

STATEWIDE INDEPENDENT LIVING COUNCIL OF TENNESSEE

# SPIL Retreat

## *Agenda & Facilitator Guide*

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DATE	Thursday, May 14, 2026
TIME	9:30 AM – 5:00 PM
FACILITATOR	SILC of Tennessee
SPIL PERIOD	Fiscal Years 2025 – 2027

9

Agenda Items

7

Partner Orgs

3

SPIL Goals

7.5

Hours

# Purpose of the Retreat

*This retreat supports the review, evaluation, and future planning of Tennessee's State Plan for Independent Living (SPIL) — in alignment with Title VII of the Rehabilitation Act and the TN SPIL 2025–2027.*

Activities conducted today contribute directly to SPIL monitoring, performance measurement, and federal public-input requirements.

## WHY THIS MATTERS

The SPIL is the federally required statewide blueprint for how Tennessee delivers independent-living services. Today's input is part of the public record.



### Performance Monitoring

Track progress against SPIL goals and indicators.



### Needs Assessment

Interpret consumer and statewide data trends.



### Future Goal Development

Inform revisions and the next SPIL cycle.

# SPIL Goals Framework

The TN SPIL 2025–2027 identifies three statewide goals (Section 1.2)

## GOAL 01



### Community-Based Resources

Tennesseans with disabilities have access to the community-based resources they need to live independently.

Access • Community living • Service navigation

## GOAL 02



### Network Capacity

The Independent Living Services Network builds capacity across the state.

Workforce • Coordination • Sustainability

## GOAL 03



### Emergency Preparedness

Tennesseans with disabilities are educated about emergency preparedness.

Awareness • Planning • Resilience

Reference: TN SPIL 2025–2027, Section 1.2 — Goals

SECTION 03

# Agenda at a Glance

Color-coded by morning and afternoon blocks. Each item maps to a SPIL section.

MORNING

9:30 AM	Call to Order & Roll Call	15 min
9:45 AM	Purpose of Meeting & SPIL Context	15 min
10:00 AM	Round Robin: Review Current Goals	60 min
11:10 AM	Statewide Needs Assessment Findings	50 min
12:00 PM	Lunch Break	90 min

AFTERNOON

1:30 PM	Systematic Review of SPIL Goals	60 min
2:30 PM	Round Robin: Potential Goals & Indicators	60 min
3:30 PM	Review of Needs Assessment Survey	60 min
4:30 PM	Coordination of Town Hall Meetings	30 min
5:00 PM	Closing & Next Steps	—

7.5

Total hours

9

Working items

7

Partner orgs

3

SPIL goals reviewed

# Call to Order & Roll Call

9:30 AM

Duration: 15 min







## SPIL REFERENCE

*SPIL Governance & Oversight Responsibilities — Title VII, Sec. 704*

Open the meeting, confirm quorum, and ground participants in accessibility and consumer-driven principles.

## Facilitator Notes

-  Call the meeting to order and welcome participants.
-  Conduct roll call; confirm a quorum is present.
-  Review accessibility features and the day's flow.
-  State that participation today reflects the consumer-driven requirement of the SPIL.

## ACCESSIBILITY AT A GLANCE



### Microphones

Speak into the mic for the record.



### ASL & Captioning

Live ASL interpretation and CART captions are active.



### Restrooms & Breaks

Locations announced; breaks every 90 minutes.



### Quiet Space

Available for sensory or processing needs.

# Purpose of the Meeting & SPIL Context

9:45 AM

Duration: 15 min








## SPIL REFERENCE

Section 1.1 — Mission | Section 1.3 — Objectives

Anchor the day to the SPIL: federal requirements, shared responsibility, and the outcomes the retreat must produce.

## Key Points

-  The SPIL is Tennessee's federally required statewide plan.
-  SILC and the CILs share responsibility for implementation and evaluation.
-  Retreat outcomes feed SPIL performance monitoring.
-  Retreat outcomes inform needs-assessment interpretation.
-  Retreat outcomes guide future goal development.

