



COUNCIL ON
PHYSICAL DISABILITIES

1 WEST WILSON STREET, ROOM 551
POST OFFICE BOX 2659
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Council on Physical Disabilities (CPD) Executive Committee Meeting Minutes

Wednesday, November 8, 2023

10:00 A.M. to 11:00 A.M.

Executive Committee Action Items and Motion Items

A. Executive Committee Action Items

1. **Action Item:** DHS support staff will send out Zoom link meeting invites for January Executive Committee Meeting

B. Executive Committee Motion Items

1. **Motion Item:** Karen Secor made a motion to approve the November 8, 2023, Executive Committee meeting agenda. Ramsey Lee seconded the motion. Motion carried.
2. **Motion Item:** Charles Vandenplas made a motion to approve the August 23, 2023, Executive Committee Meeting Minutes. Karen Secor seconded the motion. Motion carried.
3. **Motion Item:** Ramsey Lee made a motion to submit public comment to HHS Section 504 NRPM. Karen Secor seconded the motion. Motion carried.
4. **Motion Item:** Karen Secor made a motion for the committee to start planning for the 2024 Dan Johnson Advocacy Award in early 2024. Charles Vandenplas seconded the motion. Motion carried.
5. **Motion Item:** Charles Vandenplas made a motion to adjourn the meeting. Karen seconded the motion. Motion carried.

C. Executive Committee Meeting Minutes

• Welcome and Introductions: Ben Barrett, Chairperson

Executive Committee members present: Ben Barrett; Jeff Fox; Ramsey Lee, Charles Vandenplas, and Karen Secor.

Executive Committee members absent (Excused*): Gabriel Schlieve and Jackie Gordon,

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Guest(s): Lawrence Brown, Member-at-large; and Artrell Mason, Member-at-large

DHS staff support present: Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Lisa Sobczyk, DHS, BADR; Zachary Davenport, DHS, BADR.



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- **Ben Barrett, Chairperson called the meeting to order at 10:02 A.M.**

The Executive Committee meeting was made available via phone at (669) 254-5252 with Meeting ID: 161 1786 1716 and via [Zoom](#).

- **Review and Approve November 8, Executive Committee Meeting Agenda**

- Karen Secor made a motion to approve the November 8, 2023, Executive Committee meeting agenda. Ramsey Lee seconded the motion. Motion carried. See Motion Item 1.

- **Review and Approve August 23, Executive Committee Meeting Minute**

- Charles Vandenplas made a motion to approve the August 23, 2023, Executive Committee Meeting minutes. Karen Secor seconded the motion. Motion carried. See Motion Item 2.

- **Public Comment on the State Plan for People with Physical Disabilities 2022-2024, or Issues Affecting People with Physical Disabilities**

- Lawrence explained about the Department of Health and Human Services (HHS) has issued a proposed rule to update and strengthen the implementing regulation for Section 504 of the Rehabilitation Act of 1973 (Section 504). He suggested to the CPD to submit the public comment before it's due on November 13th.
- Ramsey made a motion to to submit the public comment for HHS Section 504 by this Friday at 1pm. Karen seconded the motion. Motion Carried. See Motion Item 3.

- **Update on Dan Johnson Advocacy Award.**

- Council will start planning for the 2024 Dan Johnson award in early 2024 and posting the current recipients to DHS website. Karen Secor made a motion to approve to start planning in early January 2024. Charles Vandenplas seconded the motion. See Motion 4.
- Council plans to send thank you letter for Carrie for the supporting the Dan Johnson award and Disability Summit.

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- **Discuss United Voice Engage for Change Summit**
 - The Committee agreed that the Disability Summit was a great event. Ramsey Lee suggested to move forward with having a legislative brunch in the fall of 2024.
- **CPD Committee Updates**
 - ***Emergency Preparedness***
 - The Emergency Preparedness Toolkit and Communication folder inventory, and usage were discussed, including local and regional distribution, and needs for the future.
 - ***Housing***
 - The Committee was not able to discuss this meeting agenda due to time restraints. This item will be moved forward to the next Executive Committee agenda
 - ***Employment and Health***
 - The Committee was not able to discuss this meeting agenda due to time restraints. This item will be moved forward to the next Executive Committee agenda
 - ***Transportation***
 - The Committee was not able to discuss this meeting agenda due to time restraints. This item will be moved forward to the next Executive Committee agenda
- **Draft December 13, 2023, CPD Quarterly Meeting Agenda**
 - The Executive Committee drafted the December 13, 2023, Quarterly Teleconference Meeting Agenda:
 - Welcome and Introductions
 - Review and Approve January 3, 2024, Quarterly Meeting Agenda
 - Review and Approve November 8, 2023, Executive Committee Meeting Minutes
 - Public Comment on the State Plan for People with Disabilities, 2022-2024 (<https://dhs.wisconsin.gov/cpd/cpd-state-plan-2022-24.pdf>) or Issues Impacting People with Physical Disabilities (10:10 A.M.–10:20 A.M.)
 - CPD Committee Updates
 - Emergency Preparedness

- Housing
- Employment and Health
- Transportation
- Draft January 3, 2024, CPD Executive Meeting Agenda
- Discuss Ongoing Executive Committee Meeting Schedule
- Adjourn

- **Discuss Ongoing Executive Committee Meeting Schedule**

- The next Executive Committee discussed having meeting on January 3rd, 2024, from 10:00 A.M-11:30 P.M.
 - DHS support staff will send out Zoom link meeting invites for Executive Committee Meetings. See Action Item 1.

- **Adjourn**

- Charles Vandenplas made a motion to adjourn the meeting. Karen seconded the motion. Motion carried. See Motion Item 5.

The meeting adjourned at 11:02 A.M.