



## **Council on Physical Disabilities Executive Committee Minutes**

Thursday, March 19, 2020  
2:00 PM to 3:30 PM

This meeting held virtually in accordance with Governor Evers' Executive Order #72 and Secretary Andrea Palm's Emergency Order #12: Safer at Home Order

### **Action Items and Motion Items**

#### **Action Items**

1. **Action Item:** Jackie Gordon to draft language to notify attendees from 2019 Dan Johnson Advocacy Award of the decision to postpone the Dan Johnson Advocacy Award for 2020. She will then provide to Council on Physical Disabilities (CPD) members for review and then she will send on behalf of the CPD.
2. **Action Item:** Jason Ostrowski to reach out to CPD Bylaws sub-committee and reconvene to review and update Bylaws.

#### **Motion Items**

1. **Motion Item:** A motion was made by Karen Secor to approve the March 2020 meeting agenda. The motion was seconded by Charles Vandenplas. Motion carried.
2. **Motion Item:** A motion was made by Jackie Gordon to postpone the Dan Johnson Advocacy Award until 2021. The motion was seconded by Charles Vandenplas. Motion carried.
3. **Motion Item:** A motion was made by Jason Ostrowski to have Ben Barrett reach out to members not actively participating to gauge interest in continuing with their service on the CPD. The motion was seconded by Karen Secor. Motion carried.
4. **Motion Item:** A motion was made by Jackie Gordon to temporarily shift promotion, dissemination, tracking and additional toolkit management to DHS Support staff with the plan to revisit this at the June Executive Committee meeting. Jason Ostrowski seconded the motion. Motion carried.
5. **Motion Item:** A motion was made by Charles Vandenplas to adjourn the meeting. The motion was seconded by Jackie Gordon. Motion carried.

## Meeting Minutes

### I. Welcome and Introductions: Ben Barrett, Chairperson

**Council members present (all via teleconference):** Ben Barrett; Karen Secor; Charles Vandenplas; Jason Ostrowski; Kathy Johnson; Gabriel Schlieve; and Jackie Gordon.

**Liaisons present:** Elizabeth Watson, University of Wisconsin

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

#### Meeting Called to Order

The meeting was called to order at 2:13 PM by Ben Barrett, Chairperson.

- The meeting was available via Zoom teleconference.

### II. Review and Approve March Executive Committee Meeting Agenda

- A motion was made by Karen Secor to approve the March meeting agenda. The motion was seconded by Roberto Charles Vandenplas. Motion carried. See Motion Item 1.

### III. Review and Approve January Meeting Minutes

- January meeting minutes were not available for review prior to the meeting. The January meeting minutes will be reviewed and finalized at the June 2020 Executive Committee meeting.

### IV. Public Comment on the State Plan for People with Physical Disabilities 2019-2021 or Issues Affecting People with Physical Disabilities

- Link to State Plan was provided: [cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf](http://cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf)
- No public comment was provided.

### V. Dan Johnson Advocacy Award

- The Executive Committee agreed to postpone the 2020 Dan Advocacy Award. This decision was made considering the recent outbreak of the COVID-19 Pandemic, and due to the need for social distancing as well as the unknown nature of the duration of time necessary to return to normal operations.
- A motion was made by Jackie Gordon to postpone the Dan Johnson Advocacy Award until 2021. The motion was seconded by Charles Vandenplas. Motion carried. See Motion Item 2.

### VI. Membership Review and Vacancies

- The Executive Committee reviewed the CPD membership roster.

- Membership and member participation were reviewed.
- A motion was made by Jason Ostrowski to have Ben Barrett reach out to members not actively participating to gauge interest in continuing with their service on the CPD. The motion was seconded by Karen Secor. Motion carried. See Motion Item 3.

#### **VII. CPD Officer Elections – Call for nominations**

- The Council on Physical Disabilities (CPD) will hold elections for the Chair and Vice Chair leadership positions.
- Due to the unique situation arising with the COVID pandemic, nominations will be collected and voting will take place remotely prior to the quarterly meeting. A link will be provided to members after nominations are closed and tallied prior to the quarterly meeting.
- The new Chair and Vice Chair will be announced at the April 23, 2020 quarterly meeting.
- All individuals nominated will be informed and given the option to formally accept. Self-nominations are also allowed and encouraged. Those submitting nominations will remain anonymous.

#### **VIII. Review and Discuss State Legislative and Council Priorities for 2020**

- The CPD addressed issues and topics that have arose for people with physical disabilities during the COVID-19 Pandemic.
  - The CPD Executive Committee agreed to hold all future meetings virtually until further notice
- Discussion was had about CPD's current priorities. It was agreed that the CPD would continue forward with the following priorities:
  - Nominations and Elections for CPD Officer positions
  - Membership recruitment
  - Emergency Preparedness presentations and toolkit dissemination
    - It was noted that the CPD's Emergency Preparedness Toolkit was an important resource in the early part of the COVID-19 pandemic. Due to the increased demand the CPD Executive Committee decided to shift additional responsibilities to DHS support staff.
    - A motion was made by Jackie Gordon to temporarily shift promotion, dissemination, tracking and additional toolkit management to DHS Support staff with the plan to revisit this at the June Executive Committee meeting. Jason Ostrowski seconded the motion. Motion carried. See Motion Item 4.
  - Policy and program as needed and based on needs during COVID-19 pandemic

#### **IX. Discuss Items for CPD April 2020 Quarterly Meeting**

- The Council will meet on April 23, 2020 from 8:30 a.m. to 12:30 p.m.
- CPD will continue to meet virtually until otherwise stated.
- Topics for the agenda include:
  - Dan Johnson Advocacy Award Update
  - Nominations and Election Results
  - Liaison Updates
  - Membership and Recruitment
  - Emergency Toolkit Presentations
  - COVID-19 Topics and Resource Updates

#### **X. Adjourn**

- A motion was made by Charles Vandenplas to adjourn the meeting. The motion was seconded by Roberto Escamilla II. Motion carried. See Motion Item 5.

**The meeting adjourned at 12:32 PM.**