## RETREAT OUTPUT FLOW



### Monitor

Track delivery against SPIL indicators.



### Interpret

Translate consumer & statewide data into meaning.



### Plan Forward

Shape the next SPIL cycle.

## FACILITATOR PROMPT

*All discussion today should connect back to SPIL goals, objectives, and measurable indicators.*

# Round Robin: Review of Current SPIL Goals

10:00 AM

Duration: 60 min



## SPIL REFERENCE

Section 1.3 — Objectives and Indicators

Format: 10 minutes per organization

$$10 \text{ min} \times 7 \text{ orgs} = 70 \text{ min}$$

### Participating Organizations

- TARP Center for Independent Living
- Disability Connection Mid-South
- Jackson Center for Independent Living
- Empower Tennessee
- Tri-State Resource and Advocacy Corp. (TRAC)
- disABILITY Resource Center
- SILC of Tennessee

### Each Organization Addresses

- **Goal Alignment**  
Which SPIL goal(s) the organization primarily supports.
- **Measurable Progress**  
Outcomes achieved against indicators.
- **Barriers & Gaps**  
Challenges encountered in delivery.

### FACILITATOR CAUTION

*Redirect discussion from activities to outcomes and impact.*

# Statewide Needs Assessment: Findings & Meaning

11:10 AM

Duration: 50 min








## SPIL REFERENCE

*SPIL Development & Needs Assessment Requirements — Sec. 704(a)*

Presented by SILC of Tennessee. Walk participants through aggregated year-round data and what it means for the SPIL.

## Facilitator Notes

-  Present aggregated needs-assessment data collected year-round.
-  Highlight geographic disparities across regions.
-  Highlight underserved populations identified in the data.
-  Highlight emerging statewide trends.
-  Emphasize that needs assessments must inform SPIL goals.

## THREE THEMES TO WATCH



### Geographic Disparities

Where access varies most across Tennessee.



### Underserved Populations

Communities not yet fully reached.



### Emerging Trends

New patterns to watch for the next SPIL.

