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## DRAFT MEETING MINUTES

### New Mexico Statewide Independent Living Council Quarterly Meeting 10:00 a.m. - 4:00 p.m. August 14, 2015 San Juan Center for Independence - Farmington, New Mexico

#### Meeting Minutes

**I. Welcome/Call to Order** **Sarah Michaud**

- Ms. Michaud called meeting to order at 10:10 a.m. requested a roll call.

**II. Roll Call** **Katie Bridgewater, Davis Innovations, SILC Coordinator**

Norbert Archibeque – Arrived after roll call  
Curtis Chong – Present  
Ken Collins – Arrived after roll call  
David Hinkle – Present  
Sarah Michaud - Present  
Albert Montoya - Present  
Jim Parker – Absent  
Larry Rodriguez – Arrived after roll call

*(Ms. Michaud requested the meeting begin with introductions and an update on the website and brochure until a quorum was achieved.)*

**III. Others in Attendance**

- Ron Garcia, New Vistas
- Albert Deimer, Independent Living Resource Center
- Gil Yildez, Independent Living Resource Center
- Kate Luna, Independent Living Resource Center
- Karen Georgina, San Juan Center for Independence
- Branda Parker, San Juan Center for Independence
- Darla Griffith, San Juan Center for Independence
- Audra Hudson, Choices
- Adrian Apodaca, DVR
- Tawnya Rowland - Recording Secretary, DI
- Katie Bridgewater - ADA Coordinator, DI
- Tim Carver - San Juan Center for Independence
- Guy Surdi, Governor's Commission on Disability

***Meeting Handouts for Council Members:***

SILC Board Member Contact List  
NM Statewide Independent Living Council Info Sheet

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August 14, 2015 Quarterly Meeting Agenda  
May 15, 2015 Meeting Minutes NM Statewide Independent Living Council  
State Funded Independent Living Center FY15 IL Service Results  
*Generation ADA Rise Up!*  
NCIL Legislative & Advocacy Priorities Guide  
ILRC FY15 Procurement Contract Results  
SJCI FY15 Procurement Contract Results  
SILC Potential Event Schedule  
SILC Brochure  
Choices Top K9 Partners Brochure

**IV. SILC Brochure and Website Update**

**Katie Bridgewater**

- Since the last meeting, Mr. Chong worked with DI to review website for accessibility and determined it is ADA compliant.
- He suggested Alt Text be added to all photos. This has been updated.
- Resource pages were updated.
- **Action Item:** DI is waiting for direction from the Council to change the title of the Resource Page.

**Ms. Michaud requested we note for the record that Norbert Archibeque joined the meeting, which constituted a Quorum.**

- Display of website on screen does not show changes that were made due to a technical issue.
- Website Board Member contact list updated and confirmation that the mailing list is there and that if a name is clicked on it will automatically pull up email address.
- Empowering photo is the same as originally placed on the website. If anyone has another photo they want to use, need to let DI know.
- **Action Item:** Mr. Carver asked why we don't have the centers send photos. Ms. Bridgewater said we have requested photos but have not received any. Mr. Carver said he would send some photos.
- **Action Item:** Ms. Michaud wants the photos on website to be specific to the SILC and New Mexico. She asked that the Centers send DI photos.
- **Action Item:** Ms. Michaud asked to have photos sent to DI by August 31, 2015.
- **Recommendation:** An email reminder that the Centers need to send pictures was requested.
- Ms. Michaud thanked DI for incorporating all of SILCs requests and recommendations.
- Ms. Michaud stated the brochure has been sent twice to Council members. She asked if there were any last comments, as the brochure needs to be printed.

**Ms. Michaud requested that the minutes reflect Ken Collins arrived the meeting.**

- Ms. Bridgewater asked for permission today to move ahead with printing the brochures.
- **Action Item:** Ms. Bridgewater made note of requested changes and stated brochure will be updated (updating language “Members include...employed at centers...” will be changed to read “employees of centers...” and remove second “or”)
- **Action Item:** Ms. Michaud said DI could proceed with printing brochure.

**V. Action Item – Approval of August 14, 2015 Meeting Agenda Sarah Michaud**  
Curtis Chong – Motion to Approve  
Albert Montoya - Motion to Second  
**Approved Unanimously**

**VI. Action Item – Approval of Minutes from May 15th Meeting Sarah Michaud**

- Discussion regarding condensing the minutes.
  - **Recommendation:** We have meeting recordings to provide public record. Meeting minutes should be more concise.
  - **Recommendation:** Minutes should reflect the outcome of discussions, not a reporting of the discussions.
  - **Recommendation:** If someone wants their comment mentioned in the minutes, ask them to make this request up front.

