



## 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, April 7, 2022  
1:00 P.M. to 2:00 P.M.**

**Approved April 14, 2022.**

#### **Executive Committee Action and Motion Items**

##### **A. Executive Committee Action Items**

- 1. Action Item:** The final version of the 9-minute Educational Video will be shared with Full Membership to gain feedback at the upcoming GCPD Bi-Monthly meeting that is scheduled for April 20, 2022.
- 2. Action Item:** Evelyn Azbell will meet with DHS support staff on April 11, 2022, to discuss and plan details of the Video Watch Party, which will be targeting for May 19, 2022, Global Disability Accessibility Day.

##### **B. Executive Committee Motion Items**

- 1. Motion Item:** Ben Barrett made a motion to approve the April 7, 2022, Executive Committee meeting agenda. Ramsey Lee seconded the motion. Motion carried.
- 2. Motion Item:** Ben Barrett made a motion to approve the March 31, 2022, Executive Committee meeting minutes. Ramsey Lee seconded the motion. Motion carried.
- 3. Motion Item:** Tom O'Connor made the motion to move forward with this final version of the 9-minute Educational Training Video and have it available for review and approval at the April 20, 2022, Bi-Monthly meeting by Full GCPD Membership. Also, move forward with gaining feedback from the Lieutenant Governor's staff and staff from the Governor's Office. Ben Barrett seconded the motion. Motion carried.
- 4. Motion Item:** Ramsey Lee made a motion to give DHS support staff digression to review and finalize shorter Educational Training Videos. Tom O'Connor seconded the motion. Motion carried.



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5. **Motion Item:** Rhonda Staats made a motion to approve the April 20, 2022, GCPD Bi-Monthly meeting agenda. Ben Barrett seconded the motion. Motion carried.
6. **Motion Item:** Rhonda Staats made a motion to adjourn the meeting. Tom O'Connor seconded the motion. Motion carried.

#### C. Executive Committee Meeting Minutes

##### I. Welcome and Introductions:

**Executive committee members present:** Margaret Kristan; Rhonda Staats; Ben Barrett; Tom O'Connor; and Ramsey Lee.

**Executive committee members absent (excused\*):** Tom O'Connor.

**Guests:** Rhiannon Gurley, Community Member; Lawrence Brown, Community Member; Jeff Fox, Vice-Chair, Council on Physical Disabilities (CPD).

**DHS support staff present:** Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Mikael Snitker, DHS, BADR; and Karen Potnek, DHS, BADR.

##### II. Margaret Kristan Chairperson called the meeting to order at 1:00 P.M.

The meeting was made available via phone at 1-844-708-2569 with Meeting ID: 161 640 1752 and via [Zoom](#).

##### III. Review and Approve April 7, 2022, Executive Committee Meeting Agenda

- Ben Barrett made a motion to approve the April 7, 2022, Executive Committee meeting agenda. Ramsey Lee seconded the motion. Motion carried. See Motion Item 1.

##### IV. Review and Approve March 31, 2022, Executive Committee Meeting Minutes

- Ben Barrett made a motion to approve the March 31, 2022, Executive Committee meeting minutes. Ramsey Lee seconded the motion. Motion carried. See Motion Item 2.



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

- Lawrence Brown shared concerns about transportation in the Milwaukee area and the violation of rights of individuals with disabilities due to safety issues with transporting.

### VI. Discuss GCPD Educational Training Video Updates

- ***Distribution and Outreach***
  - The Executive Committee viewed the final version of the 9-minute Educational Training Video.
    - Tom O'Connor made the motion to move forward with this final version of the 9-minute Educational Training Video and have it available for review and approval at the April 20, 2022, Bi-Monthly meeting by Full GCPD Membership. Also, move forward with gaining feedback from the Lieutenant Governor's staff and staff from the Governor's Office. Ben Barrett seconded the motion. Motion carried. See Motion Item 3.
    - The final version of the 9-minute Educational Video will be shared with Full Membership to gain feedback at the upcoming GCPD Bi-Monthly meeting that is scheduled for April 20, 2022. See Action Item 1.
    - Evelyn Azbell will meet with DHS support staff on April 11, 2022, to discuss and plan details of the Video Watch Party, which will be targeting for May 19, 2022, Global Disability Accessibility Day. See Action Item 2.



