She invited others to offer their insights and additional information throughout the presentation. The first portion of the orientation focused on the "birth" of the independent living (IL) movement and some of its key leaders, as well as key points in its evolution. She also addressed a key belief that has been, and

continues to be part of the IL movement today, "Nothing about us without us!" Dave (M) added some historical perspectives to the information shared relating to the key elements of consumer control and community based services and methods of service delivery. The second portion of this presentation focused on the evolution of IL services in South Dakota. Shelly walked the SILC through the start of the first CIL to the present day status of CILs and services, as well as the establishment of the SILC and its role. She also spoke to how all of this was organized prior to the Workforce Improvement and Opportunity Act (WIOA) and following WIOA. Again, Dave (M) was able to add information and perspective on how the CILs developed in South Dakota since he was involved when the first CIL was established and has continued to be involved in this arena for many years both as a policymaker and as an advocate. The final portion of the orientation was to provide all members with a new "member manual". It includes a copy of Title VII of the Rehabilitation Act, as newly re-authorized; member listings; SILC Bylaws; travel forms and SD Administrative Rules governing travel reimbursements; information relating to Robert's Rules of Order; an acronym list and more. Following a brief dialogue on the value of the orientation, a short break was taken.

**INTRODUCTION TO WRIL:** At this time, Craig invited Chad Ratigan, Director of Western Resources for Independent Living (WRIL) to provide this presentation. Chad thanked the SILC for the opportunity to share the WRIL story with them, introduced their staff members present this morning, and then invited Bill Clucas to begin the presentation. Bill, IL Coordinator, provided a brief overview of the services provided under their independent living program – information and referral, peer counseling, independent living skills training, advocacy and transition services – the new fifth core service that all CILs are required to provide. He explained the location of their offices and the territory covered by WRIL. He spoke to the transition program they hosted this year for high school age youth, and the success of that program. He also spoke to the services they provide under the Home Modifications and Assistive Devices and the Telecommunications Adaptive Devices programs. He also spoke of a new program, which provides them with funding to provide rental deposits to individuals with disabilities needing this added support in order to locate and get into appropriate housing. Following his presentation there were several questions from SILC members and staff. They focused on ways they may have greater success in securing contractors to complete needed home modifications, peer

counseling, housing needs of those served and much more. Chad then introduced Shirley Allen, Manager of Outreach and Client Development, to provide an overview of the Adult Day and Home Care Services provided by WRIL. Chad spoke to the fact that these services are not IL services as defined under Title VII. They are services that some people need to remain as independent as possible in their communities, and they also serve as a revenue generating arm for their CIL. Shirley spoke to the variety of individuals served by these services, as well as the types of services they provide to them. She shared they have two locations for the adult day services – one in Rapid City and one in Spearfish. She spoke to the importance of providing opportunities for socialization for many of the individuals served by the adult day services. She also spoke to the value of these services to caregivers, who are able to have a 'break' from their role as 'caregiver'. She explained that these services are purchased by the Veterans Administration, Medicaid, private pay and long term insurance. Shirley then explained their newest services, which are the home care. Again the services are paid for primarily by the same sources as the Adult Day Services. They are presently providing these services in a four county area; hoping to expand further into their catchment area as time progresses. Following a time of questions and answers, Chad again thanked the SILC for the opportunity to share WRIL's story with them. Craig thanked Chad and his staff for being with them this morning.

**STATUS OF FY2017 – 2019 SPIL:** Shelly handed out a copy of the approved SPIL (State Plan for Independent Living) at this time. She and Bernie spoke a little about the process involved in developing, writing and submitting the SPIL. Shelly drew the SILC's attention to the section dealing with the goals and objectives, and she introduced the thought that they may wish to review their present workgroup structure and see if they wish to make some adjustments based on the new SPIL. Bernie shared that the SPIL is out on the DHS/DRS webpage, along with the Rehabilitation Act language.

Since the meeting was ahead of schedule, Craig asked if the SILC wanted to break early for lunch or move ahead on the agenda. Consensus was to move ahead, so they moved to the topic of "workgroups".

