

# Meeting Minutes: Executive Committee [DRAFT]

Date: 12/11/2019  
Location: 121 East 7th Place, St. Paul, MN 55101

## Attendance

* Nancy Fitzsimons – In Person
* Trent Dilks – In Person
* Lauren Thompson – Via Phone
* Leigh Lake – Via Phone (joined at 2:51 pm)
* Brian Bonte – Absent
* Nikki Villavicencio – Absent
* Joan Willshire, MCD Executive Director – In Person
* Kody Olson, MCD Staff – In Person
* Shannon Hartwig, MCD Staff – Via Phone

## Approval of Agenda

Council Chair Nancy Fitzsimons called the meeting to order at approximately 2:00 pm. A quorum of members occurred at 2:51 pm.

**Action:** Nancy Fitzsimons asked for revisions of the December 11th meeting agenda. Trent Dilks motioned for approval of the agenda with revisions, it was seconded by Leigh Lake, motion passed by unanimous vote. Nancy Fitzsimons asked to table the meeting minutes from the previous meeting to later in the meeting.

## Public Policy

Refer to 2020 Public Policy Agenda Approval, Refer to Legislative Forum Publicity Plan

The group continued the discussion of the agency Public Policy agenda. Begin document CM-2020 Policy Agenda Draft 10-29-19.doc

### 2020 Public Policy Agenda [DRAFT, 10-29-19]

The Minnesota Council on Disability supports policies that promote Accessibility, Equity and Independence so Minnesotans with disabilities can live, work and play in their communities.

#### Accessibility

**The Council supports proposals that make our state government and its services more accessible and inclusive for Minnesotans with disabilities.**

##### Parks for All

**Minnesota Council on Disability supports the bonding request by the Department of Natural Resources to invest $10 million in the renovation of William O’Brien State Park.** The project aims to make this state park accessible and inclusive for Minnesotans with disabilities and would serve as a model to modernize our state parks system to serve all Minnesotans.

##### Physical Barrier Removal Fund

**MCD supports the Department of Administration’s proposal to create a $2 million fund dedicated to making state facilities and services accessible for Minnesotans with disabilities.** Dedicated funding from general appropriations would permit state agencies to implement best practices and remove physical barriers in facilities statewide.

##### Capitol Complex Tunnel System

**The Council supports a bonding proposal towards making our capitol complex tunnel system accessible and code compliant with the Americans with Disabilities Act.** The tunnel connecting the State Office Building to the Capitol building is far too steep and hazardous to people using mobility devices and wheelchairs. The current proposal aims to fund predesign work and identify solutions to make The People’s House accessible and safe to all.

##### Website Accessibility Grant and Advisory Council

**Establish a $750k grant program that encourages counties and municipalities to build an accessible digital world.** A Website Accessibility Grant Advisory Council, in partnership with the Minnesota Council on Disability, would assist in awarding grants to cities and counties to make websites and digital content accessible for all. Accessible websites allow for transparency in government and enable Minnesotans with disabilities to pay their taxes and have equal access to vital services from local government.

#### Equity and Independence

**MCD supports policy that strengthens equity and independence principles for Minnesotans with disabilities to live their best lives in their community.**

##### Transportation Network Companies (TNC) Legislation

**Increase equitable, on-demand transportation services for Minnesotans with disabilities.** The Minnesota Council on Disability supports a policy proposal aimed to increase the number of Wheelchair Accessible Vehicles (WAV) serving Minnesotans. Additionally, MCD supports implementing an effective and robust non-discrimination policy to protect consumers.

##### PCA Transportation Reform

**Expand reimbursable activities of the Personal Care Assistance (PCA) program to include transportation.** Current law does not allow PCAs to transport a client using either the client’s vehicle or other means of transportation. MCD supports legislation to modify the Instrumental Activities of Daily Living (IADL) to include transportation. This proposal would provide equity, choice, and independence for Minnesotans with disabilities to live, work, and play in the community of their choice.

##### Increase Access to Dental Care Services

**Simplify and streamline dental administrative services for recipients of medical assistance (MA) and MinnesotaCare and expand dental benefits.** Add nonsurgical treatment of periodontal disease and other routine maintenance procedures as a benefit under MA. Additionally, reform administrative services to work towards increasing accessibility of dental services for low-income Minnesotans.

##### Caregiver Misconduct Registry

**Create and maintain a publicly available, internet-based registry of caregivers who have had a finding of misconduct on the job.** Sexual violence rates among people with disabilities are abhorrent and many behaviors stem from people in power- including caregivers. MCD supports the creation of a resource that furthers protections provided to our elders and Minnesotans with disabilities.

