



State of Wisconsin
Wisconsin Assistive Technology Advisory Council

1 WEST WILSON ST., ROOM 558
PO BOX 2659
MADISON, WI 53701

Voice: 608-266-3118
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<https://atc.wisconsin.gov>

Quarterly Meeting Minutes
Thursday, August 17, 2017
10:00 AM to 3:00 PM

Independent Living Resources
4439 Mormon Coulee Road
La Crosse, WI 54601

Conference Call Access Information:
USA Toll-Free: 1-877-820-7831
Participant Code: 456798

Action Items and Motion Items:

A. Action Items:

- 1. Action Item:** Shari Brunes, the Independent Living Center liaison to coordinate collecting a sample of the ILC consumer surveys for each for the four state activities for the WisTech program and consumer survey data from each ILC for Federal Fiscal Year 2016 (October 1, 2015 – September 30, 2016).
- 2. Action Item:** Council decided that the Committees will work on the assignments above and coordinate conference call meetings with DHS Staff to work on these items before October 15, 2017. The Council will then hold a conference call on October 15, 2017 where each committee will share the work it had completed on these assignments and additional tasks that need to be completed or considered related to the State Plan for AT at the November quarterly meeting.
- 3. Action Item:** DHS staff will reach out to current Council members who have not attended recent council meetings to confirm their interest in continuing to serve on the AT Council.
- 4. Action Item:** Kathy Massa stated that the Division of Vocational Rehabilitation completed training needs survey with their staff. DHS staff will reach out to Kathy Massa to inquire about receiving the results of the training surveys.
- 5. Action Item:** DHS staff will reach out to ILCs that have not hosted an AT Council meeting to inquire if there is an interest in hosting the upcoming November 9, 2017 AT Council meeting.

B. Motion Items:

- 1. Motion Item:** Lee Schulz made a motion to approve the agenda. Kathy Massa seconded the motion. The motion carried unanimously.
- 2. Motion Item:** Lee Schulz made a motion to approve the meeting minutes from the February meeting. The motion was seconded by Megan Gerardy. The motion carried unanimously.



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3. **Motion Item:** Kathy Massa moved to postpone the election of a new chair and vice-chair until the next quarterly meeting in November. Jason Ostrowski seconded. Motion carried unanimously.
4. **Motion Item:** A motion was made by Megan Gerardy to approve the Council by-laws as draft was amended and approved by the council. . Kathy Massa seconded the motion. Motion carried.
5. **Motion Item:** Lee Schulz made a motion to adjourn the meeting, seconded by David Koch. The motion carried unanimously.

C. Meeting Minutes

I. Welcome and Introductions by Lisa Sobczyk, DHS Staff

AT Council Members Present: Megan Gerardy, Shari Bruner (via teleconference), Doug Martens, and Kathy Massa.

Guests: Lee Schulz, Becky Albright, Monica Murphy (via teleconference), Benjamin Barrett (via teleconference), Kurt Roskopf (via teleconference), Jenesis Lindbo (via teleconference), David Koch, and Jason Ostrowski.

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

II. Meeting was called to order at 10:00 a.m. by Lisa Sobczyk, DHS Staff.

The meeting was held in person at Independent Living Resources, located at 4439 Mormon Coulee Road, La Crosse, WI 54601 and made available via phone by calling (877) 820-7831 and using the participant code of 456798.

III. Review and Approval of the Agenda

- Lee Schulz made a motion to approve the agenda. Kathy Massa seconded. Motion carried. See Motion Item 1.

IV. Review and Approval of February Meeting Minutes

- Lee Schulz made a motion to approve the meeting minutes from the May meeting. The motion was seconded by Megan Gerardy. The motion carried. See Motion Item 2.

V. Public Comment

- There was no comment made by members of the public.

