

STATEWIDE INDEPENDENT LIVING COUNCIL

December 15, 2021

Meeting Held Via Zoom

&

DHS Hillview Plaza/Conference Room

MEMBERS PRESENT: Steve Stewart, CJ Moit, Patty Kuglitsch, Ronda Williams, Mark Sternhagen, Eric Weiss, Alan Adel, Tasha Jones, Matt Cain, Syndee Jundt, Mark Koterwski, Ben Wolf Necklace, Catherine Greseth, and Ryan Groeneweg. **MEMBERS ABSENT:** Roger Bowie. **OTHERS PRESENT:** Jennifer Lewis, Codi Erickson, Shawnie Rechtenbaugh, Arlene Poncelet, and Colette Wagoner. Interpreters were Julie Paluch and Rick Norris.

OPENING ACTIONS: Alan Adel, Chairperson welcomed everyone and called the meeting to order. HOUSEKEEPING ITEMS: Zoom features were reviewed as well as noting which function keys to utilize for muting/unmuting. Individuals were reminded to recognize themselves by name when speaking because we are utilizing interpreters. The voting process was outlined as well as the need to conduct roll call with any action items; each voting member would be asked for their reply of yes, no, or abstain.

WELCOME AND INTRODUCTIONS: Alan invited everyone to introduce themselves.

REVIEW AND APPROVAL OF AGENDA: Alan asked if there were any changes or additions to the agenda, there were none, **MOTION TO APPROVE THE AGENDA, MADE (M), SECONDED (S) AND CARRIED (C).** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Ben, Syndee, Patty, Steve, and Ryan. NAYS - None. REVIEW AND APPROVAL OF MEETING MINUTES: Alan asked for any changes or additions to the draft minutes from September 22nd, hearing none, **MOTION TO APPROVE THE SEPTEMBER 22, 2021, MEETING MINUTES AS DISSEMINATED, MSC.** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Ben, Syndee, Patty, Steve, and Ryan. NAYS - None. Alan asked for changes or additions to the SILC's executive committee meeting minutes. **MOTION TO APPROVE THE EXECUTIVE COMMITTEE'S MEETING MINUTES FROM NOVEMBER 23RD, MSC.** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Ben, Syndee, Patty, Steve, and Ryan. NAYS - None.

PUBLIC COMMENT: Alan invited public comments, hearing none, he moved on.

EXECUTIVE SESSION: Alan asked if there was a need to hold an executive session. This is a standing agenda item. The agenda includes a note that if there is a need for closed discussion to address any matter(s) that is sensitive/private or confidential the agenda provides time to do so. Hearing no need, he moved the agenda.

ANNOUNCEMENTS: Alan shared that he has had conversations with Paula McElwee, Independent Living Research Utilization (ILRU), and is now seeking technical

assistance on the State Plan for Independent Living. Paula is seeking clarification from Regina Blye, Program Officer, Administration for Community Living/Office of Independent Living Programs regarding whether the SPIL requires changes. Eric asked if Alan could share specific concerns or questions at this time, and Alan wanted to wait for clarification from Paula.

GREETINGS & DHS UPDATE: Eric introduced Shawnie Rechtenbaugh, Department of Human Services (DHS) Secretary. Shawnie shared that Tom Martinec was going to attend as well, however he was not available due to an injury. Tom will try to attend a future meeting. Shawnie spoke to the Department's mission being an agency of providing services to enhance the quality of life of individuals with disabilities. She spoke to the Department's vision of being of service and welcomed comment/feedback regarding ways to do better, improve the quality of services and improve access to services. She spoke of the challenges of COVID and how the pandemic changed so many things. Overall, staff were very innovative and creative, and learned various ways to stay connected with those they serve. She referenced Governor Noem's budget address and the impact on the Department. The Governor is recommending a 6% increase for Medicaid providers. Department staff are preparing for FY 2023 budget appropriations with session approaching. She extended a thank you to members noting they each serve in a volunteer capacity and bring value to the Department in their role as an advisory unit.

