

OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: Assistive Technology Advisory Council - Quarterly Meeting		Attending: Douglas Martens, Kathy Massa, Ashley Walker, Jenesis Lindbo, Megan Gerardy (via teleconference), Shari Bruner (via teleconference), Julie Schulz (via teleconference), Lisa Sobczyk, Mason Aumanstal, Sara O'Donnell, John Nousaine (via teleconference), Calvin Richtig (via teleconference), Rich Skerbitz (via teleconference), Ben Barrett (via teleconference), Monica Murphy (via teleconference), Kitty Barry (via teleconference), and Lee Schulz.	
Date: 11/9/2017	Time Started: 10:04 a.m.	Time Ended: 2:49 p.m.	
Location: Access to Independence (3810 Milwaukee Street, Madison, WI 53714)		Presiding Officer: Jenesis Lindbo	
Minutes			

Action Items and Motion Items:

A. Action Items:

- Action Item:** DHS staff will look into a Facebook page and how manageable it would be to have a WisTech page.
- Action Item:** Lisa Sobczyk will send the draft survey to Council members so they can review it. Once they have reviewed the survey, she will send it to DHS staff to review

B. Motion Items:

- Motion Item:** A motion was made by Jenesis Lindbo to approve the agenda. The motion was seconded by Douglas Martens. Motion carried.
- Motion Item:** A motion was made by Ashley Walker to approve the minutes as amended. The motion was seconded by Jenesis Lindbo. Motion carried.
- Motion Item:** A motion was made by Jenesis Lindbo to approve the changes made to the by-laws. The motion was seconded by Doug Martens. Motion carried
- Motion Item:** A motion was made by Doug Martens to nominate Ashley Walker as Vice-Chairperson. The motion was seconded by Kathy Massa. Motion Carried.
- Motion Item:** A motion was made by Doug Martens to nominate Jenesis Lindbo as Chairperson. The motion was seconded by Kathy Massa. Motion carried.
- Motion Item:** A motion was made by Jenesis Lindbo to adjourn the meeting. The motion was seconded by Douglas Martens. Motion carried.

C. Meeting Minutes

I. Welcome and Introductions by Mason Aumanstal, DHS staff support

Council Members Present: Douglas Martens, Kathy Massa, Ashley Walker, Jenesis Lindbo, Megan Gerardy (via teleconference), Shari Bruner (via teleconference), and Julie Schulz (via teleconference).

DHS Staff Support Present: Lisa Sobczyk, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Mason Aumanstal, DHS, BADR; and Sara O'Donnell, DHS, BADR.

Guests: John Nousaine, North Country Independent Living (via teleconference); Calvin Richtig, Options for Independent Living (via teleconference); Rich Skerbitz, North Country Independent Living (via teleconference); Ben Barrett, Wisconsin Council on Physical Disabilities (via teleconference); Monica Murphy, Disability Rights Wisconsin (via teleconference); Kitty Barry, Options for Independent Living (via teleconference); and Lee Schulz, IndependenceFirst.

II. Meeting was called to order at 10:04 a.m. by Mason Aumanstal, DHS staff support

The meeting was available via in-person attendance and via teleconference by calling 1-877-820-7831 and using the participant code of 579008.

III. Review and Approve the Agenda

- A motion was made by Jenesis Lindbo to approve the agenda. The motion was seconded by Douglas Martens. Motion carried. See Motion Item 1.

IV. Review and Approve August Quarterly Meeting Minutes

- The Council reviewed the draft minutes and made a correction on page 8: Add (may or may not) to the first bullet point.
- A motion was made by Ashley Walker to approve the minutes as amended. The motion was seconded by Jenesis Lindbo. Motion carried. See Motion Item 2.

V. Discuss Additions Needed to Recently Passed By-laws and Possibly Approve Changes

- Lisa Sobczyk summarized the approved changes made to the by-laws at the last quarterly meeting.
- The Council would like to amend the by-laws and include requirements for meeting attendance. Attendance at quarterly meetings is required and a member cannot miss more than two meetings. If three meetings are missed in a row then the member will have to voluntarily resign.
- A motion was made by Jenesis Lindbo to approve the changes made to the by-laws at today's meeting. The motion was seconded by Doug Martens. Motion carried. See Motion Item 3.

