

STATEWIDE INDEPENDENT LIVING COUNCIL

September 22, 2021

Meeting Held Via Zoom

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SD Rehabilitation Center for the Blind/Conference Room (Sioux Falls)

MEMBERS PRESENT: Steve Stewart, CJ Moit, Patty Kuglitsch, Ronda Williams, Mark Sternhagen, Eric Weiss, Alan Adel, Tasha Jones, Matt Cain, and Ryan Groeneweg.

MEMBERS ABSENT: Syndee Jundt, Mark Koterwski, Roger Bowie, Ben Wolf Necklace, and Catherine Greseth. **OTHERS PRESENT:** Jennifer Lewis, Codi Erickson, Dan Rounds, Helen Hartmann, Duane Hartmann, Sandy Neyhart, Dawn Backer, 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 and 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 noted there were new members in attendance and invited everyone to introduce themselves.

REVIEW AND APPROVAL OF AGENDA: Alan asked if there were any changes or additions to the agenda, there were no changes, **MOTION TO APPROVE THE AGENDA, MADE (M), SECONDED (S) AND CARRIED (C).** YEAS – Mark S, Matt, CJ, Steve, and Ryan. NAYS - None. REVIEW AND APPROVAL OF MEETING MINUTES: Alan asked for any changes or additions to the draft minutes from June 3rd, hearing none, **MOTION TO APPROVE THE JUNE MEETING MINUTES AS DISSEMINATED, MSC.** YEAS – Mark S, Matt, CJ, 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 SEPTEMBER 2ND, MSC.** YEAS – Mark S, Matt, CJ, 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: Mark S announced that he was speaking to the SDSU student organization this evening at 7:00 pm via ZOOM. It is free and open to the public. He will forward the link to members. Steve noted that the captions are working well with ZOOM.

DIVISION OF REHABILITATION SERVICES REPORT/CILS QUARTERLY

REPORTS: Jennifer Lewis spoke to this item and referenced the disseminated information. The Consumer Satisfaction Survey Summary reflects the reporting period of June 1, 2020, through May 31, 2021, an entire years' worth of data. Surveys are disseminated to all individuals with closed cases (those with goals met and goals not met). The number of successfully closed cases and unsuccessfully closed cases for each CIL was highlighted. Jennifer noted a decrease in consumer responses this quarter. Written comments were mostly positive for both CILs, e.g., staff were knowledgeable, obtained needed services, learning of information, timely follow-up. What could be improved upon included comments about a few one-time situations i.e., knowledgeable about life alert system, unable to obtain grab bars.

The "Status of the CIL Contracts" is a one-page document which reflects the status of the CIL contracts for a twelve-month period. The report reflects the number of service units provided by each CIL. A question was asked regarding the monies if an agency goes over their contract or if an agency is under with the provision of service units. Eric explained that if a CIL does not obtain the target service units, the CIL will not earn all the Part B funds (contract funds awarded to the CILs from the Division). The Division will utilize these funds to support IL in various ways, i.e., if there is the ability to carry over funds or provide financial support to ramp projects. The Division does not want to revert funds and will identify ways to expend the funds in IL areas which meet grant requirements.

Independent Living Funding Sources a one-page document showing the sources and levels of various funding for each CIL, includes Part C (federal funds received by each CIL directly from Administration for Community Living/ACL) and Part B funds (funds the CILs receive thru a contract with the Division). Eric spoke to the state match required to receive federal funds (made up of Social Security Reimbursement and Ticket to Work funds). For the new contract year, both CILs agreed to provide the Home Modifications and Assistive Devices (HMAD) set aside funds which allows the CIL to provide support for ramps, grab bars, bathroom remodels. It was explained that each CIL can elect to utilize up to 15% of their Part C and State funds to go towards HMAD purchases. A CIL can utilize other funds to support HMAD purchases.

CIL quarterly reports: Jennifer noted the CIL quarterly report time period is March 2021 through May 2021 (last quarter of the state fiscal year). This report collects information that coincides with the State Plan for Independent Living (SPIL) goals and objectives. She started with WRIL's quarterly report and noted that when comparing the current data to one year ago. Services provided to the age group of "Under 25 years old" has grown. WRIL is conducting outreach in rural areas i.e., Belle Fourche. Source of referral is a new reporting field and currently the major source is family and friends.

