



**Massachusetts Statewide Independent Living Council
280 Irving Street
Framingham, MA 01702-7306**

**Quarterly Meeting
September 22, 2021
10:30AM to 3:30 PM**

**Email: info@masilc.org
Web Page: www.masilc.org**

Voice 508-620-7452

Current Members

Chairperson

Nancy Trzcinski
CIL Rep: Adlib Inc.
Term expires: 12/23/2021

Vice-Chair

Jennifer Lee-Rambharose
CIL Rep: Stavros
Term expires: 01/03/2023

Coreen Brinkerhoff

IL Director, CORD
Term expires: 12/23/2021

Youcef Bellil

Term expires: 12/23/2023

Andrew Carr

Term expires: 12/23/2021

Mary Dennesen

Term expires: 12/23/2023

Elizabeth Franklin

Term expires: 12/23/2022

Nancy Garr-Colzie

Term expires: 12/23/2023

Nanette Goodwin

CIL Rep, Northeast Independent Living Program
Term expires: 12/23/2021

Treasurer

Mark Lewis
Term expires: 1/3/2023

Clerk

James Tozza
Term expires: 12/23/2022

Rebecca Gutman

Term expires: 12/23/2021

Steven Higgins

CIL Rep, Independence Associates
Term expires: 12/23/2022

Bonnie Jones

Term expires: 12/23/2022

Betty King

Term expires: 12/23/2021

Lisa Orgettas

CIL Rep, Disability Resource Center
Term expires: 11/29/2023

Judi Rodger

Term expires: 12/23/2023

Filomena Tripp

Term expires: 11/29/2023

Ex-Officio Members

Naomi Goldberg

Massachusetts Office on Disability

vacant

Massachusetts Commission for the Blind

vacant

Massachusetts Rehabilitation Commission

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Quarterly Meeting Agenda
September 22, 2021
10:30 AM to 3:30 PM
ZOOM – Links below

10:30 AM SPIL Annual Review
11:15 AM SPIL Public Comments

Break 12:00PM to 1:00PM

1PM Review and Approval June 2021 Quarterly Minutes
1:15 PM Committee and Staff Reports
 Chairs Report
 Public Information and Education Committee Report
 Nominations and Development Report
 Review and approve CIL Rotation Policy
 Treasurers Report
 Coordinator's Report

2:00 PM Part B Report

2:15 PM Presentation and Approval of FFY 2022 Budget

2:30 PM Election of Officers for FFY 2022

2:45 PM DSE Update

3:00 PM Announcements and Public Comments

Join Zoom Meeting ID: 437 628 9630

<https://us02web.zoom.us/j/4376289630>

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833 548 0276 US Toll-free

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MASILC Remote Meeting Procedures

- MASILC meetings are currently being held via ZOOM during the Covid-19 pandemic.
- Open Meeting Law currently allows for Public Bodies to hold meetings virtually via phone, internet or other option that allows for participants to hear each other. In the event that the meeting cannot be accessed by the public a meeting transcript must be made available.
- Public bodies are required to provide communication access, with sufficient notice. MASILC requests at least two week notice for CART or ASL requests.
- Member attendance will be taken by roll call at the beginning of the meeting.
- All votes will be taken by roll call
- Participants are asked to mute themselves unless speaking. If you are participating by phone you can use ***6 to mute and unmute yourself.**
- Participants who are moving around are asked not to show their video as that can be distracting
- During periods of discussion please use the raise your hand feature to be called on for comment.
 - **From a phone call dial *9**
 - From your computer or smart phone there is a button at the bottom of the screen with a hand.
- Please begin speaking by telling people your name. Do not speak over someone else when they are speaking.
- ZOOM can be tiring. We will be taking breaks. Please feel free to take a break if you need to.

Join Zoom Meeting

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Meeting ID: 437 628 9630

June 2021 Quarterly Meeting Minutes

MASSACHUSETTS STATE COUNCIL ON INDEPENDENT LIVING
QUARTERLY MEETING
JUNE 2, 2021 1:00 P.M.
ZOOM

Members Present: Joe Bellil, Coreen Brinkerhoff, Andrew Carr, Mary Dennesen, Elizabeth Franklin, Nancy Garr-Colzie, Steven Higgins, Betty King, Jennifer Lee-Rhambarose, Mark Lewis, James Tozza, Filomena Tripp, Nancy Trzcinski, Susan Lavin, Naomi Goldberg

Guests: Mike Kennedy, David Correia, Mike Kennedy, Lisa Weber,

Before the Chairperson, Nancy Trzcinski began the meeting, MASILC Coordinator Sadie Simone reviewed the online meeting procedures and the communication access available.

