



Council on Physical Disabilities Executive Committee Minutes

Thursday, June 18, 2020
2:00 PM to 3:30 PM

This meeting held virtually in accordance with Governor Evers' Executive Order #72

Action Items and Motion Items

Action Items

1. **Action Item:** Jason to send possible information and resources about separate supplies on hand and more information and details related to pandemics for addition to the Emergency Preparedness Toolkit.
2. **Action Item:** Karen Secor for review resources sent by Jason Ostrowski prior to the next Executive Committee meeting in July 2020.
3. **Action Item:** Jason Ostrowski will research current issues and trends related to nursing care facilities as well as the GTFC and determine if there is potential for collaboration.
4. **Action Item:** Jason Ostrowski to reach out to CPD Bylaws Committee and reconvene to review and update Bylaws.

Motion Items

1. **Motion Item:** A motion was made by Ben Barrett to approve the June 2020 Executive meeting agenda. The motion was seconded by Karen Secor. Motion carried.
2. **Motion Item:** A motion was made by Ben Barrett to approve the January 2020 Executive Committee meeting minutes. The motion was seconded by Karen Secor. Motion carried.
3. **Motion Item:** A motion was made by Ben Barrett to extend an offer to current CPD members in good standing to attend the National Conference for Independent Living. The motion was seconded by Karen Secor. Motion carried.
4. **Motion Item:** A motion was made by Kathy Johnson to adjourn the meeting. The motion was seconded by Ben Barrett. Motion carried

Meeting Minutes

I. Welcome and Introductions: Jason Ostrowski, Chairperson

Council members present (all via teleconference): Ben Barrett; Karen Secor; Jason Ostrowski; and Kathy Johnson.

DHS staff support present: Maia Stitt, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR).

Meeting Called to Order

The meeting was called to order at 2:13 PM by Jason Ostrowski, Chairperson.

- The meeting was available via Zoom teleconference.

II. Review and Approve June 2020 Executive Committee Meeting Agenda

- A motion was made by Ben Barrett to approve the June Executive Committee meeting agenda. The motion was seconded by Karen Secor. Motion carried. See Motion Item 1.

III. Review and Approve January and March 2020 Executive Committee Meeting Minutes

- A motion was made by Ben Barrett to approve the January Executive Committee meeting minutes. The motion was seconded by Karen Secor. Motion carried. See Motion Item 2.
- A motion was made by Ben Barrett to approve the March Executive Committee meeting minutes. The motion was seconded by Karen Secor. Motion carried. See Motion Item 3.

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

- Link to State Plan was provided: cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf
- No public comment was provided.

V. COVID-19 Updates and Priorities for CPD related to People with Physical Disabilities

- The Executive Committee reviewed current issues and topics related to COVID-19 and discussion was had on the areas where CPD should focus their efforts.
 - A recommendation was made to update the Emergency Preparedness toolkit to reflect the new resources and information available regarding preparation and considerations during a pandemic.
 - Jason to send possible information and resources about separate supplies on hand and more information and details related to pandemics for addition to the Emergency Preparedness Toolkit. See Action Item 1.
 - Karen Secor for review resources sent by Jason Ostrowski prior to the next Executive Committee meeting in July 2020. See Action Item 2.
 - A comment was made that nursing home care facilities are a concerning area especially during the COVID-19 Pandemic.

- A recommendation was made to research and reach out to other organizations, committees, and councils that are focused on nursing home facilities and in-home nursing care.
- It was suggested that the CPD members review recommendations on policies from the Governor's Taskforce on Caregiving (GTFC).
- Jason Ostrowski will research current issues and trends related to nursing care facilities as well as the GTFC and determine if there is potential for collaboration. See Action Item 3.

VI. Review and Discuss CPD Priorities for Remainder of 2020

- The Executive Committee discussed updating the CPD Bylaws.
 - It was noted that Bylaws had not been updated since 2003.
 - The Executive Committee agreed Bylaws should be updated.
 - Jason Ostrowski to reach out to CPD Bylaws Committee and reconvene to review and update Bylaws. See Action Item 4.
- DHS support staff presented an opportunity to CPD members to attend the annual conference held by the National Council on Independent Living (NCIL).
- A motion was made by Ben Barrett to extend an offer to current CPD members in good standing to attend the National Council for Independent Living's 2020 Annual Conference. The motion was seconded by Karen Secor. Motion carried. See Motion Item 3.

VII. Review and Discuss CPD Memberships

- The Executive Committee reviewed the CPD membership roster.
- Membership and member participation were reviewed.
- Roles and responsibilities of current members were reviewed.

VIII. Discuss Items for CPD April 2020 Quarterly Meeting

- The Council will meet on July 22, 2020 from 12:00 p.m. to 3:00 p.m.
- CPD will continue to meet virtually until otherwise stated.
- Topics for the agenda include:
 - Liaison Updates
 - Review of updated Bylaws
 - Membership and Recruitment
 - Emergency Toolkit Presentations
 - COVID-19 Topics and Resource Updates

IX. Review 2020 Executive Committee Meeting Dates

- The Executive Committee agreed to continue meeting on a monthly basis to accommodate the rapid changes taking place regarding people with disabilities during the COVID-19 Pandemic.
- The Executive Committee will meet next on July 9, 2020 from 2 p.m. – 3 p.m.
- Agenda items will be determined based on the priority of issues that have come up during the time in between meetings.
- CPD members are required to submit any topics for discussion to Jason Ostrowski, chairperson for agenda consideration.

X. Adjourn

- A motion was made by Kathy Johnson to adjourn the meeting. The motion was seconded by Ben Barrett. Motion carried. See Motion Item 4.

The meeting adjourned at 3:25 P.M.