COUNCIL ON DEVELOPMENTAL DISABILITIES (COUNCIL) – OVERVIEW AND UPDATE ON COUNCIL ACTIVITIES: Eric introduced Arlene Poncelet, Executive Director of the Council. He referenced language of the Rehabilitation Act and prescribed duties to include coordination of activities with other entities in the State that provide services similar to or complementary to independent living services. The Council receives funding from the Administration for Community Living (ACL) and is committed to identifying and improving services to individuals with intellectual or developmental disabilities (IDD). Arlene spoke to the Council, which has twenty-five members to include 15 members who are individuals with IDD or parents of children or adults with disabilities, and the remaining members are state agency representatives and partners from the Disability Rights and Center for Disabilities. The term DD Network references the Council, Disability Rights SD, and Center for Disabilities. Arlene explained that the DD Network partners each received funding from CDC for vaccine access for individuals with disabilities. The DD Network is pooling their funds to develop PSAs to address the importance of getting vaccinated, the need for caregivers/providers to get vaccinated and to dispel myths. The partners met with an ad agency from Sioux Falls to discuss developing short videos with the hope of having them available by February or March. Work needs to be done to promote direct support professionals to obtain the vaccine, as so many are not becoming vaccinated. She asked members that if they know of someone (individual or direct support

professional) that would be a good fit of advocating for the vaccine, please pass this information onto her. Arlene moved onto the Council's 5-year State Plan (FFY 22-26) and Goals/Objectives. She outlined the goals in the plan to include Goal 1) Community Supports and Services; Goal 2) Mental Health, and Goal 3) Advocacy and Leadership. The Council will continue providing support of the Partners in Policymaking and Youth Leadership Forum, as well as the Native American Advocacy and Leadership work through the Oyate' Circle. The Council completed the 1st responder trainings and disability awareness trainings grants with American University. Work was completed in the area of utilizing assistive technology within the area of Supported Employment. Mental Health is a new area for the Council, which will require conducting an assessment to better understand the MH system and what is available to persons with IDD. Conversations and now occurring with Behavioral Health and the Department of Health staff. The Council is beginning conversations with the Center for Start, New Hampshire, a program that builds relationships and supports across service systems to help people remain in their homes and communities. The program provides person-centered, trauma informed, evidence based positive supports for individuals with IDD. The Council will broaden outreach to individuals with IDD with mental health issues. Mark and Syndee both offered support to assist with raising awareness with vaccines, dispel myths, etc. Catherine noted there are Project SEARCH videos and testimonials that might be utilized. Patty commented about the need for closed captioning and use of interpreters with videos or other activities to make any educational information more inclusive. Arlene thanked Patty for this reminder and the possibility of recruiting a person who is deaf/hard of hearing for the PSA's. Staff spoke about meeting with Arlene earlier in the month and the discussion of the CIL's assisting with identifying potential individuals with disabilities and/or caregivers for the PSA's; and the possibility of utilizing PSAs in the future to share information in terms of IL services. Alan thanked Arlene for attending the meeting and sharing this information, noting this might be an item for the Public Awareness and Outreach Committee.

DIVISION OF REHABILITATION SERVICES REPORT (CILs Quarterly Reports):

Jennifer spoke to the information shared with members prior to the meeting. First was the consumer satisfaction survey summary. The percent of responses was comparable to previous quarters. She reported that the majority of written responses in the narrative section were positive in nature (knowledgeable staff, helpful, feeling safer after receiving IL services) and a few comments from what was least helpful (having to wait, hiring attendant myself, turnover in staff). Eric asked Matt and Codi for feedback on this area. Matt noted this has been a longstanding struggle. Participants who have received services might not relate the survey to the CIL, i.e., if there is no mention of staff by name or the identified service received. The next item was the Status of the CIL Contracts handout. Jennifer pointed out that the CILs are 41% through the contract year; ILC has expended 46% of their contract and WRIL has expended 43%. A question was asked about what happens if a CIL goes over budget and the response

