

**STATEWIDE INDEPENDENT LIVING COUNCIL
MEETING MINUTES
Radisson
Wednesday, August 03, 2016**

Call to Order: Chairperson Rodney Gillund called the meeting to order at 1:03 pm.

Roll Call:

Members Present: Scott Burlingame, Melvin Erdmann, Rodney Gillund, Brittney Hogan, Emma-Leigh Kotzer, Dennis Lyon, Royce Schultze, Diane Siekaniec, Larry Thiele, Trevor Vannett, Erik Williamson, Bill Willis, Peter Yung

Members Absent: Jen Schill

Others Present: Nate Aalgaard, Judy DeWitz (speaker), LaRae Gustafson, Rebecca Haas, Tami Ternes, Patty Wanner

Agenda: Trevor Vannett made a motion to approve the agenda, seconded by Royce Schultze. Motion passed.

Approval of Minutes: Erik Williamson made a motion to approve the minutes, seconded by Royce Schultze. Motion passed. The minutes stand approved as presented.

Correspondence: Rebecca Haas reviewed recent documents from NCIL. E-mails are sent from NCIL on a regular basis. Topics include trainings and information on a variety of topics related to independent living. LaRae Gustafson reports that most CILs also receive these e-mails. Messages that appear to have high impact on the SILC or CILs will be forwarded to all council members. If anyone wants to receive all the messages they can sign up to be on the NCIL list serve or review the NCIL website periodically.

Teresa Larsen, Executive Director of Protection and Advocacy (P&A) has contacted Chairperson Rodney Gillund and informed him P&A would be willing to provide a letter of support if the CILs are interested in applying for grants available to expand services to Indian Country.

Treasurer's Report: No updates.

Schedule Future Meetings: Royce Schultze recommended that meetings be scheduled on Wednesdays and Thursdays. Melvin Erdman recommended the meetings be the first week of the month.

Erik Williamson moved to set the 2017 calendar to have the meetings on the first week of each meeting month with the meetings being held Wednesday afternoons and Thursday mornings. The meeting locations are as follows: February in Grand Forks, May in Bismarck, August in Minot, and November in Fargo. Dennis Lyon seconded the motion. Motion passed.

The meetings will be scheduled as follows:

- February 1 & 2 – Grand Forks
- May 3 & 4 – Bismarck

- August 2 & 3 – Minot
- November 1 & 2 – Fargo
 - ❖ *See page 5 for changes in meeting location.*

Membership Discussion: Royce Schultze led a discussion regarding council member attendance requirements. The Governance committee has been in contact with the Governor’s office and has reviewed the operations guidelines regarding attendance. Members who have two consecutive unexcused absences will be sent a letter regarding their ability to continue as a member. If no response is received from the member, or if the member responds to the letter stating the member is not able to commit to attending future meetings, the Chairperson will send a letter to the Governor requesting the inactive member be removed from the council.

Two applications had been sent to individuals Region VIII to fill the current vacancy. One application was completed and returned. The council reviewed the application for Shannon Binstock. Discussion was delayed until tomorrow at 9:00 a.m. Chairperson Rodney Gillund will attempt to contact Shannon’s references tonight.

Speaker: Judy DeWitz, a disabilities advocate with P&A, provided information on legislative advocacy. She started her career with P&A in 2002 during the implementation of the Help America Vote Act. She is currently involved with a program to review options for new voting equipment for ND.

There has been a recent legal ruling that will require ND change the voter identification requirements. The ruling was not clear regarding the changes that will need to be made to ND Century Code, and the Secretary of State’s office will be looking at this issue. Current identification requirements include having a physical address listed on the identification. Individuals who are unable to leave the home to get an identification can have another individual attest for the individual. One person can only attest for four individuals.

