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**COUNCIL ON
PHYSICAL DISABILITIES**

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

Wednesday, April 13, 2022

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

Approved May 11, 2022.

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

1. **Action Item:** DHS Support Staff will continue to check the Google Form to see if there are new requests for Emergency Preparedness Toolkits and documents.

2. **Action Item:** DHS support staff will connect with Charles Vandenplas regarding an estimated number of attendees, and also to coordinate shipping for exhibit table setup (e.g. documents, tablecloth).

3. **Action Item:** DHS support staff will share the ReadyWisconsin track changes edits with Andrew Beckett, Wisconsin Emergency Management, Public Information Officer, and suggestions for creating additional documents and move forward with what is requested.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Nicole Herda made a motion to approve the April 13, 2022, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried.

2. **Motion Item:** Jeff Fox made a motion to approve the March 9, 2022, Emergency Preparedness Committee meeting minutes. Nicole Herda seconded the motion. Motion carried.

3. **Motion Item:** Jeff Fox made a motion to adjourn the meeting. Nicole Herda seconded the motion. Motion carried.

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C. Emergency Preparedness Committee Meeting Minutes

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

Emergency Preparedness Committee Members present: Karen Secor; Jeff Fox; Ben Barrett; and Nicole Herda.

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

Guest(s): Lacey Donatell, Wisconsin Emergency Management; Ramsey Lee, Community Member.

DHS Staff Support present: Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR); Karen Potnek, DHS, BADR; Lisa Sobczyk, DHS, BADR; and Mikael Snitker, 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 1-844-708-2569 and Meeting ID: 160 093 7614 and via Zoom.

II. Review and Approve April 13, 2022, Emergency Preparedness Committee Meeting Agenda

- Nicole Herda made a motion to approve the April 13, 2022, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve March 9, 2022, Emergency Preparedness Committee Meeting Minutes

- Jeff Fox made a motion to approve the March 9, 2022, Emergency Preparedness Committee meeting minutes. Nicole Herda seconded the motion. Motion carried. See Motion Item 2.

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IV. **Public Comment on the State Plan for People with Disabilities, 2019-2021 (https://cpd.wisconsin.gov/pdfiles/stateplan2019-21.pdf) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)**

- Ramsey Lee stated that there is a Governor's Task Force on Broadband Access meeting today at 1:00 P.M., and he has forwarded the Zoom link information to DHS support staff, who has then forwarded it onto the Full Council.

V. **Discuss Outreach and Presentations on Emergency Preparedness Toolkit**

- *Update on Emergency Preparedness Toolkit Inventory, Disbursement:* The Committee discussed the Emergency Preparedness Toolkit inventory spreadsheet and continuing to do outreach and distributing toolkits.
  - o Ramsey Lee stated he distributed Emergency Preparedness Toolkits to the local Hudson Police Department.
  - o DHS Support Staff sent 75 Emergency Preparedness Toolkits, Communication Folders and Checklists to ADRCs in Eagle River and La Crosse.
  - o DHS Support Staff will continue to check the Google Form to see if there are new requests for Emergency Preparedness Toolkits and documents. See Action Item 1.
- *Disabled Americans Veterans Conference Outreach:* Charles Vandenplas arranged an exhibit table for the Conference that is June 10-11, 2022.
  - o DHS support staff will connect with Charles Vandenplas regarding an estimated number of attendees, and also to coordinate shipping for exhibit table setup (e.g. handouts, toolkits, tablecloth). See Action Item 2.
  - o The Smart Phone Android version of the Toolkit will be completed and available by April 29, 2022.

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- *ReadyWisconsin Website Recommendations*
  - o The Committee reviewed the ReadyWisconsin website, Disabilities and Functional Needs section. Edits that were discussed include:
    - The yellow chart towards the bottom of the website is not accessible, and the color contrast is also not accessible for individuals that are visually impaired.
    - Adding information about mental health and trauma or shock; and language around neurodiversity awareness.
    - Adding a summary of information for all links.
    - Creating a separate document about County Emergency Preparedness/Facts Sheet.
    - DHS support staff will share the ReadyWisconsin track changes edits with Andrew Beckett, Wisconsin Emergency Management, Public Information Officer, and suggestions for creating additional documents and move forward with what is requested. See Action Item 3.

VI. Draft the May 11, 2022, Emergency Preparedness Meeting Agenda

- Welcome and Introductions
- Review and Approve May 11, 2022, Emergency Preparedness Committee Meeting Agenda
- Review and Approve April 13, 2022, Emergency Preparedness Committee Meeting Minutes
- Public Comment on the State Plan for People with Disabilities, 2019-2021 (https://cpd.wisconsin.gov/pdfiles/stateplan2019-21.pdf) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)
- Discuss Outreach and Presentations on Emergency Preparedness Toolkit
  - Update on Emergency Preparedness Toolkit Inventory, Disbursement
  - Disabled American Veterans Conference Outreach
- Draft June 8, 2022, CPD Emergency Preparedness Meeting Agenda
- Adjourn

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VII.   Adjourn

- Jeff Fox made a motion to adjourn the meeting. Nicole Herda seconded the motion. Motion carried. See Motion Item 3.

The meeting adjourned at 12:52 P.M.