# Needs Assessment: Year-over-Year Snapshot

11:10 AM

Statewide volume

1,578

Year 1 needs identified

*Across all 4 quarters*

697

Year 2 needs identified

*Q1 – Q2 only*

1,394

Projected Year 2 pace

*If trajectory holds*

+88%

Projected YoY growth

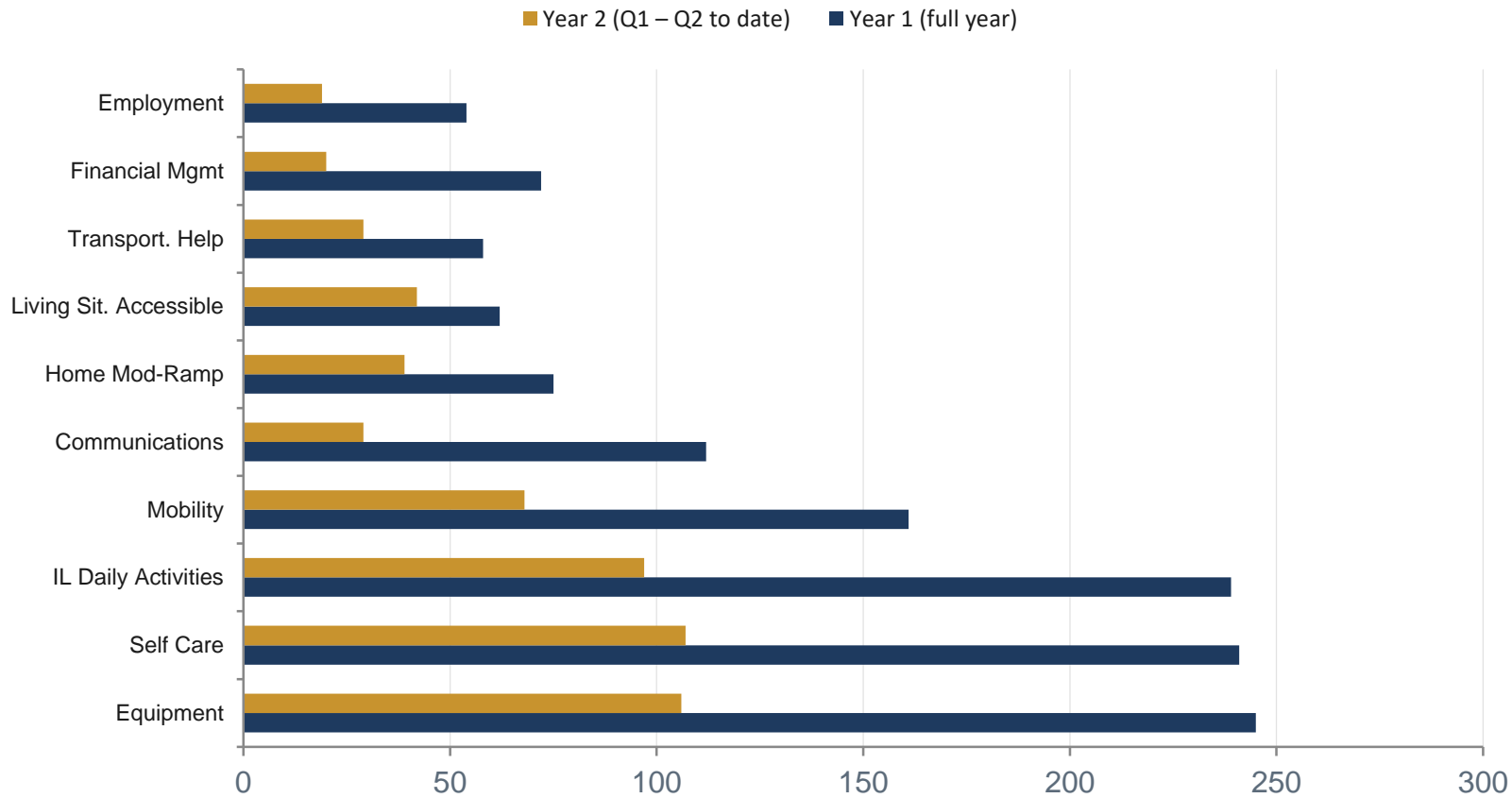
*Demand accelerating*

## WHY THIS MATTERS

Year 2 has already surpassed half of Year 1's full-year total in just six months. Service demand is accelerating — and the data is informing where the Network's investment, advocacy, and partnerships should grow next.

# Top Need Categories — Year 1 vs Year 2

Q1 – Q2 to date



Year 2 columns reflect Q1 – Q2 only (6 months). At current pace, most categories trend toward exceeding Year 1 totals.

## INSIGHTS

**Equipment, Self Care, IL Daily Activities** remain the top three priorities — both years.

**Mobility** is climbing — Year 2 already at ~42% of Year 1 in only 6 months.

**Living Situation Accessible** is on pace to surpass its Year 1 total.

# Three Trends to Watch

## TREND 01

725

Year 1 needs in top 3

### Daily-Living Demand is Steady & Dominant

Self Care, Equipment, and IL Daily Activities remain the highest-volume needs across both years — these are the foundation services consumers count on every day.

## TREND 02

+15%

Q-over-Q increase

### Mobility & Transportation Are Rising

Mobility-related concerns climbed in Year 2, especially Jan–Mar. Transportation barriers continue to limit access to healthcare, employment, and community participation.

## TREND 03

697

Year 2 needs in 6 mos

### Community Integration is Growing

Year 2 demand for inclusion, peer support, and civic participation is rising — possibly reflecting post-pandemic re-engagement and stronger outreach.

*Discussion: Which trend should the network elevate to a statewide priority for the remainder of Year 2?*

# Where We Act Together

Six recommended actions



## Statewide Transportation

Build statewide partnerships; advocate for accessible rural transit.



