



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

---

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

Wednesday, May 13, 2020  
1:00 P.M. to 3:30 P.M.

AMENDED AND APPROVED JUNE 17, 2020

#### Action and Motion Items

##### A. Action Items

1. **Action Item:** Nancy Leipzig will update the GCPD member's roles and responsibilities document and send it back to the Executive Committee for review.
2. **Action Item:** The Executive Committee will explore creating a roles and responsibilities document for Committee liaison members.

##### B. Motion Items

1. **Motion Item:** A motion was made by Ben Barrett to approve the May quarterly meeting agenda. Motion was seconded by Tom O'Connor. Motion carried.
2. **Motion Item:** A motion was made by Maureen Ryan to approve the December quarterly meeting minutes. Motion was seconded by John Olson.
3. **Motion Item:** A motion was made by Rhonda Staats to adjourn the meeting. Motion was seconded by John Hartman.

##### C. Meeting Minutes

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

**Committee members present:** David Morstad; Nancy Leipzig; Pearl Fessenden; John Olson; John Hartman; Maureen Ryan; Sandy Popp; Daniel Laatsch; Tom O'Connor; Rhonda Staats; Gail Bovy; and Ben Barrett.

**Committee members absent (excused\*):** Margaret Kristan\*; Wenona Wolf\*; Ramsey Lee; Kimberlee Coronado; and Dan Idzikowski\*.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

---

**Committee liaisons present:** Colleen Larsen, Wisconsin Technical Colleges and Eva Kubinski, Department of Public Instruction.

**Committee liaisons absent (excused\*):** Sarah Lincoln\*, Division of Vocational Rehabilitation.

**DHS staff support present:** Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR) and Maia Stitt, DHS, BADR.

#### II. Meeting was called to order at 1:03 P.M.

The meeting was available via phone at 1-844-708-2569 and Meeting ID: 703 668 542 and via [Zoom](#).

#### III. Review and Approve May Quarterly Meeting Agenda

- A motion was made by Ben Barrett to approve the May quarterly meeting agenda.
  - Discussion was had by the Committee related to the agenda.
  - Maureen Ryan asked why the subcommittees' updates were not listed on the meeting agenda.
    - David Morstad responded that the subcommittees had not been meeting. The last subcommittee meeting was the Transportation subcommittee on February 13, 2020.
  - Maureen Ryan inquired as to why COVID-19 and correspondence to the Governor on this issue was not on the meeting agenda.
  - David Morstad responded that the strength of the Committee is advising on long-term policies and programs, but that this would be added as an agenda item for the next quarterly meeting.
- Motion was seconded by Tom O'Connor. Motion carried. See Motion Item 1.

#### IV. Review and Approve of December 2019 Quarterly Meeting Minutes

- A motion was made by Maureen Ryan to approve the December quarterly meeting minutes. Motion was seconded by John Olson. See Motion Item 2.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

---

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

- No public comment was received.

#### VI. Discuss GCPD Member Expectations

- David Morstad stated that some member expectations are outlined clearly and other ones are not in the Committee's by-laws. Therefore, the Executive Committee wanted to create a document that could be used for Committee member orientation as well as other purposes related to by-laws and Committee guidance.
- Nancy Leipzig gave an overview of a draft document which outlined GCPD member's roles and responsibilities.
  - Nancy Leipzig stated that she still needed to active member engagement to this document.
  - John Olson stated that Section 4, 1.a. of the by-laws addresses active participation in Committee discussions.
- Eva Kubinski suggested that they may want to add language to this document in relation to how members represent themselves in public as members of the Committee.
  - David Morstad responded for this document this could be addressed by adding language related to reputation of Committee, and that members should not be using this for personal gain. Overall message should be that authority of Committee only exists within Committee as a whole to preserve the Committee's reputation.
  - Eva Kubinski stated they may want to include an example of this in the document.
  - John Olson stated this is covered in the by-laws.
    - Discussion was had to use language in by-laws and expand to also include as directed by Committee via motions at meetings.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