VI. Election of Council Chair and Vice-Chair

- Ashley Walker volunteered herself to be Vice-Chairperson.
- Jenesis Lindbo volunteered herself to be Chairperson.
- A motion was made by Doug Martens to nominate Ashley Walker as Vice-Chairperson. The motion was seconded by Kathy Massa. Motion Carried. See Motion Item 4.
- A motion was made by Doug Martens to nominate Jenesis Lindbo as Chairperson. The motion was seconded by Kathy Massa. Motion

carried. See Motion Item 5.

VII. Public Comment on the State Plan for Assistive Technology

- There were no comments made by members of the public about the State Plan for AT currently in use.
- There were no comments made by members of the public about the new State Plan for AT currently being developed.

VIII. State Plan for Assistive Technology Development

a. Discussion on the State Plan for Assistive Technology Review State Plan Goals Developed by Council Committees

- Prior to the quarterly meeting, each committee (Assistive Technology and State Plan Development, Data Collection and Analysis, and Collaboration and Outreach) met to develop content for the AT State Plan.
- The Council reviewed the State AT Goals section on the State Plan draft and discussed each goal and its bullet points. Following the discussion the Council then worked on drafting readable goals.
- The Council noted the importance of not only creating clear goals, but being able to accurately track and measure the success of each goal and its objectives.
- Goal 1: Public Outreach about AT and WisTech program statewide
 - Outreach idea from the quarterly meeting in August: work on branding so that everyone knows what independent living centers (ILCs) are and more referrals are made.
 - Create videos that demonstrate how to use AT and highlight at-home creations. Then have standard educational videos to help normalize AT.
 - DHS staff will look into a Facebook page and how manageable it would be to have a WisTech page. See Action Item 1.
 - Is there another outlet available besides social media? The issue for providers is not the messaging, but the vehicle for getting it out to the public.
 - Look into potential display options to use at outreach events.
- Goal 2: Accessibility
 - Make AT Council meetings accessible and include “as needed”, so that people who want to join or participate have accessible options, but that the additional services aren’t provided unless they were needed.
- Goal 3: Information Communication Technology
 - This is a requirement of the Rehabilitation Act.
 - Discussion followed about being compliant with accessibility guidelines for technology.

- Goal 4: Training
 - Offer regional training/networking events.
 - Have trainings cover different disabilities and their AT needs, so the information shared is not so overwhelming.
 - Have trainings that allow ILC staff to share with other regional staff about a piece of equipment they got for their ILC and demonstrate how to use it and who uses it. It would be great for offices to know what nearby ILCs had for equipment.
 - Host a preconference for AT staff/stakeholders at the Aging and Disability Network Conference.
- Goal 5: AT in Transition Assistance
 - Importance of ILC providers being a certified assistive technology professional (ATP).
- Goal 6: Sustainability and Quality of AT Services
 - Secure funding and investing in staff development to ensure the sustainability and quality of AT services provided by WisTech.
 - It was suggested that each ILC have at least one staff person be a certified ATP.

b. Discuss Identified AT Gaps/Need for AT Services or Under-Served Populations

- The Council looked at the AT needs identified section on the draft of the State Plan for AT and discussed each of the bullet points.
 - AT provided in an education setting but not available in a home setting: What are students supposed to do during the summer months and after school hours if the schools don't allow consumers to take AT home?
 - Consumer training on AT: How do you get people to reach out when their AT needs change?
 - Lack of funds to purchase accessible transportation and/or vehicle modifications: This is specific to accessible vehicles and paying for modifications to a vehicle.
 - Home modifications not being available to mobile homeowners as they own their home and not the property: Look into the Fair Housing Law (renting and mobile homes).
 - Other populations that need to be served: Somali refugees and the Hmong population.
- The Council discussed AT assessments for school-aged children and who should be financially responsible for funding the assessments. Currently, ILCs pay for the assessment, but it should be the responsibility of the school district.
- Discussion followed on how to handle the situation.
 - If a school district is not paying for the assessment then the ILC should contact DRW.
 - Assessments should be done by the occupational and physical therapy department in order to conduct successful AT

assessments.