The Secretary of State’s website (<http://www.nd.gov/sos/>) was reviewed. Voter information can be found on the link on the left side of the page under the “Vote.ND.Gov”. Judy recommends that individuals know who their Senator and Representatives are and learn what committees they serve on and when the committee meetings are held. She also recommends that individuals get involved in matters that are important to them and provided recommendations for successful networking. When being involved in legislation, Judy encourages people to learn and understand the history of a topic, provide accurate and honest information, provide personal stories, become personally acquainted with the district Senator and Representatives, provide original communication rather than using templates, limit each correspondence to one specific issue, identify specific bills using the bill number and subject, and provide concise and clear written information.

Judy DeWitz
Disabilities Advocate
Protection & Advocacy Project
400 East Broadway, Suite 409
Bismarck, ND 58501
701-328-2950 or 1-800-472-2670

SPIL Update: Rebecca Haas reported she received an e-mail dated 8/3/2016 from Elizabeth Akinola with Administration of Community Living. Elizabeth will review the SPIL and will contact Rebecca if any changes are required.

Committee Breakouts: Committee breakout sessions took place at this time.

Erik made a motion to recess for the day. Meeting recessed at 4:18 p.m.

Wednesday, August 4, 2016

Call to Order: Chairperson Rodney Gillund called the meeting to order at 9:00 a.m.

Roll Call:

Members Present: Scott Burlingame, Melvin Erdmann, Rodney Gillund, Brittney Hogan, Dennis Lyon, Royce Shultze, Diane Siekaniec, Larry Thiele, Trevor Vannett, Erik Williamson, Bill Willis, Peter Yung

Members Absent: Emma-Leigh Kotzer, Jen Schill

Others Present: Nate Aalgaard, Russ Cusack, Vicki Gibson, LaRae Gustafson, Rebecca Haas

Member Application: Chairperson Rodney Gillund was able to contact two of the references for the applicant. Both gave positive recommendations.

Erik Williamson made a motion to recommend the Governor's office appoint the applicant. Larry Thiele seconded the motion. Motion carried.

Webpage Updating & Facebook Discussion: The IL and SILC webpages were reviewed. Both pages are a part of the ND DVR website. The council members agreed that all centers should have their main office and outreach offices listed on the IL webpage. The CIL staff will send the outreach information to Rebecca Haas. Scott Burlingame recommended that the DVR SILC Liaison's contact information be available on the SILC webpage, in addition to the SILC Chairperson's information, which is currently listed. The website will be updated to include a link to the ND Office of the Governor's Boards and Commissions Statewide Independent Living Council webpage as this page lists the current members. The SILC membership application will also be added to the SILC webpage.

Discussion was held regarding ND SILC having a Facebook page. Due to the constant site updating required with Facebook and processes for posting public information a Governor appointed committee follows, the council members decided it would not be appropriate for the SILC to have a Facebook page. There is a very general Facebook page for the SILC and Brittney Hogan will ask the site creator to take it down.

SILC Policies & Procedures Presentation Report: Royce Shultze, Trevor Vannett, Bill Willis, and Rebecca Haas attended the webinar SILC Policies and Procedures: A Solid Foundation for Management presented by Independent Living Research Utilization. Discussion was held regarding term limits. In the ND SILC's current policy, a new member is

able to fill an unexpired term and then complete two full terms. According to the information presented during the webinar, the federal guideline is an unexpired term counts as the first term. In accordance with the federal guidelines, a new member could start a new term rather than fulfill an unexpired term. The current ND SILC policy is that a new member would fulfill the unexpired term rather than starting a new term. The SILC would need approval from the Governor's office and the SILC to make these changes.

CIL reporting was also discussed. During the webinar it was stated the 704, Part IIs, should be shared with the SILC to allow the SILC to monitor the implementation of the SPIL. Currently the CIL directors submit their 704 to the SILC Liaison. If the council members want copies of the reports they can request them from the liaison. During a previous site review, RSA had recommended Independence submit copies of the satisfaction surveys to the SILC for review. Reviewing satisfaction surveys is part of the Internal Affairs responsibilities under the SPIL.

