



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, August 10, 2022

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

Approved October 12, 2022.

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

- 1. Action Item:** DHS support staff will send Karen Secor, Jeff Fox, Ben Barrett and Nicole Herda the *Be Prepared, Have a Plan* CPD PowerPoint to present at the upcoming Homeless Forum scheduled for August 22, 2022.
- 2. 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.
- 3. Action Item:** Jeff Fox, Jackie Gordon and Ben Barrett will be in attendance have the exhibit table at the Self Determination Conference, October 17-19, 2022.
- 4. Action Item:** Jackie Gordon will submit an online application to be in attendance and have an exhibit table at the National Lifespan Respite Care Conference, September 13-15, 2022.
- 5. Action Item:** DHS support staff will set up the meeting with Gail Nelson, Wisconsin Well Woman Program, and extend the invite to include to Ben Barrett and Karen Secor.
- 6. Action Item:** Karen Secor and Nicole Herda will continue to collaborate on ideas, emergency resources and services for children with disabilities. Topics include accessible bathrooms and universal changing tables.



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B. Emergency Preparedness Committee Motion Items

- 1. Motion Item:** Jeff Fox made a motion to approve the August 10, 2022, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried.
- 2. Motion Item:** Ben Barrett made a motion to approve the July 13, 2022, Emergency Preparedness Committee meeting minutes. Jeff Fox seconded the motion. Motion carried.
- 3. Motion Item:** Jeff Fox made a motion to adjourn the meeting. Ben Barrett seconded the motion. Motion carried.

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; Jackie Gordon and Gabriel Schlieve.

Council Members absent (excused*): Charles Vandenplas; Nicole Herda

Guest(s): Ramsey Lee, GCPD Member-at-Large and Lawrence Brown, Community Member.

DHS Staff Support present: Ashley Walker, Department of Health Services (DHS), Bureau of Aging and Disability Resource (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 (669) 254-5252 and Meeting ID: 160 093 7614 and via [Zoom](#).



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II. Review and Approve August 10, 2022, Emergency Preparedness Committee Meeting Agenda

- Jeff Fox made a motion to approve the August 10, 2022, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve July 13, 2022, Emergency Preparedness Committee Meeting Minutes

- Ben Barrett made a motion to approve the July 13, 2022, Emergency Preparedness Committee meeting minutes. Jeff Fox seconded the motion. Motion carried. See Motion Item 2.

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

- No public comment received.

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.
- **Presentations:**
 - Ben Barrett stated he would be helping with a joint exhibit with the IndiGO in Duluth at a Health Expo on September 23rd, 2022.



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- **Virtual Homeless Forum, August 22, 2022:** Karen Secor, Jeff Fox, Ben Barrett and Nicole Herda are scheduled to present at an upcoming virtual Homeless Forum on August 22, 2022.
 - DHS support staff will send Karen Secor, Jeff Fox, Ben Barrett and Nicole Herda the *Be Prepared, Have a Plan* CPD PowerPoint to present at the upcoming Homeless Forum scheduled for August 22, 2022. See Action Item 1.
- **Wisconsin Council of Churches, September 7, 2022:** Nicole Herda will be presenting via Facebook Live on September 7, 2022, to the Wisconsin Council of Churches to present on CPD and Emergency Preparedness.
 - 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 2.
- **Outreach:**
 - **Self Determination Conference, October 17-19, 2022**
 - The Committee discussed attending the having an exhibit booth at the upcoming Self Determination Conference.
 - Jeff Fox, Jackie Gordon and Ben Barrett will be in attendance have the exhibit table at the Self Determination Conference, October 17-19, 2022. See Action Item 3.
 - **National Lifespan Respite Care Conference, September 13-15, 2022**
 - Jackie Gordon will submit an online application to exhibit at the National Lifespan Respite Care Conference, September 13-15, 2022. See Action Item 4.
 - Jeff Fox, Jackie Gordon and Ben Barrett will be in attendance have the exhibit table.



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- **October 2022, Disabled American Veterans (DAV) Conference**
 - The Committee discussed the upcoming DAV conference being scheduled for October 19-22, 2022, at the Double Tree Hilton on East Washington in Madison, WI.
- **Additional 2022 Conferences:**
 - The Committee discussed having a booth at a state Aging and Disability Resource Center (ADRC) conference.

VI. Discuss Outreach on Emergency Preparedness Communications Folder

- Lisa Sobczyk met with Gail Nelson, Wisconsin Well Women Program, on accessibility of materials and preventative care.
 - Topics of discussion included the Emergency Preparedness Communications Folder and setting up a meeting to discuss collaborating regarding the Emergency Preparedness Toolkits.
 - DHS support staff will set up the meeting with Gail Nelson, Wisconsin Well Woman Program, and extend the invite to include to Ben Barrett and Karen Secor. See Action Item 5.

VII. Discuss Emergency Services for Children with Disabilities

- Karen Secor and Nicole Herda will continue to collaborate on ideas, emergency resources and services for children with disabilities. Topics include accessible bathrooms and universal changing tables. See Action Item 6.

VIII. Draft the September 14, 2022, Emergency Preparedness Meeting Agenda

- The Committee drafted the agenda for the upcoming September 14 Emergency Preparedness Meeting.
 - Welcome and Introductions
 - Review and Approve September 14, 2022, Emergency Preparedness Committee Meeting Agenda
 - Review and Approve August 10, 2022, Emergency Preparedness Committee Meeting Minutes



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- Public Comment on the State Plan for People with Disabilities, 2019-2021 (<https://cpd.wisconsin.gov/pdffiles/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
 - Updates on Additional Outreach:
 - Self Determination Conference, October 17-19, 2022
 - Disabled American Veterans (DAV) Conference, October 19-22, 2022
 - Additional 2022 Conferences
 - Discuss Emergency Services for Children with Disabilities
 - Draft October 12, 2022, CPD Emergency Preparedness Meeting Agenda
 - Adjourn

IX. Adjourn

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

The meeting adjourned at 12:57 P.M.