



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, October 9, 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:** None

**B. Emergency Preparedness Committee Motion Items**

1. **Motion Item:** Jeff Fox made a motion to approve the October 9, 2024, Emergency Preparedness Committee meeting agenda as amended. Ben Barrett seconded motion. Motion Carried.
2. **Motion Item:** Ramsey Lee made a motion to approve the September 11, 2024, Emergency Preparedness Committee Meeting Minutes. Ben Barrett seconded the motion. Motion Carried.
3. **Motion Item:** Ramsey Lee made a motion to convene a workgroup that will develop active shooter materials to be included in the CPD Emergency Preparedness Toolkit. Ben Barrett seconded the motion. Motion Carried.
4. **Motion Item:** Ramsey Lee made a motion to adjourn the meeting. 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, Jeff Fox, Ben Barrett, Charles Vandenplas, and Ramsey Lee.

**Council Members absent (excused\*):** Jason Ostrowski and Jackie Gordon

**Guests:** Kerry Johnson, Statutory Council on the Blindness Member



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**American Sign Language (ASL) Interpreting Services:** Carly Bieri 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 October 9, 2024, Emergency Preparedness Committee Meeting Agenda**

- Jeff Fox made a motion to approve the October 9, 2024, Emergency Preparedness Committee meeting agenda as amended. Ben Barrett seconded the motion. Motion carried. Motion Item 1

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

- Ramsey Lee made a motion to approve the September 11, 2024, Emergency Preparedness Committee Minutes. Ben Barrett 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.)**

- Kerry Johnson shared the importance of including people with disabilities in Active Shooter response training.



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.

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 Update from the Workgroup on the outdated/bad Links on CPD Emergency Preparedness Toolkits, Tools, and Resources Webpage.**

- DHS Staff Support provided the updates on the CPD Android App.

**VII. Discuss Updates to the Emergency Preparedness Toolkit**

- Ramsey Lee made a motion to convene a workgroup that will develop active shooter materials to be included in CPD Emergency Preparedness Toolkit. Ben Barrett seconded the motion. Motion Carried. See Motion Item 3.

**VIII. Budget Updates**

- DHS Staff Support provided budget updates.

**IX. Discuss 2024 Outreach**

- DAV and Auxiliary State Convention, Charles Vandenplas
- Self-Determination Conference, October 20-23
  - Discussed 2024 Self-Determination Conference and finalized logistics.

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

- The Committee drafted the Emergency Preparedness Meeting Agenda for December 11, 2024.

**XI. Adjourn**

- Ramsey Lee made a motion to adjourn the meeting. Ben Barrett seconded the motion. Motion carried. See Motion Item 4.

**The meeting adjourned at 12:46 P.M.**