was that if the Division has available funds the contract can be amended, and additional funds can be added. If the Division does not have available funds, it is up to the respective CIL to make up the shortfall. The IL Fund Sources' handout identifies Part B, Part C funds, SSA Reimbursement and other state funds utilized to support Independent Living. Quarterly Reports: Jennifer moved onto the quarterly reports noting this report is utilized to monitor the progress made towards goals and objectives of the State Plan for Independent Living. Items highlighted for each CIL included individuals receiving Home Modification and Adaptive Devices, Assistive Devices; number of new applicants, applicants under the age of 25 and total clients served. The report identifies activities that each CIL is involved with or has organized to talk about IL services or provide resources. A new question asks the participant of where they learned about IL services in addition to identifying activities CIL staff conducted with school districts, TSLP, and Long-Term Care Facility/Nursing Home/Assisted Living/Rehabilitation Centers, systems advocacy, and training. Questions were asked about available accessible housing and Matt responded that in the Sioux Falls and surrounding area it is difficult to locate affordable/accessible housing. This has gotten better in recent times. He noted that staff could improve in the area of assisting with making the connection between property managers with available units and people with disabilities. Matt spoke about funds ILC has received through the City of Sioux Falls Community Development Foundation being utilized to make accommodations to rental units as long as the landlord agrees to keep the changes for future renters. Mark K asked about the percentage of regular housing compared to the percentage of affordable housing units, and if this information is available somewhere. He added that if we could identify how large the need is then we could attempt to identify solutions to improve things. Alan noted that Pennington County has a large waiting list for low-income housing. Tasha stated that the SD Housing Development Authority has listings of available units on its website for different programs (Section 8, Housing Choice Voucher, Rural Development, public housing), the website is <https://www.sdhda.org/for-renters/rental-assistance>. The larger cities will have longer waiting lists, in addition there are properties that have listings which can be found at <http://sdhousingsearch.com/> and this includes Project based Section 8, Voucher. This includes rental assistance units (where the rental assistance remains with the property and does not move with the renter). The website is a mapping tool where a person can search by neighborhood or area. She noted that the smaller very rural areas have a number of available openings. Jennifer outlined the same information for WRIL as well as noting that the organizational chart reflects WRIL being fully staffed at this point.

BREAK

CIL FY21 WRIL ONSITE REVIEW/FOLLOW UP: Jennifer stated that Division staff visited WRIL in October and reviewed participant files, billings, policies, satisfaction surveys. Codi has been working with Division staff and has submitted any required

documentation as requested. There was a review of timesheets and the need to compare hours worked and what was billed which resulted in no findings. Jennifer and Codi have been working on the Home Modifications Adaptive Devices program and offering services in their coverage area. Other items reviewed included ensuring appropriate services were provided, eligibility decisions were properly made, review of financial eligibility decisions and utilizing the correct form, closures and ensuring files contained the appropriate information. Files were also reviewed in the area of coordination of services, and documentation of the involvement of special education. The Division has determined that WRIL has met all measures of the corrective action plan and quality assurances at this time. Jennifer noted again that WRIL has all positions filled. Division staff continue working with WRIL, communication has increased, and a lot of positive changes have occurred. Mark K asked a question regarding follow-up with individuals who are deaf/hard of hearing living out in WRIL's coverage area and Codi responded that they are communicating with individuals, work is being done on HMAD projects, and follow up with participants is being conducted.

CENTER FOR INDEPENDENT LIVING REPORTS: Independent Living Choices (ILC – South, North, Native American ILC): Matt spoke to the end of fiscal year October 1, 2020, through September 30, 2021, and reported that a total of 2,415 people were served. This compares to a total of 2,457 participants served in 2019 and he credited this to the hard work of ILC staff. ILC had a total of \$397,710 expenditures for HMAD which includes 717 home modifications and/or devices provided to approximately 600 individuals. This included 43 installed ramps, 47-bathroom modifications, and 9 vehicle modifications. In November, ILC hosted an annual holiday meal to 35 participants along with family members or friends. Matt spoke to a few changes with ILC's office structure and no longer having an office in Chamberlain. Recruitment of potential applicants was very difficult in this community and led to the decision of adding a second staff member in the Yankton and Mitchell offices. These two offices will provide coverage of that area. ILC received two unsolicited donations from agency businesses amounting to \$8,500. ILC is exploring a new venture with the Division of Service to the Blind and Visually Impaired (DSBVI). ILC and will become the employer of record for the position of an Orientation and Mobility Specialist. ILC will also take over the "Repair Affair" event which was previously sponsored by the Home Builders Association of the Sioux Empire. This event sponsors modifications to homes, building of ramps, accessible bathrooms, roof repair, through the work of volunteer contractors. Matt hopes to grow this program and serve other communities beyond the Sioux Falls area. Matt spoke to the ADLS program and how extremely hard it has been to recruit personal attendants (salary, hours typically worked include very early morning and later in evening). ILC created a full-time position Personal Attendant runner/floater position which will include benefits. This employee will fill in and cover open shifts for individuals on the ADLS program providing in home personal attendant care services. ILC will also be adding a full time Personal Attendant & Outreach Coordinator. This

