

## **Full Council Meeting – August 12, 2021**

### **9:00 AM – 4:00 PM**

#### **Roll Call and Introductions**

MEMBERS IN ATTENDANCE: Steven Wheeler, Becky Hebda, Deb Henderson-Guenther, Alan Kaltenberg, Lori Karcher, Liz Kennedy, Mary Kessens, Delora Newton, Alicia Reinhard, Richard Straub, Gadeen Taylor-Duke, Joalyn Torgerson, Ramsey Lee, Ann Zenk, Antrice Brown

MEMBERS ABSENT: Megan Bisonette, Debra Notstad, Julie Burish, Patrick Young, Edward Kastern

DVR STAFF: Meredith Dressel, Allison Gordon, Anna Eggebrecht, Diana Kiesling, Kathleen Enders, Sarah Lincoln, Jessica Holton, Danielle Russell

MEMBERS OF THE PUBLIC: Erica Bessert (Employment Resources, Inc.); Lawrence Brown (self-identified as a current DVR consumer)

#### **Announcements**

- Julie and Patrick notified the Chair in advance that they will not attend today's meeting.
- Danielle will send two surveys to members. One will ask members to select which committee(s) they wish to serve on if bylaw changes regarding creation of new committees are adopted today. The second survey will inquire if members have scheduling conflicts with regular meeting dates in 2022 on the second Thursday of February, May, August, and November.

Quorum Check – Quorum was not met at the beginning of the meeting. However, additional members joined late resulting in a member count, not including ex-officio members, of thirteen. Quorum was met at 12 members.

#### **Approval of Minutes – May 2021**

- Do not have quorum at this time so cannot approve the minutes.
- Deb: Under "DVR Administrator's Update", asked what Becky referenced for "this" related to Ticket to Work (TTW) if DVR received a grant. Becky clarified that it was about the Career Pathways grant and suggested moving it underneath Meredith's presentation on the grant.
- Becky: In same spot, asked about "certain soft goals about underserved populations" bullet point. Maybe meant to be tied into the Career Pathways grant discussion and should be a sub-bullet point? Asked if items in minutes weren't included in Administrator Update, should we ask at this time, or during Administrator Update? Steven recommended waiting until Administrator Update.

#### **Discussion and Possible Action to Amend the WRC By-laws**

- There are two proposed by-law changes. One relates to committee structures, the other relates to where meetings may take place (physical location or virtual) and removes the requirement that those seeking an accommodation to attend a meeting remotely must notify the WRC Chair in advance. Three documents were sent with by-laws and tracked changes (by

DVR staff) and two from Steven that captured current proposed edits in two different forms, one specific to committee structure and one with the other changes.

- The proposed committee structure by-law eliminates the WIOA committee and changes the State Plan Committee to the Performance Measures and Quality Assurance Committee which will focus on Quality Assurance and data review. In addition, the proposed by-law creates a Policy Review and Administration Committee.
- Dick suggested there be a linkage between the Performance Measures and Quality Assurance Committee and the Policy Review and Administration Committee. He suggested the following language to be added: "This committee will use data, including data from the Comprehensive Statewide Needs Assessment (CSNA), to identify trends and will provide WRC input into the State Plan, and will share these trends with the Policy Review and Administration Committee." Lori, Steven, and Deb agree with the suggestion.
- Steven noticed that there could be clarity for the State Plan Committee (now proposed to be changed to the Performance Measures and Quality Assurance Committee) to, "provide input on behalf of WRC."
- Delora shared that under proposed committee structure change in Section IV Article Committees Number Four, DWD Legal proposed that the last sentence about gubernatorial appointments be removed because it's vague and non-binding. This could instead be incorporated under position descriptions currently being worked on by the Council Engagement Committee. Deb wanted to make sure there was something somewhere that this ability to contact the governor's office was allowable and could change it from "will" to "may." Liz also shared this was meant to allow check-ins on the status of applications/vacancies.
- Steven noted proposed edits to meeting procedures section. The revised language removes "in-person or need and have requested a reasonable accommodation to attend the meeting remotely" and adds clarifying language about the ability for meetings to be held remotely.
- Mary suggested adding that meetings could be held via videoconference and/or teleconference and be more flexible without calling out accommodations or requiring an in-person meeting in Madison. Steven clarified that the "Madison" mention was removed in another edited version. Mary suggested that Article III, Section K Meetings be rewritten for more flexibility at every meeting so there isn't a mandate that specifies all meetings are teleconference/videoconference with one annual in-person meeting in May.
- Ramsey said there should be ability to meet remotely even outside COVID situations.
- Motion to approve: Liz Kennedy moves to accept bylaw changes with all amendments made, seconded by Deb.
  - Liz subsequently withdrew her motion.
  - Deb subsequently withdrew her second.
- Mary recommends an amendment to the motion to exclude changes to item Article III Section K Meetings and Article IV Section F Quorum and send back to committee for rewrite to be less prescriptive and consideration at the next meeting. That would leave only the by-law amendment to approve committee structures before the WRC for a vote.
  - Steven seconded, if allowed, but withdrew his second as he was chairing the meeting.
  - Motion seconded by Dick Straub.
    - Vote totals:
    - Ayes: Mary, Steven
    - Nays: Liz; Deb; Lori; Ramsey; Alicia, Becky; Joalyn; Ann; Dick; Alan
  - Motion does not pass.
- Deb and Becky suggested looking at the most recent versions that were emailed.
- Motion for recess for 15-minute break at 10:12 a.m.: Becky Hebda
  - Seconded: Dick Straub