- Some members expressed concern in regards to the quality of the assessments and who is doing the assessments at each school and how this compares across school districts throughout the state.
- The Council decided to table the topic and hold off on next steps until Lisa Sobczyk can share what the Department of Public Instruction (DPI) says about the school districts paying for the assessments verse the ILCs paying and getting the \$100 compensation from WisTech.

c. Review State Plan for Assistive Technology Background Text

- Lisa Sobczyk asked for Council members' feedback on the AT context document she sent out.
- The WisTech program is not represented by physical locations everywhere and the ILCs are placed regionally throughout the state, therefore people are unaware of the valuable resources that the program and Mobility Store have to offer. They are one of the state's best kept secrets.

d. Review List of Current AT Partners/Subcontractors and List of Potential AT Partners

- Other suggestions include AgrAbility and Easter Seals.

e. Discuss WisTech Federal Fiscal Year 2018 Budget

- Lisa Sobczyk sent out a spreadsheet and reviewed the budget with Council members.
- Since WisTech no longer contracts with UW-Stout, each ILC will be getting \$40,000. \$30,000 will be going to the Mobility Store.
- There was a remaining balance from 2017 that was carried over and will be used for marketing and other related items in 2018.

f. Review WisTech Performance Data

- Lisa Sobczyk shared that the performance data will likely be better this upcoming year since there will be uniform surveys and tracking of data. There will now be indicators that will have to be tracked and measured.

g. Discuss Need for Additional Consumer/Stakeholder Surveys/Input

- This agenda item was not discussed.

h. Review Draft of 2018 Training Survey and Identified Training Documents

- Lisa Sobczyk will send the draft survey to Council members so they can review it. Once they have reviewed the survey, she will send it to DHS staff to review. See Action Item 2.

i. Outline Ongoing State Plan Deliverables, Committee Assignments, and Timeline

- The Council will continue to draft the State Plan for AT and make any changes and updates based on input they receive. When the

draft is complete and ready to be shared to the public there will be a 60 day comment period.

- There will be an Assistive Technology and State Plan Development Committee conference call on November 30, 2017 from 9 a.m. – 10:30 a.m.

IX. WisTech Program and AT Council Updates

Mason Aumanstal and Lisa Sobczyk, Department of Health Services

a. Tour of IndependenceFirst Mobility Store in Madison with staffer from Representative Pocan's Office

- Lisa Sobczyk shared that people were aware of the Mobility Store, but once they saw it in person, it was that much more impactful.
- The Department of Corrections was featured nationally for the refurbish program.
- Lisa Sobczyk is working on a policy paper that would allow Medicaid to pay for refurbished pieces of equipment. Currently, it will only help cover costs for new equipment.

b. Updated WisTech Logo

- The new logo is complete and will be going through the DHS internal review process. Once it has been approved it will be shared for everyone to use.

c. WisTech Exhibitor Booth with Mobility Store, Options for Independent Living, and Office for the Promotion of Independent Living

- During the Mobility Store visit with representatives from Pocan's office, Lisa Sobczyk and Amber Mullett decided it would be a good idea to have a grouping of booths at the Aging and Disability Network Conference. This would demonstrate collaboration and show people how each of the stakeholders are connected and work together.
- The exhibitor booth is planning to feature day-to-day tools.

d. iCanConnect Grievance Panel

- iCanConnect is a program that provides the Deaf-Blind population with subsidized equipment and training in order to effectively communicate and stay connected with friends, family and the world.
- DHS will be administering the (now permanent) program and policy will have to be created.
- There will be a complaint form, which will be reviewed by a panel of people, who will then determine the result.
- They would like two people from the Council to be on the panel.
 - Doug Marten and Ashley Walker are willing to join the panel.

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- Lisa Sobczyk will be setting up a mini training about iCanConnect.

X. Adjourn

- A motion was made by Jenesis Lindbo to adjourn the meeting. The motion was seconded by Douglas Martens. Motion carried. See Motion Item 6.

The meeting adjourned at 2:49 p.m.

Prepared by: Sara O'Donnell on 3/28/2018.

These minutes were approved by the Assistive Technology Advisory Council on: 5/10/2018