



Board Meeting Packet

November 16-17, 2022
Virtual Meeting



Board Meeting

Dept. of Administration · Virtual · November 16th - 17th, 2022

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November 2022

Happy fall/early winter,

I want to send a thank you to all who made it to the retreat in Green Lake and wish the ones didn't make it could make it. Also it was nice to see everyone who made it to the SD conference also.

As we going into the winter the Executive committee decided to have this November and January meetings virtually due to not knowing how the weather would impact the people who are traveling.

In this November meeting we will have to do our yearly open meetings law to keep everyone informed. Also, we will be going over how sd conference and NACDD conference went. Plus, what changes that might be happening in government affairs after the elections.

Thank you for your hard work, dedication, and everything that you do.

A handwritten signature in black ink that reads "Gregory Meyer". The signature is written in a cursive, flowing style.

Gregory Meyer

January						
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-  BPDD Board Meeting
-  Self-Determination Conference / Disability Advocacy Day
-  BPDD Executive Committee Meeting
-  Partners in Policymaking
-  National Election Day
-  State Holiday

Updated: 6/13/22 jg

Exec meeting dates should be scheduled 6 weeks before board mtg dates

Board Meeting Dates & Locations:

January 18 & 19, 2023	Virtual Meeting
TBD – Disability Advocacy Day	Hybrid Meeting
May 17 & 18, 2023	Hybrid Meeting
July 19 & 20, 2023	Hybrid Meeting
September 20 & 21, 2023	In-Person retreat
November 15 & 16, 2023	Hybrid Meeting

Executive Committee Meeting Dates

February 6 th , 2023	3:00-4:00 PM
April 10 th , 2023	3:00-4:00 PM
June 12 th , 2023	3:00-4:00 PM
August 14 th , 2023	3:00-4:00 PM
October 9 th , 2023	3:00-4:00 PM
December 11 th , 2023	3:00-4:00 PM

Other BPDD Dates:

TBD	Disability Advocacy Day
TBD	Self-Determination Conference

Committee Assignments 2022 - 2023

Diversity committee:

- 1. Andy Thain – Chair**
- 2. Hector Portillo – Vice Chair**
3. George Zaske
4. Kedibonye Carpenter
5. Barbara Beckert
6. Daniel Parker
7. Desirae Kluth
8. Houa Yang
9. Cheryl Funmaker
10. Amy Whitehead
11. Pam DeLap
12. Jocelyn Osborne
13. Felicia Clayborne
14. Anna Eggebrecht
15. Iris Jacobson

Nominating and Membership Committee:

- 1. Ashley Mathy - Chair**
2. Patrick Friedrich
3. Tricia Thompson
4. Nathan Ruffolo
5. Stephanie Mlodzik
6. Kevin Coughlin
7. Pamela DeLap
8. Chris Wood
9. Kelly Weyer
10. Sydney Badeau
11. Gail Bovy
12. Julie Strenn
13. Marcia Perkins

Executive Committee:

- 1. Greg Meyer - Chair**
- 2. George Zaske – Vice Chair**
3. Andy Thain
4. Nathan Ruffolo
5. Ashley Mathy

EXECUTIVE COMMITTEE MEETING MINUTES

Zoom

Present: **Chair:** Greg Meyer; **Vice Chair:** George Zaske, Andy Thain, Nathan Ruffolo, Ashley Mathy
Staff Liaison: Beth Swedeen

Absent:

Staff Present: Beth Swedeen, Kaitlin McNamara

Meeting called to order at 3:02 pm.

1. Set November Board Meeting Agenda (Virtual Only):

November 16th

3:00-3:30 PM	Member Caucus
3:30-4:30 PM	Diversity Committee

November 17th

8:00-8:30 AM	Log on and Tech Support
8:30-9:30 AM	Governmental Affairs (Tami)
9:30- 10:00 AM	Open Records Training
10:00-10:15 AM	Break
10:15-10:45 AM	Debrief: NACDD (Tricia and Jeremy); SD Conference (Fil and other Board members)
10:45-11:30 PM	Project Updates: Living Well Rights (Sally); SPARKS (Jenny)
11:30 -12:30 PM	Business Meeting

- Can Tami talk about the conversation around MCO consolidation and what BPDD has been doing to engage the department around this? What about IRIS? Who is doing quality control and accountability? Who has/is going to have access to information?
- Set aside some time for Disability Vote Coalition debrief of election and issues they heard from hotline during business meeting (extend Barbara's agency report and give her a heads up)

2. Discuss January Board Mtg (Virtual only):

To prepare for the January board meeting, what topics should we consider?

