**INDEPENDENT LIVING SERVICES ADVISORY COUNCIL (ILSAC)**

Monday, January 13, 2023, 9:00– 4:00 pm EST

400 West Robinson Street, S1006, Orlando Florida, 32801

***Please note the following agenda is for reference purposes only. To eliminate unnecessary delays for the public and the council, the Chairs at their discretion may deviate from the published agenda.***

AGENDA

1. **Welcome, Introductions, & Agenda Overview**

*Ginger Rockey-Johnson – Outgoing Chair*

1. **Secretary for the Department of Children and Families (DCF) Opening Remarks**
   * + Kate Williams, Assistant Secretary for DCF, appeared and spoke on behalf of the Secretary who was unable to attend. Kate commended IL Advisory Council for their work and dedication, and advised of items the Secretary is working on with legislation, etc .for IL Services. .
2. **Independent Living Programs Overview, Current State, What Changed, What is being implemented.**

*(the Department)*

*Eric presented the programs overview to the council. Reviewed services provided to youth/young adults. Cal discussed transition planning, the current transition plan, facilitator guide.*

*Eric discussed what has changed and is being implemented by the Department- discussed rule updates that were implemented in the last year.*

*OCC focus over the last year was discussed- to include CBC site visits- visited 17 sites.*

*Focus over the last year included: Updating the MPSP form and developed facilitator guide and youth guide.*

*Implemented quality assurance reviews- two reviews have been completed. Developed a tool for post 18- also added questions to LOC reviews.*

*Youth Voice – added a youth advisor to the Department*

*Developed the YARS report to capture data for IL Programs.*

*New App- accessible to youth and young adults that they can download and get information about the programs.*

*Upcoming: introducing a specialty track training, collaborate with stakeholders, continue cbc site visits*

*Discuss national training offered by Daniel Memorial- 45 days to complete, and costs $150. Focuses more on national policy than local policy, but is a good training.*

*Trying to get benchmark measures/performance indicators into contracts with CBCs.*

*DCF also updating CFOP- waiting on legislative updates.*

1. **ILSAC Overview: ILSAC Story, Council Member Expectations, Sociocracy principles, review of ILSAC Charge, Related Florida Statutes and Admin Code**

*Regina Watson – Co-Chair / Incoming Chair*

*Reviewed the evolution of IL services since implementation in 2002. Discussed statute and bill changes from 2002-2023. Also discussed previous ILSAC reports and recommendations from 2007-current. Link for reports was sent to council just to review and see past council recommendations and focus. ILSAC handbook was sent out and includes the current statute that all council members should review and be familiar with.*

1. **Continual Improvement Action Deck (CIAD) and Overview of Work from 2023**

*Ginger Rockey-Johnson – Outgoing Chair*

*Reviewed previous action deck and showed progress made over the last year and explained color coding.*

*Last year made 5 recc.*

*Closed 12 recc*

*Tabled 22 recc for discussion for this year.*

*Focusing this year on EFC programming.*

*Other action deck items discussed/resolved:*

*\*1) Discussed Daniel Memorial Website- recc from 2020 that still needs to be resolved, as the website is not current and is still providing old/inaccurate information about the IL Programs. Decision-Dept to get with Daniel Memorial to update their IL services page to only direct to OCC/DCF webpage.*

*2) Permanent connections – this action was marked completed, as permanent connections are included on the MPSP*

*3) IL curriculum training- marked complete as DCF has developed an IL competency training, which should be rolled out this year.*

*4) Job aide- 2020 recommendation. DCF had a job aide on their website, but it is no longer on the website. Recommendation is for DCF to add it back to their website. Marked as incomplete- will table for now.*

*5) Data Collection- now have YARS report which provides real time data regarding over 18 IL programs and participation- this item was marked as complete*

*6) Update language on tuition waiver to make eligibility clear- completed by DCF- language was updated on the form.*

1. **CBC Data Collection: Previous Year And Currently Collected Data.**

*Ginger Rockey-Johnson – Outgoing Chair*

*Missing collection forms from circuits 5, 10, 17- Eric will f/up*

*Reviewed data collection forms from the CBCs- Ginger provided a general overview of her review of the forms*

*Cal recommended that the roll-up of the data collection forms be structured so regions are together- council agreed.*

1. **Subcommittee Decisions**

*Regina Watson – Co-Chair / Incoming Chair*

*See attached breakdown of subcommittee groups. Groups will focus on EFC items as outlined on the attached version. Item/Group 1 will be addressed by the entire council.*

*Maria Batiste and Melissa Verguson will be assigned at the next meeting since they were not present at this meeting.*

*The subgroups will be prioritized as follows: Process, Housing, and Needs Assessment. These groups will be addressed first and if time allows the other areas subgroups will be addressed. (committee members consented)*

*We will be meeting twice a month- once for breakout groups and once for the general meeting until June. Discussed dates of breakout meetings and topics. The subgroups will meet for two hours. Could be homework from the subgroups.*

*Moved May 27th to May 28th- by round of consent as 5/27 is a holiday.*

[Break / Lunch]

1. **Council Continued Workgroup Discussion**

*Regina Watson – Co-Chair / Incoming Chair*

Discussed history of ILSAC, purpose of ILSAC, Interagency meetings on Teams- required that we be invited to the bi-monthly meetings, we do not have to attend.

In person meetings- January (today) and will meet for two days in June (as agreed at the last meeting) rather than meeting in Juen and July. Members were advised to notify the chair, co-chair and ILSAC secretary if you will be absent and who your alternate will be.

1. **Member Attendance, Requirements, Alternates**

*(Secretary)*

*Regina reviewed the attendance policy*

1. **Council Handbook, Roles and Responsibilities, 2024 Calendar of Activities**

*Regina–Chair*

*Calendar of activities reviewed, roles and responsibilities provided to all present members. Regina reviewed the agreement and all present members signed. Individuals missing from the meeting: Raul Catuy, Lynda Thompson, Maria Batsita and Melissa Varguson.*

*Lynda Thompson has not participated in any meetings since being appointed. Cal will reach out to Foster Parent Association to inform them and see if they can provide an alternate for Lynda. A foster parent is a required participant on the council.*

*Was e-mailed to virtual members, they need to sign and send it to Stephanie.*

1. **Final Rounds & Public Comments**

*(Secretary)- nothing additional discussed.*

1. **Adjourn**

*Regina Watson/Christine Frederick- Chair/Co-Chair*