- Vote:
  - Ayes: 11
  - Nays: Liz
- Motion passed.
- Dick proposed changing the meeting frequency language in Section III Article K Meetings to say, "The Council shall convene at least four meetings a year. One meeting will be conducted in-person when possible."
- Liz motioned to accept all amendments, including the suggested change by Dick regarding meeting frequency and deleting word "will" and replacing with the word "may" as suggested in Article IV Section K Meetings Number Four.
  - Seconded: Deb
    - Vote:
    - Ayes: Liz; Dick; Steven; Mary; Alicia; Joalyn; Ramsey; Becky; Ann; Deb
    - Nays: Lori; Alan
    - Motion Passes.

### **State Plan Committee Update**

- Two documents were shared via email.
- The Combined State Plan is a 355-page document that covers DVR and other title partners.
- The Committee looked specifically at the VR portion of plan.
- The updates are limited because this review cycle is only for a mid-cycle plan update. A full revision of the Combined State Plan occurs every four years and a more comprehensive review is done at that time.
- Made changes solely to the section of the plan dealing with WRC priorities.
- No changes to Priorities 1, 3, 4, and 6.
- Priority 2 – Deleted: "Perform an in-depth review of the DVR process and timeliness of service provision. This should be completed and reported by service type (Job Development vs Supported Employment vs Student Based Work Services vs Individualized Placement and Support vs Customized Employment)." Replaced with this language: "Perform an in-depth review of the DVR process and timeliness of service provision. This should be completed and reported by service type (job development vs supported employment vs student-based work services vs individualized placement and support vs customized employment). Assist WRC to conduct surveying related to consumer satisfaction regarding the timeliness of service from referral to service delivery."
- Priority 5 – Deleted: "Enhance training requirements for Business Service Consultants to include in-depth knowledge of underserved populations and job seekers with the most significant disabilities." Replaced by this language: "5A. Require training for Business Service Consultants (BSC) to include in-depth coverage of underserved populations, equity, inclusion, and diversity, with a specific focus on race, so BSCs understand intersecting barriers to underserved populations when reaching out to businesses regarding employment opportunities. 5B. Require training for Business Service Consultants (BSC) to include in-depth understanding regarding job seekers with the most significant disabilities so BSCs understand the needs of these consumers when reaching out to businesses regarding employment opportunities."
- Priority 7 – Deleted: "With guidance and assistance from all interested stakeholders, continue to explore the identification of and support the implementation of additional evidence-based programming for DVR job seekers." Replaced by this language: "With guidance and

assistance from all interested stakeholders, continue to explore the identification and support the implementation of additional evidence-based programming for DVR job seekers."

- Priority 8 – Deleted: "Collaborate and coordinate with all interested stakeholders and partners to develop innovative and creative approaches to reducing transportation barriers for job seekers. Engage VR agencies from outside of Wisconsin for ideas to address transportation obstacles in urban, suburban, and rural populations in all disability categories." Replaced with this language: "8A. Collaborate and coordinate with all interested stakeholders and partners to develop innovative, creative, or practical approaches to reducing transportation barriers for job seekers. Engage VR agencies from outside of Wisconsin for ideas to address transportation obstacles in urban, suburban, and rural populations in all disability categories. 8B. Reduce barriers to DVR funding of vehicle purchase, modification, and maintenance for individual consumers. 8C. Improve mechanisms for DVR support of individual transportation, such as provision of rides by service providers (e.g., job developers) and driver training for consumers."
- Motion to approve by Dick Straub, seconded by Mary Kessens.
  - Ayes: 12
  - Noes: 0
  - Motion carries.