position will recruit, manage, and supervise the personal attendants (PAs), manage training, and maintain records. A question was asked about vehicle modifications and the cost limit, and the response was there is a \$10,000 lifetime limit. Steve reminded members of the DakotaLink low interest loan program for vehicle modifications/conversion/hand controls. If the cost is over \$10,000, ILC tries to identify other agencies to share costs for the modifications.

Western Resources for Independent Living (WRIL): Codi spoke to work being very busy for WRIL staff making changes and moving forward with carrying out services. WRIL has been working hard and working closely with Division staff to implement necessary changes. WRIL is in the midst of hiring an IL specialist for the Spearfish area in response to Linda Williams's pending retirement, as well as recruiting for an IL specialist in the Rapid City office. An administrative assistant was hired to assist with reports and processing paperwork. She noted the difficulty of moving forward with open positions and recruitment. The Housing Security Deposit program has been put on hold for the time being. All individuals are referred to Western SD Community Action Agency for security deposit/rent/utilities assistance. WRIL is doing a lot of work in the area of Home Modifications and Adaptive Devices program, providing lift chairs, toilet seat risers, and walkers. Staff are evaluating the larger requests now. There is a lot of upcoming training on the calendar for staff. CJ inquired about position announcements and obtaining these to help spread the word on vacancies to promote applications.

ASSISTIVE DAILY LIVING SERVICES (ADLS) UPDATE: Jennifer spoke to work being done on the Medicaid Waiver Renewal process for the ADLS program (one of four waivers in the state). This is a state/federal partnership as Medicaid dollars are utilized. CMS (Center for Medicare and Medicaid Services) provides oversight, and the state defines the services and how they are delivered. The ADLS program was established in 1994 for those with a physical disability (must have quadriplegia and functional limitations in all 4 limbs), age requirement of 18 years of age or older and meet nursing facility level of care. An eligible individual must be able to manage and self-direct services or select a representative to manage and direct their services and be SSI/Medicaid eligible. She reviewed the waiver history of renewals and changes incorporated. ADLS operates under 'Self-Direction Philosophy' where the participant hires, trains, schedules, supervises and if necessary, fires the personal attendants. A family member or friend could become a PA if they meet the hiring criteria. She explained what the waiver services include. The current renewal process is refining and creating performance measures, revising unduplicated participant count, and projecting waiver expenditures. Public comment will be accepted from January 3 through February 3rd with submission to CMS by March 1. Pending approval, the ADLS waiver will have a June 1st start date. A question was asked about eligibility regarding a person with severe diabetes or other severe health issues, and the response included

the definition of having quadriplegia and functional limitations in all 4 limbs. Individuals with other severe health or other conditions would be referred to the DHS/Division of Long-Term Services and Supports (LTSS) formerly known as Adult Services and Aging.

SILC PROGRAM PERFORMANCE REPORT (PPR) FOR OCTOBER 1, 2019, THROUGH SEPTEMBER 30, 2020. This report was disseminated to members prior to the meeting. Staff explained this is an annual report completed by the SILC and DSE and it is submitted to the Administration for Community Living (ACL) for review and approval. The PPR is submitted through a web-based portal and must be signed by the SILC Chairperson and DSE. It was noted that the CILs complete their own PPR as well. Work is being done on the next PPR for the time period of October 1, 2020, through September 30, 2021, and it is due the end of January. Staff highlighted the community activities section of the older PPR as well as outlining progress made towards the goals and objectives of the SPIL. This is a reminder of members utilizing the SILC member activities reporting form to report on areas that they have worked on. Information is taken from the activities reporting form and included in these sections. It was agreed that once the draft report for newer year (2020/2021) is complete it will be forwarded to the Executive Committee for final review and approval prior to submittal to ACL.