**WORKGROUPS:** The SILC continued its conversation on its present workgroups – Consumer Services, Public Awareness/Outreach, Assistive Technology, Housing, SPIL Committee – and whether there is a need to modify or restructure based on

the new SPIL. Some dialogue followed on activities carried out by all of them in the past, and the anticipated work ahead of them. Consensus was that the current Consumer Services and Public Awareness/Outreach Workgroups will remain constant. It was also agreed that any SPIL monitoring activities falling under the SPIL goals and objectives seem to fit naturally under the Consumer Services Workgroup's preview. There was some lengthy conversation about the Assistive Technology Workgroup and the consensus of group members that they did not want to see their efforts halted even though they may have completed their initial targeted effort. Due to the nature of technology being ever changing, they would like to continue to work on items as identified. As the conversation continued it was agreed that its focus might be expanded to include the home modifications and assistive device services – **MOTION TO REFOCUS THE PRESENT AT WORKGROUP TO BECOME THE AT/HMAD WORKGROUP – MSC.** The final conversation focused on whether to have issue specific focused workgroups e.g., housing, transportation or instead move towards an advocacy focused workgroup. It was expressed that there is value in being much targeted – keeping our focus on a specific need; yet it was recognized that there is also value in approaching this area in a broader sense. **MOTION TO ESTABLISH AN ADVOCACY/ INTERAGENCY COLLABORATION WORKGROUP TO ADDRESS IDENTIFIED SYSTEMS ISSUES AND SUPPORT THE SILC'S COLLABORATIVE EFFORTS WITH OTHER GROUPS – MSC.** Staff was directed to work up a memo to SILC members explaining each of the workgroups, their purposes/focuses and inviting members to consider serving on one or more. The goal will be to have workgroup memberships identified by the time of the next meeting, so they might begin meeting and working on activities identified in the recently approved SPIL.

At this time, Craig invited all to break for lunch, with a re-convening time of 1 p.m. when the SILC will hear from a representative from Consumer Credit Counseling Services of the Black Hills.

### **CONSUMER CREDIT COUNSELING SERVICES OF THE BLACK HILLS:**

Shelly introduced Terry Mills, Education and Community Outreach Manager, from this agency. Terry explained the role of the agency and the goal of their agency to provide a variety of services to help people achieve their financial goals. It is a place where people can go to get up-to-date information on the financial issues that matter to them, when they need it. Terry explained that they provide services

in the areas of assessment, debt management, education/skill development, housing services and bankruptcy. He explained that there are no costs or eligibility requirements for the majority of their services. There may be some cost related to setting up a debt management program, bankruptcy counseling and bankruptcy education. A significant amount of time followed Terry's presentation focused on questions and answers. He indicated that he believes they are seeing more people with disabilities, and he expects that the main reason is high medical expenses that these individuals are incurring. Terry indicated that they will do classes at their office location, as well as at other sites if needed. He also shared that they sell their training curriculum to various entities nationwide and train others in how to provide the various trainings to others. He also shared that similar services are provided via Lutheran Social Services in other portions of the state. Craig thanked Terry for his presentation, and he provided extra copies of their brochure and his business cards for members and others in attendance today.

**DRS REPORTS:** Craig invited Eric Weiss, DRS Director, to provide this report. Eric started by offering his congratulations to Alan and Catherine for their recent appointment and to Sarah and Clarke for their recent re-appointment to the SILC. He thanked all of the SILC members for their commitment of time and energy to the mission and work of the SILC. DRAFT ASSISTIVE TECHNOLOGY RESOURCE DIRECTORY FOR INDEPENDENT LIVING – Eric shared that they are seeking the SILC's input on this document. He sees this directory as a tool that can be used in the SILC's outreach efforts. The Department will be gathering a larger group to identify gaps in the availability of assistive technology and possible solutions. Steve Stewart shared some examples of those being targeted are representatives of SILC, BVR, BSBVI, Council on Developmental Disabilities, Mental Health Advisory Council. A question was asked about where is the representation, involvement, of persons with disabilities – users of the technology? Also, what about the involvement of individuals from groups such as the Public Utilities Commission or Bureau of Information and Technology since some issues are impacted by groups such as these e.g., broadband access. It was explained that this is a process, and there will be a stage when these aspects of the larger stakeholder group will be involved in these conversations. They are seeking to first identify what currently exists before broadening the group to look at the gaps and needs. ANNUAL GOVERNOR'S AWARDS CEREMONY – Eric reported on the recently held event. He shared that he believes this was one of the best recent events, primarily due to the fact that the recipients had others with them – family

