



**State of Wisconsin**  
Governor's Committee for People with Disabilities

1 WEST WILSON STREET,  
ROOM 551  
POST OFFICE BOX 2659  
MADISON, WI 53701-2659  
Telephone: 608-266-9354  
Website: [dhs.wisconsin.gov/gcpd](https://dhs.wisconsin.gov/gcpd)

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

**Thursday, March 18, 2021**  
**1:00 P.M. to 2:00 P.M.**

**Approved: March 25, 2021.**

**Executive Committee Action and Motion Items**

**A. Executive Committee Action Items**

- 1. Action Item:** David Morstad will email the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data to Full GCPD membership to review prior to the GCPD Full Council Meeting on March 24, 2021; disclosing in the email that the information should not be shared outside of GCPD membership.
- 2. Action Item:** DHS Support Staff will work with GCPD Officers to gather email addresses for list of key players; based on Margaret Kristan's list within and outside of DHS; in which to send the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data.

**B. Executive Committee Motion Items**

- 1. Motion Item:** Rhonda Staats made a motion approve the March 18, 2021 Executive Committee meeting agenda. Tom O'Connor seconded the motion to approve the agenda. Motion carried.
- 2. Motion Item:** Rhonda Staats made a motion to approve the March 11, 2021 Executive Committee meeting minutes. Tom O'Connor seconded the motion. Motion carried.
- 3. Motion Item:** Rhonda Staats made a motion to approve Executive Summary. Tom O'Connor seconded the motion. Motion carried.
- 4. Motion Item:** Tom O'Connor made a motion to approve the *Right to Have a Support Person of Caregiver at Appointments* PowerPoint Presentation. Ben Barrett seconded the motion. Motion carried.



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5. **Motion Item:** Tom O'Connor 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; Rhonda Staats; Tom O'Connor; and Ben Barrett.

**Executive committee members absent (excused\*):** Margaret Kristan

**Guests:** Ramsey Lee, Member-at-Large, GCPD; Jeff Fox, Member-at-Large, Wisconsin Council on Physical Disabilities.

**DHS staff support present:** Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR); Amber Mullett, DHS, BADR; Monica Smith, DHS, BADR; Laura Plummer, 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: 872 9311 5810 and via [Zoom](#).

**III. Review and Approve March 18, 2021 Executive Committee Meeting Agenda**

- Rhonda Staats made a motion approve the March 18, 2021 Executive Committee meeting agenda. Tom O'Connor seconded the motion to approve the agenda. Motion carried. See Motion Item 1.

**IV. Review and Approve March 11, 2021 Executive Committee Meeting Minutes**

- Rhonda Staats made a motion to approve the March 11, 2021 Executive Committee meeting minutes. Tom O'Connor seconded the motion. Motion carried. See Motion Item 2.



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

- Ramsey Lee stated that Disabilities Advocacy Day will be virtual on March 23<sup>rd</sup>. Also, the Wisconsin Board for People with Disabilities and the Disability Vote Coalition along with People First Wisconsin and Disability Rights Wisconsin are putting on a virtual series of Budget Trainings. The sessions will take place today, Thurs. 3/18 from 6-7:30pm and Thurs. 3/25 from 12-1:30pm. <https://wi-bpdd.org/wp-content/uploads/2021/02/2021-BudgetTrain-FinalFlyer.pdf>.

**VI. Discuss COVID-19 and GCPD Policy Recommendations**

- ***Review and Approve Executive Summary***
  - The Executive Committee reviewed the draft of the Executive Summary that was created by David Morstad and Margaret Kristan. The draft was condensed to two pages for printing front/back; still keeping the important content; to keep it simplified for the reader.
  - Rhonda Staats made a motion to approve Executive Summary. Tom O'Connor seconded the motion. Motion carried. See Motion Item 3.
- ***Review and Approve PowerPoint of COVID-19 Survey Results***
  - The Executive Committee discuss the *Right to Have a Support Person of Caregiver at Appointments* PowerPoint Presentation; with data from 437 Survey Responses.
  - Tom O'Connor made a motion to approve the *Right to Have a Support Person of Caregiver at Appointments* PowerPoint Presentation. Ben Barrett seconded the motion. Motion carried. See Motion Item 4.



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- ***Discuss GCPD Next Steps and Determine Timeline for GCPD Next Steps***
  - The Executive Committee discussed the timeline for GCPD next steps around distributing the survey data. Next step being presenting data to the Full Committee at the March 24, 2021 GCPD Full Committee Meeting, and then moving onto sharing the Executive Summary and PowerPoint with staff within the Department of Health Services (DHS), Stakeholders and key players.
- ***Special Full Council Meeting***
  - David Morstad will email out the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data to Full GCPD membership to review prior to the GCPD Full Council Meeting on March 24, 2021; disclosing in the email that the information should not be shared outside of GCPD membership. See Action Item 1.
- ***Releasing Results to Stakeholders and Partners***
  - DHS Support Staff will work with GCPD Officers to gather email addresses for list of key players; based on Margaret Kristan's list within and outside of DHS; in which to send the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data. See Action Item 2.

**VII. Discuss Equity and Inclusion Task Force Recommendations**

- Laura Plummer gave a brief overview of accessibility issues with web based content related to the vaccine registration and WiscJobs websites. Laura Plummer stated that the issues are complex as it involves the content creators, website developers and external contractors; as well as internal communication and education on accessibility. Laura Plummer referenced using language 'Equitable Access' instead of 'Accessibility' when discussing accessibility concerns.



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- The Executive Committee discussed the need for policy work to ensure equal access internally and externally. Committee discussed options of recommending mandatory accessibility training and/or writing a letter or position statement.
- The Executive Committee agreed to keep this topic on their agenda for the March 25, 2021 GCPD Executive Committee Meeting, for further discussion.

**VIII. Draft Agenda Items for March 24<sup>th</sup> GCPD Special Full Committee Meeting**

- The Executive Committee discussed agenda items for the upcoming March 24, 2021 meeting that include the following:
- COVID-19 Consumer Survey Results
  - Review and Approve Executive Summary
  - Review and Approve PowerPoint of Survey Results
  - Discuss GCPD Next Steps and Determine Timeline for GCPD Next Steps

**IX. Draft Agenda for March 25<sup>th</sup> GCPD Executive Committee Meeting**

- The Executive Committee agreed on moving agenda items ahead to the upcoming March 25, 2021 meeting that included the following:
  - COVID-19 and GCPD Policy Recommendations
  - COVID-19 Consumer Survey Results
  - Discuss GCPD Next Steps with Survey Data and Executive Summary Distribution
  - Feedback from March 24, 2021, Special Full Council Meeting
  - Releasing Results to Stakeholders and Partners
  - Discuss Equity and Inclusion Task Force Recommendations and Equitable Access
  - Draft Agenda for April 1<sup>st</sup> GCPD Executive Committee Meeting
  - Draft Agenda for April 8<sup>th</sup> GCPD Executive Committee Meeting



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**X. Adjourn**

- Tom O'Connor made a motion to adjourn the meeting. Rhonda Staats seconded the motion. Motion carried. See Motion Item 5.

**Meeting adjourned at 1:52 P.M.**