VI. State Plan for Assistive Technology



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- Lisa Sobczyk informed the Council that the new 3-year State Plan for Assistive Technology (AT) will need to be completed and submitted to the U.S. Department of Health and Human Services in the Spring of 2018 (there is no firm date set at this time). A tentative State Plan for AT timeline was distributed to the Council which has a draft of the plan to be completed by February 1, 2018.
- Lisa Sobczyk and Mason Aumanstal provided state plans from other states to show how they can vary. The Council particularly liked having a narrative at the start of the document so that people can understand the purpose and aim of the goal.
- Lee Schulz stated that this is the best understood service that Independent Living Centers (ILCs) offer as it is more tangible than other ILC core services.
- Ben Barrett said that assistive technology needs will vary by region.
- Kathy Massa stated that many do not know what assistive technology is and that there is a need to raise awareness about it.
- Lee Schulz stated ILCs received more in assistive technology funding in the past and now the ILCs do not receive enough funding to even cover one full-time staff person so there is a need for additional funds to at a minimum fund one staff person.
- Lee Schulz further advised that the Council could do a video, locally, for the public that educates them on the use of AT and spreading this message through social media.
- Kathy Massa stated she sees education as being a big piece of the state plan and goals.
- Megan Gerardy stated a threat to the program that needs to be considered is that private consultants will utilize ILCs to find adaptive equipment for their clients and then bill the consumers and/or insurance for this service, but ILCs provide service for free. So Independent Living Resources will not provide this service to consultants only consumers.
- Megan Gerardy also stated that mobile home modifications is an area of need as often mobile homeowners are often disqualified from many program because they own the home but not the land.
- Lee Schulz also brought up the need to market the program (including AT and mobility) to caregivers. Maybe this could start with educating Family Care workers, IRIS consultants, etc.
- Kathy Massa also discussed connecting AT with service providers such as Care Wisconsin making AT and where consumers can get assistance part of their new employee orientation.
- The Council discussed the Committees and which Council members/community members would be willing to serve on which committee to work on various parts of the State Plan for AT.
 - **Assistive Technology and State Plan Development** – This committee will work on identifying the latest and most up-to-date assistive technology devices cross-disability, cross-age to assist consumers statewide. This committee will also work



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with DHS staff on developing survey instruments and other related materials to collect data for the State Assistive Technology Plan (3-year plan).

- **Committee Members:** Lee Schulz, David Koch, and Becky Albright/
This Committee still needs an AT Council member.
- **Collaboration and Outreach** – This committee will work on marketing, social media, website, and other related items for WisLoan and WisTech Programs to improve public knowledge about these programs and to increase referrals and utilization of assistive technology statewide. This committee will also work with staff to the AT Council to identify key partners and funding resources to expand the state's AT program.
 - **Committee Members:** Megan Gerardy and Kathy Massa. This Committee still needs one member.
- **Data Collection and Analysis** – This committee will review quarterly data from the AT Network and related data analysis to identify unmet AT needs throughout the state. This committee will also work with DHS staff to improve reporting of AT data to ensure compliance with the Assistive Technology Act of 1998, as amended in 2004 (Tech Act) and to improve AT outcomes statewide. This committee may also identify additional data that the AT Network should be collecting to get a more accurate picture of AT needs throughout Wisconsin.
 - **Committee Members:** Jason Ostrowski and Ashley Walker. This Committee still needs one member.
- The Council then outlined the State Plan and what areas of the State Plan each Committee would work on.
 - The State plan will include short-term as well as long-term goals (beyond 3 years). Education/awareness should be one of these goals. The Council also agreed that the goals of the program should be provided at the beginning of the document.
 - The Council needs to review current data including the needs assessment completed by SVRI, current consumer evaluation surveys, and WisTech program data. The Data Collection and Analysis Committee of the Council will review this information for the current federal fiscal year (FFY) and FFY 2016 to create baselines for measureable goals. DHS staff can assist with calculating the baseline for federal program data.
 - Based on the data, once reviewed and analyzed, the Council will decide what additional information is needed and what input needs to be gathered from the state plan from consumers and other stakeholders. Discussion of a survey to referral staff (including MCOs, IRIS, SVRI, AgrAbility, ADRCs, DVR, OBVI, ODHH) about what is the most requested AT and where do they send these referrals to? Does it vary by need, etc.
 - Megan Gerardy indicated that it would be good for the ILC Assessment Referrals be standardized across all ILCs. Discussion was had about creating pre-AT



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assessment questions so when a partner is referring a consumer to an ILC they would receive a referral form from that partner about what the consumer needs assistance with or what AT they are interested in. That way when the ILC makes the appointment with the consumer they can prepare for that meeting and have various types of AT and information for the consumer to make it an effective use of the consumers time and to ensure consumers' needs are met. For example, if a consumer is having trouble reading the newspaper and that is what the partner would put on the pre-assessment form, the ILC AT staff would know to ask the consumer if they have had an eye exam, when their last exam was, do they have prescription glasses/contacts, do they use them, and could then try various magnifiers with them.

