



# Board Meeting Packet

July 19<sup>th</sup>, 2023

DoubleTree Milwaukee Downtown  
611 West Wisconsin Avenue  
Milwaukee, WI 53203

July 20<sup>th</sup>, 2023

Independence First  
540 S 1st St,  
Milwaukee, WI 53204





# Board Meeting

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DoubleTree Milwaukee Downtown · Independence First · Milwaukee, Wisconsin  
July 19<sup>th</sup>-20<sup>th</sup>, 2023

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# BOARD AGENDA JULY 19-20<sup>TH</sup>, 2023

## WEDNESDAY, JULY 19<sup>TH</sup>, 2023

Time	Symbol	Topic	Facilitator/Presenter
3:30-4:00 PM		Member Caucus	Staff: Jeremy Gundlach
4:00-4:30 PM		DEI Discussion	All
4:30-5:30 PM		Diversity Committee	Chair: Andy Thain
5:30-6:30 PM		Dinner and Networking	All
6:30-7:00 PM		Nominating and Membership Committee	Chair: Ashley Mathy
7:00-8:00 PM		Networking	All

## THURSDAY, JULY 20<sup>TH</sup>, 2023

Time	Symbol	Topic	Facilitator/Presenter
8:00-9:00 AM		Breakfast and Networking	All
9:00-10:00 AM		Registration	All Staff

 = Meal    
  = Meeting    
  = Presentation    
  = Vote    
  = Walking Activity    
  = Break

10:00-12:00 PM		Community Conversation	All
12:00-1:00 PM		Lunch	All
1:00-1:15 PM		Public Comments	Members of the Public
1:15-2:00 PM		<b>Business Meeting</b>	All
		<ul style="list-style-type: none"> <li>• Chair Report</li> <li>• Executive Director/Financials Report</li> <li>• Executive Committee</li> <li>• Diversity Committee</li> <li>• Nominating &amp; Membership Committee</li> <li>• Partner Agency updates</li> </ul>	<ul style="list-style-type: none"> <li>• George Zaske</li> <li>• Beth Swedeen</li> <li>• George Zaske</li> <li>• Andy Thain</li> <li>• Ashley Mathy</li> <li>• DRW, DPI, DHS, DWD, Waisman</li> </ul>
2:00-2:15 PM		<b>Board Leadership elections</b>	All
2:15-2:25 PM		<b>Business Meeting Action Items</b> Motion to accept May 2023 Board Minutes	All

**THURSDAY, JULY 20, 2023 CONTINUED**

The July Board Meeting will be held at the DoubleTree by Hilton Milwaukee Downtown located at 611 West Wisconsin Avenue Milwaukee, WI 53203 for our Wednesday meetings. On Thursday our board meeting will be held at Independence First located at 540 S 1st St, Milwaukee, WI 53204. Any Board members staying overnight will be staying at the DoubleTree Milwaukee Downtown. If you have any questions about the July Board meeting please contact Jeremy Gundlach at [Jeremy.Gundlach@wisconsin.gov](mailto:Jeremy.Gundlach@wisconsin.gov) or 608-266-7826.



**BOARD MEETING MINUTES**

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<b>Chair:</b>	Greg Meyer	<b>Vice Chair:</b>	George Zaske
<b>Present:</b>	Felicia Clayborne, Cheryl Funmaker, Ashley Mathy, Stephenie Mlodzik, Daniel Parker, Marcia Perkins, Hector Portillo, Nathan Ruffolo, Julie Strenn, Kelly Weyer, Gail Bovy, Andy Thain, Tricia Thompson, Chris Wood		
<b>Guests:</b>			
<b>Absent:</b>	Kedibonye Carpenter, Kevin Coughlin, Pam Delap, Anna Eggebrecht, Patrick Friedrich, Iris Jacobson, Desi Kluth,		
<b>Staff Present:</b>	Molly Cooney, Sally Flaschberger, Jeremy Gundlach, Tami Jackson, Kaitlin McNamara, Jennifer Neugart, Fil Clissa		

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Chair Greg Meyer called the meeting to order at 12:46 PM.

**1. Action Items:**

Cindy P and Barbara Beckert need to be added as present for the March board meeting. Motion to approve the March 2023 Board Meeting Minutes made by George Zaske, seconded by Marcia Perkins. Motion passed.

**2. Public Comments:**

- There was no comment from members of the public.

**3. Chair Report:**

Chair Meyer reported that the next board meeting will be in July. We will have chair/vice chair elections in July also. Greg also wished everyone a good summer.

