Getting on Board: Recruitment & Composition for SILCs

Presented by Kathy Cooper and Jeremy Morris

October 23, 2019

>> Tim Fuchs: All right, good afternoon, everybody. I'm Tim Fuchs with the National Council on Independent Living, and I want to welcome you all to today's latest webinar, getting on board: SILC recruitment and composition.

Today's presentation as always is brought to you by the IL‑NET Project, and as most of you know, they are operated by the ILRU, with today's being coordinated by the national independent living center here in Washington, D.C. The support for the project is provided by ACL at the Department of Health and Human Services.

There is a few housekeeping points I wanted to go through before we start today. As always, we are recording today's webinar so you and your colleagues can access it after the fact. So you can find that on ILRU's web page. It's usually posted within 48 hours ‑‑ it's always posted within 48 hours, usually much sooner, is what I wanted to say.

We have a number of Q and A breaks today, lots of time for questions and discussions; I hope you will take advantage of that. And there's a few ways you can do that: A lot of you join these webinars regularly and you're familiar with this, but bear with me while I go through this quickly.

There is a Q and A tab at the bottom of your screen on the Zoom menu bar. If you don't see that, you my hover your cursor over the bottom of your screen, it will auto‑hide unless you've changed your settings or moved to the top of your screen or something else. But that's where we want to encourage you to ask questions. If you cannot access or don't like to use the Q and A tab there's a few other options, and I'll talk about those in a minute.

Of course, we do have closed‑captioning available today. Is our captioning running? Let me check quickly. I don't see it. Oh, it's running just fine. Worrying about a problem that we don't have. All right. Thank you, sorry about that.

So we are of course running captioning today. You can access that right here in Zoom, and you can manipulate the size of the captioning box. However, if you don't ‑‑ if you want to manipulate the size of the font or contrast color, you might want to consider using the full screen captioning at Streamtext.net. That URL is a little too long to read, but it was the same link that was sent to you in the confirmation email. And we will put it in the chat box as well.

So one thing that I wanted to mention about that captioning screen is that the Streamtext link also includes a chat feature. So if you're focused on the full screen CART captions you don't need to click back and forth between that and Zoom, you can type your comments and questions in the chat feature on Streamtext at any point, and I will voice them for you during the Q and A break, assuming that it's a question.

Also, if you are not logged into the webinar or don't prefer to use the Q and A tab, you can always email your questions to me during the call. I've got my inbox open and I'll be on the lookout for those. My email is very simple, it's just Tim@NCIL.org.

I think that's it about questions and captions. The other thing I wanted to mention is the evaluation form, so we do have a satisfaction survey we would like to ask you to fill out. It will pop up on your screen at the end of today's call. So when the webinar ends, it will show up on your screen. It's short, I hope you fill it out. If you don't have time to get to it today, I think we all know the likelihood of going back to it, but if you really would like to do it later, that also was sent to you in the confirmation email that you received. So you can find that same survey in the confirmation email that you got the connection instructions from.

All right. Those are the housekeeping things I wanted to go through. Let me go ahead to the next slide here.

And I just wanted to go through the objectives quickly.

So we are offering today that you will learn the statutory requirements for composition of statewide Independent Living Councils. Seconds, how states implement the federal requirements. Effective strategies to strengthen SILC member recruitment processes that result in committed, diverse, and highly engaged council members.

Ongoing SILC ‑‑ SILCs and states ‑‑ excuse me, ongoing issues, SILCs and states frequently face regarding SILC composition and recruitment.

And finally, effective strategies for responding to barriers, challenges, and compliance issues, with shared examples and lessons learned from the states of Kansas and Ohio. And speaking of Kansas and Ohio, my last task before I turn it over is to introduce our presenters for today, and I want to thank Kathy and Jeremy for being with us. Many of you know Kathy and Jeremy. Kathy of course is the executive director of the SILC in Kansas. Jeremy Morris is the executive director of the Ohio SILC. And Kathy and Jeremy have been generous enough to not just host today's webinar but to put together all this content for you, so you've been working together over the last couple of months to learn how they do this in their states and just sure their experiences with us. As you saw in the objectives, not just the good stuff, but some of the challenges too.

So with that, I'm going to turn it over to slide four, and hand the microphone to Kathy. Kathy?

>> Kathy Cooper: Thanks, Tim. Again, I'm Kathy Cooper, I'm the director for the SILC in Kansas, and if you have ever been to a SILC conceptualization, you know me as Kathy from Kansas, people like to joke that that's my name, but there's a couple Kathys out there, so anyway, we'll get you started on the composition requirements for SILCs. Section 705(b) of the act states that the membership of the council must include: Among its voting members, and this is critical, because there is the SILC and then there's the voting members of the SILC. So among its voting members, at least one directors of a center for independent living chosen by the directors of centers for independent living within the state. And in Kansas I know that we had to clarify that because it does have to be a director. Our centers were actually looking at one of their program people that they thought would do a good job, but after going back and looking at the regs and everything, it did have to be a director. So that's something to keep in mind.

B, among its voting members, for a state in which one or more centers for independent living are run by or in conjunction with, the governing bodies of American Indian tribes located on federal or state reservations at least one representative of the directors of such centers. And in Kansas we actually ‑‑ before we all started, we all had to have the representative that this is talking about on our councils if you had any state tribes or federal tribes in your area. And in Kansas we did. And it's the Potawatomi Prairie Band. However, they do not have or run a center for independent living, so technically we didn't have to have them on, but we really liked the diversity it brought, so we kept them on in Kansas.

So, again, it's not a requirement anymore, but it's ‑‑ it was a nice thing to do in Kansas and keep them on. So next slide.

So and then C, as ex officio nonvoting members a representative of the designated state entity and representatives from state agencies that provide services for individuals with disabilities. So your DSE and in Kansas we have a couple others that are agency officials that represent us. And I know this can vary from state to state. Some states have several, we only have three, it's really kind of a state‑specific thing.

