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

Wednesday, May 22, 2024

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

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

1. **Action Item:** DHS Support Staff will investigate the items listed in minutes and provide updates to the Committee at the next meeting.
2. **Action Item:** Karen Secor and DHS Support Staff will mail Charles Vandenplas 48 Toolkits and 80 Forms Folders to hand out at the DAV Convention.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Charles Vandenplas made a motion to approve the May 22, 2024, Emergency Preparedness Committee meeting agenda with an amended agenda item for Zachary Davenport, DHS Support, to provide an update on ASL and Multilingual Wireless Emergency Alerts. Ben Barrett seconded the motion. Motion carried.
2. **Motion Item:** Charles Vandenplas made a motion to approve the March 13, 2024, Emergency Preparedness Committee meeting minutes with the following edits:
 - **Charles Vandenplas was not absent from meeting.**
 - **A Home for Everyone Conference is not in WI Dells.**Ben Barrett seconded the motion. Motion carried.
3. **Motion Item:** Charles Vandenplas made a motion to adjourn the meeting. Ramsey Lee seconded the motion. Motion carried.

C. Emergency Preparedness Committee Meeting Minutes

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



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Emergency Preparedness Committee Members present: Karen Secor; Jeff Fox; Ramsey Lee; Ben Barrett; Stacy Ellingen, Jason Ostrowski and Charles Vandenplas.

Council Members absent (excused*): Gabriel Schlieve, Jackie Gordon*.

American Sign Language (ASL) Interpreting Services: Nicole Keeler

DHS Staff Support present: Zachary Davenport, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR); and Angela Brenna, 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 (669) 254-5252 and Meeting ID: 161 1786 1716 and **via Zoom:** <https://dhs.wi.zoomgov.com/j/16117861716>

II. Review and Approve May 22, 2024, Emergency Preparedness Committee Meeting Agenda

- Charles Vandenplas made a motion to approve the May 22, 2024, Emergency Preparedness Committee meeting agenda with an amended agenda item for Zachary Davenport, DHS Support, to provide an update on ASL and Multilingual Wireless Emergency Alerts. Ben Barrett seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve March 13, 2024, Emergency Preparedness Committee Meeting Minutes

- Charles Vandenplas made a motion to approve the March 13, 2024, Emergency Preparedness Committee meeting minutes with the following edits:
 - Charles Vandenplas was not absent.
 - A Home for Everyone is not in WI Dells.
- Ben Barrett seconded the motion. Motion carried. See Motion Item 2.



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IV. Public Comment on the State Plan for People with Disabilities, 2022-2024 (<https://dhs.wisconsin.gov/cpd/cpd-state-plan-2022-24.pdf>) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)

- No public comment was received.

V. Update From ADILN Conference

- Ben and Karen presented at ADILN Conference in La Crosse. Jeff had a table and handed out toolkits and folders.

VI. Update on Emergency Preparedness Toolkit Inventory and Disbursement

- DHS Staff Support shared Tool Kit Inventory to members prior to the meeting.
 - Vision Communication Tool Cards: 467
 - Emergency Preparedness Forms Folder: 443
 - Medical Wallet Cards: 0
 - Emergency Preparedness Toolkits: 179
 - Emergency Preparedness Comms Folder: 699
- The Committee discussed lack of storage space at DHS. The Committee discussed other options for storage. DHS Support Staff will investigate the items listed below and provide updates to the Committee at the next meeting. See Action Item 1.
 - Could CPD afford to rent storage space?
 - Can CPD afford to hire staff to manage and mail toolkits?
 - How much do the toolkits cost to print?
 - Would CPD be able to purchase USB jump drives with electronic copies of the toolkits downloaded on them?



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VII. Discuss Accessibility of County Emergency Alerts

- Karen Secor shared that she reached out to Joe Clasher from Eau Claire County to discuss the accessibility of alerts. Karen Shared information about the FEMA Integrated Public Alert and Warning System (IPAWS.) Karen Secor stated she will provide more updates at the next meetings.
- Zachary Davenport shared that the Federal Communication Commission (FCC) is seeking public comment on the ASL and Multilingual Wireless Emergency Alerts. The Council for the Deaf and Hard of Hearing (CDHH) will be submitting comments today, May 22, 2024. If members want to provide comments they can send comments to Zachary Davenport by email.

VIII. Discuss 2024 Outreach Opportunities

- Charles Vandenplas has a table at the DAV and Auxiliary State Convention on June 6-8. Karen Secor will mail Charles CPD Toolkit folders. DHS Support Staff will mail Charles 48 Toolkits and 80 Forms Folders. See Action Item 2.
- Ramsey Lee shared information about A Home for Everyone Conference. The Committee discussed and decided that they would not sponsor, or pay for a table. Ramsey Lee will share more information about a Home for Everyone with Jeff Fox and the Housing Committee.
- Members discussed Disability Pride in Madison, on July 27. Members are unable to attend.
- Ramsey, Ben, Jeff and Karen volunteered to attend the Self-Determination Conference, on October 20-23. Discussions will continue.

IX. Draft the June 12, 2024, CPD Emergency Preparedness Meeting Agenda

- The Committee drafted the Emergency Preparedness Meeting Agenda for June 12, 2024.

X. Adjourn

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

The meeting adjourned at 1:08 P.M.