**May 15<sup>th</sup> Meeting Minutes**

David Hinkle – Motion to Approve  
Curtis Chong – Motion to Second  
**Approved Unanimously**

- There was discussion regarding the minutes.
  - Ms. Bridgewater clarified that minutes are to be posted on the website within ten (10) working days of quarterly meetings in draft format.
  - **Action Item:** DI will continue to post the draft minutes once Ms. Michaud has approved them.
  - Ms. Michaud stated that the Public Hearing minutes need to be detailed.
  - **Action Item:** Mr. Chong requested an email with a link letting him know that the minutes are posted on the website. Ms. Bridgewater clarified that minutes are sent electronically to all Council members within the ten day Open Meetings Act requirement and, as a courtesy, prior to each Quarterly Meeting.

**VII. Discussion of SILC Outreach & Comment on Upcoming Legislative Issues Group**

- Ms. Michaud stated we typically have a table at the SW Conference on Disability – October 6-9, 2015 at the Doubletree.
- Ms. Bridgewater stated booth cost is \$385. Registration is required by September 7, 2015. Participant registration with booth is \$120. Marketing pieces (1000 pieces) in bags for \$200.

- Ms. Michaud stated we will have a table at the SW Conference. She asked for volunteers, and if paying additional cost for brochures in bags is desired.
- Discussion on putting brochures in bag. Each one of the 1000 brochure can be counted as an outreach effort.
- **Action Item:** Ms. Bridgewater will double check on brochure printing costs.
- **Recommendation:** We need to get a volume printing discount. Request made for a printing of 10,000 brochures. Brochures are used at Centers as educational outreach.
- **Action Item:** Ms. Michaud stated brochures will be printed and Council will check into getting them in the SW Conference on Disability bags.
- **Action Item:** Discussion on staffing SW Conference table:
  - Ken Collins will staff table part-time.
  - Kate Luna will staff table (she is from ABQ IL).
  - Norbert Archibeque will staff table for two (2) half days.
- **Action Item:** Ms. Michaud will send out calendar email by Monday August 17 requesting volunteers to staff the booth.
- Ms. Michaud asked if there were any other outreach activities?
  - **Action Item:** Ms. Michaud will send email asking for volunteers to staff booths at upcoming events.
    - Ms. Bridgewater mentioned and there was a discussion of the list of upcoming events in Board Member packets.
- Ms. Michaud asked that as people become aware of events to alert DI and SILC.
- Ms. Michaud asked if there were any upcoming legislative issues?
  - Discussion included Legislative Health and Human Services Meeting in Ruidoso (LHHS).
  - **Action Item:** Ms. Michaud stated that SILC supports outreach and asked that all LHHS information be sent to the SILC, and asked the group to respond to email to let her know of availability to attend.
  - Ms. Hudson from Roswell will be attending Ruidoso LHHS meeting.

### VIII. Discussion re: SPIL Preparation

Group

- Ms. Michaud stated current SPIL ends 2016 and noted:
  - Things will be different because of legislative changes.
  - Calendar has not changed so we need to start drafting SPIL.
  - We need to start scheduling Public Hearings to get feedback.
  - **Action Item:** The SPIL is on the SILC website – everyone needs to look at it.
  - Last three years' focus was getting SILC organized and supporting network of centers. Changes to meetings in terms of recommendations and follow up.
  - Must report on CILs in the 704 report.
- Decision was made to not make an amendment to current SPIL and a decision was made instead to focus on relationship development within the Tribal communities.
- We need to rebuild trust to be invited – introductions have been made and we have been invited to go to all pueblos except Laguna (two villages we are not allowed into). Other than that, we are ready for the Town Hall/Public Hearing meetings.

