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**Council on Physical Disabilities (CPD)
By-laws Committee Teleconference Meeting Minutes**

**Thursday, October 15, 2020
2:00 P.M. to 3:00 PM**

Action Items and Motion Items

A. Action Items

1. **Action Item:** DHS support staff will complete the final edits to the by-laws and email the final copy to Jason Ostrowski to share with the full Council.

B. Motion Items

1. **Motion Item:** Charles Vandenplas made a motion approve the October By-laws Committee meeting agenda. Kathy Johnson seconded the motion. Motion carried.
2. **Motion Item:** Charles Vandenplas made a motion to approve the September By-laws Committee meeting minutes. Kathy Johnson seconded the motion. Motion carried.
3. **Motion Item:** Kathy Johnson made a motion to approve the Council's By-laws as amended during the October By-laws Committee meeting and to have the full Council approve the revised by-laws at the Council's October quarterly meeting. Charles Vandenplas seconded the motion. Motion carried.
4. **Motion Item:** Kathy Johnson made a motion to adjourn the meeting. Charles Vandenplas seconded the motion. Motion carried.

C. Meeting Minutes

I. Welcome and Introductions: Jason Ostrowski, Chairperson

By-Laws Committee members present: Karen Secor; Charles Vandenplas; Jason Ostrowski; Kathy Johnson; and Jackie Gordon.

By-Laws Committee members absent: Ben Barrett.

DHS staff support present: Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR) and Lisa Sobczyk, DHS, BADR.



COUNCIL ON
PHYSICAL DISABILITIES

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II. Jason Ostrowski, Chairperson called the meeting to order at 2:02 P.M.

The meeting was available via phone at 1-844-708-2569 and Meeting ID: 966 7455 8827 and via [Zoom](#).

III. Review and Approve October By-Laws Committee Meeting Agenda

- Charles Vandenplas made a motion approve the October By-Laws Committee meeting agenda. Kathy Johnson seconded the motion. Motion carried. See Motion Item 1.

IV. Review and Approve September By-Laws Committee Meeting Minutes

- Charles Vandenplas made a motion to approve the September By-Laws Committee meeting minutes. Kathy Johnson seconded the motion. Motion carried. See Motion Item 2.

V. Public Comment on the State Plan for People with Physical Disabilities 2019-2021 or Issues Affecting People with Physical Disabilities

- No public comment was received.

VI. Review and Discuss Final Draft of the CPD By-Laws

- The By-laws Committee discussed final edits to the Council's by-laws:
 - Article II- Purpose, Changing item number 5 to read Secretary of Commerce instead of Secretary of Development
 - Article VI- Executive Committee, Composition now reads:
 - *There shall be an Executive Committee, consisting of the Chairperson, Vice-Chairperson, Secretary, the Immediate Past Chairperson of the Council and three voting members from the full Council. Membership of the Executive Committee shall include at least three people with disabilities and an odd number of members. If the number of Officers changes, the composition of the Executive Committee will change to ensure an odd number of members so that the Executive Committee can take action as needed.*



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- Language under Duties now references: Office for Physical Disabilities and Independent Living.
- Article VIII, Ad-Hoc Committees, Take out all language referencing Sub-Committees.
- DHS support staff will complete the final edits to the by-laws and email the final copy to Jason Ostrowski to share with the full Council. See Action Item 1.
- Kathy Johnson made a motion to approve the Council's By-laws as amended during the October By-laws Committee meeting and to have the full Council approve the revised by-laws at the Council's October quarterly meeting. Charles Vandenplas seconded the motion. See Motion Item 3.

VII. Adjourn

- Kathy Johnson made a motion to adjourn the meeting. Charles Vandenplas seconded the motion. Motion carried. See Motion Item 4.

The meeting adjourned at 2:27 P.M.