



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, April 9, 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:** DHS Staff Support will proceed with seeking guidance from DHS Legal Counsel on including Active Shooter Guide language in the future prints of Emergency Preparedness Toolkits.
2. **Action Item:** DHS staff will compile a list of past outreach events for future discussion, submitting proposals to present, and outreach booths.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Jason Ostrowski made a motion to approve the April 9, 2025, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried.
2. **Motion Item:** Ben Barrett made a motion to approve the January 8, 2025, Emergency Preparedness Committee Minutes. Jason Ostrowski 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; Ramsey Lee; and Jason Ostrowski.

Council Members absent (excused*): Jackie Gordon; and Charles Vandenplas.

Guests: Chuck Fehl, Statutory Council of the Blind (SCOB).

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



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DHS Staff Support present: Zachary Davenport, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR), Ashley Baker, DHS, BADR.

Meeting Called to Order

Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 12:05 P.M.

The meeting was available via phone at (669) 254-5252 and Meeting ID: 161 1786 1716 and [via Zoom](#):

II. Review and Approve April 9, 2025, Emergency Preparedness Committee Meeting Agenda

- Jason Ostrowski made a motion to approve the April 9, 2025, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve January 8, 2025, Emergency Preparedness Committee Meeting Minutes

- Ben Barrett made a motion to approve the January 8, 2025, 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 received.

V. Update on CPD Emergency Preparedness Toolkit at Madison Association of the Deaf

- DHS staff support discussed presentation on February 19th to the Madison Association of the Deaf on emergency preparedness. Feedback on the event was positive and 10 individuals attended the session.



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VI. Updates to the Emergency Preparedness Toolkit

- Emergency Preparedness Toolkits are currently being printed and being constructed by Pathways at 1 West Wilson DHS building.
 - DHS support staff shared printing numbers.
 - Resource sheets will be printed separate from the toolkits as a way update website links as changes happen in real time.
 - DHS support staff shared that toolkits will be mailed out to requested that came via email, since the time of being out-of-stock.
- **Action Item 1:** DHS Staff Support will proceed with seeking guidance from DHS Legal Counsel on including Active Shooter Guide language in the future prints of Emergency Preparedness Toolkits.

VII. Outreach Discussion

- The Committee discussed the Self-Determination Conference, October 21-22 and wanting to attend and have a booth.
- A Home for Everyone Conference, August 2025.
 - **Action Item 2:** DHS staff will compile a list of past outreach events for future discussion, submitting proposals to present, and outreach booths.

VIII. Draft the May 14, 2025, CPD Emergency Preparedness Meeting Agenda

- The Committee drafted the Emergency Preparedness Meeting Agenda for May 14, 2025.

IX. Adjourn

- All attendees unanimously agreed to adjourn the meeting.

The meeting adjourned at 12:33 PM.