members – from outside the country and other states who came solely for the event, or fellow employees who have worked with them for years and truly are part of the ‘team’ at these honor employment sites. Eric also shared that even though an annual mailing is completed to solicit nominations for these awards, the nomination forms are available all year round on the DHS website and nominations may be submitted at any time. NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH (NDEAM) – Eric reminded everyone that October is NDEAM Month and there are events scheduled in communities throughout the state. He mentioned many communities where events are due to take place, and he invited people to go to the DHS website to find out more about these upcoming happenings. He invited SILC members to participate in events in their communities or a nearby community. Any related travel expenses can be reimbursed by the SILC. At this time, Eric turned the report over to Bernie. DRS IL SPECIALISTS – Bernie reported that Ronda Williams, the previous IL Specialist, has taken the SBVI Assistant Director position. DRS is currently in the process of filling this position, and we should have the new person available for the next SILC meeting. FALL CONFERENCE – Bernie reminded members of the upcoming conference. It will be held in Deadwood. There is an IL track at the conference, and for the first time ever, all three CILs are going to have exhibits at the conference. NATIVE AMERICAN TRIBAL VR PROGRAMS – Bernie reported that we will now have five NA Tribal Vocational Rehabilitation Programs in SD – Oglala, Rosebud (new), Standing Rock, Cheyenne River, and Lower Brule Tribes. A meeting is being planned with these projects on December 13<sup>th</sup> in Rapid City. The CILs covering these reservations will be invited to participate in this meeting. BOARD OF VOCATIONAL REHABILITATION – Bernie reported that the BVR will be meeting this Thursday and Friday in Pierre. They are meeting jointly with the Board of Service to the Blind and Visually Impaired for part of the time, followed by time when each will meet individually. SERVICE ANIMALS/SUPPORT ANIMALS WEBINAR – Bernie shared they have will be hosting a webinar on this topic in January, as there are more and more questions arising on issues relating to what applies and what doesn’t to these different classes of ‘animals’. SUMMARY OF DRS REPORTS – This memo and the specific reports had been sent out earlier. Bernie spoke to a few related elements at this time. In regard to the availability of funds at the end of the fiscal year, which in the past have been used to supplement the HMAD and/or Ramp programs. These funds are not part of the Independent Living budget, as they are remaining unspent State funds from the Activities of Daily Living Services Program. A member brought up that it seems past decisions

to use such funds have not involved the SILC, suggesting it would be prudent and appropriate for the SILC to have some involvement in this process. This member made a recommendation that the DSE brings its recommendations on how to use available funds to the SILC for their consideration prior to any final action being taken by the DSE. Bernie explained that these funds may no longer be available in the future, due to that program fully expending their funds based on program changes. Bernie explained the timeframe for the Consumer Satisfaction Survey Report. Bernie then spoke to the SILC IL Services Report, drawing attention specifically to the amount of time spent in travel by the various CILs. A member suggested that this report, which originated from the SILC for a specific purpose, has possibly fulfilled the SILC's need and no longer is needed. Bernie indicated that there is another report that seems to incorporate much of what is in this one. It was recommended that the IL Services Report no longer be required since the SILC's need for it no longer exists, and they do not wish to place an unnecessary administrative burden on the DSE or the CILs. Bernie then referenced the IL Fund Sources for SFY2017 chart, explaining it has been updated to show the new federal partner (ACL) vs the previous one (RSA). The final two reports Bernie referenced were the Status of CIL Contracts – one focused on SFY2016 (12 months) and the other focused on SFY2017 (3 months). He reviewed both, drawing attention to the # of units of service provided, % of expected goals and whether the outcome was greater than, less than or equal to the goals. WRIL and ILC both exceeded their goals in SFY2016 and are expected to meet or exceed their goals in SFY2017. NAAP fell below their goal in SFY2016 and is expected to fall below their goal in SFY2017. Bernie reminded the SILC that there was a change in the State Plan addressing that the funds through the State contract would supplement and not duplicate the Part C funds. This change will start with the new contracts beginning in June 2017. In addition, based on the need to provide services statewide and to reach unserved and/or underserved, the NAAP contracts for SFY2016 and SFY2017 specifically set aside State funds to serve individuals on the Standing Rock and Cheyenne River Nations in hopes of addressing the unmet needs that have been identified in these areas by those living and serving people there. The expected outcome has not resulted thus far. At the current rate, it is estimated that NAAP will underspend their services in the Cheyenne and Standing Rock Reservation service areas by approximately \$60,000. Much conversation followed on what other options might exist that would lead to meeting needs in this portion of the state. There had been some conversations with RSA in the past about possible solutions, but now that ACL is