## **DVR Administrator Updates**

Delora Newton, DVR Administrator

- During the May meeting someone asked if the Conference of State Administrators for Vocational Rehabilitation (CSAVR) Network of Attorneys would be available to the Administrative Law Judges from the Division of Hearing and Appeals in the Department of Administration. Per CSAVR, the network is only available to VR staff and associated attorneys.
- Today's presentation is streamlined to reflect results of the WRC member survey about the frequency of items reported on during Administrator's Update.
- The Existing Business Policy statistics aren't yet available because the new policy took effect July 1.
- Our negotiated rate with the Rehabilitation Services Administration (RSA) for the Measurable Skills Gains (MSG) rate was 40%. We have surpassed the goal by achieving a rate of 53.5%.
- The Credential rate has not been negotiated with RSA yet.
- Applications and eligibilities have slowly ticked up compared to where we were last year at this time.
  - Deb asked if these trends reflected national trends and Delora verified this is the case.
  - Deb also suggested it would be valuable to look at consumer surveys of prior VR consumers to see what areas went well for them.
  - Delora shared that Directors are making more outreach efforts to Independent Living Centers, Managed Care Organizations (MCO), schools, and other resources/areas to make people with disabilities aware of our services.
  - Ramsey felt some consumers closed their cases "out of pure frustration," including himself and feels "we need to do better." He believes we should not use the phrase Successful Closures.
    - Delora explained that the term and definition for "Successful Closure" is prescribed by RSA and cannot be changed. Consumer purchases are highly individualized and if a consumer disagrees with a decision, they may seek help from the Client Assistance Program (CAP), Disability Rights of Wisconsin (DRW), or use the formal appeal process. DVR continually seeks to improve our customer service.
    - Becky suggested having these discussions in subcommittees and/or offline in the interest of time.

- Spending is down partially due to low number of cases. Spending will hopefully increase with Category 3 activations and consumers re-engaging with services who may have paused services during COVID-19.
- Ramsey asked if there would be stakeholder input in the Milwaukee Equity Action Plan.
  - Delora clarified that we did not need to obtain formal stakeholder input. The consumer focus groups in October 2019 were the initial event in this process. DVR has presented information about the focus groups and the resulting report to WRC in past and it included feedback from Milwaukee-area consumers.
  - Lori asked if the Milwaukee Equity Action Plan includes seeking more diversity in the make-up of DVR counselors.
    - Delora said that the plan isn't written just yet, but yes, increasing diversity statewide, not solely in Milwaukee is a goal. However, the pool of graduates from vocational rehabilitation programs has decreased which makes hiring counselors more challenging.
- Ramsey asked if these DEI internal trainings were available for WRC members.
  - Delora stated that it hasn't been discussed. These topics are challenging to broach and bringing in outsiders might make it more challenging for staff to have open conversations. DVR could consider conducting some trainings with WRC separately if there's interest.
  - Ramsey expressed interest.
- Steven commented he appreciates that DVR appears to be putting in some constructive changes related to DEI topics.
- Danielle will send surveys out related to dates for 2022 WRC meetings (typically the second Thursday of the month) and participation in committees.
- State Agencies have been encouraged to use Microsoft Teams instead of WebEx, so WRC will use that platform beginning with the November 2021 meeting.
  - Ramsey asked if calling in via phone was still an option, and Delora said yes.
  - Delora shared other perks of using Teams include raising your hand, using information in chat, etc.
  - Becky asked if masks were mandated when entering a DVR office. Delora stated that the rules change pending CDC guidelines. Currently, state employees are required to wear masks regardless of vaccination status while working in state offices or when meeting with others outside of state properties during the business day. If in a private room alone, a mask does not need to be worn if door is closed. We cannot require consumers or members of public to wear a mask. Signs on doors encourage mask-wearing for visitors and there are some available to consumers if they need one.
- Becky asked if DVR was awarded the United States Department of Education Disability and Innovation Grant.
  - Delora said we were supposed to receive an answer in July but haven't yet.