- The Council also discussed creating standardized evaluation questions for the four state activities that all ILCs would use, instead of each ILC using their own version of a consumer evaluation form.
- The Community and Outreach Committee of the Council will work on developing WisTech mission and program description. DHS staff can provide what is currently being used as a starting point.
- The Assistive Technology and State Plan Development Committee will work on developing an outline for the state plan that is understandable to the public. This Committee will begin developing information (context/text) on required program goals and an explanation/context about Wisconsin and WisTech program so the data has some explanation to support data/number/as well as a context for AT needs.

The Council decided that the Committees will work on the assignments above and coordinate conference call meetings to work on these items before October 15, 2017. The Council will then hold a conference call on October 15, 2017 where each committee will share the work it had completed on these assignments and additional tasks that need to be completed or considered related to the State Plan for AT at the November quarterly meeting. See Action Item 2.

- It was discussed that the Council can use completed Independent Living Center satisfaction surveys to learn where there might be AT coverage gaps/needs.
- If after reviewing the data the Council decides more consumer or stakeholder input is needed the idea of listening sessions as a mechanism to collect this information was discussed. Lee Schulz advised having a listening session at the upcoming Bureau of Aging and Disability Network Conference in order to receive feedback from consumers and other interested stakeholders.
- Mason Aumanstal advised that WisTech could host a series of regional listening sessions in order to receive input from consumers.
- Lisa Sobczyk noted that with the great network of providers in Wisconsin that provide assessments and assistance, a goal should be getting to consumers before they need



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assistance (such as caregivers or elderly) and once they are an AT consumer maintaining contact with the consumer so the ILCs are aware if the AT is working for the consumer or if they AT needs change as their disability changes or if they have additional AT needs in the future. Lisa also mentioned the need for ILCs to do outreach on their ability to do ADA reviews for hotels, etc. as well as to do assessment for home modifications that allow individuals to continue to live independently. Home modification is not an area many other individuals/agencies work in related to accessibility. Home-modifications are not accounted for in the federal and state WisTech reporting, but they are in the ILC 704 report. However, in the 704 report it only captures how many home modifications were completed not the types of modifications that were made.

- Megan Gerardy advised getting information about the Wisconsin AT network out to social services as well as hospitals so that they are aware that the assistance is available and can provide the information to consumers.
- Lee Schulz and Megan Gerardy also confirmed that nursing homes are not referring to ILC's when individuals are transitioning out of nursing homes to live in the community. Ideally, individuals transitioning would work with ILCs in order to receive AT and home modification assistance.
- Mason Aumanstal asked the council to keep in mind that we should be looking at identifying and working to reduce gaps in coverage for individuals that are looking for AT and inquired how we can find this data. ILC employees confirmed that this data is currently being collected through customer satisfaction surveys. Lisa Sobczyk asked that ILC AT consumer surveys and data could be shared with the Council. Mason Aumanstal asked Shari Brunes, the ILC liaison, to coordinate collecting a sample of the ILC consumer surveys for each for the four state activities for the WisTech program and consumer survey data for Federal Fiscal Year 2016 (October 1, 2015 – September 30, 2016). See Action Item 1.
- Lee Schulz advised the council to identify situations where there may be a disincentive for individuals to obtain AT.
- Lisa Sobczyk advised that she will look at the State Plan for Independent Living to identify potential areas of coordination between the two plans.
- Kathy Massa stated that the Division of Vocational Rehabilitation completed training needs survey with their staff. DHS staff will reach out to Kathy Massa to inquire about receiving the results of the training surveys. See Action Item 4.

VII. Review of Proposed By-laws Changes and Approval

- Lisa Sobczyk provided a copy of the by-laws with the changes the Council suggested at the last meeting.
- The Council decided to eliminate the Executive Committee as the Council is small in size and does not generally have to make decisions/take action in between regularly scheduled quarterly meetings.



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- A motion was made by Kathy Massa for the Council to delay officer elections until the next meeting as the Council will be voting on membership applications today and wants to allow all Council members to have the ability to run for Chair or Vice-Chair if interested. Motion was seconded by Jason Ostrowski. Motion carried. See Motion Item 3.
- A motion was made by Megan Gerardy to approve the Council by-laws as amended. Kathy Massa seconded the motion. Motion carried. See Motion Item 4. DHS staff will add the new WisTech logo once it is complete.

