



1 WEST WILSON STREET,  
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**Wisconsin Council on Physical Disabilities (CPD)  
Emergency Preparedness Committee Teleconference Meeting**

**Wednesday, January 8, 2025**

**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:** None

**B. Emergency Preparedness Committee Motion Items**

1. **Motion Item:** Ramsey Lee made a motion to approve the January 8, 2025, Emergency Preparedness Committee meeting agenda as amended. Jason Ostrowski seconded the motion. Motion carried.
2. **Motion Item:** Ben Barrett made a motion to approve the December 11, 2024, Emergency Preparedness Committee Minutes. Ramsey Lee seconded the motion. Motion carried.
3. **Motion Item:** Jason Ostrowski made a motion to add SCOB information to the Resource section of the toolkit. Ben Barrett 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, Ben Barrett, Charles Vandenplas, Jason Ostrowski, and Ramsey Lee.

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

**Guests:** Kerry Robinson and Chuck Fehl.

**American Sign Language (ASL) Interpreting Services:** Carly Bieri and Nicole Keeler.



COUNCIL ON  
PHYSICAL DISABILITIES

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**DHS Staff Support present:** Zachary Davenport, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR), Angela Brenna, DHS, BADR, and Lisa Sobczyk, 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 (669) 254-5252 and Meeting ID: 161 1786 1716 and **via Zoom:**

<https://dhs.wisconsin.gov/cpd/cpd-state-plan-2022-24.pdf>

**II. Review and Approve January 8, 2025, Emergency Preparedness Committee Meeting Agenda**

- Ramsey Lee made a motion to approve the January 8, 2025, Emergency Preparedness Committee meeting agenda as amended. Jason Ostrowski seconded the motion. Motion carried. Motion Item 1.

**III. Review and Approve December 11, 2024, Emergency Preparedness Committee Meeting Minutes**

- Ben Barrett made a motion to approve the December 11, 2024, Emergency Preparedness Committee Minutes. Ramsey Lee 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 received.

**V. Update and Finalized Active Shooter Guide**

- DHS Staff Support, Zachary Davenport, provided Committees with the updates relating to Active Shooter Guide document.
- The Committee provided feedback to add more inclusive, non-able bodied language into the Active Shooter Guide.



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- DHS Staff Support will continue revising the document.

**VI. Updates on Functional Assessment Service Team (FAST) pilot training**

- DHS Staff Support, Zachary Davenport, and Lisa Sobczyk shared the background and updates on the FAST pilot training.

**VII. Draft the March 12, 2025, CPD Emergency Preparedness Meeting Agenda**

- The Committee drafted the Emergency Preparedness Meeting Agenda for March 12, 2025.

**VIII. Adjourn**

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

**The meeting adjourned at 1:00 PM.**