the new federal partner, no one knows how they might view the needs and potential resolutions. **MOTION THAT SILC STAFF, IN CONSULTATION WITH DSE STAFF, DRAFT A LETTER FROM THE SILC TO ACL EXPLAINING THE UNMET NEEDS WE'RE ATTEMPTING TO MEET, ATTEMPTS THAT HAVE BEEN TAKEN TO ADDRESS THEM, SUGGESTIONS FOR FUTURE STEPS THAT MAY ADDRESS THE NEED AND SEEKING THEIR GUIDANCE AND DIRECTION ON HOW TO PROCEED – MSC.** Bernie shared that ACL had announced the availability of funds for CILs to serve the needs of Native people, and NAAP had submitted a letter of intent related to this opportunity. Marla later shared that they were not able to complete an application for these funds on time. Craig thanked Eric, Steve and Bernie for their report.

**DSBVI REPORT:** Craig invited Sandy Neyhart to provide this report. Sandy shared that Catherine Greseth, newly appointed SILC member, will be the person to provide an update on the Board of SBVI. Catherine is not present at this meeting due to a schedule conflict – she is at the U.S. Business Leadership Network Conference. Sandy reported that they, too, have had appointments to their board – Connie Simms, Roberta Ecofey, Tana Bursch and Sherry Knispel. It is her understanding that Tim Neyhart has requested Cole Uecker be named as the representative of the Client Assistance Program on their board. The Board of SBVI is meeting tomorrow and Friday in Pierre. As noted earlier, they are having a joint meeting with the BVR, and then will have a separate meeting later in the two days. Sandy reported that there have been no changes to the Electronic Video Magnification lease/loan program since the last SILC meeting. She shared how the Telecommunication Access Device (TAD) program is assisting applicants with visual impairments. Sandy reported that the TAD program requires a consumer survey to be conducted and elements are in place for this to begin. Until this information is gathered, she shared one specific testimony from an individual who expressed gratitude for his TAD device and the obvious positive impact this has had on his life. Sandy referred to this being the time of year when SBVI's annual reports will be written and submitted to RSA and Governor Daugaard. Additionally, this information will be shared with the SILC once it has been completed and submitted. It will include an update on the Chapter II, Independent Living Older Blind program outcomes. She also spoke to SBVI staff attending and presenting at consumer conventions of the National Federation for the Blind – SD and SD Association of the Blind. Craig thanked Sandy for her report.

**SILC STAFF REPORT:** Craig invited Shelly to give her report. SILC CONGRESS – Shelly had sent out what information she had on the 2017 SILC Congress. She asked if the SILC was interested in supporting any participation at this event.