- Nancy Leipzig will update the GCPD member's roles and responsibilities document and send it back to the Executive Committee for review. See Action Item 1.
- Further discussion was had by the Committee related to this document.
- Rhonda Staats recommended adding etiquette for remote meeting participation.
  - Eva Kubinski stated that this could be addressed by developing communication standards or an operating agreement.
  - Daniel Laatsch stated the onus should be placed on person who is participating remotely.
  - David Morstad stated the Committee wants to ensure people participating remotely are not second rate to people attending the meeting in person.
- Eva Kubinski recommended a similar document should be drafted for liaison members of the Committee.
  - Colleen Larsen agreed.
  - The Executive Committee will explore creating a roles and responsibilities document for Committee liaison members. See Action Item 2.

#### **VII. Autism-Friendly Businesses**

- Pearl Fessenden, GCPD member-at-large shared information on Autism Friendly Businesses including the following [website: www.autismgreaterwi.org/autism-friendly-communities](http://www.autismgreaterwi.org/autism-friendly-communities).
- The Autism Society provides training on how businesses can interact with people with disabilities.
- Business in Oneida an art studio has become a certified autism-friendly business and not offers special events for people with autism.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

- Media attention that occurred due to this business becoming certified has led to other businesses in the area wanting to become certified.
- Rhinelander's court and city hall now want to become certified.
- John Olson asked if this program only focused on kids.
  - Pearl Fessenden responded it encompasses children and adults with autism.
- Rhonda Staats asked if this was similar to dementia-friendly businesses and friends.
  - Pearl Fessenden stated she was not sure, but that the dementia-friendly program and training was operated by another entity.
- John Olson asked if there is a listing of business that are autism-friendly, dementia-friendly, etc. in one location.
  - Committee members were not sure, but did not think this type of website or resource exists.

#### VIII. Council and Liaison Updates

- Colleen Larsen with the Wisconsin Technical College System (WTCS) provided an update to the Committee.
  - Programs that are essential are back to face-to-face instruction. Others that are not essential and do not require face-to-face instruction are being provided remotely.
  - College disability staff are creating videos to help instructors make classes more accessible.
    - Disability staff also took the Information Communication Technology training through the WisTech program during this time to learn how to make documents more accessible.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

- Some students who did not need accommodations in an in-person classroom setting are needing them now in a remote classroom setting.
- WCTS is expanding its technology and internet loan programs which includes Wi-Fi hotspots, pads, laptops, etc. for students to participate in classes remotely.
- Websites shared as part of Colleen Larsen's liaison report:
  - [WTCS COVID-19 Responses by College:](https://wtcsystem.edu/initiatives/covid-19-updates)  
<https://wtcsystem.edu/initiatives/covid-19-updates>
  - [WTCS Disability Services Contacts by College:](https://docs.google.com/document/d/180Kjba2BM1nkpEQuFRJTK9xQ1DVoc23c_ySfEfvdbiw/edit)  
[https://docs.google.com/document/d/180Kjba2BM1nkpEQuFRJTK9xQ1DVoc23c\\_ySfEfvdbiw/edit](https://docs.google.com/document/d/180Kjba2BM1nkpEQuFRJTK9xQ1DVoc23c_ySfEfvdbiw/edit)
- Eva Kubinski with the Department for Public Instruction (DPI) provided on update to the Committee.
- Eva Kubinski stated that DPI has created a Question and Answers document related to Extended School Closure Due to COVID-19 Special Education. There is also a U-tube video on [Understanding Special Education Guidance U-tube Video Presentation: https://youtu.be/Fa6Uj6eDe1o](https://youtu.be/Fa6Uj6eDe1o).
- DPI is waiting on guidance from the Department of Education or from the field for more information related to special education services.
- Schools are providing hot spots and technology as required to students including tele-therapy services.
- Some schools have stopped special education, but can only do so if they have stopped all instruction.
- Summer school is not required and can only provide special education if school year is extended.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