STATE PLAN FOR INDEPENDENT LIVING (SPIL) – Goals/Objectives/Indicators: Alan reminded members of his conversation with ILRU staff and reviewing SD's State Plan. He is waiting for ILRU staff to be in touch with any comments or need for changes. He will be in touch when he knows more or obtains additional information. Colette spoke to the monitoring tool handout disseminated prior to the meeting. This is a newer tool developed to track activities or other work completed towards accomplishing the SPIL goals/objectives. Staff was utilizing a chart which seemed overwhelming and confusing and based on comments from other members the newer tool seems easier to follow and understand. The monitoring tool includes the three goals and identified objectives from the SPIL along with any activities conducted for the time period of 2020/2021. She explained the color-coded key will separate activities based on the year conducted. Again, members were encouraged to utilize the activities reporting form to identify work related to the goals/objectives and submit it to staff. This standing agenda item also provides an opportunity for members to share information learned from an event or activity with the full SILC and allowing dialogue or discussion of action needed. Staff also spoke to the SILC individual training plan and that any member who has not completed this form to please do so. This was disseminated in September and seven have been received to date.

SILC COMMITTEES: Staff shared her screen and brought up the SILC Committee listing as of November 2021. The six committees were identified as well as the

individuals who serve on each. Staff reminded members that she was asked to review the goals/objectives of the SPIL and identify which activities could be assigned to the committees and this could help determine the need for all committees or the possibility of removing a committee(s). A second handout was referenced which identified the committees as well as the SPIL goals/objectives deemed appropriate and assigned to a given committee. After discussion, **MOTION TO REMOVE THE ASSISTIVE TECHNOLOGY/HOME MODIFICATIONS ADAPTIVE DEVICES COMMITTEE FROM THE CURRENT LISING, MS.** Discussion continued on the committees and Steve asked if the AT/HMAD could remain or keep information from the committee in case issues in this area surface. Another comment was made that the SILC can create a subcommittee or an ad hoc committee if/when the need arises. **MC.** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Syndee, Patty, and Ryan. NAYS – Steve. It was noted that the committee listing needs to be updated and made more current. After further discussion, **MOTION TO REWORK THE LANGUAGE OR DESCRIPTORS OF THE ACTIVITIES THAT EACH COMMITTEE IS INVOLVED WITH AND REFER THIS TO THE BYLAWS COMMITTEE FOR REVIEW, MSC.** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Syndee, Patty, Steve, and Ryan. NAYS – None.

SILC COMMITTEE UPDATES: Consumer Services Committee: Ronda referenced the individual and organizational funding applications and follow up reports that were disseminated prior to the meeting. These documents were reviewed by the committee, and they made suggested changes. Ronda reviewed the documents along with the track changes. She explained the individual application is utilized to provide financial assistance to an individual with a disability or family member to attend a training or conference that promotes IL, i.e., consumer control, systems advocacy, or peer support in terms of registration fee, mileage, lodging. The second application is for organizations to conduct an activity which would utilize funds to improve the independence of individuals with disabilities (host an event/training). Examples of previous activities supported include Lighting the Way Conference and Youth Leadership Forum. There was little discussion, **MOTION TO APPROVE THE SILC ORGANIZATIONAL AND INDIVIDUAL FUNDING APPLICATIONS AS PRESENTED ALONG WITH THE RELATED REPORTING FORMS, MSC.** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Syndee, Patty, Steve, and Ryan. NAYS – None. Ronda agreed to incorporate the track changes and forward the finalized documents to staff for dissemination.

Public Awareness/Outreach Committee: Catherine noted this committee carries out functions related to the Champion of Independent Living Services Award to include solicitation of nominations, selection, and hosting a reception. Members from this committee also serve on the Governor's Awards review committee and the NDEAM review committee. Catherine has reached out to SD Public Broadcasting in the hopes of coordinating interviews that speak about the CILs and services available across the

state. The committee has also discussed creating a Facebook page specifically for the SILC with staff (Colette and Jennifer) being identified as the administrators. It would be utilized as a medium of sharing information on IL issues/events and other related topics.

