

OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: Council for the Deaf and Hard of Hearing - Quarterly Meeting			Attending: David Seligman, Nicole Everson, Steve Smart, Tom O'Connor, Katy Schmidt, Billy Mauldin, Hollie Barnes Spink, Amber Mullett, Sara O'Donnell, Carly Bieri, Nicole Keeler, Sue Gudenkauf, Margo Lucas Taylor Nirschl, Dustin Mullett, and Fiona Weeks.
Date: 3/15/2019	Time Started: 10:03 a.m.	Time Ended: 3:32 p.m.	
Location: Department of Health Services (1 West Wilson Street, Room 751, Madison, WI 53703).			Presiding Officer: Katy Schmidt.
Minutes			

Action Items and Motion Items

Action Items

- Action Item:** Hollie Barnes Spink will send a copy of Executive Order #15 to Council members.
- Action Item:** Hollie Barnes Spink will work with Katy Schmidt to create a recommendation list of words to remove in the Wisconsin Administrative Code after review of EO #15.
- Action Item:** Nicole Everson will submit her resignation letter to the governor's office with the intent of Tom O'Connor serving as the new representative.
- Action Item:** Hollie Barnes Spink will share the Wisconsin State Health Assessment survey link with Council members to send to their networks, which is: <https://www.dhs.wisconsin.gov/hw2020/wsha.htm>
- Action Item:** Nicole Everson will make changes to the Annual Report regarding timeframes and will submit the updated Annual Report. She will also send it to Council Members and DHS Support Staff. A letter will be submitted to Governor Evers' Office.
- Action Item:** Nicole Everson will create a rough draft of the Policy and Procedures Manual for review at next meeting.
- Action Item:** David Seligman will meet with Amber Mullett and Hollie Barnes Spink regarding who to contact within the DHS in obtaining demographic data on Deaf, Hard of Hearing, and Deaf-Blind individuals for communities to use.
- Action Item:** Steve Smart and Katy Schmidt will work together in creating a feasibility study in determining problems/issues that the Deaf community endures and prioritize funding and projects based on the findings.
- Action Item:** Hollie Barnes Spink will look into guidelines and requirements for social media to be used by the Council.
- Action Item:** Nicole Everson will create a social media account based on guidelines and requirements from Hollie Barnes Spink. The account is to be private until the Council approves what can or cannot be shared.

11. Action Item: Hollie Barnes Spink will contact Jolene Gruber of Wisconsin Deaf-Blind Technical Assistance Project to speak or furnish a video regarding identification category of Deaf-Blind being recognized as a legal disability at the next meeting.

Motion Items

- 1. Motion Item:** A motion was made by David Seligman to approve the agenda. The motion was seconded by Steve Smart. Motion carried.
- 2. Motion Item:** A motion was made by Steve Smart to approve the December 2018 quarterly minutes as amended. The motion was seconded by Nicole Everson. Motion carried.
- 3. Motion Item:** A motion was made by Nicole Everson to have Tom O'Connor serve as the CDHH representative on GCPD. The motion was seconded by David Seligman. Motion carried.

Meeting Minutes

I. Welcome and Introductions

Welcome and introductions by: Katy Schmidt, Chairperson

Council members present: David Seligman, Nicole Everson, Steve Smart, Tom O'Connor, and Katy Schmidt.

Ex-Officio members: Billy Mauldin.

DHS staff support present: Hollie Barnes Spink, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Sara O'Donnell, DHS, BADR; and Amber Mullett, DHS, BADR.

Sign language interpreters: Carly Bieri, Nicole Keeler, and Sue Gudenkauf.

Communication access real-time translation (CART) service provider: Margo Lucas and Taylor Nirschl.

Technical assistance and Livestream technician: Dustin Mullett.

Guests: Fiona Weeks, DHS.

Meeting Called to Order

II. The meeting was called to order at 10:03 AM by Katy Schmidt, Chairperson.

The meeting was available via in-person attendance and via remote video access <https://livestream.com/DHSWebcast/events/7040238>.

III. Review and Approve the Agenda

- A motion was made by David Seligman to approve the agenda. The motion was seconded by Steve Smart. Motion carried. See Motion Item 1.