**4. Diversity Committee Report:**

Chair Andy Thain updated the Board:

- The committee's diversity and equity workplan. The committee is looking to apply the things that we have learned over the past years to all of BPDD's grant and projects. The largest event that we have is the SD conference and so starting there is a priority.
- 

**5. Executive Director Report:**

ED Beth was not available so staff shared an ED report:

- Fil Clissa shared about the increase in rates for the SD conference. We are also looking to maximize the amount of people using their LTC plan to pay for registration so we can spread out the scholarships among more people.
- Jeremy gave an update on our annual NACDD conference which is in late July. Jeremy will be reaching out to board members who are planning to attend.

- Our July board meeting will be held in MKE and we will be hosting a community conversation alongside our board meeting.
- Molly gave an update on our PwB applications that are available right now. One is for businesses and the other is for employment service providers. We are asking board members to help promote these grants.
- Jenny gave an update on Partners in Policymaking and SPARKS grant applications which will be available in the next couple of weeks. We are asking that board members help to promote and score applications.
- Jeremy updated the board on our new office manager and her start date along with some changes to board meeting and member logistics and payment processes coming up.

## **6. Executive Committee Report:**

- Discussed the July meeting agenda.
- Planned the May board meeting agenda.
- Exec committee is also looking for a facilitator for the September board retreat.
- Exec also discussed the process for selecting members to participate in national conferences.

## **7. Nominating Committee Report:**

- Chair Ashley gave an update on board members who are coming off of the board this summer. We have 8 people who will be up for reappointment this summer also. The committee also gave suggestions for new board members. The committee also has a slate of folks they have suggested for exec committee and leadership positions.

## **8. Financial Report:**

Jeremy Gundlach updated the board on current financials (see board packet for summary).

## **9. Agency Updates:**

[DRW Update](#)

[Disability Vote Coalition update](#)

[DPI Update](#)

DWD Update: No Update

Waisman Update: No Update

DHS Update: No Update

Motion to adjourn made by Barbara Beckert at 3:33 PM; seconded by George Zaske. Unanimously passed.

## Board Meeting Dates & Locations:

January 18 & 19, 2023	Virtual Meeting
March 22 & 23, 2023	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 <sup>th</sup> , 2023	3:00-4:00 PM
April 10 <sup>th</sup> , 2023	3:00-4:00 PM
June 12 <sup>th</sup> , 2023	3:00-4:00 PM
August 14 <sup>th</sup> , 2023	3:00-4:00 PM
October 9 <sup>th</sup> , 2023	3:00-4:00 PM
December 11 <sup>th</sup> , 2023	3:00-4:00 PM

## Other BPDD Dates:

March 23, 2023	Disability Advocacy Day
October 16-18, 2023	Self-Determination Conference



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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: 1/19/23 jg

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

**Board Meeting Dates & Locations:**

January 17 & 18, 2024	Virtual Meeting
March 20 & 21, 2024	Hybrid Meeting
May 22 & 23, 2024	Hybrid Meeting
July 17 & 18, 2024	Hybrid Meeting
September 18 & 19, 2024	In-Person retreat
November 20 & 21, 2024	Hybrid Meeting

**Executive Committee Meeting Dates**

January 29 <sup>th</sup> , 2024	3:00-4:00 PM
April 1 <sup>st</sup> , 2024	3:00-4:00 PM
June 3 <sup>rd</sup> , 2024	3:00-4:00 PM
July 29 <sup>th</sup> , 2024	3:00-4:00 PM
September 30 <sup>th</sup> , 2024	3:00-4:00 PM
December 2 <sup>nd</sup> , 2024	3:00-4:00 PM

**Other BPDD Dates:**

TBD	Disability Advocacy Day
October 21-23 <sup>rd</sup> , 2024	Self-Determination Conference

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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: 7/12/23 jg

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

## 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
16. Carrie Arneson
17. Cindy Piotrowski
18. Lisa Stephan

### **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

BPDD Office and Teleconference

**Present:** **Chair:** Greg Meyer **Vice Chair:** George Zaske; Nathan Ruffolo, Ashley Mathy

**Staff Liaison:** Beth Swedeen

**Absent:** Andy Thain

**Staff Present:** Beth Swedeen, Jeremy Gundlach

Meeting called to order at 3:05 pm.