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- The Executive Committee agreed to allow DHS support staff the ability to review the shorter videos edits.
  - Ramsey Lee made a motion to give DHS support staff digression to review and finalize shorter Educational Training Videos. Tom O'Connor seconded the motion. Motion carried. See Motion Item 4.

#### **VII. Discuss GCPD Membership Vacancies**

- The Executive Committee discussed GCPD membership updates.
  - DHS support staff sent an email to the current slate of candidates applying for GCPD membership and encourage all potential GCPD members to attend an upcoming GCPD Executive Committee or Bi-Monthly meeting to gain knowledge about GCPD and determine if they would like to proceed with applying to serve.
    - The Executive Committee decided to hold this agenda item until after the April 20, 2022, Bi-Monthly meeting; to gage if there is more interest from candidates.

#### **VIII. Draft April 14, 2022, GCPD Executive Committee Meeting Agenda**

- The Executive Committee drafted the April 14, 2022, Executive Committee meeting agenda.
- Draft agenda is as follows:
  - Welcome and Introductions
  - Review and Approve April 14, 2022, Executive Committee Meeting Agenda
  - Review and Approve April 7, 2022, Executive Committee Meeting Minutes
  - Public Comment on Issues Affecting People with Disabilities (1:10 P.M. – 1:15 P.M.)



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- Discuss the GCPD Educational Training Video
  - Watch Party
  - Distribution and Outreach
- Discuss Online Document Storage
  - LiveBinder
- Discuss GCPD YouTube Channel
- Draft April 21, 2022, GCPD Executive Committee Meeting Agenda
- Adjourn

#### **IX. Draft April 20, 2022, GCPD Bi-Monthly Meeting Agenda**

- The Executive Committee drafted the April 20, 2022, Bi-Monthly meeting agenda.
  - Welcome and Introductions
  - Review and Approve April 20, 2022, Bi-Monthly Meeting Agenda
  - Review and Approval of the February 16, 2022, Bi-Monthly Meeting Minutes
  - Public Comment on Issues Affecting People with Disabilities (9:15 A.M. – 9:25 A.M.)
  - GCPD Executive Committee Updates
    - Review and Approve the Educational Training Video
    - Review and Approve Distribution Plan
    - Discuss Education Training Video Watch Party
  - GCPD 2022-2024 Work Plan
    - Updates from Chairs of GCPD Sub-Committees
      - Transportation, Rhonda Staats
      - Opportunities and Access, Evelyn Azbell
      - Employment, Nancy Leipzig



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- Bylaws, Tom O'Connor
- Liaison Updates
  - Sarah Kuehn, Wisconsin Department of Workforce Development
  - Colleen Larson, Wisconsin Technical College System
  - Eva Kubinski, Wisconsin Department of Public Instruction
- Council Updates
  - Tom O'Connor, Wisconsin Council for the Deaf and Hard of Hearing
  - Ben Barrett, Wisconsin Council on Physical Disabilities
  - Kimberlee Coronado, Wisconsin Council on Mental Health
  - Rhonda Staats, Statutory Council on Blindness
  - Stacy Stone, Statutory Council on Alcohol and Other Drug Abuse
- Discuss GCPD Membership Vacancies and Recruitment
- Review 2022 GCPD Bi-Monthly Meetings
  - Bi-Monthly vs. Quarterly
  - In-Person Meetings and Hybrid
- Adjourn
- Rhonda Staats made a motion to approve the April 20, 2022, GCPD Bi-Monthly meeting agenda. Ben Barrett seconded the motion. Motion carried. See Motion Item 5.



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### X. Adjourn

- Rhonda Staats made a motion to adjourn the meeting. Tom O'Connor seconded the motion. Motion carried. See Motion Item 6.

**Meeting adjourned at 2:02 P.M.**