Quarterly Director's Report:

LaRae for Options Resource Center: See attached

Royce for Dakota Center for Independent Living: See attached

Scott for Independence, Inc.: See attached.

Nate for Freedom Resource Center: See attached.

Committee Reports:

Internal Affairs: Dennis Lyon provided a report. The grid has been reviewed and the committee is in compliance. Dennis reminded the CIL directors to include in their quarterly reports the staff time spent at public meetings and meeting summaries. This information is used for annual reporting. Discussion was held regarding travel to the APRIL Conference and SILC Congress. Attendance at these trainings will be determined based on the agendas. Scott Burlingame will be attending the APRIL Conference in October as he is on the APRIL Board and he will provide a report to the SILC. Once the SILC Congress agenda is available it will be reviewed and at that time it will be determined if a ND SILC member will attend the training.

Scott Burlingame shared that during the July 2015 meeting it was decided that SILC would become a member of APRIL. **Scott Burlingame made a motion to pay APRIL membership for the upcoming year. Dennis Lyon seconded the motion. Motion passed.**

External Affairs: Scott Burlingame provided a report. One of the SILC goals is to have legislators come to provide short presentations at the meeting. The purpose is to bring in legislators who are supportive of the IL programs as well as legislators who may have some difference of opinions than the SILC so education can be provided to the legislators. Scott also shared when new members are appointed to the council a press release should be sent out.

Governance: Royce Shultze provided a report. Scott Burlingame, Rodney Gillund, Emma-Leigh Kotzer, and Peter Yung will have their second terms expire in March and April 2017. The operation guidelines need to be updated. Dennis Lyon requested the SILC review the state plan once it is approved.

The council discussed switching some of the meeting locations. The dates and times will remain the same. The updated schedule with meeting locations is below.

- February 1 & 2 – Grand Forks
- May 3 & 4 – Bismarck
- August 2 & 3 – Fargo
- November 1 & 2 – Minot

State Rehabilitation Council: The State Rehabilitation Council met in July. Special topics from the meeting included veteran services, the expanded supported employment project, and the section 511 reviews.

State Council on Developmental Disabilities: Trevor Vannett provided a report. The council is waiting to hear if their plan will be approved. They recently hired a program coordinator, but that individual has recently resigned from her position.

Monthly Region 8 Conference Call: Chairperson Rodney Gillund provided a report. There was not a call in July. The June call was focused on SPIL submission. The next call is scheduled for August 18th. Chairperson Rodney Gillund will work with the call managers so Vice-Chairperson Brittney Hogan can be added to the call.

The next SILC meeting will be held November 1 and 2, 2016 in Fargo.

Meeting adjourned at 11:40 a.m.

North Dakota State Independent Living Council
Quarterly Reports
Independence, Inc. Scott Burlingame, Executive Director
8/4/16

Community Services:

We have been working with a group of parents to do some accessibility surveys in Minot, specifically accessible parking. These parents have created a plan for looking throughout the community at parking issues and collecting all the data. Once the data is collected, we are hoping to use that data to bring awareness to our local governments as well as providing information to individual businesses to improve their parking.

We had our sixth annual Celebrating Independence Event on 7/21 at the Scandinavian Heritage Park in Minot. We had over 100 people attend. We gave out the following award:

Brandon Rowenhorst of Minot for his work with getting an accessible taxi ordinance in Minot and his continued work on community accessibility. Our Youth Advocate of the Year is Anna Schloesser of Burlington. She is very active in our Youth Ambassadors of Disability Awareness Program and has worked very hard to bring awareness to issues facing youth with disabilities like herself. We also had a new award this year, it was given to Adam Stute of Bottineau. Adam is 8 years old and has volunteered for hours in our community garden in Bottineau. He has also served as an unofficial mentor to a young person who has been working with our office. He also did a presentation to his third grade classroom about disability awareness and the community garden.

