



**Executive Committee Meeting Minutes
Monday, February 6, 2017
4:00 PM to 6:00 PM**

AMENDED AND APPROVED April 7, 2017.

Attendees: Dan Johnson, Micki Hill, Department of Health Services Staff; Chairman Ben Barrett; Karen Secor; Kurt Roskopf; John Meisner; Joanne Zimmerman; Jeff Fox.

The meeting was called to order at 4:10pm, however there was not enough membership for quorum. Members were called individually who were not in attendance to log on to call. Meeting officially called to order with quorum at 4:33pm. Chairman Barrett formally reinstated Jeff Fox to replace Ben Barrett as the Long-term Service, Health, & Employment committee chair.

Action Items and Motion Items:

A. Executive Committee Action Items:

- 1. Action Item:** Jeff Fox, who has been appointed today as chairperson of the Long-term Service, Health, and Employment committee will establish a meeting later in the next week. Options will be sent via email. CPD executive members participated in general logistical discussion.
- 2. Action Item:** The council will establish a future date when the council members and subcommittee members of CPD who may be interested (housing and transportation committees) can be present and fully participate in a discussion around proposed federal cuts. The CPD members should review the online document previously included for today's meeting.
- 3. Action Item:** The council approved that Kurt Roskopf attend the Kenosha County Resource Fair representing CPD, and the CPD reimburse Kurt for his expenses.

B. Executive Committee Motion Items:

- 1. Motion Item:** The Council Executive Committee reviewed and approved the Executive Committee Draft Agenda. Chairman Barrett asked for a formal motion to accept the draft agenda. Motion made by Karen Secor, Seconded by John Meisner. Motion carried without discussion.
- 2. Motion Item:** Jeff Fox made a motion to complete Public Records Training during the next quarterly meeting in person; Karen Secor seconded this motion. Motion carried.
- 3. Motion Item:** Motion was made by John Meisner to table discussion regarding proposed federal cuts to housing and transportation; Karen Secor seconded this motion.

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4. **Motion Item:** Motion was made by Karen Secor to accept February 15, 2017 as the date for the Emergency Preparedness Committee meeting; Jeff seconded. The motion carried without discussion.
5. **Motion Item:** Motion was made by Karen Secor to allow Kurt Roskopf to attend the Kenosha County Resource Fair, and the CPD reimburse Kurt for his expenses; Jeff Fox seconded this motion. The motion carried.

C. Meeting Minutes

The Council Executive Committee reviewed and discussed the “Draft Action Items, Motions and Minutes from Thursday, January 26, 2017 CPD Quarterly Meeting.” The following draft motion and action items were reviewed.

The meeting was made available via teleconference at Conference Call Access Information:
USA Toll-Free: 1-877-820-7831
Participant Code: 254943

Motion 1: The motion made by Joanne Zimmerman to add the minimum premium of \$25/\$50 to the CPD MAPP position paper has been an action item completed by Dan Johnson.

Motion 2: The motion made by Joanne Zimmerman that a letter be sent to Wisconsin federal legislative delegation to use any money saved on tax free form related to housing, be spent on affordable housing for people with disabilities. This is a pending item to take action on. Evaluate the affordability issue. If it not the same, then the council will make a formal motion.

Action 1: Dan Johnson was to follow up with Jan about money for the emergency preparedness tool kits and printing. This action item is pending and will need further follow up.

Action 2: The CPD long-term service, health and employment committee was to convene to work on 40 hour personal care rule (personal care workers being limited to 40 hours per week.) The CPD noted that if in rural areas, this may leave you with no one to provide services. CPD members who volunteered to be on this subcommittee included: Ben Barrett; Noah Herschkowitz; Kurt Roskopf; and Jeff Fox. This action item is still in progress. Work product which may result includes summarization of CPD’s issues with this policy and potentially an issue paper to keep on file. Dan will follow up on this as will Chairman Fox of the subcommittee.

Action 3: CPD members will review the website and make recommendations for updates and changes to a PR committee. A PR committee will work with DHS staff to make any recommended updates and changes to this social media item. This work is still pending. Ben noted that he has been to the website. Kurt noted that it appears that the website has been updated. Dan will follow up on this as will Kurt.

The CPD executive council addressed and discussed several agenda items as noted below.

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Options for Public Records Training:

First, the members discussed Options for Public Records Training. This question and answer discussion was led by Dan Johnson, who noted that the options include 1. CPD complete this by April 27, 2017 electronically or 2. CPD can take it in person on April 27, 2017 at the quarterly meeting. The training is approximately 20 minutes long. Dan noted that when the members sign in on April 27, 2017, you will also be signing a form. However, if you take it online, it will provide an electronic signature acknowledging your completion of the electronic training. Jeff Fox made a motion to complete this training during the next quarterly meeting in person; Karen Secor seconded this motion. Motion carried.

CPD Reaction to Proposed Federal Cuts to Housing and Transportation:

Second, the CPD executive committee was going to review and take Action on Proposed Federal Cuts to Housing and Transportation as noted in the online file at: http://nlihc.org/sites/default/files/CHCDF_FY18-Sequester-302b-Letter-011117.pdf

Motion was made by John Meisner to table this discussion; Seconded by Karen Secor. The council will wait until a future date when the council members and subcommittee members of CPD who may be interested (housing and transportation committees) can be present and fully participate in the discussion.

Draft Agenda for Thursday April 27, 2017 CPD Quarterly Meeting:

Third, the CPD executive committee reviewed and discussed several items for the agenda for the next quarterly meeting in April. These items included inviting Secretary Linda Seemeyer and/or Karen McKeowan. Dan clarified that the Division of Public Health (DPH) stated that Karen does not need to come in April as DPH administrator Chuck Warzeka had just attended January 2017 meeting. Dan recommends to invite Karen or Chuck to the July or October meetings.

The members discussed budget initiatives; Healthiest People 2020; and Public Health Accreditation topics of interest in the Bureau of Aging and Disability Resources (BADR) and DPH. Dan recommended a course of action including following up with the DHS Secretary Seemeyer and Karen McKeowan.

Dan Johnson made a recommendation to the CPD that they leave time for committee work; budget initiative work-which may take around two hours; and other planning at the April 27, 2017 meeting.

Committee Updates:

There was very little time left for committee updates due to the late start of the meeting. However, brief bullet point updates of the committees include:

Emergency Preparedness Committee:

The group will meet February 15, 2017 at 10:00 am at the Iron County Courthouse. Dan will establish a conference line. Karen motioned to accept the date of this meeting; Jeff seconded. The motion carried without discussion.

Long-term Service, Health, and Employment Committee:

Committee has been re-established, with Jeff Fox as chair. The group will meet at a date to be determined and reconvene to do work on the 40 hour work rule.

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Housing:

No report. Joanne is working with Lisa Sobczyk on housing issues.

Transportation:

Dan Johnson will follow up with John Meisner on the language and make sure the rule and language for disabled parking is moving forward.

Other business:

Kurt Roskopf announced he would like to attend the Kenosha County Resource Fair for Transition, and represent the CPD. The audience includes parents and kids with disabilities. Kurt also notes that this may be a good time to share the Emergency Preparedness tool kit. Karen made motion to allow Kurt to go and the CPD reimburse Kurt for his expenses; Jeff Fox seconded this motion. The motion carried.

The meeting adjourned at 6:11 pm. Jeff made motion to adjourn meeting. Karen seconded motion. Motion carried.