- Ms. Michaud discussed Public Hearings for SPIL Meetings.
  - More public hearings than in the past.
  - Each tribal community is different – we will need to do 16 meetings total (12 Pueblos and 4 regular meetings).
  - Need to be prepared for the time commitment – someone from SILC needs to be present at the Tribal meetings (Public Hearings).
  - Deadline is June 2016. We need to start soon.
  - Ms. Michaud asked how and when we are going to schedule meetings with Tribal communities.
  - **Action Item:** Ms. Michaud wants Ms. Parker to get the meetings scheduled since she has been communicating with the Pueblos to this point.
  - Time of the essence in order to be inclusive. Previous Public Hearing Meetings: one in Santa Fe, Roswell, Las Cruces, and Farmington.
- **Scheduled Public Meetings to date:**
  - Farmington meeting at 2:00 p.m. on Oct 15, 2015 at San Juan Center for Independence in Farmington. This is scheduled and covers Farmington area.
  - Roswell meeting scheduled November 16, 2015 at 2:00 p.m.
  - Santa Fe meeting scheduled in conjunction with Disability Rights Awareness Day. SILC previously sponsored room at the venue.
  - **Action Item:** Ms. Bridgewater will check into Santa Fe meeting venue. Additional details TBD.
  - Albuquerque meeting tentatively scheduled for January 9, 2016. Possibly in conjunction with Disability Rights Legislative Forum. Needs to be in the evening maybe 4 p.m. or 5 p.m.
  - Las Cruces meeting will be on Friday December 11, 2015 at 2:00 p.m. at Farm and Ranch Museum. Mr. Montoya will coordinate meeting.
- **Action Item:** There are 12 Tribal communities. Ms. Parker will schedule these meetings between February and April 2016. May be able to tie the meetings in with Jemez Disability Awareness Conference in March.
- Ms. Michaud stated that two (2) SILC members need to attend each meeting.
- **Action Item:** The PowerPoint (PPT) presentation is needed at these meetings. Ms. Michaud will find the previous PPT so group can start to update it.

**Break from 11:20 a.m. to 11:30 a.m.**

**IX. Discussion re: Procurement Funds**

**Group**

- Ms. Michaud summarized discussion to this point by recapping key comments:
  - There is a need for SILC support with regard to the MCOs.
  - Is there a way for the network of Centers to discuss procurement issues to enhance resources or knowledge of resources for each area?
- Funding is an issue - cost of repairs vs. what is available. In February, SILC asked to be present during funding request meetings. SILC would like to be present at meetings at DVR. It is a SPIL requirement.
- **Action Item:** DVR to reach out to HSD.

- Core issue of MCOs is that they are funding things inappropriate for the consumer and not ADA compliant. There are also ongoing arguments regarding duplication of services. There is a lack of understanding on behalf of the MCOs about what CILs do. MCOs are denying services saying that the CILs have to do it.
- **Action Item:** Create an agenda item for Center Directors to discuss issues at each meeting, or have a place on the website where communication could be enhanced.
- **Recommendation:** Have all MCOs go through the training Ms. Parker is providing through Molina.
- **Action Item:** SILC to write letter to MCOs requesting meetings for training.
- We keep hearing that the budget is flat. How can we help DVR?
- **Action Item:** With DVR it comes down to LFC hearings. Mr. Apodaca will talk to DVR about IL funding.
- **Recommendation:** Ms. Parker said it would be helpful if SILC could write a letter of support.
- **Action Item:** Ms. Michaud will draft letter and send it to Ms. Parker for the MCOs.
- Who do we need to contact to ensure SILC is included in and informed of the funding/budget meetings – how do we make that happen? Who do we contact to make sure SILC is invited to LFCs and budget meetings?
- **Action Item:** Mr. Apodaca said he is the contact – he stated he will get the answers. He mentioned LFC hearings are public, so that should not be an issue.
- **Action Item:** Ms. Michaud stated that SILC needs to be informed by DVR and included in DVR budget meetings to be able to request funds.
- Mr. Apodaca stated the biggest piece is the employment side. If the IL client has an opportunity to work or is not working – it has to be based on employment.
- The need is far more compelling – not going to go to work, but need to live an independent lifestyle.
- Mr. Apodaca was asked about DVR SOPs for budget development plans and to make sure that SILC is included.
- Mr. Apodaca said DVR is in the process of reorganizing.

## X. Presentation on NCIL

**Ken Collins**

- Mr. Collins and Ms. Bridgewater attended NCIL in Washington, D.C. on July 27-30, 2015. The Generation ADA Rise UP! Conference Program was distributed to each member.
- **Action Item:** Ms. Bridgewater will send Mr. Chong NCIL advocacy handout.
- Biggest NCIL conference they ever had. About 1200 people attended.
- One of the highlights was the March on the Capitol. About 1000 people participated.
- Discussion on Community Integration Act – next step of ADA.
- WIOA Session – discussed employment and ILCs finding people jobs.
- Ms. Bridgewater added that employment and engaging youth were big topics. She also distributed information to Senator Heinrich and Udall's office.
- Mr. Collins stated nursing home transition is another big topic for NCIL.