**1. Set July Board Mtg Agenda:**

- Business meeting at the end of the day
- Jeremy will put together the agenda and RSVP for board members this week along with a flyer for the community conversation to invite members of the public.
- 

3:30-4:00 PM	Member Caucus
4:00-4:30 PM	DEI discussion
4:30-5:30 PM	Diversity Committee
5:30-6:30 PM	Dinner
6:30-7:00 PM	Nominating/Membership Committee
7:00-8:00 PM	Networking

8:00-9:00 AM	Breakfast
9:00-10:00 AM	Registration
10:00 -12:00 PM	Community Conversation – small group and share out
12:00-1:00 PM	Lunch
1:00-2:00 PM	Business Meeting - Elections
2:00-2:30 PM	Tour of Independence First

**2. Discuss September Board Retreat:**

- **Focus:** Possibly looking at restructuring our board meetings to the wants/needs of board members.
- **Focus:** Possibly following up on the May board meeting with local advocacy that our board members are involved in.
- **Focus:** Board staff also suggested focusing on story telling and how to collect stories as staff and board members.
- **Focus:** Possibly Community Building, getting to know each other, working on board member strengths and Positive Mapping (Ashley Mathy has gone through this exercise).

- **Focus:** Possibly working with board members on emerging trends around the state to see if they fit in with our state plan.
- **Facilitator ideas:** Lynn Breedlove, Amanda Bell, Ex Fabula, Madison/MKE story slam.
- Exec thought that it might be good to start off the first day with getting to know each other and some team building exercises. Our second day we could focus on continuing our board meeting discussion from May (with a focus on storytelling).

3. **Other/Adjournment:**

- N/A

Motion to adjourn at 3:45 PM by Greg Meyer. Unanimously passed.




July 19, 2023

6:30 – 7:00 PM

Zoom Meeting

# Nominating Committee Agenda

**Members:** **Chair:** Ashley Mathy; **Members:** Patrick Freidrich, Tricia Thompson, Nathan Ruffolo, Stephenie Mlodzik, Kevin Coughlin, Chris Wood, Kelli Weyer, Sydney Badeau,  
**Staff Liaison:** Jenny Neugart

Symbol	Topic:	Presenter:	Time:
	1. Update on new board members (10 minutes)	All	6:30-6:40 pm
	2. Review Chair Position Descriptions (20 minutes)	All	6:40-7:00 pm
	3. Adjourn		



=Meeting



=Presentation



=Vote






July 19, 2023

4:30-5:30 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; **Guest:**

Symbol	Topic	Presenter	Time
	1. Call Meeting to order	Chair	4:30
	2. Welcome and Recap of Last Meeting	Chair	4:30-4:40
	3. Land Acknowledgements	Chairs, Molly	4:40-5:20
	4. Identify next steps	All	5:20-5:30
	5. Meeting closes	Chair	5:30



=Meeting



=Presentation



=Vote



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**Committee Present:** **Chair:** Andy Thain; Hector Portillo, Felicia Clayborne, Barbara Beckert, George Zaske, Marcia Perkins, Carrie Arneson, Cheryl Funmaker, Pam DeLap, Julie Strenn, Kelly Weyer

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**Committee Absent:** Kedi Carpenter, Iris Jacobson, Gail Bovy, Desi Kluth, Houa Yang

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**Other Board Members Present:**

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**Staff Present:** Molly Cooney, Fil Clissa

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**Guests:**

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Meeting called to order at 4:00 PM

### **1. Welcome and Introductions**

### **2. Topic 1: Recap of Last Meeting**

- Debriefed videos on high context / low context cultures; committee members shared connections they made between the videos and communicating with people with disabilities.
- At our previous meeting, the committee requested that staff who oversee projects discuss ways to make projects/events more inclusive and equitable. Staff were to start with the Self-Determination Conference and Sparks grants. Molly was to bring back a summary of their ideas and answers to a list of predetermined questions used to guide the discussion.

### **3. Topic 2: Self-Determination Conference: ways to make it more welcoming, inclusive, and equitable**

- Molly shared ideas staff had about ways to strengthen the conference from a DEI lens. We discussed which communities benefit more from the conference, which benefit less, and strategies to overcome barriers to participating in the conference.
- Members shared ideas:
  - Lack of caregivers is an additional barrier
  - Some people have “gatekeepers” in their life who won’t allow them to participate because there aren’t enough caregivers/staff or they don’t see the value in the conference. An example of a “gatekeeper” is staff who work with people in supported living environments.
  - An important language distinction to keep in mind: it’s much better to say, “We want to share information with you” rather than “we want to educate you.” Keep this in mind.
  - We need to help the small communities that can be hard to find.

