



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, September 11, 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 Staff will provide updates on app informational cards at the next CPD Emergency Preparedness meeting. Action Item VI.
2. **Action Item:** DHS Staff will request SCOB to be invited to the next CPD Emergency Preparedness meeting to discuss Active Shooter information. Action Item VII.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Jeff Fox made a motion to approve the September 11, 2024, Emergency Preparedness Committee meeting agenda as amended. Jason Ostrowski seconded motion. Motion Carried.
2. **Motion Item:** Ramsey Lee made a motion to approve the August 14, 2024, Emergency Preparedness Committee Meeting Minutes. Jason Ostrowski 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 Introduction, Karen Secor, Emergency Preparedness Committee Chairperson**

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

Council Members absent (excused*):



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Guests:

American Sign Language (ASL) Interpreting Services: Nicole Keeler and Sadi Dudley

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 12:01 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 September 11, 2024, Emergency Preparedness Committee Meeting Agenda

- Jeff Fox made a motion to approve the September 11, 2024, Emergency Preparedness Committee meeting agenda as amended. Jason Ostrowski seconded the motion. Motion carried. Motion Item 1

III. Review and Approve August 14, 2024, Emergency Preparedness Committee Meeting Minutes

- Ramsey Lee made a motion to approve the August 14 10, 2024, Emergency Preparedness Committee Minutes. Jason Ostrowski seconded the motion. Motion carried. See Motion Item 2.

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 – 12:30 P.M.)

- No public comment.



COUNCIL ON
PHYSICAL DISABILITIES

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V. Update on Emergency Preparedness Toolkit Inventory, Storage Options, and Disbursement

- DHS Staff Support provided a copy of updated inventory to members prior to the meeting.
- CPD members discussed toolkit inventory.

VI. Update from the Workgroup on the outdated/bad Links on CPD Emergency Preparedness Toolkits, Tools, and Resources Webpage.

- Zachary Davenport, Jackie Gordon, and Karen Secor shared updates from Workgroup:
 - Discussed continuation of OPHEC funding.
 - Discussed looking at other funding sources.
 - Workgroup discussed printing more informational cards about the toolkit app to hand out at upcoming events. DHS staff will provide updates on app informational cards at the next CPD Emergency Preparedness meeting. See Action 1.

VII. Discuss Updates to the Emergency Preparedness Toolkit

- DHS Staff Support shared Active Shooter information to be included in Toolkit.
- CPD Committee requested Statutory Council on Blindness (SCOB) to be invited to the next CPD Emergency Preparedness meeting to discuss Active Shooter information. See Action 2.
- The Committee discussed and agreed to changing the physical toolkit from a three-ring binder to a file pocket folder.

VIII. Budget Updates

- DHS Staff Support provided updates on cost of toolkits.
- Ramsey Lee shared information about BPDD Sparks Grant and suggested the workgroup review grant application.

IX. Discuss 2024 Outreach

- DAV and Auxiliary State Convention, Charles Vandenplas



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- Charles provided an update. He will have a table on October 18th and 19th in Stevens Point. Committee discussed materials to hand out at event.

- Self-Determination Conference, October 20-23
 - CPD will have a table at the conference.
 - DHS Staff Support will provide a tablet.
 - Ben will bring toolkits.

X. Draft the October 9, 2024, CPD Emergency Preparedness Meeting Agenda

- The Committee drafted the Emergency Preparedness Meeting Agenda for October 9, 2024.

XI. 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 12:44 P.M.