Additional members may include: Other representatives from centers for independent living. Individuals with disabilities. Parents and guardians of individuals with disabilities. Advocates of and for individuals with disabilities. Representatives from private businesses. And other appropriate individuals.

So that can be kind of general, a lot of those, and that's just something to be aware of, the generality of it all.

Next slide.

So a majority of the SILC must be individuals with significant disabilities that: Do not work for a center for independent living, do not work for the state, ex‑officio members representing the DSE and other state agencies. Individuals that provide statewide representation. Individuals that represent a broad range of individuals with disabilities from diverse backgrounds. And individuals who are knowledgeable about centers for independent living and independent living services. And sometimes that does not work for the state can be kind of tricky because even if they're not representing your state, if they work for the state, same thing.

And that's it on that slide. I'm going turn it over to Jeremy now.

>> Jeremy Morris: Okay. And then I'm going to keep jumping in on some of the composition requirements. All councils must be ‑‑ all council members must be appointed by their Governor or their appointing authority. And that includes their ex officio nonvoting members. I know that's something that we had struggled with here in Ohio and we'll talk about a little bit more later.

When you're looking at your composition requirements it does become a math problem. So individuals that cannot be included in the majority of your council are CIL employees, including the CIL director that the CILs are ‑‑ that the CILs have, even though they're voting members. So you have have CIL staff and other CIL directors be on your council, they can be voting members, but they cannot be the majority of your council. State agency represents, and like Kathy said, even if they're not one of the ex‑officio members, and they're just a member representing another state agency or they are acting as an individual, if their paycheck comes from the state that you're in, they cannot be part of the majority.

And the other state agencies as well that they could be voting members, so that is something too to consider that you may have council members that are state agency employees that are not ex officio but they are voting members.

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So besides the Rehab Act, there are now some other things that SILCs have to consider with the indicators and the assurances. The first one of the indicators that the SILC has to have written policies and procedures that include a method for recruiting members, reviewing applications, and regularly providing recommendations of eligible appointments to the appointing authority. That's really important because it helps you build that relationship with your appointing authority. The SILC needs to maintain regular communication with the appointing authority to ensure that the efficiency and timeliness of appointments in the process.

And the SILC maintains individual training plans for members that adhere to the SILC training and technical assistance center's SILC training curriculum.

So those are three parts of the indicators, there's a lot more indicators than that, but those are ones that we pulled that talk about SILC members themselves and the composition.

Next slide.

And in the SILC assurances, it refers back to the Rehab Act, so the SILC must be comprised of the requisite members set forth in the act that Kathy went over, and appointments made by the appointing authority. And the SILC terms of appoints adhere to the act itself. So you can't have members that are serving three consecutive terms because they do have a limit of serving two consecutive terms and then your council has to have some process after that of how long they would be able to ‑‑ how long until they're eligible to return to the council.

Next slide.

>> Tim Fuchs: Here we are at our first Q and A break. So any questions from you all about the regs and composition? We have a few ways you can ask questions, so again you can use the Q and A tab at the bottom of your screen. Or if you're looking at full screen captioning you can use the chat feature there. Or you're always welcome to email me at Tim@NCIL.org. We have plenty of time for questions, so I hope you all will take advantage. The first question comes from Jennifer, you mentioned that ex‑officio members need to be appointed by their Governor or other governing agency. What law or code are you referring to that mentions this? Are they limited to three term limits similar to voting members?

>> Kathy Cooper: So I'll answer part of that. In Kansas they're not actually appointed like the other members of the board are. The agency themselves gets to pick who they have as the ex‑officio member of our SILC board. And then we just send that to the Governor's appointment office and say, okay, here is who they picked, you know, Joe Smith from Kansas department of aging and disabilities and that's who we're going to have on our roster. They do have to go by the term limits though. That was in the guidance that came out by ACL. So my understanding is that they're not ‑‑ they don't go through the same exact appointment, necessarily, as your regular SILC board members, but that they are restricted to the same term limits as the regular board members. And that is something that we didn't always do in Kansas, we had to go and basically kick off ex officios that had been on there for ten years and say you have to follow the same term limits. So that is something that changed for us.

>> Tim Fuchs: Okay, great.

>> Jeremy Morris: I'll add, that is something referenced in the Rehab Act itself.

>> Tim Fuchs: Thanks, Jeremy. Other questions, Bethany says you said the majority of members cannot be someone whose paycheck is signed by the State. Is that right, Kathy?

>> Kathy Cooper: I think that was Jeremy that said that.

>> Tim Fuchs: That was Jeremy, I'm sorry.

>> Jeremy Morris: So that goes into even if they ‑‑ the CILs, any CIL staff or state agency staff, that's a good way to determine whether or not they can be part of the majority of your council is where does their paycheck come from. So even if they are a voting member and their paycheck comes from a center for independent living or the state that you're many, they cannot be part of the majority of your council. It doesn't mean that they can't be voting members or be members of the council, they just can't be part of your majority.

>> Tim Fuchs: Okay. Great. Thank you.

All right. Other questions about statute and composition? Got plenty of time left.

>> Kathy Cooper: Can I just say one more thing? I think it's important for us to also mention in here that there's two different majorities we have to make sure we're looking at for a SILC. There's the entire SILC board that has to be a majority of people with disabilities who don't work for the state or work for a center. But then the voting members themselves also have to be a majority with disabilities that don't work for the state and don't work for a center. So there's those two different majorities we have to meet, and I think that confuses people, but that's actually in there as well.

>> Tim Fuchs: Okay, great. And Rebecca is asking do we need to define a meaningful break in our policies and procedures? I've asked for a clarification about what she meant by break, unless you all can figure that out.

>> Kathy Cooper: Yeah, I think I understand what she means. When they have a term of three years and we have two of those that they can do, there has to be a break in the three years, but actually that can be defined by your board. So I know some SILCs that have one‑day breaks, in Kansas we do define it as one‑year break.

>> Tim Fuchs: Okay, thanks. All right, give just about ten seconds to see if any other questions roll in. Otherwise we'll go to the next section.