**MOTION TO SUPPORT ONE MEMBER OF THE EXECUTIVE COMMITTEE AND THE SILC STAFF TO ATTEND THE 2017 SILC CONGRESS IN**

**JANUARY – MSC.** Consensus was that there is also value in having a DSE representative participate in this event, and the SILC expressed its hope that this would occur. SURVEY INFORMATION – Shelly referenced the information she had sent out prior to the meeting. She had provided this information in hopes that the survey would not be completed and just sit on a shelf. As the workgroups begin their work, if they would like information from the survey, she invited members to let her know and she will try to provide it to them. Dave (M) and Shelly both commented that the information relating to employment reflects positively on the efforts of DRS and DSBVI, and they hope it would be shared with the two related boards. ELECTRONIC MEETINGS – Shelly shared that staff had participated in this webinar. It seems more and more boards, councils, organizations are moving in the direction of using electronic/telephonic/video means for hosting meetings. It appears that if the SILC wishes to move more in this direction, there will be need to define what type of business it wishes to conduct using technology, what type of technology is needed and then after ensuring it's available, providing opportunity for members and others to 'practice' prior to actually conducting any business in these ways. Alan stressed the importance of practicing. He also spoke to a variety of aspects of technological needs and know-how that must be present if wanting to be successful in making use of technology in these ways. Consensus was that the SILC will begin moving in this direction, already has in very basic ways, slowly. UNIFORM GUIDANCE FOR SILCs – Shelly and Bernie both participated in this training. It is the result of the federal super-circular addressing fiscal processes and procedures needing to be followed by non-profits. Both felt there was some good information and some that seem highly ineffective in a smaller state and organization. Shelly shared that they do recommend SILCs have a code of ethics, and she has requested example(s) of such for the SILC to review and consider. SILC BUDGET REPORT – The one update Shelly made to this was that the two webinars had a cost of \$75/each so \$150 for SILC staff training funds have been expended since this report was generated. STRATEGIC PLANNING FUND REQUEST – This request was received after the Executive Committee had met. It had been sent out to SILC members prior to the meeting. Staff asked if the SILC wished to take any action on it at this time. After responding to a few

questions, **MOTION TO APPROVE THE AWARDING OF \$1,000 IN SUPPORT OF THE 2016 RAPID CITY DARE TO DREAM ONE-DAY EVENT – MSC.**

Shelly thanked the SILC for their time, attention and action.

**OTHER BUSINESS:** COALITION MEMBERSHIP RENEWAL – Craig shared that the SILC had received a membership renewal notice from the Coalition. He inquired if the SILC wished to take action at this time. **MOTION TO RENEW THE SILC’S ORGANIZATIONAL MEMBERSHIP WITH THE COALITION – MSC.**

**CLOSING ACTIONS:** FUTURE AGENDA ITEMS – Based upon an earlier conversation during the meeting, Shelly suggested the SILC might wish to have a presentation from Department of Social Services staff on the “Caregiver Program” and the “Adult Services and Aging Waiver”. Consensus was to include this in the next meeting. Dave (S) asked to share a couple of pieces of information not on the agenda. He explained that in the past, including very recently, they have applied for funding of an “alternative financing program for AT”. They have not been successful. They are hopeful, they will be receiving some funding in the coming year. Dave also shared that the Christopher and Dana Reeve Technology Grant process is underway. The SILC has provided a letter of support in the past, and he was seeking a letter for this year’s submission. **MOTION THAT SILC STAFF WILL DRAFT A LETTER FOR THE CHAIR’S SIGNATURE IN SUPPORT OF DAKOTALINK’S APPLICATION TO THE CHRISTOPHER AND DATA RIVE TECHNOLOGY GRANT – MSC.** SCHEDULING OF NEXT MEETING –

Consensus was to hold the December meeting via Digital Dakota Network either December 7<sup>th</sup>, 8<sup>th</sup>, 14<sup>th</sup> or 15<sup>th</sup>. It will be a three-hour meeting, and staff will aim to schedule it from either 10 a.m. to 1 p.m. (CT) or 1 p.m. to 4 p.m. (CT) so it isn’t too early for MT or too late for CT participants. Staff will work with DSE staff to secure needed sites. ADJOURNMENT – Hearing no other business – Craig thanked everyone for their participation and sought a motion to adjourn.

**MOTION TO ADJOURN – MSC.** Meeting adjourned at approximately 3:30 p.m. Chad Ratigan invited people to stop over at WRIL to see their offices yet this afternoon, if they had a desire to do so.