



COUNCIL ON  
PHYSICAL DISABILITIES

1 WEST WILSON STREET, ROOM 551  
POST OFFICE BOX 2659  
MADISON, WI 53701-2659  
PHONE: 608-266-3118  
WEBSITE: [dhs.wisconsin.gov/cpd](https://dhs.wisconsin.gov/cpd)

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**Wisconsin Council on Physical Disabilities (CPD)  
Emergency Preparedness Committee Teleconference Meeting**

**Wednesday, March 9, 2022**

**12:00 P.M. to 1:00 P.M.**

**Approved April 13, 2022.**

**Emergency Preparedness Committee Action and Motion Items**

**A. Emergency Preparedness Committee Action Items**

1. **Action Item:** DHS Support Staff will continue to monitor the Google Form that is linked to the CPD website, to see if there are new requests for Emergency Preparedness Toolkits and documents.

**B. Emergency Preparedness Committee Motion Items**

1. **Motion Item:** Charles Vandenplas made a motion to approve the March 9, 2022, Emergency Preparedness Committee meeting agenda. Nichole Herda seconded the motion. Motion carried.
2. **Motion Item:** Charles Vandenplas made a motion to approve the February 9, 2022, Emergency Preparedness Committee meeting minutes. Gabriel Schlieve seconded the motion. Motion carried.
3. **Motion Item:** Nicole Herda made a motion to adjourn the meeting. Ben Barrett seconded the motion. Motion carried.

**C. Emergency Preparedness Committee Meeting Minutes**

- I. **Welcome and Introductions, Karen Secor, Emergency Preparedness Committee Chairperson**

**Emergency Preparedness Committee Members present:** Karen Secor; Jeff Fox; Ben Barrett; Gabriel Schlieve; and Charles Vandenplas; Nicole Herda and Jackie Gordon.

**Council Members absent (excused\*):** Not applicable.

**Guest(s):** No applicable.



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**DHS Staff Support present:** Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR); Karen Potneck, DHS, BADR; and Mikael Snitker, DHS, BADR.

**Meeting Called to Order**

**Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 12:00 P.M.**

The meeting was available via phone at 1-844-708-2569 and Meeting ID: 160 093 7614 and via [Zoom](#).

**II. Review and Approve March 9, 2022, Emergency Preparedness Committee Meeting Agenda**

- Charles Vandenplas made a motion to approve the March 9, 2022, Emergency Preparedness Committee meeting agenda. Nichole Herda seconded the motion. Motion carried. See Motion Item 1.

**III. Review and Approve February 9, 2022, Emergency Preparedness Committee Meeting Minutes**

- Charles Vandenplas made a motion to approve the February 9, 2022, Emergency Preparedness Committee meeting minutes. Gabriel Schlieve seconded the motion. Motion carried. See Motion Item 2.

**IV. Public Comment on the [State Plan for People with Disabilities, 2019-2021](https://cpd.wisconsin.gov/pdfiles/stateplan2019-21.pdf) (<https://cpd.wisconsin.gov/pdfiles/stateplan2019-21.pdf>) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)**

- Ramsey Lee stated that he had concerns about the war happening in Ukraine and the displacement and lack of support for people with disabilities living in that country.
- Jeff Fox suggested a possible addition to the Emergency Preparedness Toolkit could be a section regarding War and displacement.



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## V. Discuss Outreach and Presentations on Emergency Preparedness Toolkit

- **Update on Emergency Preparedness Toolkit Inventory and Disbursement:** The Committee discussed the Emergency Preparedness Toolkit inventory spreadsheet and continuing to do outreach and distributing toolkits. Karen stated that toolkits were disbursed to BMO Harris bank in Ashland.
- Charles Vandenplas stated he reserved a vendor booth/table for The Wisconsin Disabled American Veterans conference, which will be held on June 10-11, 2022, in Green Bay.
- **Update on Smart Phone Application:** DHS support staff reported that the Smart phone application is now linked to the CPD Website and available in the Apple/Android store.
  - DHS Support Staff will continue to monitor the Google Form that is linked to the CPD website, to see if there are new requests for Emergency Preparedness Toolkits and documents. See Action Item 1.

## VI. Review and Discuss 2022-2024 CPD Work Plan, Emergency Preparedness Section

- **Assign Leads for Strategies and Deliverables:** The Committee discussed the updated CPD 2022-2024 State Plan, Emergency Preparedness Section.
  - Nichole brought up her connection with Wisconsin's Council of Churches and spreading the word about toolkits and emergency planning.
- **Work Plan Template:** The Committee agreed to utilize the dashboard template for capturing the progress of strategies and achievements used in the prior CPD State Plan.



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## VII. Adjourn

- Nicole Herda made a motion to adjourn the meeting. Ben Barrett seconded the motion. Motion carried. See Motion Item 3.

**The meeting adjourned at 1:00 P.M.**