



1 WEST WILSON STREET, ROOM 551  
POST OFFICE BOX 2659  
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Telephone: 608-266-9354  
Website: [dhs.wisconsin.gov/gcpd](https://dhs.wisconsin.gov/gcpd)

## State of Wisconsin

Governor's Committee for People with Disabilities

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### **Governor's Committee for People with Disabilities (GCPD) Executive Committee Teleconference Meeting Minutes**

**Thursday, July 8, 2021  
1:00 P.M. to 2:00 P.M.**

**Approved July 15, 2021**

#### **Executive Committee Action and Motion Items**

##### **A. Executive Committee Action Items**

- 1. Action Item:** Margaret Kristan, Rhonda Staats, and David Morstad will collaborate on the development of training and education materials following the Gov-D message being sent.
- 2. Action Item:** DHS support staff will send a follow-up email to the Office of Preparedness and Emergency Health Care in relation to the stakeholder interview for the After Action Report.
- 3. Action Item:** David Morstad will draft a press release on GCPD's COVID-19 Consumer Survey results and recommendations; as follow-up to the Gov-D message.
- 4. Action Item:** The Executive Committee, in collaboration with CPD Emergency Preparedness Committee members, will draft a press release for the CPD Emergency Preparedness Communications Folder.
- 5. Action Item:** Dan Idzikowski stated he would ask Janet Zander or Barbara Beckert if they would be able to present on the budget at the upcoming Bi-Monthly meeting.



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#### B. Executive Committee Motion Items

1. **Motion Item:** Tom O'Connor made a motion approve the July 8, 2021 Executive Committee meeting agenda. Margaret Kristan seconded the motion. Motion carried.
2. **Motion Item:** Rhonda Staats made a motion to approve the July 1, 2021 Executive Committee meeting minutes. Ben Barrett seconded the motion. Motion carried.
3. **Motion Item:** Margaret Kristan made a motion to adjourn the meeting. Rhonda Staats seconded the motion. Motion carried.

#### C. Executive Committee Meeting Minutes

##### I. Welcome and Introductions, David Morstad, Chairperson

**Executive committee members present:** David Morstad; Tom O'Connor; Rhonda Staats; Ben Barrett; and Margaret Kristan.

**Executive committee members absent (excused\*):** Not applicable.

**Guest:** Ramsey Lee, Member-at-large, GCPD; Daniel Idzikowski, Member-at-large, GCPD; Evelyn Azbell, Member-at-large, GCPD; Jeff Fox, Member-at-large, Council on Physical Disabilities (CPD); and Karen Secor, Emergency Preparedness Committee Chair, CPD.

**DHS staff support present:** Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR); Monica Smith, DHS, BADR; and Ashley Walker, DHS, BADR.

##### II. David Morstad, Chairperson called the meeting to order at 1:02 P.M.

The meeting was made available via phone at 1-844-708-2569 with Meeting ID: 850 0666 3159 and via [Zoom](#).



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#### III. Review and Approve July 8, 2021 Executive Committee Meeting Agenda

- Tom O'Connor made a motion approve the July 8, 2021 Executive Committee meeting agenda. Margaret Kristan seconded the motion. Motion carried. See Motion Item 1.

#### IV. Review and Approve July 1, 2021 Executive Committee Meeting Minutes

- Rhonda Staats made a motion to approve the July 1, 2021 Executive Committee meeting minutes. Ben Barrett seconded the motion. Motion carried. See Motion Item 2.

#### V. Public Comment on Issues Affecting People with Disabilities

#### VI. No public comment was received.COVID-19 and GCPD Policy Recommendations

- ***Discuss Feedback and Next Steps from Survey Data and Executive Summary Distribution to Stakeholders and Partners***
  - **GCPD Gov-D Message**
    - The Executive Committee discussed the final draft of the Gov-D message being sent through DHS this week.
      - Margaret Kristan lead discussion on education and training being offered after the Gov-D message is received by health care providers.
      - Margaret Kristan, Rhonda Staats, and David Morstad will collaborate on the development of training and education materials following the Gov-D message being sent. See Action Item 1.



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- **Stakeholder Interview with Office of Preparedness and Emergency Health Care**

- David Morstad followed up on the last Executive Committee meeting discussion regarding the Office of Preparedness and Emergency Health Care having a stakeholder interview with GCPD to gather perspective and capture future improvements in the After Action Report.
  - DHS support staff will send a follow-up email to the Office of Preparedness and Emergency Health Care in relation to the stakeholder interview for the After Action Report. See Action Item 2.

#### **VII. Discuss Council on Physical Disabilities (CPD) Emergency Preparedness Communication Folder**

- The Executive Committee discussed CPD's request in their liaison report to GCPD related to the Emergency Preparedness Communication Folder.
  - Karen Secor requested guidance on how GCPD and CPD can work jointly on folder outreach and presentations. The Executive Committee discussed the importance of continuing to build a strong partnership with CPD.
  - The Executive Committee reviewed the CPD Emergency Preparedness PowerPoint Presentation, and shared edits and feedback.
  - Karen Secor asked if the Emergency Preparedness Communication Folder press release should be issued by GCPD as GCPD has been the lead in the COVID work for people with disabilities.
    - The Executive Committee agreed this would be a good strategy; and it would be best to issue the press release on GCPD's COVID-19 Consumer Survey results and recommendations once the Gov-D message has been sent.



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- David Morstad will draft the GCPD COVID-19 Consumer Survey results and recommendations press release. See Action Item 3.
- The Executive Committee, in collaboration with CPD Emergency Preparedness Committee members, will draft a press release for the CPD Emergency Preparedness Communications Folder. See Action Item 4.

#### **VIII. Draft August 18, 2021 GCPD Bi-Monthly Meeting Agenda**

- The Executive Committee discussed the following items for the August 18, 2021 Bi-Monthly Meeting agenda:
  - COVID-19 and GCPD Policy Recommendations
    - GCPD Gov-D Message to the Health Action Network
    - Update on Stakeholder Interview with Office of Emergency Preparedness
  - Presentation on the Governor's Biennial Budget
    - Dan Idzikowski stated he would ask Janet Zander or Barbara Beckert if they would be able to present on the budget at the upcoming Bi-Monthly meeting. See Action Item 5.
    - Discussion was had about also inviting someone from DHS to present on the budget initiatives that would impact programs for people with disabilities, similar to presentations given at the Long-Term Care Advisory Council meetings.
  - Review and Approve GCPD's Work Plan
  - Discuss Upcoming Officer Elections
  - Discuss In-Person, Virtual, and/or Hybrid Meetings in 2022



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#### IX. Adjourn

- Margaret Kristan made a motion to adjourn the meeting. Rhonda Staats seconded the motion. Motion carried. See Motion Item 3.

**Meeting adjourned at 1:56 P.M.**