- Websites shared as part of Eva Kubinski's liaison report:
  - [DPI COVID-19 Resources: https://dpi.wi.gov/sspw/2019-novel-coronavirus](https://dpi.wi.gov/sspw/2019-novel-coronavirus)
  - [Special Education: https://dpi.wi.gov/sspw/2019-novel-coronavirus#accordion-86926-11](https://dpi.wi.gov/sspw/2019-novel-coronavirus#accordion-86926-11)
  - [Focus on Mental Health and Wellness During School Closure: https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Focus\\_on\\_Mental\\_Health\\_and\\_Wellness\\_During\\_School\\_Closure.pdf](https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Focus_on_Mental_Health_and_Wellness_During_School_Closure.pdf)
  - [COVID-19 Special Education Update and Resources: https://dpi.wi.gov/sped/covid-19-sped-updates-and-resources](https://dpi.wi.gov/sped/covid-19-sped-updates-and-resources)
  - [Extended School Closure Due to COVID-19 Special Education Question and Answer Document: https://dpi.wi.gov/sites/default/files/imce/sped/pdf/Extended\\_School\\_Closure\\_due\\_to\\_COVID.pdf](https://dpi.wi.gov/sites/default/files/imce/sped/pdf/Extended_School_Closure_due_to_COVID.pdf)
  - [Resources to Assist with Virtual Learning for Students on Alternate Standards: https://dpi.wi.gov/sped/resources-assist-virtual-learning-students-alternate-standards](https://dpi.wi.gov/sped/resources-assist-virtual-learning-students-alternate-standards)
  - [Teleservice Considerations for Related Services During the Current Public Health Emergency: https://dpi.wi.gov/sites/default/files/imce/sped/pdf/covid-teleservice-considerations.pdf](https://dpi.wi.gov/sites/default/files/imce/sped/pdf/covid-teleservice-considerations.pdf)
- Tom O'Connor with the Council on Deaf and Hard of Hearing provided an update to the Committee.
  - Tom O'Connor stated he was sent to California by Federal Emergency Management Agency (FEMA) to assist with testing people arriving from China on a cruise ship during the pandemic.



## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

- Tom O'Connor stated he was also sent to Georgia to assist with testing passengers on another cruise ship. He stated that there was not enough Personal Protective Equipment (PPE) for FEMA workers and they had to reuse PPE.
- Tom O'Connor said he may be sent to New York City by FEMA to assist in the morgue because that is his area of expertise.
- Ben Barrett with the Council on Physical Disabilities provided an update to the Committee.
  - Ben Barrett stated that the Council was discussing the prioritization of ventilators during the pandemic.
  - The Council will meet soon to discuss extenuating circumstances the pandemic was creating including some people with disabilities not having enough food to shelter in place.
  - John Hartman stated some people with severe disabilities are without services due to agencies and organizations being closed. This leaves them without assistance or help during the pandemic.
- Rhonda Staats with the Statutory Council on Blindness (SCOB) provided an update to the Committee.
  - Rhonda Staats stated that SCOB is delaying their June meeting.
  - SCOB has concerns about the election and voting process, as some people were not able to participate in primary elections.

#### **IX. Discussion of Upcoming Quarterly Meetings**

- The Committee will keep the same quarterly meeting dates they currently have scheduled, but will change all of the meetings in 2020 to teleconference meetings, for an abbreviated period of time (2 ½ hours).





## 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: [gcpd.wisconsin.gov](http://gcpd.wisconsin.gov)

- Meeting dates are as follows:
  - June 17, 2020;
  - September 16, 2020; and
  - December 2, 2020.
- Quarterly meetings have not yet been scheduled for 2021. These meeting dates should be determined during the September quarterly meeting in 2020.

#### X. Adjourn

- A motion was made by Rhonda Staats to adjourn the meeting. Motion was seconded by John Hartman. See Motion Item 3.

**Meeting adjourned at 3:11 P.M.**