Advocacy/Interagency Collaboration Committee: Tasha reported that the committee met on December 6th. There was discussion of reaching out to the Department of Transportation and identify a staff member involved in the area of needs assessment or any work conducted to address/identify barriers and extend an invitation to them to present to the SILC at a future meeting. There was also discussion regarding the lack of accessible/affordable housing vs. knowledge of available units in specific areas of the state. IL Network partners could assist with sharing information about available 811 PRA units and other possible housing options. There was also discussion of various organizations creating a list of eligible people seeking/need an apartment vs. waiting. It was explained that a property manager is required to hold a unit open for a period of time i.e., 60 days to allow a qualifying household to apply for the unit, and then if there is no applicant with a disability the unit can be opened to other possible renters. Tasha encouraged members to reach out to her if there are questions or situations that become known regarding housing, as she can relay concerns/questions to other staff with SD Housing Development Authority.

Bylaws/Procedures/Policies Committee: Eric reported for the committee noting the three attachments forwarded to members prior to the meeting. He explained this policy is currently in place and there are several suggested revisions to the policy. Information in the policy stems from requirements from state law pertaining to meetings of public agencies, as well as information from the SPIL outlining language for public meetings, i.e., meeting regularly, advance notice, request for reasonable accommodations. **MOTION TO ACCEPT THE REVISED POLICY “STANDARD PROCEDURES FOR SILC SCHEDULING MEETINGS” AS PRESENTED, MSC.** YEAS – Mark S, Mark K, Matt, CJ, Catherine, Syndee, Patty, Steve, and Ryan. NAYS – None.

BOARD OF VOCATIONAL REHABILITATION (BVR) REPORT: Eric reminded members that this is a standing agenda item for the SILC. He explained noted the Board is an advisory council to the Division providing guidance on the VR service delivery system. The Board met on December 1st via ZOOM and the agenda included a presentation on transition services for Native American students as well as an introduction of a few of the SD American Indian Vocational Rehabilitation Services staff. An overview of the Rapid City VR District Office was provided by Ronda Lynch and there were a number of VR program initiative updates. The next meeting will be scheduled sometime in March most likely via ZOOM. Eric referenced the Boards/Commissions’ website portal as a good source of information e.g., agendas,

minutes, listing of members, bylaws. The website is located at:
<https://boardsandcommissions.sd.gov/>.

DIVISION OF SERVICE TO THE BLIND AND VISUALLY IMPAIRED (DSBVI): Ronda provided an update on the Independent Living Older Blind Program which is managed by Sandy Neyhart. This program serves individuals who are 55 and older and have vision impairment. There were 420 individuals served this past year, as compared to 362 the previous year. Caseloads are larger this year which is related to working with the individual a little bit longer in order to meet their goals. There are 5 rehabilitation teachers available to provide IL services specific to vision loss, with the majority of services provided in the individual's home. There are 2 rehabilitation teachers in Aberdeen, 1 in Rapid City and 2 in Sioux Falls. There is one full time staff member located in Pierre which spends part of their time as a rehabilitation teacher and part time VR counselor. This past year there were 5 individuals who were age 99 or older living in their own homes. Again, rehabilitation teachers work one on one with an individual in their home on skills of blindness and other IL skills training to assist the individual with remaining at home, living as independently vs moving to a nursing home.

The CCTV lease and loan program now has 210 machines in use, none are over 10 years of age. There are no individuals on a waiting list for this program and DakotaLink has a few of the devices. Telecommunication and Adaptive Devices Program (TAD) provides communication devices to those with disabilities other than deafness. There is a new emergency notification mobile device which allows the individual to travel. The notification device has a GPS locator in case the individual falls they can press a button and obtain assistance from preprogrammed numbers. The Division is looking forward to working with ILC regarding the contract to hire Orientation and Mobility Specialists to provide services across the state. The Division is reviewing the Financial need criteria and policy for assistive devices. Financial need currently only applies to the device and not training to utilize the device; the Division wants to expand this to include the purchase of devices for some individuals.

BOARD OF SERVICE TO THE BLIND AND VISUALLY IMPAIRED (BSBVI)

UPDATE: Ronda continued with this report. The B/SBVI recently met at the Rehabilitation Center for the Blind on December 3rd. The meeting format included access to Zoom allowing additional members to participate. The meeting included a tour of the Rehabilitation Center for the Blind for those not familiar with it. The Vice Chairperson resigned and newly elected member, Ryan Groeneweg agreed to serve as the Vice Chairperson. The B/SBVI now has two vacancies and nominees have been forwarded to the Governor for review and consideration of appointment. The next meeting will be held on March 11th in Pierre, face to face along with the addition of

Zoom. The executive committee will meet next week to finalize the year end annual report to the Governor and RSA Commissioner.

