



**Executive Committee Conference Call
Meeting Minutes
Tuesday, January 29, 2019
3:00 PM to 4:30 PM**

Executive Committee Action Items and Motion Items:

A. Executive Committee Action Items:

- 1. Action Item:** DHS staff support has received a copy of the official executive order they will share it with the Executive Committee.
- 2. Action Item:** DHS staff support will determine all remaining meetings via Doodle Poll and notify Executive Committee when dates are scheduled.
- 3. Action Item:** David Morstad and Kimberlee Coronado will write an introductory letter to the Lieutenant Governor inviting him and/or representatives from his office to the March quarterly meeting.
- 4. Action Item:** The Executive Committee would like to invite someone to present on the Governor's proposed budget and how legislation pertaining to people with disabilities will be impacted.
- 5. Action Item:** Sandy Popp will work with DHS staff support to develop the liaison reporting form, so that liaison updates can be submitted ahead of time and sent out to members prior to the quarterly meeting.

B. Executive Committee Motion Items:

- 1. Motion Item:** A motion was made by David Morstad to approve the agenda as amended. The motion was seconded by Ben Barrett. Motion carried.
- 2. Motion Item:** A motion was made by Ben Barrett to approve the August Executive Committee meeting minutes. The motion was seconded by Nancy Leipzig. Motion carried.
- 3. Motion Item:** A motion was made by Nancy Leipzig to approve the November Executive Committee meeting minutes. The motion was seconded by Ben Barrett. Motion carried.
- 4. Motion Item:** A motion was made by David Morstad to adjourn the meeting. The motion was seconded by Ben Barrett. Motion carried.

C. Executive Committee Meeting Minutes

I. Welcome and Introductions by Sandy Popp, Chairperson

Committee Members Present: Dan Idzikowski, Sandy Popp, David Morstad, Ben Barrett, Nancy Leipzig, Kimberlee Coronado, Pearl Fessenden, and Ramsey Lee.



DHS Staff Support Present: Sara O'Donnell, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Lisa Sobczyk, DHS, BADR; and Maia Stitt, DHS, BADR.

II. Meeting was called to order at 3:05 p.m. by Sandy Popp, Chairperson

- The meeting was available via teleconference and made available by calling 608-316-9000 and using the participant code of 5269250. The meeting was also available via Skype for Business <https://meet.dhs.wisconsin.gov/lisa.sobczyk/BD599VLY>.

III. Review and Approve the Agenda

- DHS staff support requested that the agenda be amended to include the approval of the August 2018 Executive Committee meeting minutes since they were not approved at the November 2018 Executive Committee meeting.
- A motion was made by David Morstad to approve the agenda as amended. The motion was seconded by Ben Barrett. Motion carried. See Motion Item 1.

IV. Review and Approve August and November Executive Committee Meeting Minutes

- The Executive Committee reviewed the August Executive Committee meeting minutes.
 - A motion was made by Ben Barrett to approve the August Executive Committee meeting minutes. The motion was seconded by Nancy Leipzig. Motion carried. See Motion Item 2.
- The Executive Committee reviewed the November Executive Committee meeting minutes.
 - A motion was made by Nancy Leipzig to approve the November Executive Committee meeting minutes. The motion was seconded by Ben Barrett. Motion carried. See Motion Item 3.

V. Review of December Quarterly Meeting Minutes Including Action Items

- The Executive Committee reviewed the list of action items assigned at the December quarterly meeting. The items below still need to be completed.
 - Nancy Leipzig tried contacting Chris Green from Legal Counsel at the Department of Administration (DOA) to discuss concerns the Committee had with the State use Board, but was unable to reach him. She was able to connect with the DOA staff person for the State Use Board, Nadine Malm.
 - Nadine Malm did clarify that the State Use Board is subject to the Open Meetings Law. During the September meeting the Board only had two agenda items and needed to convene in order to approve a contract. She is aware that GCPD has an interest in the State Use Board and attending one of their meetings.



- Unless the Committee hears something from the Governor's Office by Friday, February 1, 2019, regarding membership renewals, the Membership and Election Subcommittee will need to send a certified letter to Benjamin Loux regarding his membership on the Committee.
- The Executive Committee reviewed the election of Executive Committee members.
 - Ramsey Lee currently serves as an officer on the Executive Committee. He will no longer be a member of the Committee come July, so Pearl Fessenden was nominated to fill his Executive Committee officer position. Ramsey Lee will continue to serve on the Executive Committee until July, and in the meantime Pearl Fessenden will join the Executive Committee meetings in order to learn how the meetings run and what her role on the Executive Committee will be. She will not be a voting member until July.