- Legislative Advocacy- new term starts around the board meeting time and it's a budget year (announcement in Feb from governor)
- Leadership appointments will change- Government Affairs may need to give a clearer picture of changes depending on outcome in NOV

- Outside Speaker or project updates? – We will not know the landscape until after November. An outside speaker could help break up the election talk/ give us something to learn. Maybe outside speaker could help guide us on what is most pressing.
- Planning for Disability Advocacy Day and adding celebration to the Board meeting/ DAD
- Let's finalize in December

3. Other Agenda Items:







- None

Motion to adjourn at 3:39 PM.

Diversity Committee Agenda

Members Chair: Andy Thain **Vice Chair:** Hector Portillo; George Zaske, Kedibonye Carpenter, Desirae Kluth, Houa Yang, Cheryl Funmaker, Jocelyn Osborne, Pam DeLap, Felicia Clayborne, Barbara Beckert, Daniel Parker, Anna Eggebrecht, Iris Jacobson

Staff Liaison: Molly Cooney

Symbol	Topic	Presenter	Time
	1. Call Meeting to order	Chair	3:30
	2. Welcome and Introductions (if we have new members)	All	3:30-3:40
	3. Recap on last few months --Agreed on definitions for diversity, equity, and inclusion; --DEI statement developed, approved, translated and posted; --DEI resource list started	Chairs, Molly	3:40-4:00
	4. DEI Framework for all BPDD projects -Discuss how we could add a DEI framework for our projects that is clear and easy to implement	All	4:00-4:25
	5. Identify next steps	All	4:25-4:30
	6. Meeting closes	Chair	4:30



=Meeting



=Presentation



=Vote

Committee Present:	Chair: Andy Thain, Vice Chair: Hector Portillo; Pam DeLap, George Zaske, Desi Kluth, Felicia Clayborne, Marcia Perkins, Kelly Weyer,
Committee Absent:	Houa Yang, Cheryl Funmaker, Kedi Carpenter, Jocelyn Osborne, Daniel Parker, Anna Eggebrecht, Iris Jacobson, Barbara Beckert
Staff Present:	Beth Swedeen; Molly Cooney
Guests:	

Meeting called to order at 4:01 PM

1. **Welcome and Introductions**

2. **Topic 1: Finalize definition for diversity and review DEI statement**

- Andy reviewed the DEI statement and then read through the definitions of diversity, inclusion, and equity. (All listed below)
- Andy opened up the floor to comments from committee members.
- Pam shared that she feels good about this work and that this work has inspired good discussions with other groups.
- George shared that given where we are in our conversations and in the world today, we should get this posted on our website and then we need to start to act on this. He feels that genuine and authentic thought went into this along with some compromise.
- Hector asked if it's possible to have this translated into Spanish. We should translate our mission and vision statements as well. Languages: Spanish, Hmong, and possibly Somali.
- There is consensus on the definitions and DEI statement. Our next step is to share the DEI statement and definitions with the full board tomorrow.
- **Diversity:** All the ways in which people and lives are different.
- **Equity:** Everyone has the supports they need to access opportunities to have the lives they want.
- **Inclusion:** A community where all people are and feel respected, have a sense of belonging, and can participate and contribute to the group's success.

- **DEI Statement:**

We want all people with intellectual and developmental disabilities to have the lives they want. Yet, we know that not all people are living the lives they want because of racism and discrimination. We commit to finding and addressing these inequities at BPDD and in the service systems. We will listen, we will learn, and we will achieve change.

3. Other comments, questions, ideas

- Hector asked if it's possible to ask the broader board to share their favorite resources related to DEI and cultural competence.
- What want to tackle next?
 - Could the committee go through a grid of the current board projects to look through the lens of how do we bring more DEI ideas/considerations to these projects
 - Is there something we (BPDD) can do to support families who recently moved to the US/seeking asylum here?
 - Started to review and update the DEI workplan
 - The committee discussed how often we provide DEI trainings to our contractors and whether it's a requirement to participate. It is not a requirement. The group decided that offering a DEI training once a year seemed reasonable and feasible. One idea shared is to record the trainings, if the trainer is open to this, to make available to all grantees/contractors.

