



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

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

Wednesday, January 12, 2022

1:00 P.M. to 2:00 P.M.

APPROVED 2/09/2022.

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

- 1. Action Item:** DHS Support staff will incorporate changes and edits discussed to the current Emergency Preparedness PowerPoint Presentation.
- 2. Action Item:** Elizabeth Watson will reach out to University of Wisconsin Americans with Disabilities Act (ADA) Coordinators and Emergency Response Coordinators regarding distributing the Emergency Preparedness Toolkits statewide.
- 3. Action Item:** Karen Potnek will reach out to her former employer/Director of Social Services to inquire about disbursing toolkits through that avenue.
- 4. Action Item:** DHS Support Staff will continue to check the Google Form to see if there are new requests for Toolkits and documents.
- 5. Action Item:** DHS Support Staff will work with Karen Secor on reviewing the Wisconsin.Ready.gov website for recommended additions and edits.
- 6. Action Item:** DHS Support Staff will send out Zoom links for ongoing 2022 meeting dates.

B. Emergency Preparedness Committee Motion Items

- 1. Motion Item:** Ben Barrett made a motion to approve the January 12, 2022 Emergency Preparedness Committee meeting agenda. Jeff Fox seconded the motion. Motion carried.



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- 2. Motion Item:** Ben Barrett made a motion to approve the November 10, 2021 Emergency Preparedness Committee meeting minutes. Jeff Fox seconded the motion. Motion carried.



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- 3. Motion Item:** Nicole Herda made a motion to adjourn the meeting. Gabriel Schlieve 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; Charles Vandenplas; and Nicole Herda.

Council Members absent (excused*): Not applicable.

Guest(s): Elizabeth Watson, CPD University of Wisconsin System Liaison.

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

Meeting Called to Order

Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 1:02 P.M.

The meeting was available via phone at 1-844-708-2569 and Meeting ID: 160 308 0393; Passcode: 779829 and via [Zoom](#).

II. Review and Approve January 12, 2022 Emergency Preparedness Committee Meeting Agenda

- Ben Barrett made a motion to approve the January 12, 2022 Emergency Preparedness Committee meeting agenda. Jeff Fox seconded the motion. Motion carried. See Motion Item 1.



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III. Review and Approve November 10, 2021 Emergency Preparedness Committee Meeting Minutes

- Ben Barrett made a motion to approve the November 10, 2021 Emergency Preparedness Committee meeting minutes. Jeff Fox 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 (1:10 P.M.–1:20 P.M.)

- No Public Comment received.

V. Discuss Outreach and Presentation on Emergency Preparedness Toolkit

- ***Update on PowerPoint Presentation:*** The Committee reviewed the updated PowerPoint presentation and discussed the following edits:
 - *Slide 8;* adding visual narratives
 - *Slide 9, adding people first language*
 - DHS Support staff will incorporate changes and edits discussed to the current Emergency Preparedness PowerPoint Presentation. See Action Item 1.
- ***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.
 - Elizabeth Watson will reach out to University of Wisconsin Americans with Disabilities Act (ADA) Coordinators and Emergency Response Coordinators regarding distributing the Emergency Preparedness Toolkits statewide. See Action Item 2.



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- Karen Secor will reach out to her former employer/Director of Social Services to inquire about disbursing toolkits through that avenue. See Action Item 3.
- DHS Support Staff shared that the Independent Living Center (ILC) in Puerto Rico has now shared the Emergency Preparedness Toolkit with an ILC in the Dominican Republic, and there are requests for Toolkits to be mailed.
- DHS Support Staff will continue to check the Google Form to see if there are new requests for Toolkits and documents. See Action Item 4.
- **Update on List Serve of Statewide County Emergency Manager, and Tribal Units:** The Committee is awaiting an updated list serve from Andrew Becket with physical addresses and not P.O. Boxes.
- **Review Edits to Wisconsin.Ready.Gov Website:** The Committee discussed carrying over this item to the next Emergency Preparedness Committee Meeting.
 - DHS Support Staff will work with Karen Secor on reviewing the Wisconsin.Ready.gov website for recommended additions and edits. See Action Item 5.
- **Social Media Outlets: Facebook; YouTube Channel:** The Committee discussed the need for a lead to do outreach about CPD on social media platforms and will continue to inquire with full membership about any interest.

VI. Discuss 2022 Schedule of Emergency Preparedness Committee Meetings

- The Committee discussed continuing with Committee meetings on a monthly basis.
 - DHS Support Staff will send out Zoom links for ongoing 2022 meeting dates. See Action Item 6.



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VII. Adjourn

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

The meeting adjourned at 2:00 P.M.