Public comment was received regarding the HMAD program and filling the vacancy in Pierre. Other areas in the report were reviewed. The organization chart reflects a vacancy in the Pierre office as of the middle of July.

Independent Living Choices (ILC) quarterly report: ILC provided more hours of service this quarter when compared to the same timeframe last year. HMAD had an increase in all areas. ILC has been involved in a variety of meetings or organized events in many communities and to highlight some very rural areas i.e., Crow Creek, Enemy Swim, Martin, Standing Rock. A large number of ILC participants learned of services through medical centers (ranked highest) and then family/friends. Noted information learned or obtained included the need to take steps to have paperwork/brochures translated to Spanish, Karen, Lakota, and Spanish. The report identifies the number of referrals from outside of their coverage area, meeting with school districts and sharing resources/information. In person activities conducted with Long Term Care Facilities/Nursing homes has been significantly impacted by COVID, now information is being mailed/dropped off. ILC staff have participated in meetings where housing or transportation issues have been discussed (issues identified/addressed included collaborating accessible transportation for students to attend peer support groups). The organization chart was current as of the end of May.

CIL FY 2021 ONSITE REVIEW/FOLLOW UP: Jennifer provided this update (Bernie was unavailable). Jennifer spoke to the fiscal year follow up. WRIL is currently on a plan of enhancement with the state. Division staff will conduct an onsite review October 6-8 in Rapid City. Four reviewers will be available and will review a total of 111 files from the Rapid City, Pierre, and Spearfish offices. To date, WRIL is conducting internal file reviews, identifying issues, providing staff training and working to correct identified issues. All open positions have been filled now. WRIL has been submitting requests for HMAD which was an area of concern as well as increased communication with Division staff. Jennifer reported that things have changed drastically and WRIL is moving in the right direction. Currently, WRIL is on a six-month contract. Billings have been reviewed for the last three months, with a projection that WRIL will expend their contract. To date, WRIL has expended HMAD funds with more projects waiting to be delivered. Jennifer spoke to this as a very positive change for WRIL.

CENTER FOR INDEPENDENT LIVING REPORTS: Independent Living Choices (ILC) (South, North, Native American): Matt provided this update. The Harley Davidson raffle was recently completed, and 2000 tickets were sold. The winner was Lance Kuper from Ft. Pierre. ILC is working to obtain a motorcycle to start the next raffle starting in March. The federal fiscal year (October 1, 2020 - September 30, 2021) will end soon, with the number of clients served to date is 2,339. Matt is extremely happy with this number in light of all the changes due to COVID. The most noted changes include the increase in number of individuals with mental health/emotional disturbance seeking

services, increase in requests for housing assistance, individual requests for number of services have increased. Current IL staffing in the ten offices include 5.5 Independent Living Specialists (ILS)/1 IL supervisor in Sioux Falls; 1 ILS /Aberdeen, 1 ILS /Brookings along with 1 expansion supervisor, Chamberlain has a vacancy for an ILS, Huron has 1 ILS, Martin has 2 full time ILS, Mitchell has 2 ILS, Mobridge/1 ILS, Watertown/1 ILS, and Yankton/2 ILS. ILC is experiencing an extremely difficult time with identifying appropriate applicants for the vacancy in Chamberlain. Matt talked about ILC being identified to participate in the beta group testing for Program Performance Reporting platform. Issues were noted with ILC having three separate grants to report; adjustments were made, and issues were resolved. ILC is receiving increasing numbers of ramp requests, especially on the reservations where word of mouth is having an impact; awareness of services is increasing. ILC was working with one contractor to install all ramps, this has increased to 3 contractors. Matt expressed his appreciation of the funds coming from the state, Excel Energy, United Way, and other entities.

Activities of Daily Living (ADLS) Program: ILC currently has 125 staff (CNAs, Personal Attendant Care Providers) providing services across the state. The ADLS waiver provides services to individuals who are at least 18 years of age with quadriplegia (nursing home level needs) to live independently in their homes vs. nursing home. It is very difficult to fill these positions due to the hours, typically working less than a 2-hour shift, or working late in the evening for a short period of time. Mileage is paid to staff as well as incentive pay/hour differential/holiday pay. Base pay has been increased to \$14/hour and ILC has offered a \$500 bonus if remained employed after 6 months.