Again, you can type your questions in the Q and A tab or you're always welcome to use the chat feature or email me.

All right. Well, I don't see any other questions at this time, and we got plenty of other Q and A breaks coming up, so I will go ahead to slide 11 and turn it back over to Kathy.

>> Kathy Cooper: All right. So the Kansas SILC composition. So our SILC bylaws state that we have between ten and 14 voting members. And three ex‑officio members. And that is something that you can change as a SILC because in the ‑‑ well, when I came into SILC in Kansas I think we had five ex officios, and it just seemed like too much for our board. It caused a lot of compliance issues. So we re‑examined that, plus our administration had changed and the amount of departments that had originally worked with people with disabilities had combined and changed and, you know, become obsolete and all of that kind of stuff, so we just took a look at it, said three, one of those is our DSE, and then one is the Kansas commission on disability concerns, which is right under the Governor. And then the other one is the disability and aging.

So that's what our bylaws state.

Currently we have 12 voting members and three ex officios. So I literally still have two spots that I feel like I'm constantly trying to fill, but I'm within my bylaws guidelines, so I'm still within compliance and safe.

In Kansas the Governor appoints our voting members, and he allows ‑‑ or she allows now ‑‑ the different departments to assign the ex officios and I kind of mentioned that earlier. And when I say the Governor appoints them, it's the Governor's office of appointments. That was a learning process for me too in that each Governor has done it very differently. I'm noticing that this Governor is relying on her director of that office and they do the interviewing and basically make the decision and then the Governor just, like, you know, signs a piece of paper like I'm sure the other thousand that she signs every single day, but that's how we do it in Kansas.

Next slide.

So diversity is a big thing for the SILC board. And how we try and stay diverse in Kansas for the SILC board is we look at the population statistics of the state. And we did like a board breakdown. So we had to ask ourself what does diversity mean for our state and do we represent the population of Kansas? And we tend to ebb and flow on our board, and as far as disabilities and what we represent there, we have physical disabilities, developmental disabilities, vision, hearing, learning, and people with multiple disabilities.

So I feel like that's a fairly diverse population for the cross disability aspect of a SILC. Now, could we be better? Absolutely. But that has taken us some time to get to that point to really not just be like oh, well we have people with disabilities so that's all that matters, we really did take a look at the cross‑disability aspect of it and have tried to emphasize that a lot right now.

Next slide.

So you thought I would break it down for you a little bit and one of the things that we did was I did a survey to my board members, and had them fill it out. And it's anonymous, doesn't have to be, but I just felt like, you know, it would maybe be a little easier to get responses back quickly if it was.

So we did that, all board members had filled it out. It's very helpful for the PTR too to have that information on hand. And it also helps you to really kind of do your checklist to make sure you are a diverse board.

But board composition really does go beyond disability are and culture and ethnicity. Those are the major things we always think about, but you also have to look at does your board have professionals. Do they have people who are parents of children with disabilities? And do you have more than just one CIL person on your board? In Kansas we have ten centers, so it does kind of make sense to have more than just one center person on the board. So I did a little breakdown for you just to kind of help you kind of give a little more detail on it, but for ages, the Kansas SILC board has one 20‑year‑old, three 30‑year‑olds, two 40‑year‑olds, four 50‑year‑olds, four 60‑year‑olds and one 70‑year‑old. So you can kind of see we're a little heavy on the old 50 and above age bracket. We are constantly trying to get more youth. That is difficult. It's very, very difficult. But we always are striving for that. So I think it's ‑‑ if you do it in this decade wise way it doesn't look as bad as when you do it and you break it down into the like kind of youth and then older and stuff. But so anyway, that's where we are.

We have 40% females and 60% males. 86% are White, 7% are Hispanic, 7% are American Indian, and that's on our board. So then what I did was to really kind of say are we really, you know, matching the population of Kansas and the statistics of Kansas? I went and I looked at the census for Kansas and it shows, you know, 65% between 18 and 65. 50/50 for the male/female ratio. 75 percent per for White, 12 for Hispanic, six for Black. So, I mean is, we're ‑‑ again, its not perfect by any means, but if you look at that we're not too far off from what the population statistics are for the state of Kansas. But it does give me ideas on where we need to look for recruitment.

Next slide.

So recruitment in Kansas. I'll tell you, as the executive director, I do the majority. But I don't think that's a good idea, and I told my board that many times. I've worked at other places that have boards and I've seen the executive director do all the recruitment and then you don't see a very diverse board. So I caution my board with this all the time because I don't want to be the sole recruiter for the SILC board because I don't think that is diverse at all.

Because we do tend to reach out to the people that we know, so the people I've worked with, the people I've met through networking. But if we really want, you know, a better view of our population, the entire board needs to be working on recruitment.

So at our annual board training we focused on member involvement, especially with recruitment. We had a trainer from the nonprofit board in Kansas ‑‑ or the ‑‑ what are they called? Nonprofit connect, so like a local coalition that works with nonprofits like a nonprofit ‑‑ oh, chamber of commerce kind of entity. And they came in and they said, well, your board needs to do this, and your board needs to do this. As a board. Not just as a SILC, but as a board. And that was very helpful.

So they really pushed that the board members themselves need to be constantly recruiting as well. So that has helped.

And we also did a major change in how we recommend possible members to the Governor's office. We used to get a member application and have the membership committee look over it, talk about it, discuss how we knew them or if anybody had interviewed them or did they meet all the qualifications. And then we would say do we think this is a good candidate? Yes or no. Yes? Then we would take it to the board. And we do board meetings once a quarter, so we would have to wait until the board meeting, then we would take it to the board, we would present it, and we would tell them what our recommendations are, and then we'd vote on it. And then if they said yes, we would then send it on to the Governor's office. And then I don't know about your state, but in Kansas it takes six to eight months for whatever reason to get somebody approved on your board.

