

# Meeting Minutes [DRAFT]

**Date:** April 3, 2025

**Time:** 9:00am - 11:00am

**Location (Zoom):**

<https://us06web.zoom.us/j/83211242897?pwd=Qdaa9r43RJUyKEab9DygFMPsbtIP8y.1>

**Location (In Person):** Hub Coworking Hawaii  
1050 Queen St #100  
Honolulu HI 96814

## 1. Call to Order

The meeting was called to order by Chair Patrick Gartside at 9:03am.

## 2. Roll Call / Attendance

Council members and attendees introduced themselves.

### Attendees:

- Patrick Gartside (Chair)
- Philip Ana (Vice Chair)
- Judy Guajardo (Treasurer)
- Catia Garell (Council Member)
- Brian Hauser (Council Member)
- Linda Lambert (Council Member)

### Guests:

- Annette Tashiro
- Nani Watanabe

- Vickie Kennedy
- Donald Sakamoto
- Jodi Asato
- Zosimo Arista (State Council on Developmental Disabilities)
- Savannah Peskin (State Council on Developmental Disabilities)
- Cheryl Matthews (DSE Representative)
- Valerie Janikowski
- Malaya Van Kleek
- Anela Lehano (ASL Interpreter)

### **3. Approval of Minutes**

- The minutes from the March 6, 2025, meeting were reviewed.
- Brian Hauser made a motion to approve the minutes.
- Judy Guajardo seconded the motion.
- The motion passed, and the minutes were approved.

### **4. Welcoming Remarks / Introductions**

- Patrick Gartside welcomed attendees and provided updates on the Administration for Community Living (ACL) restructuring and its potential impact.

### **5. SILC Reports**

#### **a. Executive Committee Report**

- Patrick Gartside reported on hiring initiatives for a part-time executive director and administrative staff, noting the job postings and ongoing application review. About 20 people have applied for the position.
- Brian Hauser raised the possibility of a hiring bonus for people with lived experience.

- Cheryl Matthews suggested a performance bonus after passing probation as an alternative.

#### **b. SILC Activities Report**

- Philip Ana reported on attending community meetings related to resilience hubs and disaster preparedness.
- Brian Hauser reported on attending the SILC Congress in Orlando, Florida, and the valuable workshops and networking opportunities.
- Judy Guajardo reported on her involvement with the Statewide Falls Prevention Coalition.
- Patrick Gartside provided an update on the planning for the 3rd Annual Summit on Employment First.

#### **c. Financial Report**

- Judy Guajardo presented the financial report, noting a beginning balance of \$183,147.83 as of March 31st, additions of \$33,871.68 from quarterly invoicing, and subtractions of \$3,525.28 for attorney fees, leaving a balance of \$213,494.23.

### **6. Unfinished Business**

#### **a. SPIL Amendment Recommendations**

- Patrick Gartside reported on the ongoing work to amend the State Plan for Independent Living (SPIL), including addressing inaccuracies in designated service areas and increasing the SILC resource plan.

#### **b. SILC Training**

- Patrick Gartside updated the council on the efforts to secure training and technical assistance from the Administration for Community Living (ACL), noting that Paula McElwee is available to provide assistance.

**c. PPR**

- Patrick Gartside and Cheryl Matthews reported on the submission of the Performance Progress Report (PPR), including technical difficulties and the need for ACL approval before sharing it publicly.
- Brian Hauser requested access to previous PPR reports, and Cheryl Matthews clarified the availability of Part B reports and the process for obtaining Part C reports.
- Patrick will follow up with the CILs and ACL on previously approved PPRs.

**7. New Business**

**a. Report from SILC Congress**

- Patrick Gartside and Brian Hauser shared key takeaways from the SILC Congress, including sessions on SILC governance, advocacy, youth engagement, and home and community-based services.

**b. Recommendation of Additional Council Members**

- Philip Ana provided an update on the applications for council membership, and the council discussed adding Valerie Janikowski to the slate of recommendations.
- Brian Hauser made a motion to approve the addition of Valerie Janikowski to the slate of potential council members.
- Philip Ana seconded the motion.
- The motion passed.

**c. Department of Health & Human Services Announcement**

- The council discussed the recent announcement from the Department of Health and Human Services regarding the restructuring of the Administration for Community Living (ACL) and its potential impact on services and funding.
- Philip Ana suggested forming an advocacy group to track changes and develop strategies, and Zosimo Arista shared insights on how the Developmental Disabilities (DD) Council is collecting stories to advocate for Medicaid and Social Security.
- The council members agreed to form an advocacy committee, with Philip Ana as chair, to address the proposed changes.
- Brian Hauser made a motion to support advocacy efforts by various councils and agencies.
- Judy Guajardo seconded the motion,
- The motion passed by full vote of the council.

#### **d. NCIL Conference**

- Patrick Gartside presented the estimated costs for attending the National Council on Independent Living (NCIL) conference in Washington, D.C., and the council discussed sending representatives
- Patrick Gartside presented estimated costs for attending the National Council on Independent Living (NCIL) conference in Washington, D.C., from July 21st to 24th. The estimated cost per person is \$3,345, including registration (\$400), hotel (\$1,495 for 5 nights), flights (\$900), and ground transportation/per diem (\$150-80).
- Judy Guajardo recommended allotting at least \$10,000, or preferably \$12,000, to send 3 representatives to the conference, including the executive director if hired.
- Brian Hauser made a motion to allot \$12,000 for the trip to Washington D.C. for the NCIL conference with the Day at the Capitol.
- Judy Guajardo seconded the motion, specifying sending 3 representatives.
- The motion passed with all council members in favor.
- Donald Sakamoto and Brian Hauser expressed interest in attending. Patrick Gartside also expressed interest.

- Brian Hauser then moved to amend the motion to \$14,000 to send 4 people to the NCIL Conference.
- Judy Guajardo seconded the amended motion.
- The amended motion passed with all council members in favor.

## **8. Announcements**

### **a. Pacific Rim Conference on Disability**

- The 40th Annual Pacific Rim Conference on Disability and Diversity was announced to be held on April 15-16, 2025. SILC members Patrick Gartside, Philip Ana, Brian Hauser, and Catia Garell are scheduled to present the State Plan for Independent Living at the conference on the 16th . Nani Watanabe and others are also slated to present on the 15th.