

IV. Discussion of Transition of SILC Officers

- Rebecca – I am giving you a jump drive with SILC items that will be helpful in your duties as SILC Chair. Overview of folders on the drive:
 - Budget
 - Bylaws
 - Policies and Procedures
 - Agenda – upcoming meetings
 - Legal Paperwork – letters from ACL, appointment letters, training, and correspondence from Greg Trapp.
 - Subfolder – DVR – meeting minutes, member info and roll call, reports, SILC education items (which are pulled from the ILRU website), SPIL public meeting (revisions, public comments), SILC Coordinator – SOW (Scope of work)
- Rebecca – ACL will need to know you are the chairperson for SILC. Regina Blye is the new project officer for ACL/SILC.
- Request from DVR/Allegra Tapia expenditure of SILC budget what do we have left (July we started with 80,000)
 - Q&A: Jason is the 704 Report due on January 31, 2019? Yes, it is now due on January 31st. Anna will send a sample of 2018 report to Jason and Rebecca.
 - A letter will need to be sent to ACL stating the NM SILC is in compliance (deadline is end of this year 2018)
 - Jason – what issues do you see on the horizon?
 - Rebecca – resolve the coordinator vacancy, communication with DVR is critical, relationships between CIL directors and members in general (important that each SILC member feels we are working on something together)
 - Strategic planning to impact areas
 - Idea from Coby – hand out a survey at NMTAP (get a small committee to come up with the survey)
 - January 11th meeting we will discuss DSE
 - Jason – what will trip me up administratively in this position?
 - Rebecca – time sensitive items (getting items to DVR for advertisement) and you must keep open and positive communication with board members – possibly in addition to quarterly SILC meetings have CIL quarterly meetings for an hour just to open a communication platform.
 - Consumer calls – get info to appropriate CIL director and have them follow up with you the outcome.

V. Adjournment

- Jason moved to adjourn the meeting. Rebecca seconded the motion.
- The meeting adjourned at 11:51 a.m.