



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 8, 2023**

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

**Approved May 10, 2023.**

**Emergency Preparedness Committee Action and Motion Items**

**A. Emergency Preparedness Committee Action Items**

1. **Action Item:** DHS support staff will keep the Committee updated on the progress of the Office of Preparedness and Emergency Health Care (OPEHC) Emergency Preparedness Outreach Grant.

**B. Emergency Preparedness Committee Motion Items**

1. **Motion Item:** Ramsey Lee made a motion to approve the March 8, 2023, Emergency Preparedness Committee meeting agenda. Charles Vandenplas seconded the motion. Motion carried.
2. **Motion Item:** Ben Barrett made a motion to approve the December 14, 2022, Emergency Preparedness Committee meeting minutes. Charles Vandenplas seconded the motion. Motion carried.
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; Ramsey Lee; Ben Barrett; Charles Vandenplas; Gabriel Schlieve; and Nicole Herda.

**Council Members absent (excused\*):** Jackie Gordon.

**Guest(s):** Not applicable.



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

**Meeting Called to Order**

**Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 12:01 P.M.**

The meeting was available via phone at (669) 254-5252 and Meeting ID: 160 093 7614 and via [Zoom](#).

**II. Review and Approve March 8, 2023, Emergency Preparedness Committee Meeting Agenda**

- Ramsey Lee made a motion to approve the March 8, 2023, Emergency Preparedness Committee meeting agenda. Charles Vandenplas seconded the motion. Motion carried. See Motion Item 1.

**III. Review and Approve December 14, 2022, Emergency Preparedness Committee Meeting Minutes**

- Ben Barrett made a motion to approve the December 14, 2022, Emergency Preparedness Committee meeting minutes. Charles Vandenplas 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/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.)**

- No public comment received.

**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.
- ***Office of Preparedness and Emergency Health Care (OPEHC) Emergency Preparedness Outreach Grant***



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- DHS support staff discussed an invitation to submit a \$6,000 grant to assist with costs associated with outreach for Emergency Preparedness, which includes exhibit booths and lodging costs and as a new initiative, CPD would also like to provide education and outreach to the seven regional Healthcare Emergency Readiness Coalitions.
  - DHS support staff will keep the Committee updated on the progress of the Office of Preparedness and Emergency Health Care (OPEHC) Emergency Preparedness Outreach Grant. See Action Item 1.
- **Updates on Presentations:**
  - ***Presentation to Adult Protective Services Program (APSP) of Buffalo and Pepin Counties, Rescheduled.***
    - Due to weather, the presentation was cancelled and will be rescheduled. Karen Secor will connect with APSP staff to secure a date.
  - ***PEHP Question and Answer Presentation, April 2023***
    - Zoom presentation scheduled for April 18, 2023.
  - ***Update on Conferences***
    - Caregiver Conferences
      - Ashland, April 19, 2023
        - Ben Barrett and Jeff Fox plan on attending.
      - Superior, May 11, 2023
        - Ben Barrett and Jeff Fox plan on attending.
    - A Home for Everyone, July 19-20, 2023
      - Ben Barret, Jeff Fox, and Karen Secor volunteered to host an information booth at the conference.
    - Self-Determination Conference, October 16-18, 2023
      - The Committee agreed that it was very beneficial to attend this conference.
    - Aging, Disability, and Independent Living Network Conference
      - Moved to April 2024



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**VI. Draft the April 12, 2023, Emergency Preparedness Meeting Agenda**

- The Committee made the decision to moved agenda items forward for updates and continuing to discuss outreach efforts for the April 12, 2023, Emergency Preparedness Meeting.

**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 12:45 P.M.**