## **Break**

### **Kwik Trip Retail Helper Program**

Joalyn Torgerson, Kwik Trip

- Joalyn shared a power point on the Kwik Trip (KT) Retail Helper Program.
- High School students can be hired as well, consumer doesn't have to be 18.
- Profit Sharing opportunities – 40% of the profits are shared with employees. KT educates the consumers about this so that it doesn't impact their benefits.
- Liz shared that many students from her school district are employed at Kwik Trip and have had great experiences.

- Ramsey asked if there is another path outside of DVR to access this program?
  - Kwik Trip stores can hire whoever they like, however there is a much higher level of success for those consumers that are connected to DVR.
  - Everyone is invited to apply for any positions that Kwik Trip has to offer, they do not have to be a DVR consumer.

## Public Comment

- Lawrence Brown is from South Milwaukee and is a DVR consumer. He is having issues with communication with his DVR Counselor. Lawrence asked for a computer to assist with job search. He indicated that his Counselor does not return his calls or emails or attend scheduled zoom meetings. He has had repeated difficulties in getting the services he needs from DVR. Lawrence is asking if actions can be taken to change this. He needs a new computer and can't get it from DVR. In the past he has had good experience with DVR.
  - Steven shared that consumers may contact CAP at 1-800-362-1290 or DRW (if receiving SSI/SSDI) at 1-608-308-2654 for assistance. We appreciate your feedback on issues around communication.
  - Delora shared that we can't talk about specific cases at this meeting. As general guidance, consumers with complaints about the services they are receiving are encouraged to reach out to the Supervisor of the Counselor. If a consumer does not know who the Supervisor is, they may ask the Counselor, call DVR's Central Office or contact the Bureau Director, Allison Gordon. If a person has been denied a service, there is a formal appeals process that is available to a consumer.
- Becky Hebda made public comment outside of her participation as a council member of WRC
  - APSE is working in partnership with other organizations to take over leadership of the annual Employment First conference.
  - DVR is working in partnership with WI APSE to put together and fund a Wisconsin Employment Services Training which DVR will offer to DVR Staff. The training will also be available to service providers, LTC funders, and other organizations throughout the state at their own expense.
  - Service Providers continue to be told that if they have concerns with DVR, that issues should be addressed directly with WRC, as WRC is the DVR oversight body. However, service provider concerns and feedback is not a specified purpose of the WRC, there is still not a place for Service Providers to bring their questions/concerns/feedback. Additionally, there is still no written mediation protocol for service providers/vendors.
  - There are several committees specific to service providers mentioned in different places within DVR documentation and communication. They include:
    - DVR Service Provider Advisory Group
    - Interagency Service Provider Quality Standards Workgroup
    - Interagency Service Provider Capacity Workgroup
    - CIE Provider Capacity and Quality Workgroup
    - CIE Service Provider Capacity Workgroup
    - Service Provider Capacity and Quality Workgroup
    - Wisconsin CIE Capacity Building Workgroup
      - The only one of these groups which I can find a liaison for and/or a group participation contact list for is the DVR Service Provider Advisory Group (#1). That group is listed on the DVR website with contact information of the participants, however, there is no indication of what the group actually addresses or what they are advising DVR on. There is no notification regarding how the participants were identified, when the meetings occur, agendas/minutes, etc.

- (Some of the other groups may actually be the same group, but names are being interchanged and that makes it confusing for everyone who is attempting to keep track or wants to participate).
  - Many students are currently being referred for DVR services. Service Providers must follow the Tech Specs as written. The Tech Specs indicate that all job seeker information must be filled out completely on Job Center of Wisconsin, including previous job history, references, etc. In many circumstances, especially for younger students, if it is their first job, this information is not available. Therefore, inaccurate information is being input into the DWD system purposefully.
  - Job Seekers and Service Providers continue to be told by VR counselors that they must be receiving SSI/SSDI **or** already be employed to receive WIBA services. This is not accurate.
- Ramsey Lee shared he feels it's critically important that we offer an opportunity for feedback to DVR service providers.

