

DakotaLink Advisory Council

Quarterly Zoom Meeting

Meeting Notes

March 10, 2022

Members Present: Steve Stewart, Matt Cain, Ted Carrell, Jeff Kisecker, Richard Moeller, Gaye Mattke, Deb Brinkman, Melissa Bothun, Molly Keating, Sara Rush, Mary Sjerven

Members Absent: Eric Weiss

Staff Present: Page Hudson, Andrea Steele, Brett Burden

Guests Present: Jessica Sehnert

Meeting Start

Ted called the meeting to order at 9:30 am MT and 10:30 am CT. There were no additions to the draft agenda. Steve motioned to approve the agenda. Jeff seconded.

There was one correction to the December 8, 2021 draft meeting notes. The meeting date for March 2022's meeting should have read March 10 not March 9. Jeff motioned to approve the December 8th meeting notes. No one offered a second on this motion so we will have to revisit this at the next meeting.

Amended Advisory Council By-laws

By-laws subcommittee consisted of Page, Steve, Gaye, and Jeff. Page thanked everyone for helping. He would like to review the by-laws yearly for accuracy. Page updated the by-laws with Eric's suggestions that he had made prior to the meeting in an email. No one else had any changes to the by-laws so Richard motioned to approve the revised by-laws and Gaye seconded. A discussion about a roll call or voice vote followed; a voice vote was taken, and the motion was approved with none opposed.

Outreach Efforts

Brett stated that the commercials will continue to run through September 22, 2022. He said approximately four hundred spots will run on a second KELO channel for \$500 which is a good deal considering the rest of our normal KELO spots cost a total of \$4,500. He said people have called and stopped by as a result of the combined ad spots.

Brett will attend the SPED Conference in Sioux Falls on Tuesday March 15, 2022. Joshua Popelka, a technician in Sioux Falls, is scheduled to attend the SD Optometric Society Convention on Friday March 25, 2022.

Page mentioned he is working with AT3 on a self-paced Web-Accessibility Webinar Series coming out this Spring. Page will be presenting this to BIT among others to ensure accessible websites for their departments.

Steve mentioned that he made a motion during the last meeting that DakotaLink should reach out to organizations and agencies. He reminded the council that he would like DakotaLink to report back each meeting with who they contacted and report what the result was.

Jeff mentioned KELO is just one channel and people who don't watch KELO won't see the ad. He suggested DakotaLink ask Midcontinent what they would charge for some filler spots. Melissa checked out Midcontinent's website. She said it appears you can choose a region and it spreads out over different stations.

Ted asked what the budget looks like. Page answered that they spent quite a bit on advertising and stated he would have to look to see where they are at. Brett answered that DakotaLink spent half of their budget on KELO advertising and that was \$5,000.

Melissa said the SD Department of Education are working on creating a page on their website that directs parents to the DakotaLink website.

Annual Progress Report

Page stated DakotaLink's Annual Process Report has been approved by the state and the federal level. DakotaLink has the Annual Progress Report as well as the council application posted on the DakotaLink website now.

Review by the State

Page and Brett had a review with the State of SD and it all went well. These reviews happen yearly and the purpose is to make sure DakotaLink is meeting all the expectations of the grant and the law.

Technical Services Transition Plan Update

As of March first, Page and Brett have taken over their new roles 100%. Page is overseeing the SD Medical Equipment Recycle and Reuse Program that is located in Sioux Falls. Brett now oversees all DakotaLink activities. Page and Brett attended a Prevailing Leadership program that was offered in Deadwood on March 1st and 2nd. There were 17 people taking the class. They go through exercises that assess what kind of leaders they are, how they go about leading, and what they are missing in their leadership styles. The leadership program also helps them get to know Black Hills Special Services Cooperative better. Both Andrea Steele and Andreia Mraz are doing well with their new duties now that the transition process is complete.

Low-Interest Loan Program

Page said there have been 4 applicants over the last quarter and that no one completed the applications. One applicant was looking for a handicap accessible van so DakotaLink referred the applicant to a 3rd party who had a van for sale.

Brett said he is working with one applicant who wants to use the program to fund a power wheelchair with tracks on it for hunting and camping. He is also working with another applicant that wants to use the program to purchase an iPad.

Staff & Office Update

Brett said DakotaLink is getting a new phone system. The current contract with the state is ending at the end of 2022. With the new phone system DakotaLink will be able to transfer calls from one office to another no matter which DakotaLink office that person is located throughout the state. The new phone system is with Microsoft Teams. Brett is waiting for BIT to get back to him on a few things but other than that he is hoping to have the new phone system running in the next couple months.

Page said the Sioux Falls DakotaLink office was sold and the new owner will let the current businesses stay. Gaye mentioned she is working with the budget and finance staff in Pierre to get DakotaLink's sublease with SDN Communications combined with the lease we pay to SBVI so that it is all under one contract.

MERR Update

The MERR program has an inventory of almost \$200,000. Several wheelchairs are going out.

Meeting End

The next meeting is set for Thursday June 9, 2022 at 9:30 MT and 10:30 CT. There will be elections for the next executive committee. A motion to adjourn was given by Sara. Matt seconded. The meeting was adjourned at 10:11 MT and 11:11 CT.

Notes taken by Andrea Steele