- From an economic perspective, every person you can keep living in the community, creates four jobs within the community.
- Mr. Collins said CILs really need to start focusing on employment.
- One workshop focused on ADA expansion including integrated services.
- **Action Item:** Ms. Bridgewater will post the conference pictures on the website.
- **Action Item:** Ms. Bridgewater will request the Buckland presentation on WIOA changes and distribute it to the Council.

## XI. Follow-up on SILC Recommendations

SILC/CIL Directors

Last meeting there were five (5) recommendations made:

1. Follow-up on Roswell Mayor issues: Ms. Hudson stated that the City offered a bus line to pick up twice a day. City of Roswell is evaluating cost of this.
2. Centers and SILC asked to create wish list of what we would do with additional funds. Ms. Michaud asked if we could work on these and get them to Lorie at DVR by September. Need to answer the question: What would you do if you were given additional IL funding? Examples: Services to counties; additional services, additional procurement, etc.
3. Issues with foreclosures in Gallup: Mr. Hinkle said that Federal Reserve reported highest delinquency rates on mortgages was in Gallup. Second highest is Mississippi. 600 jobs lost in Gallup due to coal mining cut backs. There will be continued economic pressure in New Mexico.
4. Provide updates on participation in training. What are specific training needs that the Centers are requesting? SPIL is most important for additional training. Mr. Carver asked if there is money in SPIL budget to help IL specialists to talk to one another. Ms. Bridgewater stated there will be a budget meeting next week.
5. Should there be a meeting in October to have a meeting to bring IL specialists together - in conjunction with the SW Conference?
  - a. Ms. Hudson has a schedule conflict.
  - b. February Freedom Day may be better date.
  - c. **Action Item:** Ms. Bridgewater will follow up on getting a ½ day IL training meeting set up in conjunction with Disability Rights Day in February 2016.

## XII. SILC Chairperson Report

Sarah Michaud

- Ms. Michaud stated that this has been a busy Quarter.
  - Work on getting everything in place for NCIL.
  - Ms. Michaud is no longer with Jemez. She accepted new position as Deputy Director of New Vistas.
  - Time spent looking at SILC Coordinator Contract and making sure we are ready for SPIL development next year.
  - Participating in meeting with San Juan regarding Public Hearings.
  - SILC has a responsibility in the contract for there to be an evaluation for the SILC Coordinator.



- **Action Item:** Ms. Michaud will email the group regarding the SILC Coordinator evaluation. There will be an evaluation tool provided.

### **XIII. SILC Coordinator Report**

**Katie Bridgewater**

- Ms. Bridgewater thanked SILC for letting her attend the NCIL Conference.
- She asked for feedback on interest in participating at any of the County and State Fair events. There may be budget constraints this year.
- The brochure and display board were not printed last year due to state restrictions. There is a display board ready to purchase but need budget allocation. Cost is \$2800.
- Ms. Bridgewater worked with Mr. Chong on website accessibility.
- DVR newsletter also added to the website. CILs can also post their newsletters on the website.
- No telephone numbers on website, just email addresses. CILs phone numbers are in the brochure and on the website.

### **XIV. State Agency Reports/Updates**

#### **a. Division of Vocational Rehabilitation**

- Mr. Apodaca referenced the report that Lorie sent “State Funded Independent Living Centers, FY15 IL Service Results”.
- **Action Item:** Ms. Bridgewater will send this report to Curtis Chong.
- Reviewed Report handout.

#### **b. New Mexico Commission for the Blind**

- Mr. Chong stated they are waiting for regulations for WIOA.
- PETS regulations should come out in April. Past high school people not being included will be changed.
- They received \$40,000 to pay for technology.
- Hand held magnifiers are now 150 to date.
- Non Visual Seniors program for Windows.
- They are not sure how they will use the \$40,000 yet.
- Received money from NMTAPS for equipment for training to learn to use technology.