IV. Review and Approve December 2018 Meeting Minutes

- The Council reviewed the December 2018 meeting minutes and amended the following sections.
 - V. Community Updates from Council Members
 - The correct name of the council that Billy Mauldin mentioned should be the Wisconsin Telecommunication Advisory Relay Council, not the Telecommunications Advisory Committee.
 - Change “Oh” to “On” in the opening sentence of the third bullet.
 - Specify that members of HLAA would like hearing loops installed in all state owned or state leased public buildings, not just all new public buildings.
 - VII. Update on the Interpreter Licensure Bill
 - Remove the wording after “Hearing interpreters would have three skill levels.”
 - Remove the wording after “Deaf interpreters would also have three skill levels.”
 - A motion was made by Steve Smart to approve the December 2018 quarterly meeting minutes as amended. The motion was seconded by Nicole Everson. Motion carried. See Motion Item 2.

V. Community Updates from Council Members

- Nicole Everson shared that she would like to step down as the CDHH representative on the Governor’s Committee for People with Disabilities (GCPD).
 - DHS staff support commented that the CDHH representative is an official appointment and the Council will be required to nominate and approve another Council member to serve on GCPD.
- Tom O’Connor attended the GCPD quarterly meeting on March 13 as the CDHH representative since Nicole Everson was unable to join. He shared that the Committee’s composition is much broader in comparison to CDHH. GCPD represents all disabilities whereas CDHH’s focus is the Deaf, Deaf-Blind, and Hard of Hearing communities.
- The Stakeholder Committee quarterly meeting took place on March 7, 2019 at HEAR Wisconsin. Tom O’Connor and Steve Smart were both in attendance and are involved with participating agencies. Stakeholders will take turns hosting the meetings throughout the year. This structure will allow each organization to highlight the work that they do and have an open discussion about improved collaboration in the community.
- The Wisconsin Association of the Deaf (WAD) will be hosting their 2019 conference in partnership with Wisconsin Educational Services Program for the Deaf and Hard of Hearing (WESP-DHH) Outreach and Wisconsin Registry of Interpreters for the Deaf (WisRID). This will take place in June 2019 in Brookfield.

- David Seligman is involved with trying to set up a legislative day for Deaf and hard of hearing individuals to speak with legislators about initiatives and proposals they've been working on or are in support of. At the national level, there are a number of states working on T-coil and hearing loop initiatives.
- Katy Schmidt announced that the Deaf Education Program Director at the University of Wisconsin-Milwaukee is retiring this fall and there is discussion within the community about the program being shut down. This would be a threat to students in the program, current teachers, and their D/HH students.
- The Council discussed Executive Order #15 – relating to inclusive language in administrative rules.
 - Most states are working towards using Deaf, Hard of Hearing, and Deaf-Blind as the appropriate and consistent language. Words like hearing impaired are discouraged because impaired imposes a limitation on a person and usually means something is broken. The desired word choices would align better with person-first language.
 - Hollie Barnes Spink will send a copy of the executive order to Council members. See Action Item 1.
 - Hollie Barnes Spink will work with Katy Schmidt to create a recommendation list of words to remove in the Wisconsin Administrative Code. See Action Item 2.

VI. Update on the Mental Health Bill

- WAD & HLAA-WI Mental Health Committee wrote a letter of intent (LOI) stating what they'd like included in the mental health bill. The LOI clarifies the Committee's work and what they hope to achieve.
 - Their vision for mental health services is to start with two state positions; one position would serve individuals who are hard of hearing and the other would serve individuals who are deaf.
 - There would then be contractors under the two state positions. It's better to have additional positions contracted, since they are easier to secure and would allow the program to grow as needed, rather than having to create new state positions.
 - The program would be housed in the Division of Care and Treatment Services.
- The LOI was brought to the legislators and also sent to DHS. The bill would then be written by state representatives.
- The Mental Health Committee met with representatives from the DHS secretary's office during the previous administration. They have yet to be in contact with the current administration, but that is in progress.

