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Council on Physical Disabilities Executive Committee Minutes

Thursday, August 13, 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:** Jackie Gordon will draft language to request input from CPD members on priorities for 2022-2024 State Plan. Jackie Gordon will draft and send language to Kathy Johnson and DHS support staff by Monday, August 17, 2020.
- 2. Action Item:** Kathy Johnson and DHS will draft State Plan Committee meeting agenda and send draft agenda, previous State Plan 2019-2021, and request for input to CPD members the week of August 17, 2020.
- 3. Action Item:** CPD members to provide input on topics or areas to include in the State Plan to Kathy Johnson, Jackie Gordon, and DHS support staff by September 2, 2020.
- 4. Action Item:** Kathy Johnson will compile input received by deadline and review at State Plan Committee meeting on September 4, 2020.

Motion Items

- 1. Motion Item:** A motion was made by Charles Vandenplas to approve the August 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 Charles Vandenplas. Motion carried.
- 3. Motion Item:** A motion was made by Charles Vandenplas to adjourn the meeting. The motion was seconded by Karen Secor. Motion carried

Meeting Minutes

I. Welcome and Introductions: Jason Ostrowski, Chairperson

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

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

II. Review and Approve August 2020 Executive Committee Meeting Agenda

- A motion was made by Charles Vandenplas 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 July 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 Charles Vandenplas. Motion carried. See Motion Item 2.

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. Discuss Changes in Zoom Meeting Protocols and Support

- DHS support staff provided CPD members with information regarding a recent incident that involved disruption of another council's open meeting. DHS support staff shared the additional measures and security that will be added to future meetings to minimize disruptions like this from happening in the future.

VI. Discuss COVID-19 Updates and Priorities for CPD Related to People with Physical Disabilities

- The Executive Committee discussed updating the CPD Bylaws.

VII. Review and Discuss Council Priorities for State Plan 2022-2024

- Kathy Johnson, chairperson of the State Plan Committee provided an update.

- The first meeting of the State Plan Committee will take place on September 4, 2020.
- It was suggested that CPD members submit input regarding direction for CPD priorities prior to the State Plan meeting.
- Jackie Gordon volunteered to draft language to share with all CPD members and liaisons. Jackie Gordon will draft and send language to Kathy Johnson and DHS support staff by Monday, August 17, 2020. See Action Item 1.
- Kathy Johnson and DHS will draft State Plan Committee meeting agenda and send draft agenda, previous State Plan 2019-2021, request for input to CPD members the week of August 17, 2020. See Action Item 2.
- CPD members will provide input on topics or areas for State Plan to Kathy Johnson, Jackie Gordon, and DHS support staff by September 2, 2020. See Action Item 3.
- Kathy Johnson will compile input received by deadline and review at State Plan Committee meeting on September 4, 2020. See Action Item 4.
- Roles and responsibilities of current members were reviewed.

VIII. Review and Discuss CPD Membership

- Roles and responsibilities of current members were reviewed.
- Jason Ostrowski provided an update on membership recruitment efforts and three member vacancies were noted.

IX. Review Action Items from CPD July Quarterly Meeting

- The Executive Committee reviewed action items.

X. 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 Thursday, September 10, 2020 from 2 p.m. to 3 p.m.
- Agenda items will be determined based on the priority of issues that have come up during the time in between meetings.
 - Discussion was had regarding how CPD members would go about taking responsibility for a topic or area that does not necessarily need an entire committee.
 - A request was made to add Topic/Area Review as a standing meeting agenda item to future Executive Committee meetings
- CPD members are required to submit any topics for discussion to Jason Ostrowski, chairperson for agenda consideration.

XI. Adjourn

- A motion was made by Charles Vandenplas to adjourn the meeting. The motion was seconded by Karen Secor. Motion carried. See Motion Item 3.

The meeting adjourned at 3:07 P.M.

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