

**Independent Living Council of Wisconsin, Inc.**  
**Quarterly Meeting Minutes**  
**April 9, 2007**  
**Holiday Inn, Stevens Point, WI**

**Present:**

Leonila Vega, \*\*\*Chair,  
Audrey Nelson, \*\*\*Vice Chair,  
Charles Benner, \*\*\*Treasurer,  
Roxan Perez, \*\*\*Secretary,  
Bruce Huseboe,  
Evelyn Buckles  
Lynne Wichmann,  
Teddy L. Pyke,  
Kathie Knoble Iverson (present by  
phone),  
Dan Johnson

**Absent:**

Kathleen Shawanokasic,  
Bobbie Beson-Crone,  
Charlene Dwyer,  
Pat Lerch,  
Diane Ryan,  
Mary Frances Troudt

**Staff Present:**

Jennifer Boyle, \*\*\*Executive Director  
Don Pirozzoli, Program Assistant

**The meeting was called to order at 9am.**

- The Chair informed the Council of changes with the status of the Executive Director (ED), Jennifer Boyle. The Chair informed the Council that Jennifer this week informed her that due to a combination of personal and medical reasons, Jennifer Boyle could not continue in her role as Executive Director and was therefore resigning from her position. The Chair gave the floor to Jennifer Boyle to brief the Council on this matter.
- The Executive Director (ED), Jennifer Boyle, briefed the Council on her decision to step down as executive director effective immediately. She reported that she needed to be on medical leave for the remaining of April. Beyond April, Jennifer reported that she did not foresee returning to work due to personal and family decisions. Jennifer announced the news that she is expecting another baby and she stated that she expected to spend time with her current child and then with her newborn and thus unable to return to work. Jennifer offered to the Council that in May she that she may be available to consult with Don and assist him with transition issues as an hourly employee. Jennifer expressed what a difficult decision this was for her, but resolved that she wanted to do right by the Council and leaving at this time was the most reasonable step for her to take rather than wait knowing that she did not intend to return once she was released from Medical rest by her doctor.
- The Chair informed the Council that given the news from Jennifer which she received a few days ago prior to the Council (Wednesday or Thursday of this past week) from Jennifer, the following steps are being taken to ensure that we continue to move forward in our responsibilities to complete the SPIL and run the ILCW:

1. Don Pirozzoli who has been working as Program Assistant to the Executive Director will undertake the role of Interim Executive Director; the primary role of the Interim Executive Director will be to assist the Council in completing, submitting the SPIL and managing the office until the Board hires a permanent replacement for Jennifer;
  2. The Chair of the Council has contacted a professional writer to work with the Interim Executive Director in writing the SPIL and ensuring that we meet all our deadlines with regards to the SPIL. A freelance writer recommended by WCDD has been contacted and she has agreed to work with Don in writing the SPIL.
  3. The Chair shared that a grant writer has been hired at the rate of \$60/hr to assist in the writing of the SPIL. The interim executive director is to contact and meet with her this week to discuss how she can assist. Her name is Jeanne Carpenter. Her contact information is: 608.358.7837. [Jeanne@wordartisanllc.com](mailto:Jeanne@wordartisanllc.com). Jeanne will work directly with Don to assist the Council in completing the SPIL.
- The Chair asked members involved in the hiring of Jennifer to reconstitute the Committee and start the process of advertising for a new Executive Director as soon as possible. The Chair also asked for volunteers to work on the Committee from new members present at the meeting. Members of the Hiring and Recruitment Committee at this time include: Audrey Nelson, Lynn Wichman, Kathie Knoble Iverson and Bruce Huseboe.
  - The Chair will contact QTI our Human Resources service provider to compile a report with information and options for (1) Jennifer's departure; (2) Reviewing the Interim Executive Director's salary and adjusting to a level commensurate with the new responsibilities. The date of hire as Interim Executive Director is April 9, 2007. The annual National Council on Independent Living Conference which will be held July 9-12, 2007 in Washington, DC was discussed. The council has budgeted for 3 council members and 1 staff to attend. Anyone interested should contact the interim ed as soon as possible.

### **Agenda item 1: Approval of meeting minutes.**

Meeting minutes were approved as presented.

### **Agenda item 2: Public comment.**

The meeting was opened for public comment at 9:30am. There was no public comment.

### **Agenda item 3: Request for nominations to council.**

Discussion was held around nominations for vice chair, secretary, and 2 members at large for May 8<sup>th</sup> quarterly meeting in Superior. Currently Kathie Knoble Iverson

is nominated for vice chair, Evelyn Buckles for secretary, and Lynne Wichmann for one of the member at large seats. Nominations can be made up to the day of the meeting with elections to be held during the meeting. A notice will be sent out to the Council calling for any additional nominations that a member may wish to make. The officers in charge of the last election will conduct the elections in May. Copies of the election procedures were handed out at the meeting.

The question was raised regarding who is eligible for open seats and who is currently serving. The interim executive director was asked to get this information to the council via email. In addition, the interim ed was asked to contact Mindy Walker at the governor's office to get information on those who have made application to the council and to put the word out to the Survival Coalition regarding the need for council members.

#### **Agenda item 4: Director's report and SPIL update.**

The director shared the SPIL update in terms of where it is at this point and her thoughts and ideas on what the main goal areas should be: Grassroots network; Long Term Care Reform; IL Service Network; and Community Programs and Services (housing, transportation, AT, employment).

#### **Updates from DHFS and DVR:**

Dan Johnson shared the reorganization that has occurred at DHFS (handout materials) and that OPPD is now renamed the Office for Independent Employment (OIE).

Manuel Lugo from DVR shared they are fully funded-state and federal. Manuel also suggested that the interim executive director get in touch with Tamara Monsees to set up a meeting with himself and Sinnika Santala to go over and complete the section of the SPIL Table 2.1A(1) Independent Living Services.

#### **Other items discussed:**

##### **1. SPIL Development.**

The interim executive director suggested that a help to him in writing the SPIL would be to have the council subgroups develop objectives around their areas (i.e. transportation, housing, long term care). The chair suggested that weekly calls with the committee chairs and the interim ed be held. It was agreed that the first call would be Friday April 13 at 2:30pm. The chair is to email the interim ed the call number and password info. The interim ed will then get the information to the subgroup leads.

- The subgroups and leads are:
  - Long Term Care: Kathie Knoble Iverson
  - Transportation: Bruce Husboe
  - Housing: Audrey Nelson
  - Disaster Preparedness: Audrey Nelson

- Grassroots: Evelyn Buckles
- AT: Chuck Benner

3. SPIL to treasurer.

The treasurer asked that the current (first) draft of the SPIL and SPIL revision instrument be emailed to him by the interim director.

4. Disability Summit.

The interim ed was asked to follow up with the organizer of the summit-Ann Zanzig regarding next steps for this group.

The Council went into close session in the afternoon to discuss personnel matters.