VI. Public Comment on Issues Affecting People with Disabilities

- Information regarding an update on 2017 Senate Bill 876 was requested.
 - A referral was made to contact Disability Rights Wisconsin.
 - It was also suggested that individual could reference the list of legislatures who originally introduced the bill and are still serving in office, and then call their offices in Madison to talk to their legislative aids to find more information.
- Hesitations regarding the implementation of the Direct Care Workforce Funding Initiative were shared with the Executive Committee.
- Legislation is being proposed to change the terminology used in state administrative code for those with disabilities. The term "mental retardation" would be removed and replaced with "intellectual disability."
- Wisconsin Disability Vote Coalition is a non-partisan effort aimed to increase voter turn-out and participation for citizens who are able to participate in the voting process.

VII. Update on the Renewal of the Committee's Executive Order

- The Governor's Committee for People with Disabilities was set to expire on January 28, 2019. DHS staff support shared that a new executive order was issued by the Governor related to recreating non-statutory committees. The new Executive Order includes the GCPD.
- Once DHS staff support has received a copy of the official executive order they will share it with the Executive Committee. See Action Item 1.

VIII. Update on the Dan C. Johnson Award – Response from the Council on Physical Disabilities



- Ben Barrett, Chairperson of CPD, shared that the Council voted unanimously at the January 2019 quarterly meeting to assume responsibility for the Dan C. Johnson award.
- The Council has created a subcommittee that will meet in February to create a transition plan for the award. Ben Barrett will provide the full Committee with an update at the quarterly meeting in March.

IX. Determine 2019 Quarterly Meeting Schedule

- The first quarterly meeting of 2019 is scheduled for Wednesday, March 13, 2019.
 - All remaining meetings will be determined via Doodle Poll and sent out by DHS staff support. See Action Item 2.
- Executive Committee meetings will be scheduled once the quarterly meeting dates have been determined.

X. Discuss Agenda Items for March 13, 2019 Quarterly Meeting

- David Morstad offered to write an introductory letter to the Lieutenant Governor inviting him and/or representatives from his office to the March quarterly meeting. Kimberlee Coronado was willing to help draft the letter. See Action Item 3.
- Standing Agenda Items
 - Welcome and Introductions
 - Review and Approve Agenda
 - Review and Approve December Quarterly Meeting Minutes
 - Public Comment on Issues Affecting People with Disabilities
 - Subcommittee Updates
 - State Use, GCPD Policy, Membership and Election, and Executive Committee.
 - Federal and State Legislative Updates
 - As opposed to the standard legislative updates, the Executive Committee would like to invite someone to present on the Governor's proposed budget and how legislation pertaining to people with disabilities will be impacted. The Committee would like to allow up to 1.5 hours for this discussion. See Action Item 4.
 - Liaison and Council Updates
 - Sandy Popp will work with DHS staff support to develop the liaison reporting form, so that liaison updates can be submitted ahead of time and sent out to members prior to the quarterly meeting. See Action Item 5.



- Additional Agenda Items
 - Discuss the Formation of Issue Teams Related to the Governor's Committee for People with Disabilities Work Plan (2018-2021) and Determine Assignments and Schedules (90 minutes)
 - During the quarterly meeting review the work plan, define the scope of each issue team, assign four leads for each issue team and appoint team members, and schedule conference calls outside of the full Committee meetings to work on the issue papers.
 - All future quarterly meetings will have a standing agenda item to allow 20 minutes for updates on the GCPD Work Plan (2018-2021). They will briefly review the plan, identify the most pressing issues, determine whether or not they've taken appropriate action, and make any necessary updates.
 - The Executive Committee discussed the possibility of creating a reporting form for issues teams to use as a template for sharing updates at quarterly meetings.
 - Severe Disabilities Research Project Presentation (30 minutes)
 - Committee member, John Hartman, has agreed to present on his research project.
 - PROMISE Presentation (20-60 minutes)
 - Ellie Hartman from the Department of Workforce Development has agreed to attend the March quarterly meeting to present on the program PROMISE. The Committee would like Ellie to provide information on preliminary best practice implementation, internal evaluation, and Mathematica evaluation.
 - Next Steps and Discuss Agenda Items for the June Quarterly Meeting
 - Wisconsin Disability Vote Coalition
 - Allow time on the agenda for this discussion if time permits. Otherwise it can be added to the June quarterly meeting agenda.

XI. Adjourn

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

The meeting adjourned at 4:26 p.m.