Individual Services:

So far this year, we have transitioned 10 people from nursing homes into the community. We have about 20 people who are currently working on getting out. We are very happy to be working a lot with Trinity homes in Minot to get some people transitioned to the community.

We are often asked by service providers if we can assist people with improving their overall appearance. This has often proved difficult as it is a hard subject to approach people about, and it is not the type of service people normally want.

In order to address these issues, we have had some luck by inviting people to attend some classes, and offering them personal hygiene items for coming. For example, we had a class at Milton Young Towers in which we got donations of soap, towels, toothpaste and other similar items for those who came to the class.

Overall, our individual services have hit a point of being very self-sustaining. Our consumer numbers, across the age groups have remained very consistent despite the fact we have done very little outreach over the past year. We have a lot of people who come to use for help with Social Security issues and help with finding the proper medical coverage.

We have entered into a contract with NDCPD to provide financial literacy training to youth with disabilities and their families. Our staff have went through the training, and should begin

providing the services soon. We are also finishing up another project through NDCPD to provide skills training at middle schools.

We are looking forward to providing Pre-Employment Transition Skills training through a joint collaboration with VR and both the Peace Garden Special Education Unit and the Northern Plains Special Education Unit. This project took a long time to work out, but we are ready to roll with it as schools begin to re-open. Through this program, we will provide opportunities to youth to enter the workforce, both in a classroom and individual setting.

Staffing Update

Our Nursing Facility Transition Coordinator in our Bottineau office resigned in July. That position was filled by Michele Anderson, who has worked for us for the past two years as an Independent Living Specialist. For now, we will staff the IL side of the Bottineau office out of Minot.

North Dakota State Independent Living Council
Quarterly Reports
Dakota Center for Independent Living, Royce Shultze, Executive Director
8/4/16

Due to losing approximately \$150,000 in state money and approximately \$350,000 in federal money. Transit system changes:

Currently, the paratransit service operates 24 hours a day 7 days a week, including holidays. With the proposed changes from Bis-Man Transit, the hours of service would be cut to 5:30 AM to 7:00 PM Monday through Friday and 7:00 AM to 7:00 PM on Saturdays. The proposed changes also include an extended hour service. These door to door services would run from 7:00 PM to midnight Monday through Saturday on a first-come first-serve basis and would be available to the general public. This service would also include Sundays from 7:30 AM to 2:30 PM. All extended hour service rides would increase from \$2.50 a ride to \$5.00 a ride. There would be no service to Lincoln and no service on holidays that the fixed route does not operate which include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas day.

Other proposed changes include eliminating the term "elderly" from the list of people they would offer paratransit rides to. Currently, a person is eligible if they are 60 years of age or older. This means a person needs to have a functional limitation preventing them from using the fixed route system to qualify for paratransit.

We had 6 consumers attend the city commission meeting. 2 spoke, 8 sent emails
1 board member spoke, 2 staff spoke
1 consumer was interviewed by KFYP and the Bismarck Tribune

Transit will have 2 meetings next week with users to talk about the proposed revisions on the fixed route and paratransit services to ensure there is equitable service to the community and

still stay within their budget. Then they will have another meeting once the data is compiled and review any possible changes to their proposed revisions and the impact it will have in the system.

Held 2 public forums and AT presentations in Beach and Killdeer. Their concerns and services for lack of QSP's and their limitations in what they can do. Examples they could wash windows on the inside but not the outside and could not hang clothes outside.

There was an educational luncheon "Protect Yourself How to Avoid Financial Scams and Abuse" Set up AT booth at the senior center in Linton.

Had our ADA picnic at the Universal Playground in Mandan. Had approximately 90 people. Had a presentation on how the Universal Playground came to be. The picnic was planned by our Empowerment Committee made up of 8 consumers and 2 staff.

Hired for the open position for Community/Systems Advocate.

