



COUNCIL ON
PHYSICAL DISABILITIES

1 WEST WILSON STREET, ROOM 551
POST OFFICE BOX 2659
MADISON, WI 53701-2659
PHONE: 608-266-3118
WEBSITE: dhs.wisconsin.gov/cpd

Council on Physical Disabilities (CPD) Executive Committee Meeting Minutes

Monday, October 3, 2022

2:00 P.M. to 3:30 PM

Approved April 3, 2023.

Executive Committee Action Items and Motion Items

A. Executive Committee Action Items

- 1. Action Item:** DHS support staff will send out the 2023 Dan Johnson Advocacy Award documents to the Executive Committee for final edits and review. Documents will be finalized by December 31, 2022.
- 2. Action Item:** DHS support staff will send the final draft of the CPD 2022-2024 State Plan to the Full Council by December 31, 2022.

B. Executive Committee Motion Items

- 1. Motion Item:** Karen Secor made a motion to approve the October Executive Committee meeting agenda. Jeff Fox seconded the motion. Motion carried.
- 2. Motion Item:** Karen Secor made a motion to approve the August Executive Committee Meeting minutes. Jeff Fox seconded the motion. Motion carried.
- 3. Motion Item:** Jeff Fox made a motion to adjourn the meeting. Karen Secor seconded the motion. Motion carried.

C. Executive Committee Meeting Minutes

I. Welcome and Introductions: Ben Barrett, Chairperson

Executive Committee members present: Ben Barrett; Jackie Gordon; Jeff Fox; Charles Vandenplas; Gabriel Schlieve; and Karen Secor.

Executive Committee members absent (Excused*): N/A.

Guest(s): Ramsey Lee, Governor's Committee on People with Disabilities (GCPD) Member-at-Large.



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

II. Ben Barrett, Chairperson called the meeting to order at 2:01 P.M.

The Executive Committee meeting was made available via phone at (669) 254-5252 with Meeting ID: 161 465 0494 and via [Zoom](#).

III. Review and Approve October Executive Committee Meeting Agenda

- Karen Secor made a motion to approve the October Executive Committee meeting agenda. Jeff Fox seconded the motion. Motion carried. See Motion Item 1.

IV. Review and Approve August Executive Committee Meeting Minutes

- Karen Secor made a motion to approve the August Executive Committee Meeting minutes. Jeff Fox 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 Dan Johnson Advocacy Award Documents

- The Executive Committee reviewed and discussed edits and revisions to the 2023 Dan Johnson Advocacy Award documents and press release.
- The Executive Committee also discussed having the award ceremony in October 2023.
 - DHS support staff will send out the 2023 Dan Johnson Advocacy Award documents to the Executive Committee for final edits and review. Documents will be finalized by December 31, 2022. See Action Item 1.

VII. CPD State Plan Revision Discussion

- The Executive Committee discussed the CPD State Plan revisions being completed and DHS support staff sending it through a final review process.

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- DHS support staff will send the final draft of the CPD 2022-2024 State Plan to the Full Council by December 31, 2022. See Action Item 2.

VIII. Committee Reports

- **Emergency Preparedness Committee**
 - The Executive Committee discussed Emergency Preparedness Toolkit and Communication folder inventory, usage, and distribution were discussed, including local and regional distribution, and needs for the future.
- **State Plan Committee**
 - The Executive Committee discussed the state plan revisions during the Executive Committee Agenda Item VI.

IX. Draft CPD November Executive Committee Meeting Agenda

- The Executive Committee drafted the November 28, 2022, Executive Committee Agenda:
 - Review and Approve September Executive Committee Meeting Agenda
 - Review and Approve August Executive Committee Minutes
 - Public Comment on the [State Plan for People with Disabilities](#),
 - [2019-2021](https://cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf) (<https://cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf>) or Issues Impacting People with Physical Disabilities (2:10 P.M.–2:20 P.M.)
 - Review and Discuss Dan Johnson Advocacy Award Documents
 - Discuss CPD State Plan Revisions
 - CPD Committee Reports:
 - Emergency Preparedness
 - Draft CPD January 23, 2023, Executive Committee Meeting Agenda
 - Draft CPD January 26, 2023, Quarterly Meeting Agenda

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X. Draft CPD October 27, 2022, Quarterly Meeting Agenda

- The Executive Committee drafted the October 27, 2022, Quarterly Meeting Agenda:
 - Review and Approve October 27, 2022, CPD Quarterly Meeting Agenda
 - Review and Approve July 28, 2022, Council Quarterly Meeting Minutes
 - Public Comment on the State Plan for People with Physical Disabilities, 2019-2021 (www.dhs.wisconsin.gov/cpd/cpd-annual-report-2021.pdf) or Issues Impacting People with Physical Disabilities (9:15 A.M.–9:25 A.M.)
 - Presentation on the State Health Improvement and State Health Assessment
 - Presenter: Julia Nagy, Department of Health Services
 - CPD Liaison Updates
 - CPD Committee Updates
 - Emergency Preparedness Committee
 - Discuss Outreach Events for the Emergency Preparedness Toolkit
 - Executive Committee
 - Update on Dan Johnson Advocacy Award
 - CPD State Plan Distribution and Discuss of Development of Workplans by CPD Committees
 - Discuss 2023 Meeting Dates and Locations
 - Develop January 26, 2023 CPD Quarterly Meeting Agenda
 - Adjourn

XI. Adjourn

- Jeff Fox made a motion to adjourn the meeting. Karen Secor seconded the motion. Motion carried. See Motion Item 3.

The meeting adjourned at 3:30 P.M.