VII. Update on the Interpreter Licensure Bill

- The Council was provided an update on the interpreter licensure bill.
 - There have been several changes to the language.

- There will be three skill levels rather than four.
- More protection for the Deaf community in regards to interpreter restrictions and mentorship opportunities.
- Separate requirements for Deaf versus hearing interpreters.
- There has been public input and feedback from interpreters and communities about how the bill will affect them.
 - Concerns about the legal and specialized mental health qualification.
 - There is agreement that having an examining board would be beneficial in case something was to happen and restrictions needed to be established.
 - There is less interest in having program and education requirements.
- WAD and WisRID have discussed the possibility of hiring a lobbyist to represent the interpreter licensure bill. As a non-profit, they are limited with lobbying, so they will follow all legal restrictions.
- Members discussed the Board for Evaluation of Interpreters (BEI) and how that will correlate with the interpreter licensure bill.

VIII. Update on T-coil/Loop Bill

- There are currently two different proposals.
 - Hearing Loop System
 - The hearing loop proposal reflects Minnesota's legislation. In a state owned, leased, or rented facility that has some form of amplified system it would be a requirement to install a hearing loop system.
 - If the installation would not be feasible (due to engineering or cost) then the Department of Administration would have an exemption process.
 - Representative Brostoff and staff recommended moving forward with the proposal.
 - T-coil
 - The proposal would require dispensaries and audiologists to discuss the features and benefits of t-coils.
 - Representative Brostoff and staff suggested they create a brochure and pamphlet that uses language targeted at dispensaries and audiologists.
- The final draft of the bill is not available, but they are expecting community-wide support.

IX. Public Comment on Issues Affecting the Deaf, Deaf-Blind, or Hard of Hearing

- There were no public comments provided during the March 15, 2019 meeting.

X. Update from the Office for the Deaf and Hard of Hearing

Presenter: Hollie Barnes Spink, Director, Office for the Deaf and Hard of Hearing, Department of Health Services

- Transition from Wisconsin Interpreting and Transliterating Assessment (WITA) to Board for Evaluation of Interpreters (BEI)
 - The transition from WITA to BEI had been delayed for various reasons. Part of the delay was due to the reorganization with ODHH in Texas. There was also a legality hold up with the language of the contract.
 - Once the transition is finalized, Texas will visit Wisconsin and provide community training to educate and explain in detail how the BEI operates.
- Communication Visor Card
 - A public service announcement video was just released. The communication card is starting to spread on a national level and so far 14 other states have adopted the template in one form or another.
- BADR Reorganization
 - Council Support
 - Jennifer Anderson works in ODHH and will be providing Council support alongside with Hollie. Sara O'Donnell will still be involved, but at a reduced level. If members ever have any questions they are welcome to reach out to Sara, Jennifer, Amber, or Hollie.
 - Roles and Responsibilities
 - DHS staff support provided the Council with a roles and responsibilities document that was created by the Council on Physical Disabilities (CPD). The Council would like to adopt the format and have it be included in their orientation binder.
 - The Council reviewed the timeline for meetings, agendas, and minutes. They then discussed the level of support needed in order for them to be successful.
 - The Council would like to streamline the orientation process and include their strategic priorities, timeline of events, and roles and responsibilities in the orientation binder.
 - The time and work needed to create these materials can be done during subcommittee meetings via teleconference.
- Governor's Committee for People with Disabilities
 - A motion was made by Nicole Everson to have Tom O'Connor serve as the CDHH representative on GCPD (given the necessary actions she needs to take). The motion was seconded by David Seligman. Motion carried. See Motion Item 3.
 - Nicole Everson will submit her resignation letter to the governor's office with the intent of Tom O'Connor serving as the new representative. See Action Item 3.

