Statewide Independent Living Council
State Plan for Independent Living (SPIL) Development Committee

Meeting Summary

Date: August 5, 2025; Zoom Virtual Meeting

Attendees: Committee members, SIL representatives, DRS/DSE staff, and stakeholders participated, including Ryan Groeneweg, Colette Wagoner, Eric Weiss, Jennifer Lewis, Matt Cain, Cody (Western Resources for Independent Living), Kendra Gottsleben, Brett Glirbas, Lance Sigdestad. Interpreters were present to ensure accessibility.

Public Comment: The committee provided an opportunity for public comment. No public comments were received.

SPIL Development Discussion: The committee reviewed draft SPIL Goal 1 and Goal 2 objectives and proposed indicators/measures. Members discussed whether proposed measures were meaningful, measurable, achievable, and aligned with the intent of the objectives.

Goal 1: Strengthen Outreach, Awareness, and Operational Consistency

Objective 1.1 – Improve Operational Consistency Across SILs

Discussion focused on:

- Development of standardized forms, independent living plans, waivers, and documentation practices.
- Whether annual file review performance targets should be revised and phased in over time.
- Removal of a proposed stand-alone measure related to HMAD/TAD documentation accuracy because it was already addressed within broader file review processes.
- Concerns regarding a staffing benchmark measure and whether staffing levels were the best indicator of service availability statewide.

Committee direction:

- Retain and revise several measures.
- Remove HMAD/TAD-specific documentation accuracy as a separate indicator.
- Further review staffing-related indicators to identify more meaningful measures of service access and availability.

Objective 1.2 – Strengthen Data Quality and Reporting

Discussion included:

- Timeliness of quarterly reporting.
- Data quality and reporting accuracy.

- Feasibility of measuring data error reduction.
- Use of statewide data dashboards and reporting expectations.

Committee direction:
- Retain on-time reporting expectations.
- Further refine measures related to data error rates and statewide reporting dashboards.

Objective 1.3 – Expand Outreach to Underserved and Rural Areas
Discussion focused on:
- Increasing service utilization in underserved communities.
- Measuring outreach efforts in rural communities.
- Partnership development with rural organizations and service providers.
- Challenges associated with defining and measuring partnerships and outreach completeness.

Committee direction:
- Continue refining outreach and partnership indicators.
- Explore methods to account for differences in service area size and population between centers.

Goal 2: Deliver High-Quality Independent Living Services
General Discussion: Members discussed whether Goal 2 should reference only core independent living services or broader independent living services, including home modifications and assistive supports. The committee agreed additional consideration was needed to ensure alignment between the goal statement and objectives.

Objective 2.1 – Staffing and Training
Discussion included:
- Adequate staffing levels.
- Role definitions for Independent Living Specialists and other staff who provide direct services.
- Staff training expectations.
- Use of IL Training and Technical Assistance Center (ILTAC) training opportunities.

Committee direction:
- Revise language to better reflect staffing and training expectations.
- Further explore how direct service staff should be defined and measured.

Objective 2.2 – Resource Development
Discussion focused on:
- The federal requirement for centers to engage in resource development activities.

- Whether obtaining resources equal to 10% of the state contract amount was reasonable and achievable.
- The need to review historical data prior to establishing a benchmark.

Committee direction:
- Request SIL directors provide historical resource development information for further review.
- Revisit proposed funding targets before finalizing indicators.

Objective 2.3 – Service Navigation
The committee discussed proposed language regarding coordinated service navigation and standardized workflows.

Committee direction:
- Revisit the objective and indicator language for greater clarity.
- Determine whether the objective should remain in the plan.

Objective 2.4 – Coordination Across Independent Living Network Partners
Discussion included:
- Cross-agency activities.
- Referrals and partnerships.
- Interagency agreements and Memoranda of Understanding (MOUs).
- Partner satisfaction and collaborative efforts.

Committee direction:
- Further clarify referral and partnership indicators.
- Review MOU-related language for consistency and practicality.

Objective 2.5 – Improve Service Delivery Efficiency and Timeliness
Discussion focused on:
- Home modification (HMAD) services.
- Service delivery timelines.
- Consumer access to modifications and assistive supports.
- The importance of home modifications in promoting independent living and community participation.

Members expressed strong support for maintaining focus on home modification services while recognizing resource limitations faced by centers.

Committee direction:
- Retain the objective for further consideration.
- Continue refining performance measures and reporting expectations.

Next Steps
The committee agreed to:

- Revise Goals 1 and 2 based on discussion.
- Distribute an updated draft to committee members for review and comment.
- Request additional information from SIL directors regarding resource development activities.
- Continue review of remaining SPIL goals at a future meeting.

Upcoming Meeting
The committee tentatively scheduled its next SPIL Development Committee meeting for: **August 17, 2025, at 12:30 p.m. Central Time** (subject to calendar confirmation).

Adjournment
The meeting concluded following discussion of scheduling and next steps.