



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 12, 2022

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

Approve November 9, 2022.

Emergency Preparedness Committee Action and Motion Items

A. Emergency Preparedness Committee Action Items

- 1. Action Item:** DHS support staff will also attend the Self Determination Conference, and will assist with delivering toolkits, communications folders, and tabletop swag; as well as having an iPad on-hand for demonstrating the Smart Phone Application (App) with information being provided on how to locate and download the App.
- 2. Action Item:** DHS support staff will assist with delivering 150 toolkits, accompanying documents, as well as table swag and will also help with the exhibit table at the upcoming Disabled America Veterans Conference, October 21-22, 2022.

B. Emergency Preparedness Committee Motion Items

- 1. Motion Item:** Nicole Herda made a motion to approve the October 12, 2022, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried.
- 2. Motion Item:** Ben Barrett made a motion to approve the August 10, 2022, Emergency Preparedness Committee meeting minutes. Nicole Herda seconded the motion. Motion carried.
- 3. Motion Item:** Jeff Fox made a motion to add the following agenda item to the October 27, 2022, CPD Quarterly Meeting: *Discuss Options for Applications (Apps) for Bathroom Accessibility and Universal Access*. Ben Barrett seconded the motion. Motion carried.
- 4. Motion Item:** Ben Barrett 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; Jackie Gordon; Charles Vandenplas; and Nicole Herda.

Council Members absent (excused*): Gabriel Schlieve.

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 12:01 P.M.

The meeting was available via phone at (669) 254-5252 and Meeting ID: 160 093 7614 and via [Zoom](#).

II. Review and Approve October 12, 2022, Emergency Preparedness Committee Meeting Agenda

- Nicole Herda made a motion to approve the October 12, 2022, Emergency Preparedness Committee meeting agenda. Ben Barrett seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve August 10, 2022, Emergency Preparedness Committee Meeting Minutes

- Ben Barrett made a motion to approve the August 10, 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/pdffiles/stateplan2019-21.pdf) (<https://cpd.wisconsin.gov/pdffiles/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:**
 - **Feedback from Virtual Homeless Forum, August 22, 2022:** Karen Secor, Jeff Fox, Ben Barrett and Nicole Herda presented at a virtual Homeless Forum on August 22, 2022.
 - The CPD PowerPoint, *Be Prepared, Have a Plan* CPD PowerPoint has been uploaded to the CPD Website per the request of the Homeless Forum attendees.
 - **Feedback from Wisconsin Council of Churches, September 7, 2022:** Nicole Herda presented via Facebook Live to the Wisconsin Council of Churches on CPD and Emergency Preparedness.
 - Reported that she may have additional presentation requests due to this event and will keep the Committee updated on future dates and times.
- **Outreach:**
 - **Feedback from National Lifespan Respite Care Conference, September 13-15, 2022**
 - Ben Barrett and Jeff Fox attended the National Lifespan Respite Care Conference and reported that they were able to exhibit and distribute over 100 toolkits and postcards.



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- **Caregiver Conferences**
 - Jackie Gordon shared that she attended one of the Northwood Technical College, Caregiver Conferences and it was very informative, as well as the Emergency Preparedness Toolkit information was welcomed.
 - Reported that there are currently five Caregiver Conferences in total scheduled through Spring 2023 in New Richmond, