



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, May 11, 2022

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

Approved June 8, 2022

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

1. **Action Item:** DHS support staff will continue to check the Google Form to see if there are new requests for Emergency Preparedness Toolkits and documents.
2. **Action Item:** DHS support staff will email the travel accommodations request form to Karen Secor, Ben Barrett, Jeff Fox, Charles Vandenplas and Jackie Gordon.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Charles Vandenplas made a motion to approve the May 11, 2022, Emergency Preparedness Committee meeting agenda. Nicole Herda seconded the motion. Motion carried.
2. **Motion Item:** Ben Barrett made a motion to approve the April 13, 2022, Emergency Preparedness Committee meeting minutes. Charles Vandenplas seconded the motion. Motion carried.
3. **Motion Item:** Charles Vandenplas made a motion to adjourn the meeting. Nicole Herda 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; Nicole Herda; Gabriel Schlieve; Charles Vandenplas; and Jackie Gordon.

Council Members absent (excused*): Not applicable.

Guest(s): Lacey Donatell, Wisconsin Emergency Management; Ramsey Lee, Community Member.

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 12:02 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 May 11, 2022, Emergency Preparedness Committee Meeting Agenda

- Charles Vandenplas made a motion to approve the May 11, 2022, Emergency Preparedness Committee meeting agenda. Nicole Herda seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve April 13, 2022, Emergency Preparedness Committee Meeting Minutes

- Ben Barrett made a motion to approve the April 13, 2022, Emergency Preparedness Committee meeting minutes. Charles Vandenplas seconded the motion. Motion carried. See Motion Item 2.



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

- Ramsey Lee stated that there is a Governor's Task Force on Broadband Access meeting today, May 11, 2022, at 1:00 P.M., and he has forwarded the Zoom link information to DHS support staff, who has then forwarded it onto the Full Council.

V. Discuss Outreach and Presentations on Emergency Preparedness Toolkit

- ***Update on Emergency Preparedness Toolkit Inventory, Disbursement:*** The Committee discussed the Emergency Preparedness Toolkit inventory spreadsheet and continuing to do outreach and distributing toolkits.
 - DHS support staff recently mailed 75 Emergency Preparedness Toolkits, Communication Folders and Checklists to ADRCs in Eagle River and La Crosse.
 - DHS support staff will continue to check the Google Form to see if there are new requests for Emergency Preparedness Toolkits and documents. See Action Item 1.
- ***Disabled Americans Veterans Conference Outreach:*** The Committee discussed attending and providing outreach thru having an exhibit table at the upcoming Conference that is June 10-11, 2022.
 - Jackie Gordon shared that she still had two cases of Emergency Preparedness Toolkits, and was planning on bringing the cases to event
 - Charles Vandenplas stated that typically 70-100 individuals attend the conference, and he would have an estimated list of attendees by May 2022.
 - Karen Secor, Ben Barrett, Jeff Fox, Charles Vandenplas and Jackie Gordon confirmed they will be attending the conference and assisting with the exhibit table.



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- DHS support staff will send out the travel accommodations request form to Karen Secor, Ben Barrett, Jeff Fox, Charles Vandenplas and Jackie Gordon. See Action Item 2.
- **Other Conference Opportunities**
 - The Committee discussed that a lot of in-state conferences are going back to in-person and DHS support staff will share the conference list in the next few weeks. Discussed the importance of staying safe and continuing to do outreach virtual or hybrid.

VI. **Draft the June 8, 2022, Emergency Preparedness Meeting Agenda**

- Welcome and Introductions
- Review and Approve June 8, 2022, Emergency Preparedness Committee Meeting Agenda
- Review and Approve May 11, 2022, Emergency Preparedness Committee Meeting Minutes
- Public Comment on the State Plan for People with Disabilities, 2019-2021 (<https://cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf>) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)
- Discuss Outreach and Presentations on Emergency Preparedness Toolkit
 - Update on Emergency Preparedness Toolkit Inventory, Disbursement
 - Disabled American Veterans Conference
 - Additional Outreach; In-Person, Virtual, Hybrid
 - Board for People with Developmental Disabilities Conference, Fall 2022
- Draft July 13, 2022, CPD Emergency Preparedness Meeting Agenda
- Adjourn

VII. **Adjourn**

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

The meeting adjourned at 12:36 P.M.