- People often experience getting ignored from experts (in a variety of fields – education, health, etc.). We have to make the commitment to them and to be responsive.
- Success story/example: Milwaukee County provided some financial support for families using CCOP – 60 families went. May have helped w/ transportation too. This model of partnering with counties could be replicated; more partnering with long-term care.
- A committee member asked: Do we feel that people who are connected to service systems are more aware of SDC? This may not be true. Service systems that value SDC may share info about it but not others. Be careful to think that IRIS consultants and MCOs are prioritizing this—most likely they are not. If someone says, “I want to go”, they will likely help them, but otherwise the conference is not something that the adult service system is actively promoting/encouraging.
- Fil shared some efforts to support people to include the conference in their care plans. There will be webinars on how to do this.
  - The goal is to support people to advocate for getting this in their care plan. Scholarships will still be available for those who are not in long-term care, can't get it into their care plan, and/or do not have the funds to cover the costs themselves.
  - The conference is increasing fees (first time in 16 yrs).
  - People will get instructions on how to ask their care manager/team or ICA, CLTS, CCOP, etc. to add this to their plan
  - A committee member asked: Is there enough detail in the info packet so that a person will know exactly what they need to do to get this into their care plan (so that they don't get in a situation where no one seems to know how to do this)? While the IRIS consultant should take care of this, they often don't. It's going to be harder for people to get this into their plan than it should be. We should be aware of that. This is going to be bumpy as we get started.
    - ODC tried to help 10 people go to conference last year, and it easily took 12 hours of ODC staff time to support people to make it happen.
  - We will share instructions to ICAs on how to add this to people's plan (this is another barrier – there is inconsistencies b/n ICAs)
    - A big role of IRIS workers is to share information about SDC and other things out there for people to participate in.
    - It's important for the person who manages the IRIS budget to include the conference annually in the plan. If the money is allocated beforehand, the person will be able to use it, but if not, it won't work out.

- Outreach success story: Circles of Life Conference focused for 5ish years to educate Birth-3 professionals so that the people they serve could access the conference. This effort has paid off. More people know about and are coming to the conference. It's really about educating the workers to get the information to people who receive their services.
- In the conference registration, could we track where people live (like congregate settings)? This would help us understand who we are reaching. We may see that we really need to find ways to engage people who live in more restricted settings.
  - Currently on the registration form, we have a blurb that says something like: "We're trying to collect some data to better serve our community. If you are comfortable, please answer the questions below." This could make it more comfortable for people to answer the questions.
- Are we reaching new people or are the same people coming each year?
  - We are getting some new people. On the registration form we ask, 'is this your first time attending?'
- Participatory investigations to interact with community -- just collecting data is not enough. This is about more than just marketing/translating documents/disseminating – we need to have people who create relationships w/ the community to participate in inclusion and these types of activities. It's a lot of work and takes time...need to build relationships. . It will take years, not months.
- Idea for the conference: could we make videos about what the conference is and ways to register? People might not read a brochure but they would watch a YouTube channel video. We could also include what you can learn about at the conference b/c that will appeal to people. Fil says YES to videos!

#### 4. **Next steps**

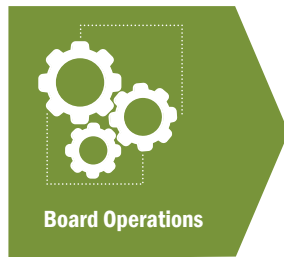
- We briefly mentioned developing a land acknowledgement. We'll discuss more at our next meeting. Here is a link to the land acknowledgement that Ken Funmaker shared at last year's Self-Determination Conference: [https://www.youtube.com/watch?v=fqBvd\\_n66lc](https://www.youtube.com/watch?v=fqBvd_n66lc) (his land acknowledgement is at the beginning of the recording).
- Please reach out to Fil if you have ideas or connections to people or other groups for the Self-Determination Conference. She's happy to talk by Zoom, phone, or email about your ideas or connections.

