***Maine SILC Minutes***

***Date & Time: April 26, 2023 @ 10:00am – 12:00pm***

***Location: Remote Zoom Meetings***

***Attendance Key: P = Present, E = Absent (Excused), A = Absent (Unexcused),***

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| --- |
|  ***Council Members:*** |
| ***P*** | ***Darcy Gentle*** |  |  |  |  |
| ***P*** | ***Diane Frigon*** |  |  |  |  |
| ***P*** | ***Jessica Cyr*** |  |  |  |  |
| ***p*** | ***Lee Glynn*** |  |  |  |  |
| ***P*** | ***Samantha Fenderson*** |  |  |  |  |
| ***P*** | ***Stephanie Desrochers*** |  |  |  |  |
| ***P*** | ***Tom Newman*** |  |  |  |  |

***Members of the Public: Rachel Dyer; Keenan Weischedel; Leah Farrell, Julie Hovey; Brendan Williams; Katie George.***

***Recorder: Cheryl Peabody Next Meeting: May 24, 2023 Minutes Approved: Approved***

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| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Introductions*** | ***The meeting was called to order at 10:05am. Members and guests were introduced & welcomed.***  | ***N/A*** | ***N/A*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Acceptance of Minutes*** | ***The minutes from March: The minutes from March were accepted with one correction. Lee Glynn was marked down as an excused absence but he was in attendance.*** | ***Send to webmaster to be posted on Maine SILC website.******Create draft minutes for April and post to OneDrive.*** | ***Cheryl Peabody******Cheryl Peabody*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Financial Update*** | ***The financial report was available on the OneDrive. There were no corrections or questions.******Stephanie gave a gentle reminder that Maine SILC will be returning money to Alpha One this year because Maine SILC thought it would be a full SPIL cycle. Maine SILC received notification that the SPIL portal is not yet available. It's best to give as much money back as early as possible so Alpha One can use the funds for case services.*** | ***Update when April and May Invoices are Complete*** | ***Cheryl Peabody*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***SPIL Updates*** | ***Maine SILC members were given until April 12th to provide comments on the rewording of the SPIL (Maine is doing a technical amendment). These updates were made available on the OneDrive. Cheryl will start working on the full SPIL for 2024.******Samantha, Jessica and Julie had previously worked on the survey to be used for the next full SPIL 2025 – 2027. There were some issues when editing the survey questions. This was tabled until May. Cheryl will follow-up with the survey team.*** | ***Start work on the full SPIL which is due June 30, 2023.******Work on getting the correct survey to make edits.*** | ***Cheryl Peabody******Cheryl Peabody*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Legislative Documents*** | ***Cheryl was asked to provide testimony on behalf of Maine SILC on:******LD 1556******LD 1559******LD 1624******It’s important to remember Maine SILC can say that we are not providing testimony for or against a particular bill but, as an organization representing people with disabilities, it’s important to provide education and information on how legislative topics affect people with disabilities. Lobbying is not providing testimony either in favor or against a particular bill.***  | ***The Council felt that Cheryl could provide testimony as part of the ED job. Cheryl will review each LD and provide testimony where appropriate and where it aligns with Maine SILC’s mission and values.******Continue to monitor and prepare legislative reports and distribute them to Council members.*** | ***Cheryl Peabody******Cheryl Peabody*** |  | ***Action*** | ***Responsible*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Disability Rights Pride Event***  | ***Keenan spoke about the Disability Rights Pride event being held on July 21st at Mill Park in Augusta. The event will be from 11:00am – 3:00pm.*** | ***Cheryl will be out of state so if you can attend and represent Maine SILC, contact Cheryl*** | ***Any Council member*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Fiscal Policy******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******Remote Work Policy******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******General Updates******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******Announcements*** | ***Maine SILC should have a fiscal policy in place. One was drafted last year but never voted on. Not everyone had a chance to review the policy. It may be something that can be taken care of via email. There are some roadblocks in that Maine SILC does not have a treasurer at this time so modifications definitely need to be done. We cannot execute it as it is written right now.*** ***\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******For the Employee Handbook, Maine SILC should have a remote work policy. It is possible that the official end of the public health emergency (5/11/23) will bring a need to have such as policy. Diane volunteered to send Cheryl the Maine DOL telework policy to be used as a guide. As Maine SILC works on this, it may be helpful to rereview the Employee Handbook and make an necessary modifications. Maine SILC used Preti Flaherty Law Firm.