VIII. Discussion about Council Membership/Elections

- The Council reviewed and approved four new member applications for the AT council. Applications were received from Jason Ostrowski (AT consumer), Jenesis Lindbo (AT consumer), Ashley Walker (AT consumer), and Julie Schulz (AT provider). The Council approved all the membership applications received. These new members' terms will begin August 1, 2017.
- The Council was to elect a new Chair and Vice-Chair at this quarterly meeting. Kathy Massa moved to postpone this vote until the next meeting, Jason Ostrowski seconded. Motion carried. See Motion Item 3.
- The Council also discussed some members not attending recent council meetings. Mason Aumanstal will reach out to these parties and confirm they still want to be a part of the Council. See Action Item 3.

IX. Updates from AT Council Members

- Megan Gerardy provided an update from Independent Living Resources (ILR). Megan stated that ILR ordered equipment with their \$25,000 loan and demo grant from WisTech for all three ILR locations. She also stated that some of the new equipment on order has already been checked out for consumer to borrow as soon as it arrived. Megan also reported that she recently successfully completed the Assistive Technology Professional certification process. Finally, Megan Gerardy stated that since fall is approaching, ILR has been attending transition fairs which allow students to view and try AT in an educational setting.
- Kathy Massa with the Division of Vocational Rehabilitation (DVR) stated that there is no update to the AT Technical Specifications (tech specs) that DVR has been developing. Kathy advised that DVR may conduct a pilot program of the tech specs before implementing them statewide. Lisa Sobczyk recently attended an AsTech meeting (DVR AT counselors) in June to provide an overview of the Bureau of Aging and Disability Resources, the Independent Living Centers, and the WisTech program.
- Douglas Martens with the Office for the Blind and Visually Impaired (OBVI) stated the OBVI hosted Lion's Camp for a 4th year in a row and was attended by 24 participants. Lion's Camp is a program for adults and allows people with recent vision loss to learn about vision loss from other individuals who also have vision loss.
- Shari Brunes with MidState Independent Living Consultants stated that her center is hosting Stepping On. New AT staff at MidState will work with AT consumers that were referred from Aging and Disability Resource Centers.



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- Lee Schulz of Independence*First* stated that he recently hosted individuals from Costa Rica and Japan independent living centers to learn about independent living in the US. These IL staff were particularly interested in accessible bathrooms as well as the Mobility Store's wheelchair recycling program. The individual from Costa Rica expressed an interest in receiving unused wheelchair parts if not cost prohibitive as they often have trouble securing parts.
- Jenesis Lindbo reported that Center for Independent Living of Western Wisconsin recently had a Smart Drive, which makes a manual wheelchair a power wheelchair with the use of a wristband with Bluetooth technology, demonstrated at their center. This device costs \$7,000. David Koch of Center for Independent Living of Western Wisconsin stated that he is continuing to work on inventory control.
- Stout Vocational Rehabilitation Institute's Becky Albright stated that the university went through an audit recently and found that if they directly sell AT to consumers, they would need to charge a 16.25% to the consumer as a University Assessment Fee. Becky Albright confirmed that the university has started ordering AT through the Division of Vocational Rehabilitation so that this charge is not passed along to the consumers.

X. WisTech Program and AT Council Updates – Mason Aumanstal and Lisa Sobczyk, Department of Health Services (DHS)

- The new AT Council website has been completed and is now available for public view. The address is <https://atc.wisconsin.gov/>. This website remains a work in progress with some updates that are needed to the by-laws section and the members.
- DHS staff worked with a graphic design company to create a new WisTech logo. Lisa Sobczyk provided design prototypes to all Council members and chose a few of their favorites.
- The third WisTech regional training is taking place on September 15, 2017 at Independence*First* and will focus on communication AT and apps for individuals who are Deaf, hard-of-hearing, and Deaf-Blind.
- The council discussed the upcoming November quarterly meeting and decided on the date of November 9, 2017. The council then decided to plan on hosting the second Thursdays of February, May, and August for the upcoming meetings (unless there are AT related events occurring on these dates). DHS staff will reach out to ILCs that have not hosted an AT Council meeting to inquire if there is an interest in hosting. See Action Item 5.

XI. AT Advisory Council New Business

- The Council discussed meeting dates for 2018 and decided they would hold meetings on the seconded Thursday of the month on a quarterly basis. The meeting dates are as follows:
 - November 9, 2017
 - February 8, 2018
 - May 10, 2018



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- August 9, 2018

XII. Adjourn

- A motion was made by Lee Schulz to adjourn the meeting. David Koch seconded the motion. The motion carried. See Motion Item 5.

Meeting was adjourned at 2:07 p.m.