So what we did in Kansas was we changed that. And we said we believe in the membership committee that they're doing the job they're supposed to be doing and that they're looking at the right qualities and that they have the authority to say yes after we've done due diligence, do we believe this person would be a good member? If yes, then we can as the membership committee just send it right on to the Governor's office. And kind of bypassed that whole waiting for the board and all that kind of stuff. And it's worked really well. So that's how we do it now. And it does cut down on a little bit of time. You still always have that issue with the Governor's office and how long they take, but it does help.

Next slide.

So how do we recruit in Kansas? Word of mouth is really the biggest thing that we use. So we've developed some rack cards for staff and members to use. And they're just a two‑sided card that kind of is the size of a brochure, talks about what a SILC is, what the requirements are for membership, and just some other very, very basic information.

But it's helpful because it allows a board member to be able to just hand it out to somebody that they think would be a good board member.

We also use listservs of other disability organizations. In Kansas the Kansas commission for disability concerns, which is part of the Governor's office, has an amazing listserv. And I swear, everybody and their brother is on this listserv. So we utilize that. We'll send out recruitment notices through that and then it goes out state‑wide. We use listservs from other ‑‑ you know, the centers, we ask them to send it out as well to their staff, to their consumers, to other community organizations.

I have tried universities and colleges disability offices, I have not had good luck with that. I continue to try because we do want that youth aspect, but it's not ‑‑ it has not been lucrative for us on recruiting.

Ethnic chambers of commerce are another thing I have tried as well. Youth organizations. In Kansas we have the Kansas youth and empowerment academy. So we've began working a lot closer with them to try and get more of their members. Our one youth member is a KYEA graduate, and so he's kind of taken that on as his thing to work with them and try and pull more youth into our organization that way. Associations that current board members are in. So whatever organization that our board members are already in that they're going to we always encourage them don't forget your SILC hat, remember, talk about SILC and what we do. And if you have anybody that you think would be good, let them know about us.

One of the best thing I ever thought about doing is watching for CIL staff who retire. So they're not longer working for a center. They already know about independent living. Most of the time they have a disability. And they understand what the SILC is already.

So I keep an eye on that. And when I see one of those come across that says oh, so and so's retiring and this is their last day or their going often on a new venture, I will instantly send them an email and be like, hey, don't forget about SILC, if you'd like to still be involved, here is our application, let me know if you have any questions. And that's worked really well too.

And then of course we use social media, both through our SILC Facebook page, website, stuff like that. And also we ask the CILs to do it to.

Next slide.

Is that it for me?

>> Tim Fuchs: Great. All right. Questions for Kathy about her recruitment strategies at Kansas SILC. Again, you can use the Q and A tab at the bottom of your screen, there's the chat feature with the captioning, and you can email me at Tim@NCIL.org.

Let's just give a few seconds, see it anything comes in, that was a short section, it's fine if there aren't questions, but I want to make sure you guys have time if you'd like.

Okay. All right. Well, that's fine too. We'll go ahead and move past that Q and A, and I will go to slide 17. And we're going to hear from Jeremy now. Oh, wait, Jeremy, hold up. Oh, Kathy, Bethany is wondering if you would be willing to share a copy of that rack card that you all use.

>> Kathy Cooper: Yes, and actually that brings up a good point that I forgot until that. So if you are going to be at the SILC Congress one of the things we're going to do this year is ask people to bring their different brochures about SILCs, so I will bring mine, but, yes, Bethany, I can send you I'm assuming it's Bethany from Florida, is that ‑‑ or is it somebody else?

>> Tim Fuchs: I believe it's a different Bethany.

>> Kathy Cooper: I am more than willing to share that with anybody. Yeah.

>> Tim Fuchs: Bethany Mogan from Maine. Thank you, Bethany, thank you, Kathy. Jeremy, now you're up, slide 17.

>> Jeremy Morris: Okay. So I'm going start off with, you know, we're a little bit different in Ohio just because our composition requirements are actually set by the Governor. It is in our executive order the number of individuals that can be on our council, the number of ex‑officio members we have and the total number of voting members we have.

We went through a process that I'll talk about a little bit more when we talk about some of the barriers, but our current membership we have 19 total members, five of them are ex‑officio members. The executive order also specifies the agencies that must be represented as ex‑officio members. So we're very limited on what we can do in terms of, you know, who these members can be, but we did try and at least get members from the agencies themselves who understand the programs going on and who will be committed to coming on a regular basis instead of it just being the agency director who is appointed in name and maybe comes once every year. So we did have some ‑‑ we did have some good luck find something really dedicated people to start coming.

Our ex officio agencies for us, we of course have our designated state end entity, which is the VR agency, opportunities for Ohioans for disabilities. The department of developmental disabilities, the department of job and family services, Department of Transportation, and our DD council is actually one of our ex‑officio members.

We've done very well in this past ‑‑ this past year was actually our first year having real appointed ex‑officio members. So it's been somewhat of a learning curve to figure out how to incorporate their input and how to get them active in what we're doing. Next slide.

For diversity for us, we of course we look at our types of disability, race, and ethnicity. We also try and look at that become ground and work experience. So this past year we had to go through some major recruitment and we really tried to find some people that could help bring us some expertise around some of the major issue areas that we look at.

So we have some people who have some transportation backgrounds, some housing backgrounds, because we wanted to make sure that as a council we had some of the experts in Ohio that can ‑‑ if they don't have the information, they know exactly who to turn to.

We also in the past have had Governor's offices that they look at other factors that we weren't necessarily looking at.

They always want to make sure that there's some type of balance when they are looking at the gender of the appointments. But we also had a Governor that they tried to balance out political affiliations. So in Ohio we have our own set of ‑‑ we have our own application for SILC mechanics that give us a little bit of insight to the individuals that want to be a part of the council. But then the Governor has his own set of forms.

So every member has to complete both sets in order to be considered for appointment. And we've had the situation in the past where people will submit the form directly to the Governor's office and they don't talk to the SILC or go through the SILC and the Governor's requirement is just their form itself, so we've had members in years past that the SILC didn't know applied to be on the council.