### **Discussion of Committee Responsibilities and Assignments**

- Steven reviewed the survey responses on Committee Responsibilities. Those members that are not present today received the survey as well. Their choices will be added to the committee's membership list.
- The Performance Measures and Quality Assurance Committee:  
Mary Kessens  
Alicia Reinhard  
Becky Hebda  
Dick Straub  
Julie Burish  
Patrick Young
- Services to Business Committee:  
Antrice Brown  
Becky Hebda  
Alan Kaltenberg  
Joalyn Torgerson  
Ramsey Lee
- Council Engagement Committee:  
Deb Henderson-Guenther  
Liz Kennedy  
Steven Wheeler
- Policy and Administrative Committee:  
Deb Henderson Guenther  
Gadeen Taylor-Duke  
Steven Wheeler
- WRC Annual Report Workgroup:  
Lori Karcher  
Ramsey Lee  
Mary Kessens  
Steven Wheeler

- Motion to approve the Committee Membership Lists made by Mary and seconded by Joalyn.
  - Friendly amendment by Deb, seconded by Mary to review committee membership at each meeting was accepted.
  - Vote on motion as amended was approved unanimously.
- Deb reviewed a document entitled, "General Expectations for WRC Members."
  - Members would be asked to sign this document annually. The Vice Chair would be responsible for tracking.
  - If members want to change to a different committee, they can contact the Vice Chair. All committees will hold public meetings and all members of WRC can attend other committee meetings as a public member, if so desired.
  - Chairs for each committee will be chosen at the first committee meeting. All committee chairs are part of the Executive Committee.
  - Scheduling of committee meetings will be included in a survey from Danielle.
  - Lori shared that her onboarding/orientation didn't include information on commitment of committee membership. She felt that it needs to be set as an expectation to all new members.
    - Steven shared that we may be able to reach out to the Governor's Appointment Office to see if we can add a link to the WRC webpage for engagement materials.
  - Alan Kaltenberg shared that he would like material for the WRC and all committees to be sent several days in advance in one email if possible. He said that because he uses satellite there is a significant delay in getting emails. He would like to be prepared for meetings.
  - Mary Kessens shared that she finds it helpful when looking at policy changes that most of the work is done at committee meetings or a way to gather input prior to the meeting. She asked if there can be a consent agenda for WRC?
    - Delora confirmed that there could be a consent agenda on the regular agenda if that is what the council desires.
    - Mary will follow-up with Steven on this idea.
    - Dick Straub shared that he would prefer to have discussion and not just leave the work to committees. He also supports work being done in committees.
    - Delora reminded everyone that committees cannot engage in ongoing discussions via emails. WRC must follow the Open Meetings Rules.

## **DVR Report on Outcome Based Payment Model research**

Andrzej Walz-Chojnacki, DVR Program Development & QA Specialist

- Andrzej shared his research findings.
- Ramsey asked how we would ensure Service Provider feedback on the service?
  - Andrzej shared that there would have to be a clear process on the front end to determine a tier selection for the consumer as well as a process to resolve disputes between DVR and Service Providers.
- Becky Hebda asked why we only considered Supported Employment (SE) and not all consumers?
  - Andrzej said he researched SE only because he understood that to be the request.
  - Becky indicated that DHS must call it "supported employment" if they provide employment supports.
  - Meredith Dressel shared that most of the DVR services are outcome based unless we are paying for hourly supports.
  - Becky would like DVR to consider all DVR consumers not just those receiving SE services.



- Mary Kessens shared that the information shared by others in support of the Inklus model is sometimes very biased, and Mary feels that information is not helpful nor credible. Mary indicated that if DVR put this type of model in place, it would be difficult to find Service Providers to do it. There is not an incentive in this model for Service Providers to accept consumers that need the most supports.
- Kathleen shared that an acuity-based payment method used in Long Term Care (LTC) is very different than what DVR uses to pay for services. It is hard to establish a payment structure that assumes a consumer will reach a level of stabilization because some consumers who are expected to reach stabilization by a certain date do not and others reach stabilization sooner than expected. There may be other strategies that DVR could put in place to incentivize providers that will benefit our consumers at the same time. We learned a lot doing the research and found that this type of model is not beneficial for DVR.
- Ramsey shared that individuals with disabilities need good caregivers so that they can get out and work. There is a shortage of good caregivers right now. Depending on the disability, it can be a full-time job just to live.
- Steven shared that this research was helpful for the WRC.
- Steven has mixed feelings about specific components of the model. He shared that at LTC meetings, providers are struggling to find workers so any way to increase payments to assist consumers is good. He is also concerned about aspects of fading supports. He has seen specific cases where when supports fade, a person is fired. If there is fading, there needs to be follow-up supports to avoid these situations.
- Motion by Becky and seconded by Mary to have Andrzej and Kathleen come back at the February 2022 WRC meeting and share further information they found when researching the Outcome Based Payment Structure. Motion carried.
- DRW spends a lot of time helping consumers through situations where they are trying to decide what services a consumer is receiving based on the tier, they fall into for LTS. It is a time intensive process to prove individual capabilities. There needs to be support for consumers to advocate for themselves to determine what tier they fall into.