### **XV. CIL Reports/Updates**

#### **a. Choices – Roswell, NM:**

**Audra Hudson**

- Hobbs has just started and is booming.
- Choices just started special needs tax credit properties for Artesia for 12 units. Should spill over into Carlsbad within next year.
- K9 Partners service dog program started. They have a grant writer trying to get funding. Eight people have requested dogs.
- Bus stop schedule the City proposed is limited to twice a day. They will continue to work on having more daily stops.

#### **b. New Vistas – Santa Fe, NM**

**Ron Garcia**



- New Vistas is reorganizing. Going from management group of 5 down to 3. Looking at direct service staff becoming leads. Goal is to become a stronger CIL.
- Unveiling new micro business – this is an opportunity to help with rural employment.
- Mr. Garcia worked to be heard by legislative committee – the attorney for the legislator told him it would be better to invite everybody. Opportunity for the CILs. October 25<sup>th</sup> presentations important – we can share formats. Need to get IL message to as many people as possible.
  - Suggestion to have a common theme and voice at Oct 25 meeting.

**c. Independent Living Resource Center**

**Gil Yildez**

- The biggest challenge is to make room for another IL specialist.
- Kate Luna reported her focus is on Social Security advocacy. She does a lot of job development and outreach, also trying to get in with DVR. She goes to health fairs, and senior centers in Cibola County.
  - Mr. Collins stated DVR should be CIL partner. He thinks it's unacceptable that DVR is challenging CIL – need to support one another.
  - Ms. Michaud asked Mr. Apodaca who we should talk to.
    - Mr. Apodaca is the main contact for these types of issues.
  - Mr. Carver stated that DVR counselors do not have quarterly training. Could there be a core training about what ILs do?
  - **Action Item:** Mr. Apodaca said yes - he will look into the training. Most of their counselors are new. Farmington DVR Office is in need of director and qualified staff.

**d. San Juan Center for Independence – Farmington, NM**

**Branda Parker**

- Farmington completed the Harmony Garden.
- Finished first summer youth program for High School and Junior High School. They had 16 people.
- Over 100 people attended the ADA picnic.
- Just applied for grant to start working on an orchard. They are in negotiations to purchase the property behind them.
- Lots of Medicaid advocacy. People are falling off of Medicaid.
- Yesterday met with Molina to educate them on the ILs.
- Aug 27 follow up with State to see if they have done what they were asked to do regarding the MCOs.
- Almost finished with safety classes with University of Montana– will end next week.
- Mr. Collins is working with individuals in Gallup on youth transition day.
- Mr. Collins and his staff are going to a brain injury summit.
- Gallup is doing work with elders first, and women's group.
- Regarding Pueblos – all meetings are complete with administrative people.
- Ken went to local collaborative meeting regarding creating a one-stop shop. They will be getting the Veterans group involved.

**e. The Ability Center – Las Cruces, NM**

**Albert Montoya**

- Doing a lot with fallout from mental health transition. They have 15 consumers who lost benefits. Due to transition, people are in need of medication. Not just Las Cruces, but other counties as well.
- Doing maintenance work for consumers. Consumers have also started volunteering their time to help other consumers.
- Hosted July camp to expose children with disabilities to animals. They want to use retired racehorses for program. They are in the process of getting this set-up.
- Technology upgrades are underway. They are trying to go paperless.
- MCO round up follow up in September. Molina is responsive.

**XVI. SILC Discussion/Recommendations from CIL Reports** **Group**

- **Action Item:** Ms. Michaud requested an update at next the meeting on the Roswell service dog project and on the Las Cruces equine therapy program.
- **Action Item:** Ms. Michaud asked the CILs to send pictures for website.

**XVII. Nomination of Committee for Election of Officers** **Sarah Michaud**

- Ms. Michaud's term as Chair expires in December 2015.
- Elections will be held at the next Quarterly meeting.
- Larry Rodriguez, Albert Montoya and Ken Collins volunteered to serve as the Nominating Committee.

**XVIII. Scheduling of Meetings for Next Year** **Group**

- November 16, 2015 in Roswell 10 a.m. to 2 p.m.
- February 2016 Meeting will be held in Santa Fe. The date is TBD.
- May 20, 2016 in Albuquerque from 10:00 a.m. to 4:00 p.m.
- August 12, 2016 in Gallup from 10 a.m. to 4 p.m.

**XIX. Adjournment**

Larry Rodriguez - Motion to Approve  
Ken Collins – Motion to Second

Meeting Adjourned at 2:20 p.m.