## AT & Home-Mod Funding

Expand assistive-technology and home-modification funding streams.



## Peer Support & IL Coaching

Strengthen long-term self-sufficiency through peer-led IL coaching.



## Housing Authority Partnerships

Deepen partnerships with housing authorities and accessibility contractors.



## Outreach & Intake Strengthening

Continue improving the systems that surface unmet consumer needs.



## Use Trend Data for Advocacy

Leverage Year 2 trend data for grants, SPIL priorities, and state advocacy.

### CLOSING QUESTION

*Which need category should SILC TN and the CIL Network elevate as a shared priority — and what evidence will tell us we moved the needle a year from now?*



LUNCH BREAK

**12:00 PM – 1:30 PM**

*Please return promptly — afternoon resumes with a systematic review of SPIL goals.*



Wi-Fi Available



Quiet Spaces Open



Resume at 1:30 PM

# Systematic Review of Current SPIL Goals & Objectives

1:30 PM

Duration: 60 min



## SPIL REFERENCE

Section 1 — Mission, Goals, Objectives, and Activities

Walk through each SPIL goal one at a time using official SPIL language, then test it against current evidence.

## Facilitator Notes

- Review each SPIL goal one at a time using official SPIL language.
- Discuss alignment with statewide needs-assessment findings.
- Discuss alignment with CIL service-delivery data.
- Discuss alignment with consumer feedback received.

## THREE SOURCES OF EVIDENCE



### Needs Assessment

Statewide quantitative + qualitative data.



### Service Delivery Data

CIL service records and outcomes.



### Consumer Feedback

Direct voice of Tennesseans served.

## GUIDING QUESTION

*Does this goal still accurately reflect the needs of Tennesseans with disabilities?*

# Mission & Three Statewide Goals

## MISSION

*To promote independent living in Tennessee and support the independent living philosophy, its practices, and its values to all citizens.*

### GOAL 01



#### Access to Community-Based Resources

Tennesseans with disabilities have access to the community-based resources they need to live independently.

3 objectives • 3 indicators

### GOAL 02



#### Build Network Capacity

Independent Living Services Network builds capacity.

2 objectives • 2 indicators

### GOAL 03



#### Emergency Preparedness

Tennesseans with disabilities will be educated about emergency preparedness.

2 objectives • 2 indicators

# Access to Community-Based Resources

1:30 PM

3 objectives • 3 indicators

## OBJECTIVE 1.1

### CIL Outreach to Community Groups & Partners

*Indicator 1.1.1 — Hours of outreach reported quarterly via spreadsheet.*

#### DIRECTOR ACTIONS

- Track outreach hours by audience
- Report quarterly via spreadsheet
- Cover IL philosophy + services

## OBJECTIVE 1.2

### SILC Outreach About the IL Philosophy

*Indicator 1.2.1 — SILC1st report of hours providing outreach about core services.*

#### DIRECTOR ACTIONS

- Align CIL messaging with SILC
- Co-brand events where possible
- Refer policy-level conversations to SILC

## OBJECTIVE 1.3

### Diversion & Transition Services

*Indicator 1.3.1 — Number of consumers diverted from / transitioning out of an institution.*

#### DIRECTOR ACTIONS

- Log each consumer in spreadsheet
- Capture date, county, type, outcome
- Build referral lines with discharge planners

# Build Network Capacity

1:30 PM

2 objectives • 2 indicators

## OBJECTIVE 2.1

### Annual Virtual SILC + CIL Meeting

*Indicator 2.1.1 — One annual virtual meeting organized between SILC and CILs.*

#### DIRECTOR ACTIONS

- Attend or send senior delegate
- Bring 2–3 best practices to share
- Identify TA needs to raise
- Circulate takeaways to CIL staff

## OBJECTIVE 2.2

### Annual Directors Meeting + Funding Discussion

*Indicator 2.2.1 — One annual SILC ↔ CIL directors meeting (virtual or in-person).*