### **Update on Post-Employment Services**

Meredith Dressel, DVR Deputy Administrator

- WIOA doesn't allow a case to be re-opened after the quarter has been closed because the closure has been reported to RSA. Although RSA has not updated their written policy to reflect that change.
- DVR issued guidance to staff to let them know that we can no longer do Post-Employment as we have done in the past. If a consumer needs services after their case is closed, they will need to re-apply and DVR will expediate opening of a new case to provide services as soon as possible.
- The DVR Policy Manual is being revised to include the updates from Post-Employment, Pre-ETS changes and signature requirement for Application. We will hold a public hearing in November of 2021. Once proposed Administrative Rule revisions move forward, we will need to revise the Policy Manual again and have another Public Hearing for those revisions.
  - The WRC Policy Committee will review the edits in the Policy Manual prior to the November Public Hearing.
- Ramsey asked if the change of CAP from DATCP to DRW requires a change in the Policy Manual?
  - Meredith shared we don't indicate where CAP is housed in the Policy Manual, so it shouldn't require a Policy Manual change.

### **Quarterly CAP Report**

Deb Henderson-Guenther, CAP Director

- Deb reviewed the CAP PowerPoint prepared for the meeting.
- Becky asked a question regarding signature requirement for specific tech spec requirements. Can a consumer send an email that indicates that it serves as their signature? Yes, that flexibility still exists.
- The Governor has issued a public hearing notice for CAP's redesignation from the Department of Agriculture, Trade and Consumer Protection (DATCP) to DRW.
  - Public Hearings will be held on August 17 and August 24. One hearing has already been held on August 10.
  - Ramsey asked if DRW will have the capacity to house CAP staff and provide support staff? Deb's position is a State position, so her position won't be "hired" by WRC. She is not sure of support staff and capacity to provide resources. Steven shared that the funding of CAP will remain the same, but not sure about continuity of staffing. There is existing knowledge among the staff at DRW to provide the services required by CAP.
  - Dick Straub asked if there have been issues with DATCP and CAP? Deb said she is not aware of issues and that is a question for the Governor.
  - Liz asked if Deb doesn't stay in her job, how will the public know how to contact CAP, and will there be someone to take the call? Deb said that if CAP moves to DRW, they will have the capacity to answer the phone and provide the required support.
  - Ramsey asked if Deb would stay with CAP if the program moves to DRW? He hopes she can stay. Deb shared if CAP is redesignated to DRW, there must be a grant transfer agreement from RSA to ensure cases are transferred to DRW. Details are unknown at this time and staffing of CAP would be up to DRW.

#### **Committee Updates:**

##### Executive Committee

- Discussed leadership transition to new chair.
- Discussed Bylaw changes.
- Reviewed survey results about frequency of items in Administrator's Updates and established a reporting schedule for various items.
- Discussed agenda priorities for future meetings.
- Reviewed WRC member vacancies (currently 4).

WIOA Committee – no report

##### Services to Business Committee

- Did not meet due to weather. Meeting will be rescheduled.

##### Council Engagement Committee

- Met in May to discuss WRC vacancies.
- Contacted the Interim Appointments Director. They are aware of our needs to fill the vacancies.
- Recruitment process for the WRC Executive Committee positions went well.
- Discussed the desire for continuity of positions which would include a past chair position without voting rights to sit on Executive Committee. This may be a discussion for the full WRC.
- Create position descriptions for the Executive Committee members.

Annual Report Workgroup – no report

#### **Review of Open Items and Suggested Discussion Topics for Future Meetings**

- Andrzej/Kathleen come back at the February 2022 WRC meeting and share further information they found when researching the Outcome Based Payment Structure.
- Committee descriptions.
- Executive Committee member descriptions
- Vote on approval of May minutes.
- Adding a Past Chair position as a non-voting member of Executive Committee.
- Survey of members for WRC meetings in 2022 – Danielle will send out on August 13.
- Survey sent to all members for Committee assignments – those members that were not present today will have their names added to the Committee they chose.
- Dick suggested we create a member roster with some background on who/what they represent with contact information.
  - Steven will create one. Members send information to Steven via email.

Motion to Adjourn by Ramsey and seconded by Becky. Motion adopted. Meeting adjourned at 4:01 p.m.