Maine SILC

Minutes

April 24, 2024

Zoom Meeting

Attendance Key: P = Present; E = Excused; A = Absent without excuse.

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| --- | --- | --- | --- | --- | --- |
| ***Council Members:*** | | | | | |
| ***E*** | ***Darcy Gentle*** | ***E*** | ***Brendan Williams*** |  |  |
| ***P*** | ***Diane Frigon*** |  |  |  |  |
| ***P*** | ***Jessica Cyr*** |  |  |  |  |
| ***P*** | ***Lee Glynn*** |  |  |  |  |
| ***P*** | ***Samantha Fenderson*** |  |  |  |  |
| ***P*** | ***Andrew Smith*** |  |  |  |  |
| ***E*** | ***Tom Newman*** |  |  |  |  |

Members of the Public: Marita Leach; Julie Hovey; Meg Ryan; Karen Mason; Susan Siens.

Recorder: Cheryl Peabody Next Meeting: June 26, 2024 Status: Approved

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| --- | --- | --- | --- |
| Topic | Discussion | Action | Responsible |
| Welcome & Introductions | The meeting was called to order at 10:05am and introductions were made. | N/A | N/A |
| Topic | Description | Action | Responsible |
| Executive Director Job Description | Cheryl will send the ED job description to everyone. Send edits to her by April 30th. If a Council member would like to be considered for the job, contact Cheryl by April 30th.  Cheryl will post the description after April 30th. | Review ED job Description and provide any edits.  Post ED Job Description | Council members  Cheryl Peabody |
| Topic | Discussion | Action | Responsible |
| Acceptance of Minutes | February Minutes: No corrections were offered. The February minutes were accepted as distributed. | Send to Webmaster to be posted on Maine SILC website | Cheryl Peabody |
| Topic | Discussion | Action | Responsible |
| Financial Report | Cheryl presented the financial information differently. She created a table that lists the line item, budgeted amount and money spent to date. Members liked this but wanted to still see the excel spreadsheet as it has a bit more detail. | Update table and Excel spreadsheet for next meeting. | Cheryl Peabody |
| Topic | Discussion | Action | Responsible |
| SPIL Activity | We are looking forward to reviewing the notes from the listening sessions and the report compiled from the surveys. | Review data and start working on goals and objectives for the SPIL. | SPIL Committee |
| Topic | Discussion | Action | Responsible |
| Activity Table | Monthly reminder to put activities into table. This information is used for the Program Progress Report (PPR). | Put activities in table. | Council Members |
| Topic | Discussion | Action | Responsible |
| Committee Reports | Membership: Discussed having a New Member Orientation manual. Acronyms are a must. It would be nice to have an outline of the composition of the IL Network. The Membership/Outreach Committee will meet after Lee is able to provide them with the ABIAC’s New Member Orientation Manual.  Moving Maine Network: Jess reported that the lunch learning webinars have started. They are on the fourth Wednesday of each month from 12:00-1:00  ABIAC: Lee reported that four members of the ABIAC went to a conference in Washington DC, which included a rally and visits to our congressional members. They asked Congressional members to reauthorize the TBI Act, which allows Federal dollars to flow through ACL to the ABIAC.  The group also attended a conference in DC. There is little information gathered in terms of reported incidents of TBIs in Maine each year. Lee reported that Maine has a screening tool for undiagnosed TBis but there has been a delay in utilizing it. Once an undiagnosed TBI is found, Maine is miles ahead of other states in this area with the NeuroResearch Facilities in Maine and practical implementation of the tool. | Share ABIAC New Member Orientation Manual when complete.  N/A  N/A  . | Lee Glynn  N/A  N/A |
| Topic | Discussion | Action | Responsible |
| Announcements | Sam announced that DVR has an entry-level position that is time limited. The job is for a Rehabilitation Assistant working in Portland.  Julie reported that staff from Alpha One attended an Applied Self-Direction Conference. | N/A | N/A |
| Topic | Discussion | Action | Responsible |
| Public Comments | Time was given for public comments. None were offered. | N/A | N/A |
| N/A | Discussion | Action | Responsible |
| Adjournment | The meeting was adjourned at 11:00am. | N/A | N/A |

**People & Organizations**

**Darcy Gentle – AIVR Program Director**

**Diane Frigon – Regional Director, DBVI**

**Samantha Fenderson – Assistant Director, DVR**

**Andrew Smith – Disability Advocate**

**Brendan Williams – Disability Advocate**

**Tom Newman - Executive Director, Alpha One**

**Julie Hovey – IL Specialist/Manager, Alpha One**

**Katie George – IL Specialist, Alpha One**

**Marita Leach – Benefits Counseling Services, Maine Health**

**Megan Marquis – Employment Advocate, Disability Rights Maine**

**Leah Farrell – Disability Advocate**

**Rachel Dyer - Developmental Disabilities Council**

**Katen Mason – Associate Director, Office on Aging and Disability Services**