#### DIRECTOR ACTIONS

- Block date when invited
- Bring funding-priority short list
- Submit formal funding request
- Align statewide messaging

# Emergency Preparedness

1:30 PM

2 objectives • 2 indicators

## OBJECTIVE 3.1

### SILC Training with Emergency Management

*Indicator 3.1.1 — Hours of SILC participation recorded; information passed to CILs.*

#### DIRECTOR ACTIONS

- Watch for SILC EMA / FEMA bulletins
- Designate a CIL prep lead
- Build local EMA relationships

## OBJECTIVE 3.2

### Annual CIL Emergency-Preparedness Activity

*Indicator 3.2.1 — Hours spent in emergency-preparedness training reported quarterly.*

#### DIRECTOR ACTIONS

- Schedule  $\geq 1$  prep training per year
- Capture date, location, partners, hours
- Submit hours via spreadsheet
- Distribute consumer artifacts (go-bag, plan)

# Director-Level Actions • All Seven Indicators

1:30 PM

Quarterly + Annual + Ongoing

Indicator	Director Action	Submission
1.1.1	Track outreach hours by audience	Quarterly spreadsheet
1.2.1	Align CIL messaging with SILC philosophy	Coordinate w/ SILC
1.3.1	Log diversion / transition consumers	Quarterly spreadsheet
2.1.1	Attend annual virtual SILC ↔ CIL meeting	Attendance roster
2.2.1	Attend directors meeting + funding ask	Attendance + request
3.1.1	Designate prep lead; absorb SILC content	SILC channels
3.2.1	Hold annual prep training; log hours	Quarterly spreadsheet

## REPORTING CADENCE

Quarterly — outreach hours, diversion / transition counts, prep-training hours. Annually — SILC + CIL meetings, formal funding request. Ongoing — philosophy alignment, EMA / FEMA dissemination.

# Round Robin: Potential SPIL Goals, Objectives & Indicators

2:30 PM

Duration: 60 min | 8 min x 7 orgs + Q&A



## SPIL REFERENCE

*SPIL Revision & Amendment Process — Sec. 704; SPIL Instrument*

Each organization shares forward-looking proposals to inform the next SPIL — exploratory, not binding.

## Each Organization Shares

- A proposed goal area for the next SPIL cycle.
- Suggested objective(s) tied to that goal.
- Potential measurable indicators — quantitative or qualitative.

## GOAL-BUILDING SEQUENCE



### Goal Area

Statewide priority for IL services.



### Objective

Specific, achievable change to pursue.



### Indicator

Measurable signal of progress.

## NOTE FOR PARTICIPANTS

*Ideas shared here are exploratory and inform future SPIL development.*

# Potential SPIL Goals — Discussion Draft

2:30 PM

FY 2026 – 2028 (proposed)

HYPOTHETICAL • FOR DISCUSSION ONLY

*These goals are draft ideas — not adopted. Bring questions, edits, and counter-proposals.*

## PROPOSED GOAL 01



### Self-Advocacy & Leadership

Tennesseans with disabilities develop and exercise self-advocacy skills, take on leadership roles, and participate in civic, community, and policy decision-making.

2 objectives

## PROPOSED GOAL 02



### Financial Literacy & Economic Empowerment

Tennesseans with disabilities have access to financial education — ABLÉ accounts, budgeting, savings, and homeownership — for greater economic independence.

2 objectives

## PROPOSED GOAL 03



### Transportation Options & Accessibility

Tennesseans with disabilities — especially in rural and underserved communities — gain access to transportation through collaboration, education, and systems advocacy.

3 objectives

# Self-Advocacy & Leadership

2:30 PM

Lead: SILC-TN & CILs | Statewide

HYPOTHETICAL • FOR DISCUSSION ONLY

Goal: Tennesseans with disabilities develop self-advocacy skills, take on leadership roles, and participate in civic and policy decision-making.