4. Next steps

- Put in minutes/ask board to share their favorite resources related to DEI and cultural competence.
- Andy will share our DEI statement and definitions with the entire board during tomorrow's meeting. Andy also asked people to share their favorite resources related to DEI and cultural competence.
- Molly to get mission, vision, definitions, and DEI statement translated into Hmong, Spanish, and possibly Somali

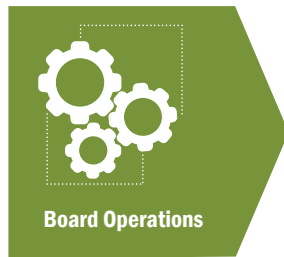
Meeting adjourned at 4:58 PM

BPDD Budget Update



Programming

Category	Federal Fiscal Year 2021			Federal Fiscal Year 2022		
	Budget	Spent	Remaining	Budget	Spent	Remaining
Personnel	615,413.13	715,603.85	(100,190.72)	489,646.00	51,681.38	437,964.62
Grants, Contracts, Partnerships*	552,627.87	372,226.83	180,401.04	672,242.00	58,325.98	613,916.02
Programming Subtotal	1,168,041.00	1,087,830.68	80,210.32	1,161,888.00	110,007.36	1,051,880.64
Must be >=70%	87.5%	81.0%		89.0%	75.1%	



Board Operations

Category	Budget	Spent	Remaining	Budget	Spent	Remaining
Personnel	105,111.61	120,127.32	(15,015.71)	78,982.00	7,563.55	71,418.45
Grants, Contracts, Partnerships*	62,057.39	134,931.86	(72,874.47)	64,622.00	28,996.28	35,625.72
Board Operations Subtotal	167,169.00	255,059.18	(87,890.18)	143,604.00	36,559.83	107,044.17
Must be <=30%	12.5%	19.0%		11.0%	24.9%	



TOTAL

1,335,210.00	1,342,889.86	(7,679.86)	1,305,492.00	146,567.19	1,158,924.81
		-0.6%			88.8%

Summary		Summary	
Project Period:	10/01/2020 - 09/30/2022	Project Period:	10/01/2021 - 09/30/2023
Project Status:	Open	Project Status:	Open
Total Award:	1,335,210.00	Total Award:	1,305,492.00
Spent	1,342,889.86	Spent	146,567.19
Remaining	(7,679.86)	Remaining	1,158,924.81



The Wisconsin Board for People with Developmental Disabilities (BPDD) mission is to help people with developmental disabilities become independent, productive, and included in all facets of community life.

Goal 1 | Amount for Grants: \$140,000



More people with Intellectual and Developmental Disabilities (I/DD) and their families will participate in inclusive activities that they choose.

By September 2026, people with intellectual and developmental disabilities and their families, including those with diverse identities, are aware of and able to access, use, and improve programs to increase inclusion, self-determination, productivity, integration, and independence in community life as evidenced by:

Objective 1.1



More people with I/DD will have the supports they need to live the life they want.

By September 30, 2026, because of BPDD action, 1,000 people with intellectual and developmental disabilities and families will say they **know about** and **can access** the supports they need **to live the lives they want**.

Objective 1.2



More families of color with young children with disabilities will use the programs they need.

By September 30, 2026, because of BPDD action, **100 families of young children of color** will use with the **public services, public programs and community supports** they need.

Objective 1.3



Work with legislators and policy makers to improve the lives of people with disabilities in Wisconsin.

By September 30, 2026, the Board will **act as a policy adviser** to the legislature, Governor and other policymakers on policies that impact all aspects of community life, decision-making, and full inclusion, resulting in **25 improved policies and practices** that increases community participation, decision making and full inclusion.

Why we chose this goal:

People with I/DD and their families must:

- a) know about the services and supports available to them throughout their life,
- b) be able to understand what the services offer,
- c) be able to apply for the services,
- d) be able to use the services to build a meaningful life, and
- e) be able to provide feedback and voice concern on the quality of services and ways to improve.