Staff participated in Summer Fun & Safety Day - about 1200 1st and 3rd graders participate in the Kohl's Healthy Communities and CHI St. Alexis Health's Summer Fun & Safety Day. Many community businesses, organizations and hospital departments participated. The goal is to educate students on safety topics as summer approaches. Some of topics are: wearing helmets and injury prevention, eating healthy and staying active, to watch for changing weather, stranger danger and fire safety. The kids also participate in exercise drills and obstacle courses inspired by summer fun activities.

Staff held four Bike and Brain Injury Prevention Classes in elementary schools. 127 students and teachers. Talk about how to properly wear bike helmets and how brain injuries occur. Staff uses a Jell-O mold of a brain.

4 consumers attended High Plains Fair Housing's training on becoming a tester to help identify housing discrimination.

Staff presented Money Smart Video at Camp Grassick. 32 kids

North Dakota State Independent Living Council
Quarterly Reports
Options Resource Center for Independent Living, LaRae Gustafson, Program Manager
8/4/16

ADA/Accessibility:

- Assisted 2 individuals with home accessibility design, contractor/vendor and/or funding information.

- Provide evaluation and technical assistance for Esmond Historical Society planning a museum
- Assist person with advocacy to improve elevator access in apartment building
- Assist person with advocating for accessible parking at local VA Clinic

Trainings Provided:

- Corey provided training at Grand Forks Senior Center on Accessible Home design and resources
- Mike conducted two presentations at Lutheran Social Services to introduce New Americans from the countries of Somalia and Nepal to Options services. There is two to three interpreters depending on how many countries are represented, so Mike's presentation goes very slowly. He discussed Options mission, philosophy, core services, equipment program, accessibility services and recreational opportunities. Mike brought items for visual reference such as durable medical equipment, and showed a video of the Rydell annual deer hunt. The presentation was very well received.
- Three staff and Options intern did in-service at VR in Grand Forks on CIL services and meeting their new staff.

Outreach:

- Heidi has been collaborating with the Spirit Lake Employment and Training office assisting individuals to apply for Social Security benefits, so far assisting seven and one person to receive retirement SS benefits. This collaboration with the Employment and Training Office has proven beneficial to assist p/w/d and gain information about the offices and agencies there. People are increasingly getting to know Options services. There has been so many turn overs in the offices and agencies in the Spirit Lake Nation network that getting the word out is an on-going struggle. Now people wave when they see Heidi drive by!
- Options digital outreach has expanded with social media being more engaged on Facebook, and we now have a blog on the Area-Voices network, which is run by Fargo Forum Communication, covering Options service area in MN and ND. Mike posts articles once a week about services, upcoming events, various tidbits that may be informative to people with disabilities.
- Options held its annual Board meeting/picnic with around 100 people attending.
- Heather had outreach Display Booth at Harvey Health Fair, July 4 parade and Harvey all school reunion.
- Heidi and Paula participated in the ASPIRE financial train-the-trainer in Minot through NDCPD to train families in financial literacy within region. (Achieving Success by Promoting Readiness for Education and Employment) ASPIRE
- Revel participated in planning committee following a community health needs assessment in Pembina County. The committee members shared how to work with

people with mental health crisis appropriately and what the community and state needs to do to get rid of the MI stigma.

- Options Facebook/blog promoted opportunity to provide input into the GF/EGF 5 year Transit Development Plan (TDP) through online survey and public open house in each city.
- Paula participated in the Transit Development Plan (TDP) stakeholder meeting for GF/EGF public transportation plan.
- Option's has been asked to collaborate with the Empire Arts Center in GF as they apply for a federal grant to educate the public on sensory and cognitive disabilities.
- Participate in High Plains Fair Housing Board
- Participate in Greenway Planning committee regarding accessibility issues.
- Participate in Housing Coalition group planning for Housing First project in Grand Forks
- Participate in Grand Forks/East Grand Forks MPO Pedestrian and Bike route meetings
- Participate in VA Resource Group Meeting
- Paula participated in the Pembina County Emergency Management Meeting.