Nancy Trzcinski opened the meeting and a roll call of members was completed and the guests present introduced themselves.

Agenda Item: Approval of March 2021 Quarterly Meeting Minutes
No discussion, minutes approved by roll call vote.

Agenda Item: Chairpersons report

Nancy gave a brief report on the activities she has been involved in as SILC Chair. They centered around the final work to get the SPIL amendment ready for approval, including working with the SILC Chair and the Regina Blye at ACL to ensure the document would be approved. As chairperson Nancy attends the other committee meetings which will provide updates later in the meeting.

The Public Information and Education Report was next on the agenda, however David Correia the committee chair was not present the report was delayed.

Agenda Item: Nominations Report

Steve Higgins gave the brief nominations report. He highlighted the Quarterly Meeting document, which lists current members and their appointment dates.

This year the NCIL conference will again be virtual. This opens the opportunity for any MASILC Appointed member to attend. Conference registration is not yet open, however

interested members can let Sadie know they would like to attend and she will register when available.

The September meeting will be the annual meeting of the SILC, at that meeting we elect officers. Anyone who is interested in running for an officer position should let Sadie know by August 15th. We will still take nominations from the floor at the September meeting.

The nominations committee is also working on a couple of trainings.

Steve presented a new nominee, Eric Cochrane. He gave a brief biography including the relevant qualifications for appointment to the SILC. Eric was in attendance and briefly addressed the meeting.

Motion to approve and forward Eric Cochrane's nomination to the SILC to the Governor's Office Nancy Trzcinski, second Jim Tozza, motion approved by roll call vote.

Steve ended his report by reminding people that SILC members should participate in at least one committee. Committees are open to members and non-members. He also thanked the members of the Nominations Committee.

Agenda Item: Treasurer's Report

Mark Lewis gave the Treasurer's report. The report itself was shared via mail and email prior to the meeting. During the meeting the report was shared via screen as well. Mark briefly reviewed the spending categories, most of which continue to be below typical spending due to the pandemic. The Finance Committee met in May and reviewed expenditures, potential roll over and opportunities to utilize funds. One of the primary ideas would be on a series of video trainings that could be accessed on demand by members and the community. This could be covered within current line items.

Motion to approve the treasurer's report Steve Higgins, second, Jennifer Lee-Rhambarose motion carries with roll call vote.

Agenda Item SPIL Report:

Nancy Trzcinski provided a report on the meeting of the SPIL subcommittees. During the last quarter the Subcommittee for Underserved Populations met. The Transportation Subcommittee will be meeting later this month.

The SPIL Committee has also been meeting to finalize a SPIL amendment. Public comments on the changes were taken during a SPIL Hearing in May. The amendment allows for \$16,000 in Part B funds allocated to the SILC in FF20 to be transferred to the CILS for consumer services in the current fiscal year. Funds were primarily unspent due

to COVID-19 changes in meetings. Language added would also allow future changes in budget allocations to be completed via vote and not via SPIL amendment. Additional changes were made in several sections for clarification. The list of changes and SPIL document were provided prior to the meeting electronically and via mail.

Sadie reviewed the proposed changes. Several questions regarding the use of Part B funds by centers were asked and answered. To clarify Sadie read off the uses for Part B funds by centers as described in the SPIL.

Mark Lewis asked if taking out the specific financial amounts the SILC budget includes will be looked at negatively by ACL.

ACL has reviewed all the language and in this case suggested the language so that we had some flexibility as to where the funds came from.

With no further questions Betty King made a motion to accept the SPIL Amendment, Joe Bellil Second, motion carried by roll call vote.

Agenda Item: Part B Report

Anna Herman from MRC was invited to provide the quarterly Part B Report. The report itself was provided to members prior to the meeting. To begin Anna reviewed the categories that Part B funds can be used for under “Consumer Services” these include; Assistive Technology, Home Modification and Ancillary. She then reviewed the amount of funds each ILC and Deaf Inc. had used in the last quarter and in what categories. She did note that sometimes the amount of time it took to have funds request and items purchased made some of the report inconsistent in time. Also noted where the number of individuals assisted in the last quarter. A sample of the individual items was also reviewed. A full list was provided in writing.