But that political affiliation one, you know, it presented an extra challenge for us to figure out, because it wasn't a question or something that we really considered or wanted to have a lot of consideration in, but it was something that we had to factor in for that Governor.

It can also ‑‑ so it can be really helpful for you to have those conversations with your Governor's office or your appointing authority about what it is that they're looking for. Because you want to know all of the factors that they are going to consider when making appointments, and anything that you may not be looking at so that you could be right on the same page as them.

And use that conversation to work with your Governor's office. You know, when I came into the council that was one of the first groups that I reached out to was to sit down and talk with the staff that handled all of the appointments because I knew the requirements that we had in place, and I wanted to make sure that they understood them. Because there are a lot of things that we need to make sure that we're following for compliance, and they have several hundred boards and commissions that they're making appointments to. Our small board that isn't one of the major headlines in Ohio, it could get overlooked, and if there are different requirements that we have to follow, we needed to make sure that they understood those.

Next slide.

So for recruitment, you know, unfortunately, like Kathy, a lot of it does end upcoming through me. But I always make sure that the council is involved in that process and they have a chance to have input and have any conversations with the candidates. We really encourage the members if they find somebody within their community that is really showing good signs of leadership, we want them brought to the table.

There was a meeting recently that we have and somebody talked about the fact that they were a member of NCIL, they were on two or three different committees with NCIL, and they were not on the SILC, and they weren't that involved with our SILC. So that was one of our first people that we reached out to when we had some vacancies recently, because if you're involved that much in independent living, we need you at our table too.

We previously had a committee that was dedicated just to nominating and recruitment. And we didn't think that that was the most effective way for us to keep operating because they weren't routinely active, they were only really looking at those immediate times when there was somebody that either vacated a term or we had something coming up to their term ending. So we ‑‑ when we reshifted a lot of our committees and our structure, we created an education and outreach committee. So that committee, one of their responsibilities is the recruitment and vetting of any of the candidates that come through.

So now any candidate that we have when we get their applications, it's that committee who is initially making the review of the applications, asking any follow‑up questions, if they want to set up any additional interviews, it's been nice so far because most of the candidates that have come through members of the council are aware of them already from other activities in the community.

So once that committee reviews those applications, they do then make a recommendation to the full council to approve or not approve their application being submitted with the recommendation to the Governor.

We really try to encourage our members to be active participants in what they're ‑‑ what their expertise is. So as their doing that we try and maintain that relationship of are you seeing other leaders that could potentially be a good fit for the council? And we try and invite them in as much as we can.

Last year we went from seven voting members to a full 19‑person council. So our recruitment was extremely active. And it turned out, you know, really working with our existing council members, with the centers, it helped out a lot. Next slide.

So how did we go through all of the recruitment? We looked at other groups. You know, one example we have it's the coalition on housing and homelessness in Ohio. Their legislative staff person who had previous experience working with the centers in her previous role, we approached her, and her having a housing background, her having experience understanding the centers and her legislative expertise which made her an ideal candidate for us.

So we really looked at some of those other groups and we tried to find some of the leaders. We have an Olmstead task force, and we were able to convince, I'll say, the chair of that task force to join the council because ‑‑ and I say convince only because she is very busy and with many other groups, reaching out to the centers. When we looked at some of the areas we were missing representation just from a geographic standpoint, we reached out to those centers and, you know, we worked with them and said here is some recruiting letters that we have, here is some information we have. Who are the leaders in your community? You know your area better than we do. And we have several board members of centers who are on our council. Because a board member doesn't count as a CIL employee, since they're not a paid staff person. We also tried reaching out to elected officials. This was a somewhat creative strategy that we tried to go for. Because we do have a lot of unserved area in Ohio that don't have a center for independent living actively working in those counties. And some of them are larger population centers. So when we were looking for new members we sent out our recruitment information to the local ‑‑ you know, the state Senate and representatives so that they could let us know are there leaders in your community? Who is the disability community within your region? So that even if they didn't, you know, a lot of them didn't have anyone for us, but we hope that at least ‑‑ it at least sparks that thought in their head of maybe this is ‑‑ this is something that I'm not considering enough or this is a population group that I'm not putting enough attention to.

We did end up getting one of our newest applicants that's waiting for Governor appointment, one of the local mayors gave us a candidate from a local city commission that they have. So it helps us build a relationship with some of our elected officials that we're hoping can really work out in the future that they understand what our council is doing a little bit better.

We send out letters to other groups that we work with. So when we were going through our mass recruitment, pretty much any other statewide group we were reaching out to to let them know we were looking for new members, and targeting specific groups and populations that we knew that we were missing. So like I said, the housing, the transportation focus, we really tried to key in that there is some issues that we want to be able to work on, and for us to be the most effective we can as a council we really needed to get some people who knew those topics better than we did from all agency inspects of it, not just the disability aspect of it.

Next slide.

>> Tim Fuchs: And there we are. Next Q and A break. Okay. Thanks, Jeremy. So questions for Jeremy about the recruitment process in Ohio. You got the Q and A tab at the bottom of your screen or you can use the chat feature at Streamtext.net or you can email me, Tim@NCIL.org.

Okay. Let's see, next question. Jeremy, how long does it take your state to appoint new members?

>> Jeremy Morris: Well, under the previous Governor we had, I got a ‑‑ I was working very well with the staff at their ‑‑ with the appointments, and we got to the point where we actually were getting appointments within two weeks.

>> Tim Fuchs: Wow.

>> Jeremy Morris: Which was unheard of. But it was part of that, you know, we went through and really did a lot of legwork to show them, look, here's the process that we've gone through, we are ‑‑ we're showing you the vetted candidates that we know are going to be committed members that are going to make us a compliant council, and we've done most of the hard work for you. So they really took our recommendation seriously and appointed the members that we put forward to them.

Our new Governor's office, you know, they've been around for less than a year now, so I think that they're still in ‑‑ they're still in their process of getting things sorted out. Because right now we had submitted several applications in August and we're still waiting on the appointments of them.