Department of Justice (DOJ) has contacted ILC in terms of looking at services/funding in South Dakota going towards long term care vs. community-based services. DOJ is seeking assistance with trying to identify individuals to speak with them. ILC is exploring a few new adventures – exploring the possibility of becoming the employer record for new employees that provide disability related services and looking at Long Term Services and Supports to diversify funding.

BREAK:

Western Resources for Independent Living (WRIL): Codi Erickson provided this update as WRIL's interim director. Codi explained that the organization is moving forward with implementing many changes. They are fully staffed now, recently filling the vacancy in Pierre (staff is currently going thru training). This position was very difficult to fill. Work is being done with updating policies and providing staff training every few weeks. WRIL has had a lot of HMAD project requests and staff are working on these with Division staff. The offices are closed to the public due to COVID, but staff are working. WRIL is looking at adding the LifeAlert program. This involves working with Division of

Rehabilitation Services staff on the Telecommunications Adaptive Devices/TAD program. The program provides telecommunications for individuals with disabilities other than deafness, dead-blind, hard of hearing or speech impairment. WRIL is receiving a large number of referrals currently.

STATE PLAN FOR INDEPENDENT LIVING (SPIL) – Standing Agenda Item: Alan introduced the topic of the SPIL. He outlined the need for each state to submit a three-year plan to the Administration for Community Living (ACL) for approval. The plan outlines the IL objectives for the state. SPIL GOALS/OBJECTIVES/INDICATORS: SILC staff spoke to the development and monitoring of the SPIL as a duty of the SILC. The SILC, CIL directors and Designated State Entity (Division) form the IL Network. The SILC must outline the methods and processes to evaluate the effectiveness of the SPIL including timelines and evaluation of satisfaction of individuals with disabilities. The SILC uses time during the quarterly meetings to discuss progress made towards the goals, objectives, and activities. Information that is obtained towards meeting the goals/objectives is utilized/collected and reported in the Program Performance Report which is due the end of December. Staff displayed the table which lays out the goals, objectives, and indicators. She noted the various columns, and that information has been added to the table outlining activities conducted to date. The importance of gathering information on work done in any area of the SPIL is captured in the year end data report (PPR).

Agenda was paused and moved to the Champion of Independent Living Services Award Presentation with the arrival of Helen Hartmann and her guests.

CHAMPION OF INDEPENDENT LIVING SERVICES AWARD PRESENTATION: SILC staff introduced the item on behalf of Catherine Greseth who was absent. Staff spoke to the history of the Champion of IL Award noting the SILC started it as a recognition program in 2015. The award recognizes individuals, organizations and businesses that exemplify the SILC's vision that all South Dakotans are treated with respect, living in accessible and inclusive communities. To date, seven individuals and one program have been recognized. Award presentations have been made at CIL Board of Directors meetings, a conference for non-profit organizations, and during SILC quarterly meetings. Mark S spoke to the solicitation process, review committee, and selection process. Helen Hartmann's nomination was identified for her years of service, and commitment to advocacy, involvement with assisting individuals with vision loss, and serving as volunteer peer support leader. Ronda read through the nomination submitted by Sandy Neyhart. Helen's contributions as a volunteer leader assisting those with low vision, involved with peer support since 1984, distributing low vision items for the SD Association of the Blind's Gadgetry Program, years involved with peer support activities, involvement with the "See What You Can Do" marketing campaign, and work involved with the elderly blind peer support program. Sandy Neyhart spoke to

a number of reasons of why she thought of Helen and submitting the nomination on her behalf; noting she embodies all the qualities enlisted for an award category such as the Champion of IL. Dawn Backer spoke to her years of knowing Helen and being trained by her. Dawn recalled Helen's years of involvement with the Gadgetry Program, peer support efforts and encouragement of staff and consumers to attend the Focus on Success conferences. Matt Cain spoke to Helen's years of service to those with disabilities. He spoke about Helen's role working with ILC, formerly known as Prairie Freedom Center, and serving as a member of ILC's board of directors. Helen was thanked for attending and her many years of service to the disability community. She presented with the Champion of Independent Living Award on behalf of the SILC.