STAFF REPORT: National Disability Employment Awareness Month (NDEAM): Staff reported that the 2021 events concluded, and work is being done to gather and finalize bills. Activities were conducted in 11 of the 12 communities; Watertown was not able to carry out their event due to complications. Some events were held virtually, and some were held in person. A debriefing meeting will be held on December 20th which is open to members if interested in listening to the dialogue. The debriefing will allow representatives from the local planning committees to speak to the event(s), what worked well/what did not, if there were things the planners could change or do differently, what would this entail/or how would it look, what has worked well to engage employers or providers, and what challenges have they faced. The debriefing provides an opportunity for attendees to ask questions and exchange ideas to prepare for future events. There were approximately 470 attendees at the events in addition to over 1,000 students who attended school related functions in Volga, Madison, and Sisseton. The Request for Funding proposals will be disseminated prior to the end of December with a due date of early February. Staff spoke to the NDEAM Review Committee, comprising members of the BVR, SILC and B/SBVI. Volunteer review committee members will consist of: BVR/ Lisa, Beth, and Joe; SILC/Patty, Mark S and Catherine; B/SBVI will include Nichole Nelson and Chelle Hart.

Governor's Awards: Staff explained that Eric, Kim, and staff have had continued conversations since the awards ceremony was held. Recommendations are being brought forward for the three involved entities (BVR, B/SBVI and SILC) for consideration. The recommendations involve the award categories. Currently, there are three employer categories: 1) Small/less than 50 employees, private, non-government; 2) large/more than 50 employees, private, non-government; and 3) Other – includes government (local, county, state, federal) or educational (school, university, or technical institute). In reviewing the number of received nominations since 2015, there have been fewer nominations received in the Other/Employer award category. The recommendation is to remove the "Other" category and have nominations incorporated into the other two remaining categories of small and large employers. Another recommendation is removing the Outstanding Individual with a Disability award category and try to incorporate nominees under the Distinguished Service Award category. The Outstanding Individual with a Disability award category has also received less nominations the last few years.

Eric spoke to a few other items for consideration regarding the ceremony to increase awareness of the event i.e., inviting three finalists from each category and present the award to the winner. Again, feedback is being sought from the BVR and B/SBVI. The BVR recommended that a meeting with the representatives of the review committee be

convened to discuss it in further detail. Conversation continued regarding the desire to obtain more media attention/obtain greater awareness and exposure, identifying nominees to have greater statewide representation, highlight the purpose of the awards and recognizing individuals with disabilities as well as employers who hire individuals with disabilities. Patty suggested hosting the awards similar to what EmBe does which honors the achievements of those in the region, and it identifies nominees in the various categories. Ryan shared conversation highlights from the Board of SBVI, i.e., if nominees do not meet the award criteria, do not recognize this award category in a given year. Discussion concluded with deferring the conversation points to the Governor's Awards Review Committee, meeting on January 6th. Staff reviewed the Governor's Awards Review Committee: BVR/Vicki, Jolleen, Joe; SILC/CJ, Patty, Mark S and Catherine; and B/SBVI/Cole and Ryan.

Budget: Staff referenced the most recent budget report reflecting expenditures through October. Expenditures reflect the expenses associated with NDEAM, YLF, Champion of IL Services Award and NCIL registration fee for SILC member and staff. Expected expenses to come for the month of November will include SILC member travel for the Fall Conference as well as CIL staff training (Fall Conference expenses). The budget report will be disseminated to members following the meeting and members will be able to review all related expenses for both the BVR and SILC to date. Action will be deferred to the next meeting. There were no other questions regarding the budget at this time.

OTHER BUSINESS: There was no other business.

CLOSING ACTIONS: Alan thanked members for attending today. Future Agenda Items: Alan invited input for future meeting items or training items. Members were encouraged to send possible agenda topics or ideas to him or staff. Schedule Next Meeting: Staff will disseminate a doodle poll with possible dates to members to identify a date that works in March or early April for the majority of members. Some members voiced their preference to continuing meeting via Zoom. Adjournment: Alan called for any other business, nothing was brought up, and he declared the meeting adjourned at 2:45 pm.