Advocacy Efforts:

- Nodak Electric of Grand Forks "Roundup Program" approved funding for the following as far away as Harvey:
- \$1,000 for fixing individuals vehicle to get to medical appointments
- \$500 for purchase of customized cricoid stockings for individual which no insurance or MA will cover
- \$500 to pay for medical bills
- \$1,000 to obtain a helmet for 6 month old
- \$240 donated for stair lift repairs from Central Dakota Ministerial Association in Harvey

Systems Advocacy:

- Heather in Harvey and Devils Lake office is currently working with 30 individuals seeking home modification funding. Only eight have been successfully completed this year. More and more funding resources have gone to "payer of last resort", which is a big problem with no one stepping up to make changes for p/w/d. as the first resort payer. Funding sources are the RAP program through Housing Finance, the VA, MFP, USDA and Nodak Electric out of Grand Forks. Absolutely zero monies were funded by HCBS "Environmental Modifications" program!
- Heather advocated to HCBS in regards to obtaining home modification funding under the waivers in ND, such as a walk-in shower for individual. The administrators of HCBS are possibly changing things to hopefully assist individuals who need help with home modifications in order to continue to live independently. Option's has

communicated this problem to HCBS workers repeatedly, that the present Environmental Modification program does not work!

- ND Medicaid and Medicare do not cover socks for Lymphedema. Tami assisted an individual for past three years to obtain financial assistance with his customized leg socks. The majority of funding places are going to be payer of last resort or giving a smaller portion to assist all who request funding donations. The cost of the leg socks are around \$9500.00 to keep the person living independently at home versus the cost of the nursing facility would be approximately \$100,000 a year.
- Heidi worked with individual on SSI and who won a car from the casino and was informed she would be losing her SSI because of the car. He did not previously own a car. Options sent an email to the SSA in Grand Forks who then contacted the SSA in Devils Lake. The individual is now back on SSI and kept the new car.

Equipment Program

- The equipment loan program has seen a very high uptake in services the last few months. Some days we have had five or six equipment loan-outs. Options also give out lift chairs, hooyer- lifts, and power wheelchairs. We have a waiting list for power wheelchairs and scooters.

Relocations/Diversions:

- 19 relocations since October 2015
- 7 of which are MFP
- 4 diversions since October 2015

Peer Support/Skills Groups:

- Options in Devils Lake assists young individual who is deaf to facilitate a sign language group showing how to properly sign.
- Cooking class in Devils Lake
- Schizophrenia Support Group in Grand Forks meeting weekly
- Options Facebook Peer/Skills Group
- Pembina/Walsh Recreation/Peer Group
- “Feeling SAD” support group was hosted by Options for people with various types of mental illness.

**North Dakota State Independent Living Council
Quarterly Reports**

Freedom Resource Center for Independent Living, Inc., Nate Aal, Program Manager

8/4/16

Due to additional state funding from Minnesota, Freedom is adding two staff positions. One is a direct service job in Fergus Falls and the other is a receptionist/information specialist in the main office.

Freedom helped coordinate a training for ADA coordinators July 26 and 27 in Fargo. This was mainly geared toward public entities. It was put on by the Rocky Mountain ADA Technical Assistance Center. Freedom also sent one staff member to the ADA symposium in Denver.

The Center currently has five or six open positions on the board of directors. We are looking for diversity of geographic representation as well as disability and professional background. Election for new members will be in September.

One staff member has been appointed to the Brain Injury Advisory Council.

The fourth annual Art of Freedom is coming up on October 6. The format will be similar to last year. We are looking for artists to contribute their work, whether they are amateur or have been at it for a while. It's a great event to showcase the organization and what we do.

Staff and volunteers have been meeting with management from the Fargodome in an attempt to increase their accessibility. Major issues involve the parking lot and wheelchair seating sections.