Definitions:

Plain Language: Plain language is easy to read, understand, and use.

Self-advocates: a person with a disability who speaks up for their rights and what they or others with disabilities needs

Stakeholder: a person or group of people that have an interest or a concern about something

Suggested activities:

- Promote the use of **plain language** by agencies and organizations so that people with disabilities, families and others understand the information and can use it
- Work with **self-advocates** and family members to educate others about the value of **plain language** materials
- Have people with disabilities look at of publications and websites to make changes
- Fund activities to **reduce information gaps**
- **Empower people** with disabilities and families, including people/families of color, to **easily use service systems**
- **Let policymakers know how policies will affect** community life, decision-making and full inclusion for **people** with disability
- Provide information and e-mail alerts on key policy and legislation that affect people with disabilities.

Goal 2 | Amount for Grants: \$250,000



Children and adults with intellectual and developmental disabilities will be seen as valued members of their communities.

Children and adults with intellectual and developmental disabilities, including those with diverse identities, experience equity, access, and opportunity to foster authentic relationships and be seen as valued contributors to their communities as evidenced by:

Objective 2.1



Children and adults with I/DD will have more social connections and feel less lonely.

By September 30, 2026, because of BPDD action, 650 children and adults with intellectual and developmental disabilities will say they have **increased social connection and reduced isolation**.

Objective 2.2



Children and adults with I/DD will make choices about their everyday lives.

By September 30, 2026, because of BPDD action and through collaboration with the Developmental Disabilities Network, 775 children and adults with intellectual and developmental disabilities will **make choices** about their everyday lives.

Objective 2.3



Increase the number of self-advocates with I/DD involved in advocacy.

September 30th, 2026, because of BPDD action, 900 self-advocates will take part in effective **advocacy**.

Objective 2.4



Support more people with I/DD and families to be leaders.

By September 30th, 2026, because of BPDD action, 1,000 self-advocates will **participate in leadership training** and **practice their leadership skills** across all aspects of community life.

Why we chose this goal:

Children and adults with I/DD want real and meaningful relationships with people beyond family members, caregivers, and paid staff. These relationships are often made when participating in everyday life of a community: playing with friends, going to school, exercising at the gym, going to religious services, being a member of a club, volunteering, and working. They also want to make choices and decisions about their own lives, and they want to have a voice about the decisions that get made about their community, state, and country. However, there are many barriers to this level of full, inclusive participation in community life.

People with disabilities unfairly face barriers that do not value and recognize the contributions possible by people with I/DD. These barriers result in limited opportunities. They also result in limited decision and choice-making, putting people with disabilities at greater risk for abuse and neglect.

Many people w/ IDD are under guardianship. Guardians often make multiple decisions every day (what clothes the person with a disability can wear, what food they can eat, etc.) that go beyond the intended role of a guardian, which is to ensure the health and safety of a **ward**. More training is needed on the range of decision-making supports available and the role of guardians.

Wisconsin, like most other states, has a patchy reporting system for abuse and neglect, making it unclear when it happens, how often, and how to report. Likewise, people report being unsure where to file a report. Children and adults with disabilities need access to trainings on their rights and how to stay safe.

Expectations held by children and adults with disabilities, their families, and the federal government about services are shifting away from a focus on caretaking and towards building skills and connections in the community. When services are used to connect children and adults with disabilities to others and to opportunities, they gain skills, independence, and real relationships. This creates higher community expectations for people living with disabilities.

Definitions:

Discretion: having the freedom to make a decision about something.

Developmental Disabilities Network: three agencies that every state is required to have: Protection and Advocacy organization, University Center on Excellence in Developmental Disabilities, and Developmental Disabilities Council. In Wisconsin, these agencies are Disability Rights Wisconsin, Waisman Center, and Wisconsin Board for People with Developmental Disabilities.

Prospective: expecting to be something in the future

Self-direction: guiding or managing your own life or work or supports

Systems change: addresses unfairness and problems in our systems.