******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******Membership Committee – No Updates******Designated State Entity (DSE) Committee – On pause until further notice.******Moving Maine Network - Jessica reported that the organization is hosting a webinar each month on transportation-related topics. Keenan reported her is part of a cadre going to Kansas in May for a transportation accessibility event. They will discuss barriers encountered when accessing public transportation and possible solutions. Today’s session is about the Portland Resettlement Program.******Acquired Brain Injury Advisory Council (ABIAC) Committee – Lee said the mission of the ABIAC is to promote a statewide systems of services and supports based on the needs of individuals with brain injuries and their families. The Administration of Community Living (ACL) has awarded them a 5-year grant. They are in the process of developing an assessment to address the needs of individuals with brain injuries, as well as a plan on how to gather useful information about brain injuries in Maine.******Driver’s Evaluations – Julie reported the rules for driver evaluators are being looked at right now. The State wants to increase the requirements to become a driver evaluator. They are decreasing the behind the wheel time for training.******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******Samantha report the Division of Vocational Rehabilitation (DVR) is establishing an Intake Unit. The Intake Unit will work with online applications. The Unit will consist of three individuals. The Unit will work with clients to establish eligibility, including collecting medical records. They will also set up an Individual Plan for Employment (IPE) before the client is assigned a Vocational Rehabilitation Counselor (VRC). DVR has hired two Rehabilitation Counselor Is and one Rehabilitation Counselor II with a start date of May 1st. This unit will primarily do work remotely. Eventually, the Intake Unit will handle all applications.******Diane reported that the Division for the Blind and Visually Impaired (DBVI) is currently holding their Employability Skills Program (ESP).*** ***Stephanie reported that Benefits Counseling Services (BCS) was awarded a Home and Community-Based Services waiver initiative grant. They will be hiring two Community Work Incentives Coordinators (CWICs).*** ***BCS are also working on a lifespan waiver. The goal is to help youth transition into adulthood.*** ***BCS is going to be hosting a webinar for individuals to know about the end of the public health emergency and what it may mean for them as we go back to non-public health emergency rules. Everyone in the system will have to be reviewed over the next year so BCS wants to make individuals aware of how to navigate this process. The webinar will be held May 18th.*** ***Stephanie announced she will be stepping away from Maine SILC. May will most likely be her last meeting. She has someone in mind from BCS to join Maine SILC. Marita will join the SILC meeting in May to see if she fits with the group.******Samantha reserved the Frances Perkins room at DOL in Augusta for the SILC annual training, September 27 from 9:00 – 3:00.******The meetings for November and December are difficult due to the holidays. SILC decided to meet the first Wednesday in December, the 6th, in lieu of the usual meeting day (fourth Wednesday of each month).*** | ***Modify Fiscal Policy******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******Draft Remote Work Policy******Send Samples on telework policies to Cheryl******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******None******None******None******None******None******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******None******None******None******None******None******None******None******None*** | ***Stephanie, Jessica and Cheryl will work on the policy******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******Cheryl Peabody******Any Council member******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******None******None******None******None******None******\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*******None******None******None******None*** ***Nonr******None******None******None*** |
| ***Topic*** | ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Public Comment*** | ***Time was given for public comments, but none were made.*** | ***N/A*** | ***N/A*** |
| ***Topic*** |  ***Discussion*** | ***Action*** | ***Responsible*** |
| ***Adjournment*** | ***The meeting was adjourned at 11:40pm.*** | ***N/A*** | ***N/A*** |

***People & Organizations Represented***

***Darcy Gentle – Wabanaki Vocational Rehabilitation Program Director***

***Diane Frigon - Regional Director, Division for the Blind and Visually Impaired***

***Jessica Cyr – Disability Advocate***

***Lee Glynn – Disability Advocate, Acquired Brain Injury Advisory Council***

***Samantha Fenderson – Assistant Director, Division of Vocational Rehabilitation***

***Tom Newman – Executive Director, Alpha One (CIL)***

***Rachel Dyer – Developmental Disabilities Council***

***Keenan Weischedel – Disability Rights Maine (application pending)***

***Leah Farrell – Disability Advocate***

***Julie Hovey – Independent Living Specialist, Alpha One***

***Katie George – Alpha One***

***Brendan Williams – Disability Advocate (application pending)***