XI. Presentation on the State Health Assessment and Community Conversation (Open for Public Comment)

Presenter: Fiona Weeks, Division of Public Health, Department of Health Services

- The Division of Public Health is currently working on the State Health Assessment (SHA), which influences the State Health Plan. The SHA is made up of four assessments based on the Mobilizing for Action through Planning and Partnerships (MAPP) framework.
 - MAPP #1 – community health status
 - MAPP #2 – community themes and strengths
 - MAPP #3 – public health system
 - MAPP #4 – forces of change
- Community conversations are being conducted to bring qualitative data into the discussion of what themes and topics the division should focus on in the State Health Plan.
 - In order to reach all communities and individuals throughout Wisconsin the division is working with local government, distributing mini grants, and offering an online survey and paper version.
 - Hollie Barnes Spink will share the survey link with Council members to send to their networks. See Action Item 4.
- Council members provided input to community themes and strengths. Information was gathered from the following questions:
 - What communities do you belong to?
 - What is the most important and urgent issue facing your community or communities?
 - What does living your best life (high quality life) mean to you?
 - What is the quality of life in your community?
 - If you could change one thing about your neighborhood or community to make it a better place to live, what would it be?
 - What are the good things in your community that make life better for the people who are a part of it?
 - What would make it easier for your community to make healthy choices?

XII. Review and Update Council Strategic Goals 2019-20 Including Recruitment Plan for Vacant Council Seats

- Council Recruitment
 - The Council discussed Tom O'Connor changing his representation on the Council to be Hard of Hearing rather than Member at Large. This will allow the Member at Large seat be filled by a parent or provider.
 - Katy Schmidt will create a vlog for posting about the vacancies.

- Annual Report
 - The Council discussed the timeline of the annual report in comparison to the calendar year.
 - Nicole Everson completed the report and sent it out to the membership, but needs to adjust the timeframe in order to reflect the appropriate dates and membership composition. Nicole Everson will make the final edits and then send an updated copy of the annual report to members and DHS staff support. See Action Item 5.
- Council Strategic Goals
 - The Council discussed what their priorities are for the next two years.
 - Develop a policy and procedures manual.
 - Nicole Everson is the lead.
 - Gather and disseminate demographic data on Deaf, Hard of Hearing, and Deaf-Blind individuals in Wisconsin for communities to use.
 - David Seligman is the lead.
 - Create a feasibility study to determine what problems the Deaf community endures and prioritize funding and projects based on that feedback.
 - Katy Schmidt and Steve Smart are the leads.
 - Continue to develop the Council's social media presence.
 - Nicole Everson is the lead.
 - Continue to increase awareness of hearing loops.
 - David Seligman and Tom O'Connor are the leads.

XIII. Create Action Plan for Strategic Goals 2019-20

- The Council reviewed their priorities for the next two years and established next steps.
 - Policy and Procedures Manual
 - Nicole Everson will have a rough draft of the manual for review at the next meeting. See Action Item 6.
 - Demographics
 - David Seligman will meet with Amber Mullett and Hollie Barnes Spink on who to contact within DHS who could help him gather profile information that is readily available. See Action Item 7.

- Feasibility Study
 - Steve Smart and Katy Schmidt will meet to create a plan for developing the study. See Action Item 8.
- Social Media
 - Hollie Barnes Spink will look into social media guidelines and requirements. See Action Item 9.
 - Nicole Everson will get the social media guidelines from Hollie Barnes Spink. She'll then create the account and keep it private until it's approved by the Council on what they can and cannot share. See Action Item 10.
- Loop System
 - Currently there are just updates to provide. The Council could consider posting the hearing loop symbol on social media, since a lot of people aren't familiar with it.

XIV. Discuss 2019 Speakers and Training Sessions

- The Council discussed creating a list of stakeholders and organizations that should be involved with the work of CDHH. They would then prioritize presenters from that list.
- Invite someone from the Wisconsin Deaf-Blind Technical Assistance Project to come and discuss the identification category of Deaf-Blind. Hollie Barnes Spink will make the initial contact. See Action Item 11.
- Consider contacting the regional representative from the Hellen Keller National Center to attend a quarterly meeting.
- Request someone from the National Association of the Deaf to attend a quarterly meeting to discuss what other Deaf and hard of hearing state councils are working on.

XV. Adjourn

The meeting adjourned at 3:32 PM.

Prepared by: Sara O'Donnell on 5/10/2019.

These minutes were approved by the Council for the Deaf and Hard of Hearing on: 6/14/2019