



**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 25, 2021**  
**1:00 P.M. to 2:00 P.M.**

**Approved: April 1, 2021.**

**Executive Committee Action and Motion Items**

**A. Executive Committee Action Items**

- 1. Action Item:** David Morstad will draft an email message with high level talking points explaining the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data. Margaret Kristin will review the email language prior to sending out the email with attached Executive Summary and PowerPoint.
- 2. Action Item:** DHS Support Staff will work with GCPD Officers to obtain names and email addresses for the 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.
- 3. Action Item:** David Morstad will send out the email message with high level talking points explaining and including the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data, to the following offices by Tuesday, March 30, 2021: Office of the Governor; Office of the Lieutenant Governor; Secretary's Office; Department of Health Services (DHS), Division of Medicaid Services (DMS) and Division of Public Health (DPH).

**B. Executive Committee Motion Items**

- 1. Motion Item:** Ben Barrett made a motion approve the March 25, 2021 Executive Committee meeting agenda. Margaret Kristan seconded the motion to approve the agenda. Motion carried.
- 2. Motion Item:** Ben Barrett made a motion to approve the March 18, 2021 Executive Committee meeting minutes. Tom O'Connor seconded the motion. Motion carried.



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3. **Motion Item:** Margaret Kristan made a motion to adjourn the meeting. Tom O'Connor seconded the motion. Motion carried.

**C. Executive Committee Meeting Minutes**

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

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

**Executive committee members absent (excused\*):** Rhonda Staats

**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

**II. David Morstad, Chairperson called the meeting to order at 1:08 P.M.**

The meeting was made available via phone at 1-844-708-2569 with Meeting ID: 818 4523 3083 and via [Zoom](#).

**III. Review and Approve March 25, 2021 Executive Committee Meeting Agenda**

- Ben Barrett made a motion approve the March 25, 2021 Executive Committee meeting agenda. Margaret Kristan seconded the motion to approve the agenda. Motion carried. See Motion Item 1.

**IV. Review and Approve March 18, 2021 Executive Committee Meeting Minutes**

- Ben Barrett made a motion to approve the March 18, 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**

No public comment was received.

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

- ***Discuss GCPD Next Steps with Survey Data and Executive Summary Distribution***
  - The Executive Committee discussed the *GCPD Next Steps* would be to share the Executive Summary and PowerPoint through email with staff within the Office of the Governor; Office of the Lieutenant Governor; Secretary's Office; Department of Health Services (DHS), Division of Medicaid Services (DMS) and Division of Public Health (DPH); and allow response time before continuing to send out to stakeholders, constituent councils and other key players and organizations.
- ***Feedback from March 24, 2021, Special Full Council Meeting***
  - The Executive Committee agreed that the feedback received from the March 24, 2021 GCPD Full Council Meeting was overall positive, and the approval of the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data was obtained.
- ***Releasing Results to Stakeholders and Partners***
  - David Morstad will draft an email message with high level talking points explaining the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data. Margaret Kristin will review the email language prior to sending out the email with attached Executive Summary and PowerPoint. See Action Item 1.



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- DHS Support Staff will work with GCPD Officers to obtain names and email addresses for the 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.
- David Morstad will send out the email message with high level talking points explaining and including the Executive Summary and *Right to Have a Support Person of Caregiver at Appointments* PowerPoint data, to the following offices by Tuesday, March 30, 2021: Office of the Governor; Office of the Lieutenant Governor; Secretary's Office; Department of Health Services (DHS), Division of Medicaid Services (DMS) and Division of Public Health (DPH). See Action Item 3.

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

- The Executive Committee discussed the need for equitable access through websites, documents, technology and really in all avenues of communication for people with disabilities.
- Amber Mullett reminded Executive Committee that State agencies are working to develop Equity and Inclusion plans as required per Executive Order #59. In addition, the Governor's budget is requesting an Equity and Inclusion position be provided to each State agency to help with this work.
- DHS Support Staff shared that the GCPD Work Plan Committee Members are moving forward with developing goals around Equitable Access as the Committee deemed it important to highlight in the new three-year GCPD Work Plan.
- The Executive Committee agreed to keep this topic on their agenda for the April 1, 2021 GCPD Executive Committee Meeting, for further discussion.



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**VIII. Draft Agenda for April 1, 2021 GCPD Executive Committee Meeting**

- The Executive Committee agreed on moving agenda items ahead to the upcoming April 1, 2021 meeting that included the following:
  - COVID-19 and GCPD Policy Recommendations
  - COVID-19 Consumer Survey Results
  - Discuss Feedback from Survey Data and Executive Summary Distribution to Stakeholders and Partners
  - Discuss GCPD Next Steps with Survey Data and Executive Summary Distribution
  - Discuss Equity and Inclusion Task Force Recommendations and Equitable Access and GCPD Work Plan Committee Updates
  - Draft Agenda for April 8, 2021 GCPD Executive Committee Meeting

**IX. Draft Agenda for April 8, 2021 GCPD Executive Committee Meeting**

- The Executive Committee agreed on moving agenda items ahead to the upcoming April 8, 2021 meeting that included the following:
  - COVID-19 and GCPD Policy Recommendations
  - COVID-19 Consumer Survey Results
  - Discuss Feedback from Survey Data and Executive Summary Distribution to Stakeholders and Partners
  - Discuss GCPD Next Steps with Survey Data and Executive Summary Distribution
  - Discuss Equity and Inclusion Task Force Recommendations and Equitable Access and GCPD Work Plan Committee Updates
  - Draft Agenda for April 15, 2021 GCPD Executive Committee Meeting

**X. Adjourn**

- Margaret Kristan made a motion to adjourn the meeting. Tom O'Connor seconded the motion. Motion carried. See Motion Item 3.

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