So it depends on the Governor's office. You know, right now it's taking longer than it did under the previous administration, so we're hoping that as things settle in and they start to learn their process and get things down a little bit more, things will move a little bit quicker.

>> Tim Fuchs: Okay, great. And do you have any youth, young folks on your board, and if so, where did you find them? Where did you recruit them from?

>> Jeremy Morris: We have ‑‑ one of our ‑‑ I'm going say one of our most active members, we found her from the YLF in Ohio, you know, I got to go be involved with what they were doing and they did a roundtable‑type networking event, and one of the members ‑‑ or one of the delegates who was there came up and started talking and she was talking about her passion of wanting to get more involved in advocacy efforts, and it was perfect, because she was ‑‑ I mean, she's the first true I'll say youth that we've had any long time on our council. And she came from an unserved county. One of the most remote counties in Ohio. So it was really great to have her input come in. And she's now pushing us even harder to bring more youth in and to work on the development of a youth advisory council so that we can get more youth involvement as we're moving forward.

>> Tim Fuchs: That's great. All right. And could possibly be a related question from Jennifer, Jennifer is wondering if you use a website or social media for recruitment. And if so, do you have any tips?

>> Jeremy Morris: I mean, we did post, you know, on our website that we were looking for members, other organizations and other entities, they shared that post. I don't think it got as much traction for us. We're still kind of finding our groove with social media and how to best utilize that as SILC.

>> Tim Fuchs: Okay. Kathy, how about you all? Web, social media, is that something you all have used?

>> Kathy Cooper: We have a Facebook site and we use it. I will put stuff out there about meeting members, I don't know that I've ever gotten anybody off that. And everybody keeps telling me I need to have an Instagram account or something. I ‑‑ I haven't done it yet. I'm kind of looking at YouTube, I have a 15 year old son, and that seems to be "the" big thing is YouTube, and how he says that all of him and his friends that's what they look at.

So it's given me some ideas on doing something on YouTube about the Kansas SILC. And Jessica Lewis out of Louisiana has a phenomenal SILC video that she has put out there and I thought, I need to take a look at that again and kind of do something like that, explains what it is in a very understandable way. But I thought that might be a good recruitment technique to kind of get it out there on that type of a platform and do that. But I mean, I use Facebook about that's about it.

>> Tim Fuchs: Okay. Thanks. All right. Other questions?

Give it another moment to see if any come in.

Okay.

Yeah, that Louisiana video is awesome.

>> Kathy Cooper: Yeah.

>> Tim Fuchs: All right, gets go ahead to ‑‑ getting ahead of myself here. Let's go ahead to slide 22 and I will turn it back over to you, Kathy.

>> Kathy Cooper: Okay. So barriers and challenges in Kansas. Well, you know, administration and political party has been probably the biggest barrier we've had to recruiting members for the SILC board.

A couple different reasons why: We have had them actually just refuse, one of the best candidates that I've ever seen come across, and I know this person and I've worked with them in different groups, I've actually learned so much from this person, and, you know, they applied, went through our application, was recommended by our board, went to the Governor's appointment and we had a very conservative Republican Governor, and this was a very opinionated Democratic person, and our Governor's application at the time, and I haven't seen the newest one, but I assume it probably still does ask what's your political affiliation is, this person had put Democrat, which in itself wouldn't necessarily have made it so the person wouldn't get on there, although I did kind of notice that there weren't too many Democrats coming across at the time of this Governor, but one of the funniest things ‑‑ I can laugh about it now, but on the question for our Governor's application it asked had you ever ‑‑ I'm paraphrasing, but basically have you ever smoked marijuana? The person answered truthfully that, yes, they had in a state where it was legal, and that's where the application stopped for that person. And the only reason I found that out was because I called the Governor's appointment office and I said, hey, where's so and so's application in the process? Are we almost done in are they almost confirmed? Just assuming that this person would be because they were like the ideal SILC candidate, and the Governor's appointment office director told me oh, no, no, we're going to pass on that one. We're not going to ‑‑ we're not going to appoint them. And I said can you tell me why? And she basically told me it was because they had answered yes to that question.

So you know, we had about ‑‑ well, two terms of that Governor, and I had other people who I would ask to be, you know, fill out an application for the board and everything and they would say oh, no, not while so and so is Governor, I don't even want to go through that. So it was very interesting how that can play such a big part of your appointment process. So not only is it already super difficult to find people who will commit to a board like the SILC and understand the relevance and the value of the SILC board, but then you have these other things that ‑‑ these other factors that come into play like that.

So we've also like Jeremy had mentioned earlier, we've had past Governors who appointed members and those members didn't fully understand or commit to the IL philosophy. So I feel like it's okay to not completely understand the IL philosophy, as long as you're open to it. But we've had some people that were just plain nonbelievers. You know, people that were basically coming from running workshops and they were on our SILC board. And they were Governor appointed. And the SILC had no say in them whatsoever.

So, you know, you have to deal with that kind of stuff too. And that's very difficult, especially for the executive director and other board members, because there can be definite tensions that happen with that. So that was a barrier. Now, right now our SILC board is great, everybody understands IL, everybody believes in IL, and boy that has made it so much easier.

Next slide.

So some lessons that we learned in Kansas, we have a good relationship with the Governor's appointment office. I had a good relationship with the old Governor's office as well, but the new Governor I have a really good relationship with. So that has made it so much easier. There's so much more available. They still don't appoint them super quick, but they get back to me now on them.

And they're very open to understanding what our compliance regulations are and that those are important because when a Governor just appoints people without consulting with the SILC, you can get a board out of compliance real quick. So they understand that and they work with me on that.

And I've used those federal regulations on compliance as an advantage to get appointments made. So when I've wanted kind of our recommendations over people that they just had in the cue, it's been easy because I knew those regulations and I could say, oh, well, if you appoint that person then you're going to throw my percentages off and we will be a board out of compliance. And what that means is that we're going to lose, you know, part B and there's then the chance of losing part C for the centers and nobody wants that, that's millions and millions of dollars that come into Kansas for people with disabilities, and we just can't do that.