## OBJECTIVE 1.1

### Consumer Self-Advocacy Skill Building

CILs assist consumers in strengthening self-advocacy skills — identifying, applying for, and participating in local, regional, and state councils, commissions, and advisory committees.

*Indicator 1.1.1 • # of consumers assisted in identifying, applying for, or joining councils / commissions / advisory committees (quarterly spreadsheet).*

## OBJECTIVE 1.2

### Leadership Development & Civic Engagement

SILC-TN and CILs expand leadership development and civic engagement — youth-led initiatives, peer mentorship, and programs like Partners in Policymaking and People First of TN.

*Indicator 1.2.1 • # of consumers, staff, council members in leadership training, peer mentorship, or speaking engagements. | Indicator 1.2.2 • # of new appointments to advisory bodies.*

# Financial Literacy & Economic Empowerment

2:30 PM

Lead: SILC-TN & CILs | Statewide

HYPOTHETICAL • FOR DISCUSSION ONLY

Goal: Tennesseans with disabilities have access to financial education — ABLÉ accounts, budgeting, savings, and homeownership — for greater economic independence.

## OBJECTIVE 2.1

### Tennessee ABLÉ Account Education

CILs educate consumers about Tennessee ABLÉ accounts through intake processes and ongoing consumer-education activities.

*Indicator 2.1.1 • # of consumers who received Tennessee ABLÉ information via intake or outreach events (quarterly spreadsheet).*

## OBJECTIVE 2.2

### Financial Literacy Events + Statewide Webinar

Each CIL hosts ≥ 1 financial-literacy event per year; SILC-TN coordinates ≥ 1 statewide virtual ABLÉ awareness webinar with ABLÉ TN and the ABLÉ National Resource Center.

*Indicator 2.2.1 • # events / attendees / topics; ≥ 50% gain new knowledge. | Indicator 2.2.2 • Webinar held; participants and evaluation outcomes reported.*

# Transportation Options & Accessibility

Lead: SILC-TN & CILs | Statewide

HYPOTHETICAL • FOR DISCUSSION ONLY

Goal: Tennesseans with disabilities — especially in rural and underserved areas — gain access to transportation through collaboration, education, and advocacy.

## OBJECTIVE 3.1

### Stakeholder Collaboration

SILC-TN, CILs, providers, and coordinators collaborate annually to share information, identify barriers, and advance accessible transit.

*Indicator 3.1.1 • Annual stakeholder meeting held; attendance + summary reported.*

## OBJECTIVE 3.2

### Provider Education

Transportation providers receive training on disability rights, accessibility, and best practices for serving riders with disabilities.

*Indicator 3.2.1 • # of trainings; # of provider staff trained; ≥ 50% gain new knowledge.*

## OBJECTIVE 3.3

### Systems Advocacy

CILs and SILC-TN engage in ongoing systems advocacy — transit meetings, regional planning, legislative and national forums.

*Indicator 3.3.1 / 3.3.2 • # of meetings attended; hours; policy / systems-change outcomes.*

# Over to the Network — Your Potential Goals

2:30 PM

8 min × 7 orgs + Q&A

*What goals, objectives, and measurable indicators would YOU propose for the next SPIL cycle?*



## Goal Area

*What statewide priority for IL services should the network elevate?*

- Name the problem you see most across your service region.
- Who is most affected — and where?
- How does this connect to the IL philosophy of consumer control?



## Objectives

*What specific, achievable changes would move the goal forward?*

- What is the lead organization (SILC-TN, CIL, partner)?
- What's the geographic scope (one region or statewide)?
- What concrete activity defines this objective?



## Indicators

*How will we know — quantitatively or qualitatively — that we've moved?*

- What can you count (hours, events, consumers, partnerships)?
- What can you capture in stories (outcomes, change)?
- How will the data be reported (spreadsheet, survey, narrative)?