A ward: a person who has a guardian

Suggested activities:

- **Provide grants** for activities that support people with disabilities to **build connections** in their communities
- **Provide education and training** to people with disabilities **on their rights** and ways to stay safe and connected
- Provide education to service providers and businesses about supporting people with disabilities in the workplace
- Provide education and training on available **decision-making options**
- Promote agencies to work together and strengthen coalitions
- **Support People First Wisconsin**, a statewide Self-Advocacy organization, to strengthen their chapters and to provide members opportunities to engage in advocacy activities
- Provide grants to **support people**, especially children and young adults, **to make choices and decisions about their lives**
- Support **voting** activities
- Support opportunities for people with disabilities to **connect with legislators to educate and advocate** on issues important to them
- **Provide advocacy and leadership training** and mentoring to self-advocates, including youth and families
- Engage in **systems change** activities that promote the inclusion of people with I/DD in all areas of community life
- Host statewide network/training events, such as the Self-Determination Conference
- Promote collaboration among the **Developmental Disabilities Network** partners—Disability Rights Wisconsin and Waisman Center.



Participant Supports

The WI Board for People with Developmental Disabilities (BPDD) wants to make sure all board members and program participants can fully benefit and contribute to board activities. Board participants may need help to fully participate. When Board staff are aware of needed supports in advance, they can set up supports in ways that best respond to the needs of each participant.

Policy

Board participants should reach out to BPDD staff ahead of an event to share their needs for help before, during and after Board activities. If a participant has needs for support, the participant and BPDD staff will develop a plan together. Some supports can be provided through the Board. If a participant needs services such a Personal Care Worker or a Support Worker, the participant is responsible to secure the service.

BPDD will pay for transportation, lodging, and food connected to Board events. If supports are needed, a plan with the individual and Board staff should be set up in advance. If the person's needs change, the participant should contact BPDD staff to update the plan. A copy of this plan will be kept with BPDD staff. Board members and event participants are expected to attend the full meeting or event. Any personal plans need to be scheduled outside of meeting or event time.

ROLES FOR SUPPORTERS

- Support persons must not accept additional money, gifts or favors for services from the participant or other outside entities.
- Support persons must not use the Board's facilities, equipment or supplies for private or other's gain or advantage, and/or attempt to use their position to secure privileges or exemptions.
- Support Persons must not express personal opinions or give advice about Board participants or staff or about issues being discussed or considered by the Board before, during or after Board events, meetings and sponsored activities.
- Support Persons who try to influence the participant through prompting or guiding will be asked to leave the meeting.

- Support persons do not address the Board except if they want to provide a public comment during the identified public comment period.

PERSONAL SUPPORT PLAN

Do you need your Personal Assistant to help you with:	Yes	No
Grooming?		
Getting beverages/food?		
Eating/drinking?		
Toileting?		
Transportation?		
Dressing?		
Managing doors, elevators, personal items, etc.?		
Making phone calls?		
Voice interpretation?		
Taking notes in meetings?		
Keeping workspace organized?		
Turning pages?		
Reading documents?		

Have you spoken with your Personal Assistant about:	Yes	No
a dress code, if any?		
appropriate behavior at meetings? (i.e. interpreting what you say, not what they think?)		
not discussing personal things about you with others at the meeting?		
when it's okay to take a break?		
supporting you when needed and chatting with others at appropriate times? (i.e. breaks and meals)		
being reliable, punctual, loyal, and honest?		
confidentiality regarding Council business?		
addressing any problems with you, their employer, rather than others?		

Date: _____

Board participant Name: _____

WI BPDD can help with:

- Paying for transportation and helping with coordinating rides, including carpooling options if possible
- Understanding the written materials and spoken communications, before, during and after meetings. This includes language translation and interpretation.
- Food/dietary needs
- Hotel accessibility
- Virtual/in-person technology support, including computers, use of Zoom, etc.

WI-BPDD can't help with:

- Feeding, transferring, bathing, dressing, toileting, and other personal hygiene tasks
- Assisting with medication, including reminders, and dispensing medications

For each of the following areas, indicate the participant's need, how the need will be met, and the person responsible.

Before meetings:

During meetings:

After meetings:

I have read, understand, and agree to the above on what help BPDD can offer and on the role of any support person I bring to a Board event. I have also shared this form with my support person for the event, so they also know what is expected.

Board participant's signature: _____

BPDD staff's signature: _____