And that has always worked. So use that. I mean, it's ‑‑ it sounds kind of, you know ‑‑ well, I don't think it sounds devious, but we should be using that, you should know your federal regulations and you should be the one to teach your Governor's appointment office or whoever appoints your board, because I know there are states that have others than just the Governor appointment office, but anyway, you should knows those regulations, you are the expert on those.

Next slide.

I think that's Jeremy.

>> Jeremy Morris: This is me. So here's where Ohio has a lot of fun in the last I'll say year and a half, two years.

We had a noncompliant executive order. And this ‑‑ we probably had that executive order for years. The way it was set up, we had serve voting members and seven ex‑officio members. So if you remember from the beginning, you know, the math problem that comes up, you have to have a majority of your total council individuals with significant disabilities that don't work for the state or for a center for independent living.

So even just the initial look at that of seven and seven, that's a 50/50 split. When you add in that you have the required voting member that is a center for independent living director, we would have eight of our 14 members at all times being members who were state employees or staff of a center for independent living. So we had the exact opposite, we had a majority of members who couldn't be in the majority.

It was very difficult at first to get the Governor's office to understand exactly what it was we were saying. So prior to submitting our PPR to ACL, we actually notified them and told them here's the issue, we are out of compliance.

So at the time, you know, we informed Regina, told her what was happening, told her our dilemma that we were in, and then we submitted that report to them. And it was several months before we submitted that final ‑‑ that annual report that we reported it to Regina.

This actually was a big help to us. Telling ACL that we were out of compliance helped us because then they gave us that notification from their office that we were out of compliance. And that got the Governor's attention a little bit quicker ‑‑ the Governor's office attention a little bit quicker. Because it wasn't so much as, oh, there's this board that's telling us we're not doing something right, now it's the federal government is telling us that we're not doing something right. So we got a new executive order put in place that changed our composition.

But as part of that we developed in that time period between when we initially told ACL and when we submitted that report our council came up with a plan to come back into compliance that we created our own corrective action plan. So by the time the report was approved by ACL and they sent us the notification that we were officially out of compliance, we were able to respond back and say, look, here is our plan. Here is what we're working towards. And we broke down every step that we needed to go through. The first one was the change in the executive order.

So we went through, we had timelines and we had action steps that needed to be taken for each part of that process.

And then because we had already done that much on our own, it was actually really easy to work with ACL on this because Regina just said let's go through and every couple months we'll check in, make sure that you're making progress, make sure that things are moving forward, you guys are already taking action before we have to.

But again, that letter that we got from ACL really helped us in getting that executive order changed.

And once we went through and started following the plan that we set in place, we were able within that year to become a fully‑compliant board again.

Next slide.

But as pretty much any SILC out there knows, you have to constantly be looking at recruitment, it has to be a conversation you're always having. Because every now and then you have members that leave before their term is officially over for a variety of reasons. In this past six months we had two individuals that stepped down from our council. One of which actually because she ended up getting hired by one of the centers for independent living. So it threw our compliance ‑‑ our compliance off, which I guess is a good, you know, it's a good sign when your SILC becomes a recruiting ground for new CIL staff.

But when we find individuals that could make good SILC members, we try and engage them even if there are no vacancies, we'll make sure we send ‑‑ they're on our list to get all of our meeting notices, we find out if there's certain interests that they have that might align with some of the committees that are working so they're kept informed of what the council is doing, to try and keep their interest going.

We invite them to our meetings or we try and get them to go see some of the CILs.

We get them involved in the work of the SILC and the CILs, whether it's through our committees just attending our meetings or trying to maybe get on one of the boards of one of the CILs.

The best thing that you can do is try and build up that pool of candidates on a regular basis so that your recruitment can become a lot easier. Like I said, when I was in that meeting and somebody had said that they were on different committees through NCIL, that became an instant person of I'm keeping her in mind, and I told her at the time, next time we have vacancies, you know I'm going to be reaching out to you. So she was not surprised when I sent her that email a couple months later and asked will you consider joining the council.

But we do make sure that the SILC reviews all the candidates before the recommendation is given.

So we haven't net come across a situation where somebody has applied and we as a council after reviewing it and considering it, the council decides they don't want to recommend that person, but we have decided that the way that that works, the council will actually vote to say that, you know, this person would not be recommended for whatever reason they determine, and that letter with the application would still get submitted to the Governor's office. Because at the end of the day we only have so much say in what happens, and we want to make sure that we're doing our role as making our recommendations to the Governor's office. And that way if we do submit that application and it's somebody that the council does not feel is an appropriate person for whatever reason it is to to be on the council, the Governor has our input. The Governor knows why we've decided that course of action, and if the person would go and apply directly with the Governor's office, which individuals can do and have in the past, that way the Governor's office, if it is that person, they know the background on why the council did not recommend that person.

Next slide.

And in the past we have had issues with appointments. At one point in time the DSE actually had a say in all of the appointments that went through our council. So we found out that every person who was getting appointed to the SILC, the DSE director got a call from the Governor's office to get their input on whether or not that person should be appointed.

So as we went through and started to work better with our Governor's office and communicate with them on our requirements and really stress to them that, you know, our council has a responsibility to provide input and we are supposed to be making recommendations and have communication with them, that part came to an end. Where now they do come back to us and say we have these three appointments that we are considering, they're individuals that you guys had recommended, we want to make sure that you still are recommending these appointments.

So it's nice to have that relationship with the Governor's office that they're calling us before they're making appointments just to confirm that that is still a person that will keep us in compliance and that is still being recommended.

And a big part of that was working with them so that they know what our process is, they know the vetting that we go through, they know how we're looking for candidates, the factors that we're looking for, and especially the part about, you know, our compliance. Because they have it in their notes, but depending on the staff that's going through things, it may be something they overlook.