Meeting Paused for a short break. Returned at 2:07

Nancy Trzcinski began the second part of the meeting with an announcement. Ann Shor, the MRC liaison for many years, retired in May. MRC is currently in the process of identifying someone to take her place with the SILC. Susan Lavin, the representative for MCB has also announced her retirement.

Agenda Item: PIE Committee Report

Sadie announced that David Correia the PIE Committee Chair was unable to attend today. The PIE Committee met twice since the last quarterly meeting. The time has continued to be used to share resource regarding COVID-19, vaccinations, ILC and other organizations plans to open.

Agenda Item: Coordinators Report

Sadie provided a brief report, reviewing and expanding on the written report provided prior to the meeting. In particular, she reviewed special events including a review of the virtual IL Education Day and progress on the ADA 31 virtual event plans.

ADA 31 will focus on youth, Art and the ADA. MASILC and partners are currently seeking submissions from youth in multiple forms.

Finally, Sadie reviewed some potential changes with virtual meetings and Open Meeting Law. The Governor's Executive order allowing public meetings to be held virtually will expire on June 15th. There is legislation in the works to extend the virtual meeting provisions and to make some permanent. If this does not pass the SILC would be required to hold meetings in person and have a quorum in person.

including the chair or person in person, and then we've gotten pretty good at making sure people can be heard audibly and would continue to have to take all those by roll call. Because of this planning for the September meeting will be up in the air. Members are encouraged to provide any thoughts and feedback.

Andrew Carr voiced his support for continuing to be inclusive and allowing remote participation.

Others voiced the benefits of having hybrid meetings.

Sadie noted that prior to COVID-19 the SILC was engaging in efforts to make hybrid meetings more accessible for all. Remote participation has made the SILC meetings more accessible to people who cannot travel for multiple reasons.

A question was raised if the SILC needed to vote to allow remote participation. Since the SILC has already adopted remote participation there is no need to do so if the law changes on June 15th. Individuals can contact their legislature if they would like to share opinions on Open Meeting Law and remote access.

Joe Bellil suggested surveying members of the SILC about their ability and comfort with meeting in person to see if we would be able to get a quorum in person if needed.

Coordinators report was update only no actions steps requiring a vote.

Community Announcements

Joe suggested sending out the ADA 31 information again.

Naomi Goldberg shared information on several MOD events. The first was the Client Assistance Program is offering a monthly disclosure and employment series. The second is a quarterly webinar on disability related issues. Registration for either events is on the website: <https://www.mass.gov/orgs/massachusetts-office-on-disability>

Betty King asked a question about her appointment which expires in December. Sadie will reach out to any member a few months before their appointment expires.

Andrew Carr asked a question about advocacy around personalized support decisions or best medical practices. Naomi offered to talk offline regarding this.

Sarah Wiles from the Client Assistance Program introduced herself.

Motion to adjourn, meeting closed at 2:52 p.m.

Nominations and Development

SILC Appointments for CIL Reps

History and Regulations

The Law and Executive Order require the following:

- The SILC must include at least one director of a center for independent living (CIL) chosen by the directors of the CILs in the state.
- The SILC must also include, as ex-officio, non-voting members: a DSE representative (MRC) and representatives from other state agencies that provide services to individuals with disabilities. (MCB and MOD)
- The SILC may include: other representatives from CILs; parents and legal guardians of individuals with disabilities; advocates of and for individuals with disabilities; private business representatives; representatives from organizations that provide services to individuals with disabilities; and other appropriate individuals (section 705(b)(3) of the Rehabilitation Act and 34 CFR 364.21(b)(2)(ii)).
- A majority of all SILC members--voting and ex-officio members combined--must be individuals with disabilities and not employed by any state agency or CIL (34 CFR 364.21(b)(2)(iii)). In addition, a majority of the voting members of the SILC must be individuals with disabilities not employed by any state agency or CIL (34 CFR 364.21(d))

MASILC historically had seats for all centers (formerly 11 centers). This along with 8 Ex-Officio seats required the SILC to have at least 20 consumer members. This combined with challenges in recruiting consumer members meant that the SILC was never fully constituted and was in violation of the federal law. In 2019 a change in the Executive Order establishing the SILC reduced the requirement for CIL representatives and the number of Ex-Officio non-voting members. Since the first Executive Order establishing the SILC federal law has expanded the role of CIL's in developing and approving the State Plan.