##### Accessible Absentee Ballot Voting

**Allow voters with disabilities to request their ballot, instructions and related materials electronically and in an accessible format.** MCD supports a legislative proposal to ensure that Minnesotans with disabilities can independently cast their ballot and exercise their constitutional right. Legislation would allow for voters to mark their ballot electronically using their own assistive technology.

##### Employment Interactive Process

**Protect employees with disabilities by legislating the Minnesota Human Rights Act to guarantee an interactive process when seeking workplace accommodations.** MCD supports a legislative proposal to guarantee an interactive process in the workplace for an employee with a disability when seeking accommodations.

End document CM-2020 Policy Agenda Draft 10-29-19.doc

Discussion, the group discussed the feedback provided to agency Policy Director, Kody Olson. The group discussed the timing of presenting the final document to the Full Council meeting, that will be held on January 23, 2020. The group continued discussion of the remaining items of the document.

**Action:** Trent Dilks made a motion to approve the agency 2020 public policy agenda, it was second by Lauren Thompson, motion passed by unanimous vote.

## Legislative Forum Publicity Plan

Kody Olson provided the group with a brief overview of the Legislative Forum Publicity Plan in regions, the event agenda including community members invited. Event details, addressing accessibility issues related to event participation. MCD will be working with the interested parties to resolve issues prior to the event. The agency focusses on accessibility for all, these issues are addressed when we work with the general public. For the most part, these actions improve the accessibility for all. The group discussed the timing and planning of council members involvement in publicity. Kody will draft a template and distribute to members.

## Approval of Minutes

Discussion on approving, editing, authoring and reviewing November meeting minutes. Trent suggested the group approve the minutes and that the document include the comments and notations of the edits, this will indicate they were edited or supplemental. Lauren Thompson made a motion to approve the minutes, Trent Dilks seconded, motion passed by unanimous vote.

## Council Member Recruitment

Council applications were reviewed by members of the Executive Committee, Lauren Thompson and Nancy Fitzsimons and Executive Director, Joan Willshire. Joan Willshire will follow up with the selections made by the committee. As we have a new administration, we will continue to work on recruiting and answering any questions that may arise about the pending round of appointments and vacancies. Joan will update the group of any changes at the next scheduled meeting.

## Executive Committee meeting scheduling

The group discussed moving the executive committee meetings to the second Monday of each month. The new schedule will begin on Monday February 10th, 2020 from 2 to 4 pm. The meetings may be added to the council calendar for the remainder of the 2020 calendar year. The group will keep the meeting date set for January 8, 2020.

## Committee: Public Policy and Access

**Action:** a motion to approve the committee model pending changes, was made by Trent Dilks, seconded by Leigh Lake, roll call, Lauren Thompson, motion carries.

**Action:** Leigh Lake made a motion, to approve D. Martineau for the chair of the public policy committee with Lauren, Christy, Trent, Nikki. Quinn and Nancy serving on the public policy committee, Lauren Thompson seconded, motion passed by unanimous vote.

**Action:** Trent Dilks made a motion to approve the formation of the access committee, with Leigh, Ted, Brian, Muzamil, Dave and Myrna serving as members of the access committee, Leigh lake seconded, motion passed by unanimous vote.

## January Full Council Meeting agenda – Discussion

Lauren Thompson made a motion to approve the basic outline of the agenda for the January 23, 2020 Full Council Meeting, Leigh lake seconded, motion passed by unanimous vote.

## Executive Director Monthly Reports – Discussion

Tabled by Nancy Fitzsimons due to time.

## Chairs’ Report

Discussion about the Executive Director performance review process. Nancy has been in communication with Joan in regard to her position description and the accuracy. It is generally accurate, baring a few changes. Joan is in the process of writing up a report documenting her key accomplishments and work in the principal task areas, and that will form the basis of the performance evaluation. Nancy and Lauren talked about a process to go forward to get input from targeted stakeholders, Nancy sent it to Jodie Segelstrom, to get ideas from her, on what we need to do to get a process approved from MMB, with the idea that we would be getting that approved in January and reaching out to targeted stakeholders in February and finalizing that, including Joan assessing her own performance. All of that data would then be synthesized into a performance assessment that would be provided to Joan, the executive committee would review and meet with our executive director, so that’s the general process at this point, that has been laid out.

## Executive Director’s Report

Joan Willshire provided the group with a brief staffing update. Nancy Fitzsimons asked that Joan add any important information she may have to the January agenda. Before a loss of quorum, Nancy asked if there were any other business for the council. Hearing none, move to adjourn

## Adjournment

Meeting adjourned at 4:00 pm