Surprises can still happen. As we went through this, we had one of our ex‑officio members that had to resign because she got a new position, and we worked with that agency, that staff person's replacement had been selected as the new representative, and the Governor's office called and told us, well, we know you guys submitted this person but the state agency director changed their mind and they wanted their chief of staff appointed instead. So we didn't have much say in that, we didn't really get too much input on that, but at least, you know, we were notified prior to it happening, and it's still an individual that will make a good council member at the end of the day.

And that's all I have on that one.

>> Tim Fuchs: All right. Good job, Jeremy.

All right, here we are at our final Q and A break. So we got plenty of time left for questions. So I'd love to know what questions you all have for Jeremy and Kathy on this last section on challenges, barriers, lesson learned, lessons learned and relationships. But really this is your opportunity to ask questions about the entire webinar. So what are you struggling with recruitment and composition in your state and how can we help?

So one last time, we've got the Q and A tab, you can type your questions in the chat on Streamtext or you can email me at Tim@NCIL.org. And Jennifer is wondering if you could ‑‑ we could share the video. I tried to find it quickly, I think she's talking about the video from Louisiana that we mentioned earlier. I will try to find that. I tried to find it while Kathy was talking about it, and I couldn't find it quickly, but let me see if I can find it online, Jennifer, and if I can't find it during our call today, I will be happy to share it after the fact.

Other questions for Jeremy and Kathy about things that you all are struggling with in your state?

>> Kathy Cooper: I will ‑‑ this is Kathy, and I will say that one of the things that we did ‑‑ so the ex officios, they still count in your ‑‑ so the total still counts, and you have to have the majority with people with disabilities that don't work for the center or the state. So when you get those ex officios, a lot of times those can throw those total numbers off. And that was happening to us. So one of the things that we did was for ‑‑ one of our ex officios, which is the Kansas commission on disability concerns, it's ‑‑ like I've said, it's an office of the Governor, but they have a board themselves, and we said, well, instead of sending us your staff person who would then, you know, count against our majority members, send us one of your board members. So they're not a state employee, they are most generally a person with a disability, and they understand IL. So that's worked out great for us. And that's one of the ways that we've helped to keep our majority numbers for the total board, not just the voting, but for the total board, one of the ways we've kept our majority numbers higher than even just 51%. That's what we strive for.

>> Tim Fuchs: Great, thanks, Kathy. I did find that video. And so I just posted that in the chat so you guys should have that now.

Bethany is wondering, Kathy, with regards to what you just said, do they still meet the requirement of the DSE?

>> Kathy Cooper: The requirement of the DSE. Well, that's ‑‑ I mean, like in Kansas our DSE is vocational rehabilitation still. And so they don't really have ‑‑ well, let me think about that.

So our DSE just sends a person from the voc rehab office. But I guess that could work because if your state ‑‑ your state should have a state rehab council, which is under vocational rehabilitation, and if that's your DSE, and you had them appoint somebody from that council as the DSE representative, I think that would work.

>> Tim Fuchs: Okay. Great. All right. Other questions? Got tons of time.

Bethany says thank you.

>> Kathy Cooper: Uh‑huh.

>> Tim Fuchs: So again, you can use the Q and A tab or email me at Tim@NCIL.org. I don't see any activity on that chat box. Okay. Cheryl says in Hawaii individuals are not allowed to be on two appointed boards or commissions. That's a challenge.

>> Kathy Cooper: Wow, that makes it real difficult. I feel like we're all struggling. Kansas has like, I don't even know, I want to say 200 boards that the Governor appoints for. It's ridiculous. Yeah, so that makes it real tough. We don't have it in Kansas, you can be on more than one board, and I definitely have people on more than one board. But that would make it a struggle.

>> Tim Fuchs: Any other questions before we close? I don't see any coming. In a want to go through through these last couple slides, if we see any other questions pop up, we'll take them. So you can see here on slide 28 Kathy and Jeremy have been generous enough to offer their contact information, so thanks, you all, for doing that.

You all are always welcome to contact me as a member of the IL‑NET project, you know, we provide ongoing technical assistance every day. So if I can't answer your question, I'm happy to pass you along to someone who can. My email, I've said a few times is just Tim@NCIL.org. So don't hesitate to reach out to me as well. And I'm going to go back the other way, on slide 27, this is the evaluation form that you mentioned, this is not a live link, you can't click this, it's just for reference, but you can copy and paste it into your browser or you can simply wait for the webinar to end and it will pop up on your screen.

And speaking of popping up on my screen, I see one more question. Cheryl says, our longest appointment time at the Governor's office was two years for an application for an appointment no matter what we did. Yeah, that's a real challenge. I mean, that's an outlier for sure, but that's not ‑‑ these delays are not uncommon as you all know. So ‑‑

>> Jeremy Morris: And I'll just ‑‑ going back to that, back when I was at the ‑‑ I worked at two centers prior to joining the SILC. Back when I was still at the first center that I worked at the council had approached me about applying to be a council member because of the ‑‑ my fiscal background because they were looking for somebody as a treasurer. When I got hired at the SILC I had to tell the Governor's office the guys can get rid of my application finally after it sat there for three and a half years because I can't be appointed to the board anymore. But it was at the time where we went through a period here where Ohio was short members and the Governor's office wasn't making appointments even though we had multiple applications waiting, it just ‑‑ the Governor at the time ‑‑ the staff that was there at the time, we were not a high priority to them, we had members, so they didn't consider it as something that they really needed to work on.

>> Tim Fuchs: Very frustrating. I'm glad you guys have gotten that turned around.

All right. I don't see any other questions, I want to thank all of you for joining us today. This has been a great call. Kathy and Jeremy, thank you so much for putting together the presentation, and sharing what you all have learned and put together in your states. Gives us all some encouragement and good tips. Don't forget, this webinar is recorded. And so you can access this on ILRU's website, you can go to trainings on demand, and you'll see this again. It will be up within 48 hours, usually much sooner, and don't hesitate to let us know whether you have any questions, whether they come up later today or in a few months, we're happy to talk to you. And I do hope that you'll stick around and fill out that evaluation after the webinar closes. So with that, I hope you all have a wonderful afternoon. We will talk to you soon. Bye‑bye.

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