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

Monday, December 9, 2024, 1:00– 4:00 pm EST

Microsoft Teams: Meeting ID: 276 667 536 844   
Passcode: F7AZAT

***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.***

1. Welcome, Review and Acceptance of November Meeting Minutes

*Chair*

*Attendance completed, meeting minutes from November sent to all parties at start of meeting for review. Meeting minutes approved/accepted from November.*

1. 2024 Council Updates
   1. Term Limit Expansion Update from Department (?)- General counsel believes we can expand as proposed, but Secretary needs additional clarification on a few items. DCF thinks it will be approved but is not sure when. Members will still need to sit out for one year. Previous members can still participate in meetings, as they are open to the public. Since the term limit expansion has not been approved, the council will need to operate as they have previously, so new executive board will need to be nominated as all will term out in January 2025.
   2. Nomination of New Council Officers- Regina opened floor for individuals to provide nominations for the officer role. Secretary, Chari and Co-Chair need to be filled as all individuals are terming out. Andrea shared a list of individuals who are eligible to remain on. Regina also shared roles and responsibilities for the officer positions. Several members are terming out this month- as they’ve served four years. There are several coming to the end of their first term, so they will need to be reappointed if they want to be reappointed to the council for another two-year term. Dept. of Economic Opportunity and statewide GAL need to be filled- they were vacant this year. Demarco is terming out, so we will also need to fill a youth with lived experience for January.
      1. Alison is willing to be the secretary.
      2. No other members on the meeting volunteered for chair/co-chair. Andrea will send out e-mail asking those eligible who were not at the meeting if they’d like to consider chair/co-chair positions. Andrea advised the council that she and Cal will take charge until they recruit members and can get individuals in the chair/co-chair position.
   3. Review strategy to complete Updated Needs Assessment Update/Allowance
      1. DCF will be implementing a needs assessment workgroup- it will be discussed at the Daniel Memorial Conference Winter IL Conference. Andrea will forward information to the ILSAC group for those interested in attending the winter conference.
2. Discuss Plans for 2025 Committee Focus:
   1. 2025 Data Collection Form and Requests for Presentations
      1. Data Collection Forms have been sent to the CBCs for completion and presentations. Due date is 1/3/2025.
      2. Discussed in-person meeting for January- will move forward with in-person meeting. Focus for January meeting will be on-boarding new staff and filling roles. In person meeting will be 1/17 in Orlando, Andrea will send out invite. All current members who term in January should attend the in-person January meeting if ble.
3. Review Continual Improvement Action Deck (CIAD) and Calendar of Activities

*CoChair*

*Completed consent round and this topic will be moved to a later meeting when new council members are on board.*

1. Member Attendance, Final Rounds & Public Comments

*CoChair*

1. Adjourn -2:12 p.m

*Chair*