### ROUND ROBIN PROMPT

*Each org has 8 minutes to share one goal area, one objective, and one measurable indicator. All ideas are exploratory.*

# Our Proposed Goals From the Needs Assessment

2:30 PM

Year 1 + Year 2 Q1–Q2 evidence

GROUNDING IN • 1,578 Y1 needs • 697 Y2 needs (6 mos) • CIL quarterly reports

## PROPOSAL A



### Equipment & DME Sustainability

#### EVIDENCE

Y1: 245 equipment needs • Y2 already 106 in 6 mos (43% of Y1 in half the time).

#### OBJECTIVE

Build a statewide network for DME refurbishment, redistribution, and waitlist tracking.

#### INDICATORS

Indicator A.1: # consumers receiving DME • Indicator A.2: avg wait-time per category • Indicator A.3: # network DME-sharing transactions.

## PROPOSAL B



### Rural Transportation Access

#### EVIDENCE

Mobility needs (161 Y1 / 68 Y2) + Transportation Help (58 / 29) keep climbing in rural areas.

#### OBJECTIVE

Build cross-CIL transportation partnerships with regional transit agencies; advocate for rural paratransit expansion.

#### INDICATORS

Indicator B.1: # partnerships established • Indicator B.2: # consumers given accessible-transit access • Indicator B.3: # policy / advocacy outcomes.

## PROPOSAL C



### Community Integration & Met-Need Tracking

#### EVIDENCE

Community Integration is rising in Y2; survey lacks met-vs-unmet tracking — equity analysis is limited.

#### OBJECTIVE

Upgrade the needs-assessment survey to capture met / partially-met / unmet status and demographic disaggregation.

#### INDICATORS

Indicator C.1: # survey responses with met-status data • Indicator C.2: # disaggregation dimensions reported • Indicator C.3: # advocacy actions informed by the data.

# Review of Current Statewide Needs Assessment Survey

3:30 PM

Duration: 60 min







## SPIL REFERENCE

Public Input & Data Collection Requirements

Examine how the survey is built, where coverage falls short, and how to broaden authentic consumer engagement.

## Facilitator Notes

-  Review the survey methodology and accessibility features.
-  Identify demographic gaps in current respondents.
-  Identify regional participation gaps across Tennessee.
-  Discuss improvements that broaden consumer engagement.

## SURVEY HEALTH CHECK

Methodology

Accessibility

Demographics

Regional Reach

# Coordination of Public Input: Town Hall Meetings

4:30 PM

Duration: 30 min








## SPIL REFERENCE

Public Participation & Stakeholder Engagement — Sec. 704(a)

Plan virtual and in-person town halls — locations, partner roles, accessibility, and alignment to SPIL public-input timelines.

## Facilitator Notes

-  Discuss virtual and in-person town hall options.
-  Coordinate regional locations across the state.
-  Define partner roles for each town hall.
-  Confirm accessibility requirements: ASL, captions, plain language.
-  Align planning with SPIL public-input timelines.

## TOWN HALL MODES



### In-Person

Regional venues; ASL, captioning, plain-language materials.



### Virtual

Statewide reach; CART captions, screen-reader friendly.



### Hybrid

Combine both modes for maximum participation.

# Closing & Next Steps

5:00 PM

Wrap-up



## SPIL REFERENCE

*SPIL Monitoring & Continuous Improvement*

Summarize the day, set expectations for documentation and reporting, and adjourn.

### Facilitator Notes

- Summarize key themes and priorities surfaced today.
- Explain how retreat outcomes will be documented.
- Explain how outcomes will be shared with stakeholders.
- Explain how outcomes will be used in SPIL reporting and planning.
- Adjourn the meeting.

### WHAT HAPPENS NEXT

1

#### Document

Formal record of decisions and themes.

2

#### Share

Distribute to network partners.

3

#### Apply

Feed into SPIL reporting and planning.

# THANK YOU

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*Your participation today directly shapes Tennessee's State Plan for Independent Living.*



## DOCUMENT

Outcomes captured for the formal SPIL record.



## SHARE

Findings distributed to network partners.



## APPLY

Insights inform reporting, monitoring, and planning.