Meeting adjourned at 5:06 PM

# BPDD Budget Update



Category	Federal Fiscal Year 2022			Federal Fiscal Year 2023		
	Budget	Spent	Remaining	Budget	Spent	Remaining
Personnel	489,646.00	463,936.68	25,709.32	489,646.00	0.0	489,646.00
Grants, Contracts, Partnerships*	672,242.00	495,789.90	176,452.10	672,242.00	0.0	672,242.00
Programming Subtotal	1,161,888.00	959,726.58	202,161.42	1,161,888.00	0.0	1,161,888.00
Must be >=70%	89.0%	88.2%		89.0%	0.0%	



Category	Budget	Spent	Remaining	Budget	Spent	Remaining
Personnel	78,982.00	72,052.47	6,929.53	78,982.00	0.0	78,982.00
Grants, Contracts, Partnerships*	64,622.00	56,754.54	7,867.46	64,622.00	0.0	64,622.00
Board Operations Subtotal	143,604.00	128,807.01	14,796.99	143,604.00	0.0	143,604.00
Must be <=30%	11.0%	11.8%		11.0%	0.0%	



1,305,492.00	1,088,533.59	216,958.41	1,305,492.00	0.0	1,305,492.00
		16.6%			100.0%

Summary		Summary	
Project Period:	10/01/2021 - 09/30/2023	Project Period:	10/01/2022 - 09/30/2024
Project Status:	Open	Project Status:	Open
Total Award:	1,305,492.00	Total Award:	1,305,492.00
Spent	1,088,533.59	Spent	0.0
Remaining	216,958.41	Remaining	1,305,492.00



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.

## 2022-2026 BPDD Goals, Objectives, Projects

Goal #1: By September 2026, people with Intellectual and Developmental Disabilities and their families are aware of and able to access, use, and improve programs to maximize inclusion, self-determination, productivity, integration, and independence in community life. (as evidenced by:)	
Objective	Projects
1.1. By September 30, 2026, as a result of BPDD action, 1,000 people with intellectual and developmental disabilities and families will say they <b>know about</b> and can <b>access the supports</b> they need <b>to live the lives they want</b> .	<ul style="list-style-type: none"> <li>• Promote accessible information: Plain language efforts</li> <li>• Self-Determination Conference</li> <li>• Broker services pilot with DHS</li> </ul>
1.2. By September 30, 2026, as a result of BPDD action, 100 <b>families of young children of color</b> will use the <b>public services, public programs</b> and <b>community supports</b> they need. ( <i>targeted disparity</i> )	<ul style="list-style-type: none"> <li>• Families Supporting Families</li> </ul>
1.3. By September 30, 2026, the Board will <b>act as a policy adviser</b> to the legislature, Governor and other policymakers on policies that impact all aspects of community life, decision-making, and full inclusion, <b>resulting in 25 improved policies and practices</b> that increases community participation, decision making and full inclusion. ( <i>policy objective</i> )	<ul style="list-style-type: none"> <li>• Informing policymakers on a variety of topics</li> </ul>

Goal #2: By September 2026, people with intellectual and developmental disabilities experience equity, access, and opportunity to foster authentic relationships and be seen as valued contributors to their communities.	
Objectives	Projects
2.1. By September 30, 2026, as a result of BPDD action, 650 people with intellectual and developmental disabilities will say they have <b>increased social connection and reduced isolation</b> .	<ul style="list-style-type: none"> <li>• Sparks: Building connections grants</li> <li>• Living Well: Healthy, Safe and Connected Toolkit</li> <li>• Partners with Business</li> </ul>
2.2. By September 30, 2026, as a result of BPDD action and through collaboration with the Developmental Disabilities Network, 775 people with intellectual and developmental disabilities will <b>make choices</b> about their everyday lives. ( <i>DD Network Collaboration</i> )	<ul style="list-style-type: none"> <li>• Supported Decision-Making</li> <li>• Disability Vote Coalition</li> <li>• Choice-making project</li> <li>• Living Well: “Safe and Free” and “Rights” toolkits for providers and self-advocates</li> </ul>
2.3. September 30 <sup>th</sup> , 2026, as a result of BPDD action, 900 self-advocates will engage in effective <b>advocacy</b> . ( <i>Self-Advocacy requirement</i> )	<ul style="list-style-type: none"> <li>• People First Wisconsin</li> <li>• Elevating voices of people with disabilities: videos; Take Your Legislator to Work; DAD</li> <li>• Living Well: Self-Advocacy Trainers</li> </ul>
2.4 By September 30 <sup>th</sup> , 2026, as a result of BPDD action, 1,000 self-advocates will <b>participate in leadership training</b> and <b>practice their leadership skills</b> across all aspects of community life. ( <i>Self-Advocacy requirement</i> )	<ul style="list-style-type: none"> <li>• Youth Leadership Forum</li> <li>• Partners in Policymaking</li> </ul>