



COUNCIL ON
PHYSICAL DISABILITIES

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, October 13, 2021

1:00 P.M. to 2:00 P.M.

Approved November 10, 2021

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

- 1. Action Item:** DHS Support staff will follow-up with a conversation from August 2021 with Andrew Beckett, Wisconsin Emergency Management, Public Information Officer, regarding distributing the Toolkits to every County Emergency Manager, and Tribal Unit per an updated list serve with addresses.
- 2. Action Item:** State Plan Committee Members will review the Wisconsin.Ready.gov website for additions edits, and email those recommendations to Karen Secor prior to the next CPD State Plan Committee Meeting.
- 3. Action Item:** Ben Barrett will reach out to Jason Ostrowski to see if he was still interested in being involved in CPD's social media outlets, and also ask Full CPD Membership if anyone has expertise and interest in taking a lead.

B. Emergency Preparedness Committee Motion Items

- 1. Motion Item:** Gabriel Schleive made a motion to approve the October 13, 2021 Emergency Preparedness Committee meeting agenda. Jeff Fox seconded the motion. Motion carried.
- 2. Motion Item:** Ben Barrett made a motion to approve the September 8, 2021 Emergency Preparedness Committee meeting minutes. Jeff Fox seconded the motion. Motion carried.
- 3. Motion Item:** Ben Barrett made a motion to adjourn the meeting. Gabriel Schleive 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. Gabriel Schleive; Charles Vandenplas

Council Members absent (excused*): Jackie Gordon

Guest(s): Ramsey Lee, Member-at-Large, Governors Committee for People with Disabilities (GCPD).

DHS Staff Support present: Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR); Lisa Sobczyk, DHS, BADR.

Meeting Called to Order

Ben Barrett, Emergency Preparedness Committee, Chairperson called the meeting to order at 1:01 P.M.

The meeting was available via phone at 1-844-708-2569 and Meeting ID: 871 1031 4016 and via [Zoom](#).

II. Review and Approve October 13, 2021 Emergency Preparedness Committee Meeting Agenda

- Gabriel Schleive made a motion to approve the October 13, 2021 Emergency Preparedness Committee meeting agenda. Jeff Fox seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve September 8, 2021 Emergency Preparedness Committee Meeting Minutes

- Ben Barrett made a motion to approve the September 8, 2021 Emergency Preparedness Committee meeting minutes. Jeff Fox 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/pdffiles/stateplan2019-21.pdf) (<https://cpd.wisconsin.gov/pdffiles/stateplan2019-21.pdf>) or Issues Impacting People with Physical Disabilities (1:10 P.M.–1:20 P.M.)

- No public comment received.

V. Discuss Outreach and Presentation on Emergency Preparedness Toolkit

- **Self-Directed Conference Virtual Exhibit:** The Committee discussed Zoom links being set up and submitted to the event planner for the Self-Directed Conference Virtual Exhibit set for October 18-20, 2021; and discussed the option of having breakout rooms.
 - Ben Barrett, Jeff Fox and Karen Secor confirmed that they would be attending and presenting at the virtual event. DHS Support Staff will host the Zoom.
- **Update on Emergency Preparedness Toolkit Inventory and Disbursement:** The Committee discussed the Emergency Preparedness Toolkit inventory spreadsheet and continuing to do outreach and distributing toolkits.
- **Update on List Serve of Statewide County Emergency Manager, and Tribal Units:** The Committee is still waiting for the updated list serve from Andrew Becket.
 - DHS Support staff will follow-up with a conversation from August 2021 with Andrew Beckett, Wisconsin Emergency Management, Public Information Officer, regarding distributing the Toolkits to every County Emergency Manager, and Tribal Unit per an updated list serve with addresses. See Action Item 1.
- **Wisconsin.Ready.Gov Website:** The Committee reviewed the Wisconsin.Ready.gov website. Discussed incorporating a link to the CPD Website and Toolkit information.



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- State Plan Committee Members will review the Wisconsin.Ready.gov website for additions edits and email those recommendations to Karen Secor prior to the next CPD State Plan Committee Meeting. See Action Item 2.
 - **Social Media Outlets: Facebook; YouTube Channel:** The Committee discussed the need for a lead to do outreach about CPD on social media platforms.
 - Ben Barrett will reach out to Jason Ostrowski to see if he was still interested in being involved in CPD's social media outlets, and also ask Full CPD Membership if anyone has expertise and interest in taking a lead. See Action Item 3.
 - **Website Language:** The Committee discussed the CPD Website being updated with the following: Google Form for requesting hard copies of toolkit documents and presentations and 4th edition of the Emergency Preparedness Toolkit Press Release.
- VI. Discuss Agenda Items for November 10, 2021 Emergency Preparedness Committee Meeting**
- The Committee discussed agenda items for November 10, 2021 meeting:
 - Discuss Outreach and Presentations on Emergency Preparedness Toolkit
 - Update on Emergency Preparedness Toolkit Inventory and Disbursement
 - Update on List Serve of Statewide County Emergency Manager, and Tribal Units
 - Review Edits to Wisconsin.Ready.Gov Website
 - Social Media Outlets: Facebook; YouTube Channel



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VII. Adjourn

- Ben Barrett made a motion to adjourn the meeting. Gabriel Schleive seconded the motion. Motion carried. See Motion Item 3.

The meeting adjourned at 1:58 P.M.