BREAK FOR LUNCH:

STATE PLAN FOR INDEPENDENT LIVING (SPIL) CONTINUED: The SILC Member/Staff SPIL Activities Reporting Form was highlighted. Staff spoke to the SPIL committee's work on the development of this form and the need to obtain information from members/staff regarding work done in the areas of the goals/objectives. This form is disseminated to members on a quarterly basis, and they are reminded to submit it to staff if they complete work in a given area. Examples were provided of a member attending a vendor market, health fair or other community event and talk about IL services or if information is shared. The same is true if a member attends a meeting and communication is received about the needs of an underserved population or location. Members are asked to describe input/public comment and share this with the SILC, this could prompt discussion or need for action or follow up. This could also help the SILC determine if there is a need for a resource or information pertaining to housing or transportation. This could lead to work on identifying information that already exists and sharing this information with those needing it or requesting it. Staff will disseminate the form to members following the meeting. Individual Training Plan: Staff talked about the individual training plan which was drafted by the SPIL committee. There is language in the SPIL instructional guidance outlining the indicators of minimal compliance that the SILC must have. One area is maintaining individual training plans for members. The Individual Training Plan was created, and each member is asked to complete it on an annual basis outlining at least three areas they would like training to develop personal knowledge/skills to benefit them in their role as a SILC member. The training plan outlines several national resources that offer online trainings/webinars (APRIL, NCIL, ILRU) as well as trainings offered by the Division. The conversation led to the topic of the new member orientation and scheduling this prior to the December meeting.

SILC WORKGROUPS: Review of Current Committees: Staff reviewed the six committees and related activities worked on by each committee. Consumer Services Committee works on activities related to the provision of IL services throughout SD;

ways to improve consistency of IL services, identifying underserved populations/locations, ways to expand services, needs assessments. Public Awareness Outreach Committee has developed the Champion of IL Awards process, seeking success stories for use in effectively telling the IL story; explore the use of social media to spread the IL story, and develop/disseminate materials marketing the IL philosophy and IL services. Assistive Technology (AT)/Home Modifications Adaptive Devices (HMAD) Committee focused on assistive technology and its place in supporting people with disabilities to live as independently as possible. Committee monitors AT arena as topics/areas or other identified needs in this area. Advocacy/Interagency Collaboration Committee works on recognizing systemic barriers to people with disabilities to living as independently as possible and the need for collaboration. Committee work on examining approaches to address barriers impacting people with disabilities seeking to live independently. State Plan for Independent Living Committee was formed to take the lead on preparing the State Plan and monitoring SPIL activity. Committee is also responsible for outlining an evaluation plan to measure how well the activities in the SPIL and making progress in achieving the objectives and goals. Bylaws/Policies/Procedures Committee takes the lead on reviewing the SILC bylaws to ensure they are current and provide recommended changes for the SILC's consideration on an annual basis. The committee is also responsible for reviewing draft policies and providing recommendations for the SILC's consideration.

UPDATES: Consumer Services Committee: Ronda, Committee Chair, spoke to the committee reviewing the SILC's funding applications for individuals and organizations and the follow-up reports. She added that the SILC has funding to support training for individuals or to provide financial support to an organization to host an activity/event featuring IL as a topic.

Public Awareness/Outreach: Staff reported on behalf of Catherine as Chair who was absent. Work for the committee was directed to the Champion of IL Award solicitation of nominations and selection process as well as making the plans for presentation of the award this past quarter.

Advocacy/Interagency/Collaboration: Tasha reported that the committee has not met, however, information has been shared and disseminated regarding emergency housing assistance the last few months. She encouraged members to be in touch with her if there are known locations or persons in terms of housing needs, she is willing to talk with landlords or managers on suggested needs, so please be in touch with Tasha.

Assistive Technology/Home Modifications Adaptive Devices (HMAD): CJ reported that the committee has not met yet and she was not sure if there are activities that warrant the committee to come together at this time. Discussion continued on the need to look

at the committee structure in comparison with the State Plan goals and objectives. This could include the need to do away with a committee or two/combine several committees into one.