Prior to 2019 members from ILC some members served in a non-continuous basis for many years. The law requires a break between 2 terms. In Massachusetts this has been interpreted as the time between at least 1 quarterly meeting. This has meant that some members served for a significant number of years. Gaps in re-appointment times also affected the length of time someone was on the record of serving. Federal regulations do not allow you to vote as a SILC member if your appointment has lapsed and you are still eligible for re-appointment.

The SILC is looking to develop a transparent process of appointing voting CIL representatives to the SILC on a rotating basis.

Massachusetts Independent Living Center Directors reviewed and agreed to the following process for CIL representative rotation. If approved this will be inserted into the MASILC Policy Manual under MASILC membership at the end of the section heading Composition.

Order of CIL Representative Rotation

The IL Network of Massachusetts will use the following priorities to determine the priority of Center appointments to the SILC

1) Order of Appointment when a CIL rep terms off after 2 consecutive 3 year terms

- Priority goes to CIL with longest time between appointments. Any CIL may defer their priority with the knowledge that they would be eligible for the next CIL vacancy.

2) If a CIL representative is unable to fulfill their term the following priorities will be followed.

- CIL Rep serves for less than three years the CIL may nominate another Rep to serve

- o The remainder of the current term

- CIL Rep serves for less than six years but more than 4 years the next CIL in rotation may nominate another rep to serve.

Participation in the SILC general meetings and committees is encouraged regardless of their voting status. This will ensure continuity of knowledge and readiness to serve as well as ensuring input from all CILS.

SILC Budget - FFY'21

FFY 21 Third Quarter Report

Line Item	Budget	October 1, 2020- June 3, 2021	Remainder	Percent Expended
Consultants	\$80,108.00	\$58,988.14	\$21,119.86	74%
SILC Travel/conferences	\$8,000.00	\$475.00	\$7,525.00	6%
Quarterly meetings	\$3,000.00	\$53.64	\$2,946.36	2%
PIE Committee	\$2,500.00	\$530.00	\$1,970.00	21%
Meeting Transportation	\$2,500.00	\$0.00	\$2,500.00	0%
AT Loan	\$1,250.00	\$0.00	\$1,250.00	0%
Reasonable Accommodations	\$750.00	\$0.00	\$750.00	0%
ASL Interpreters	\$3,000.00	\$901.25	\$2,098.75	30%
CART Reporters	\$5,500.00	\$1,795.00	\$3,705.00	33%
Supplies & Postage	\$1,500.00	\$133.46	\$1,366.54	9%
Telephone & Teleconferencing	\$4,800.00	\$1,611.35	\$3,188.65	34%
SILC Webpage	\$1,000.00	\$1,000.00	\$0.00	100%
Copying/Printing	\$1,000.00	\$233.22	\$766.78	23%
Non-Capital Expenses	\$0.00		\$0.00	0%
Special Events	\$19,058.50	\$5,066.25	\$13,992.25	27%
SPIL Public Input	\$5,000.00	\$265.00	\$4,735.00	5%
SILC 2020 IL Education	\$3,523.00	\$0.00	\$3,523.00	0%
Membership Dues	\$300.00	\$300.00	\$0.00	0%
Admin Support & Office Space	\$24,000.00	\$18,000.00	\$6,000.00	75%
TOTAL	\$166,789.50	\$89,352.31	\$77,437.19	54%

MASILC Coordinator Report

June 5, 2021-September 8, 2021

Presented to SILC membership September 22, 2021

Finance

- Approved invoices for MWCIL, Updated Spreadsheet
- Finance Committee Meeting –developed draft budget for FY22
- Met with and updated MRC on anticipated spending for the remainder of FFY21.
- Met with NGC to review Treasurer position

Nominations Committee

- Discussion around potential Treasurer
- Outreach to ILC around member representatives
- Submitted Nomination Paperwork on Eric Cochran
- Communication around E.C. with staff. Governor's Office will not move forward with nomination. No reason given. Notified E.C.
- Developed draft plan for rotation of ILC representatives
- Planning for video training

State Plan

- SPIL Technical Amendment finalized, signatures collected. Sent to ACL, follow-up with ACL. Email approval received
- Continued work on SPIL subcommittees. (Transportation and Housing Committee met)
- Planning for the annual SPIL review.
- ILS PPR Beta Testing participant- Massachusetts took part in the Beta testing for the Administration for Community Living online reporting system. Attended a training for the system and entered the SILC level data. Coordinated entry information with MRC.

PIE Committee

- July Meeting- shared resource information with attendees.