Bylaws/Policies/Procedures: Eric noted the committee met prior to the end of last year and updated the bylaws for the SILC's consideration. He talked about some committees not needing to convene or work throughout the year. He noted the only committee specifically outlined in the bylaws is the Executive Committee, so doing away with a committee would be appropriate, if need be.

Dialogue continued regarding the need to examine the current committee structure and the need to review the State Plan and related goals/objectives. Staff agreed to review the committee structure and language outlined in the State Plan, assign activities to an appropriate existing committee, with the possibility of removing a committee, combining committees and present this to the Executive Committee for consideration.

BOARD OF VOCATIONAL REHABILITATION (BVR) REPORT: Eric reminded members that this is a standing agenda item for the SILC. He noted the Board is an advisory council to the Division providing guidance on the VR service delivery system. The Board met on September 9th via ZOOM and the meeting agenda had a heavy focus on transition related topics (services for students with disabilities). These included updates provided on the Transition Services Liaison Project activities, two Project SEARCH presentations, and Project Skills. An overview of the Sioux Falls VR District Office was provided by Vicki Nelson. The next meeting will be scheduled sometime in December most likely via ZOOM. Eric referenced the Boards/Commissions' website portal as a good source of related basic information e.g., agendas, minutes, listing of members, bylaws. This can be found at: <https://boardsandcommissions.sd.gov/>.

DIVISION OF SERVICE TO THE BLIND AND VISUALLY IMPAIRED (DSBVI): Ronda provided an update on the Older Independent Living Blind Program. Rehabilitation teachers are available to provide IL services specific to vision loss. 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 program has received 221 new applications since October 1, 2020. The total number of individuals served this year has exceeded the numbers of individuals served in 2019 due to COVID. The Division is currently seeing a rise in applications. Rehabilitation teachers are meeting with participants per their preferences with a combination of face to face, ZOOM, telephone. Most prefer working within their own home.

The CCTV lease loan program now has 216 machines, as a total of 25 new machines added. Twenty-six machines were retired, which the Division allowed consumers to keep if they chose to do so. At this time there is no waiting list for the CCTV program, many are still available. Virtual peer support continues today as individuals are utilizing ZOOM to carry out this service (6-10 individuals participate each month).

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

UPDATE: Ronda continued with this report due to Catherine's absence. The Board of SBVI met face to face on June 11th in Pierre. Ronda spoke to the appointments made to the BSBVI this summer and identified those who have termed off (Catherine Greseth, Connie Simms, Alan Vandenburg, Marsha Hultman, Jenny Anatra). The BSBVI hosted its election of officers during the June meeting and the results included: Jill Kundtz/Chair; Tami Francis/Vice Chairperson, and Ryan Groeneweg as Member At Large. Other new members appointed: Chelle Hart, Kendra Ringstmeyer, Kellie Hauglid, and Jeff Nelson. The next meeting is Friday, September 24th in Sioux Falls.

TRANSITION SERVICES LIAISON PROJECT/YOUTH LEADERSHIP FORUM (YLF):

Dan Rounds was invited to speak about the 2021 Youth Leadership Forum as a follow up. Dan thanked the SILC for the financial support provided to support the 2021 event. He outlined YLF as a five-day leadership and self-advocacy training. YLF is designed for high school students with disabilities. YLF is held on the campus of Northern State University. Typically, 80 to 100 students apply to attend annually with 40-50 students selected with alternates. He highlighted that it involves 80 individuals to make the event possible (30 or more groups/organizations involved). Each year there are team leaders, assistant team leaders, mentors, who direct the activities with oversight provided by TSLP staff. Dan highlighted the layout of the week and activities covered: ice breakers, team building, self-advocacy, employment, volunteer activities, how to become a leader, IL skills/events, Native American culture, sign language interpretation, learning about one's own disability. The week also contains an adult agency run where providers set up booths and provide an overview of what services are available. The career and technical education section host discussions of students/mentors who have attended post-secondary education speaking to attending school at a university/technical institute; disability services coordinators speak to differences between attending high school and attending post-secondary schools. The assistive technology session provided a hands-on demonstration of different items and uses, importance of having a job/interviewing skills. The week ends with the Richard Hicks Awards luncheon with students providing highlights of what was accomplished during the week with parents in attendance. Patty noted this as a great event for students with disabilities. A YLF alumni gathering has been incorporated with other efforts encouraging students to maintain contact with one another, networking. It was noted that all accommodations are provided for the student to enable attendance i.e.,

interpreters, personal attendant services. Dan asked members to encourage individuals with disabilities to apply as mentors for YLF.

SILC STAFF REPORT: SILC Program Performance Report (formerly known as the 704 Report): Colette provided an update on the Program Performance Report (PPR) formerly known as the 704 report. This is the year end data report submitted by the SILC to ACL at the end of December. ACL has been working on a new website portal to upload data for the PPR. Information was released last week that the portal is ready, and each state is allowed portal user access for the SILC Chair, SILC staff and DSE staff. Information needs to be uploaded by November 1st. Alan noted that as Chair, he can provide access to a SILC member, if interested please let him know. The portal provides an instructional video and frequently asked questions.

BVR/SILC Appointments: The BVR had two pending vacancies the end of June created by term limits. Nominations were forwarded to the Governor for her consideration following a statewide solicitation of nominations. As result, Kevin Barber was reappointed for a second 3-year term and Chris Olson was appointed as a new member (3-year term). The SILC had six vacancies occur the end June. Four members were interested in serving a second term, if appointed. The names of these members in addition to gathered nominations were submitted to the Governor for consideration and action. Four members were reappointed (Tasha, Eric, Ronda, Syndee), and two new members (Matt and Ryan) were appointed for a total of six appointments. The BVR and SILC are fully appointed.

National Disability Employment Awareness Month (NDEAM): NDEAM highlights events to recognize the contributions of people with disabilities in the workforce, and employers who demonstrate a commitment to an inclusive work environment. Activities are being planned by local communities across the state with financial support from the Boards of Vocational Rehabilitation, Service to the Blind and Visually Impaired, SILC, Division and Department of Human Services. Twelve communities were awarded funding for approximately \$26,000. Each community has a local planning committee which determines training/educational needs. Events consist of speakers (in person or virtual), social/media blitz, or featured articles of employees with disabilities or employers who hire individuals with disabilities. A list of events was recently disseminated to members. If an event is taking place in a location nearby, members are encouraged to attend. The 2021 NDEAM theme is “America’s Recovery: Powered by Inclusion”. Information is located on the US Department of Labor/Office of Disability Employment Policy’s website in addition to ordering this year’s poster: <https://www.dol.gov/agencies/odep/initiatives/ndeam>.

Governor’s Awards Ceremony: The recipients have been announced for each of the award categories. Plans are progressing with hosting the Governor’s Awards

Ceremony and reception on October 5th in Pierre. Members are invited to attend if interested and should have received information and a RSVP form. Members were encouraged to contact staff if interested in attending.

Budget update: A budget report was disseminated prior to the meeting which identified expenditures for the time period of January 1, 2021, thru the end of July. To date there have been limited expenditures under the SILC meeting expense line item (pro-rated cost of Zoom renewal and outgoing member gift). Staff spoke to anticipated expenditures to include SILC member's expenses to attend the 2021 Fall Conference and Strategic Planning expenses (YLF financial support, Governor's Awards and NDEAM events) and the CIL Staff Training line item will support CIL staff attendance to the Fall Conference.

OTHER BUSINESS: The Fall Conference was outlined coming up the end of October. If a member is interested in attending and not registered yet, please get in touch with staff. There was no other business.

CLOSING ACTIONS: Future Agenda Items: A new member orientation will be scheduled prior to the next quarterly meeting. Orientation would be open to any member interested in attending. Agenda items will include the review and finalization of the SILC's funding applications for individuals and organizations, review of the PPR year-end report data, and the WRIL on site review follow up. Alan invited members to be in touch with him or staff about other possible agenda items/informational items. Schedule Next Meeting: Staff will send out a doodle poll to try to identify a date in December that will work for the majority of members. Adjournment: Alan called for any other business, nothing was brought up, and he declared the meeting adjourned.