Special Events

- ADA 31 Celebration - <https://masilc.org/ada2021/>
- MASILC in collaboration with the CIL's and Easter Seals produced a virtual event. The event had approximately 100 virtual attendees. The MC's for the event were two youth leaders with disabilities and the majority of the content was youth focused. BCIL staff also presented on their anti-racism work.

Other:

- Coordinating MA IL Directors bi-weekly/ now monthly check-ins
- Website and MASILC schedule updates

- Health and Disability Partnership meeting
- OILP Quarterly Call
- State Rehab Committee Meeting
- CHAPA Policy Council
- Meeting with the Commissioner around DSE/ SILC reporting transition.
- NCIL Conference

FY 2022 Proposed Budget

The following chart outlines the proposed FY2022 Budget. Line item descriptions are provided along with relevant details on expenditures. FY21 budget and a 4-year actual average for each line item are also provided.

<u>Category</u>			
	FY21	4 actual average	FY2022 Proposed
Consultants	\$80,108	\$73,919.31	\$82,000
The SILC coordinator current (76,518), peer review (\$3,000), with .03% increase (78,813 total \$82,000)			
SILC Travel & Conferences	\$8,000	\$8,230	\$12,000
This category is where travel to conferences and special events by the SILC coordinator & Designated SILC members is counted IE: the NCIL Conference in DC and the annual National SILC Congress.			
Quarterly/Committee Meetings	\$3,000	\$2,294	\$1,200
This category covers cost related to quarterly meetings of the entire body & committee meetings held throughout the year. In person approximately \$600/ meeting.			
PIE Committee	\$2,500		\$2,500
New line item to support the new initiative of in person meetings.			
Meeting Transportation	\$2,500	\$4,408	\$2,800
Budget \$1,400/ meeting Planning for 2 meetings in FY22			

Assistive Technology loans	\$1,250	\$2,231	\$1,250
Supports purchase of technology to support members remote participation in meeting			
Reasonable Accommodation Aids	\$750		\$750
This category covers cost related to providing reasonable accommodations at meetings of the council and it's committees such as PCA's and the production of Braille.			
ASL Interpreters	\$3,000	\$1,763	\$3,000
This category covers the cost of obtaining Sign Language Interpreters for meetings of the council and its committees.			
CART Reporters	\$5,500	\$4,441	\$5,500
This category covers the cost of obtaining CART reporters for meetings of the council and its committees.			
Supplies & Postage	\$1,500	\$387	\$1,500
This category covers the cost of supplies and postage for the day to day operation of the SILC Office.			
Telephone & Teleconferencing	\$4,800	\$3,444	\$1,825
This category covers the cost teleconference calls held by the SILC & its Committees throughout the year. \$106.25/ month for ZOOM 800# access, \$550/year for ZOOM and ZOOM webinar)			
SILC Web Page	\$1,000	\$1,000	\$1,000
This is the annual cost for hosting the SILC web page and maintaining of the MILAN/SILC email list, which is used as an alert system by the SILC Advocacy committee.			

Copying/printing	\$1,000	\$311	\$1,000
This category covers the cost of copying materials for meetings of the council as well as special printing such as the annual SILC brochure, SILC stationary & envelopes.			
The SILC does not maintain a separate policy at this time. Office contents are covered under the policy of its fiscal intermediary.			
Non-Capitol Expenditures		\$605	
Special Events	\$8,000	\$6,115	\$6,283
This category covers the cost of events such as meetings at the State House			
State IL Conference/ IL Education	\$3,523	\$24,273	\$3,523
Consumer conference			
SPIL	\$5,000	\$2,318	\$4,000
Funding is included to prepare for the possibility of SPIL amendments and to support SPIL input and SPIL activities. Line item is changed from SPIL input to SPIL to cover all potential activities.			
Membership Dues and Subscriptions	\$300	\$300	\$1,600
This covers dues to NCIL, NASILC and other organizations as well as digital subscriptions.			
Adm. Support & office Space	\$24,000	\$24,000	\$24,000
This category covers the cost of office space and support provided by our Fiscal Intermediary the Metro-West Center for Independent Living.			
Donations			
Total	\$155,731	\$160,040	\$155,731

Massachusetts Statewide Independent Living Council

Election of Officers – Ballot FFY 20221

Chairperson

Nancy Trzcinski _____

Other _____

Vice Chairperson

Jennifer Lee Rhambarose _____

Other _____

Treasurer

Nancy Garr-Colzie _____

Other _____

Secretary

James Tozza _____

Other _____

Annual Meeting September 22, 2021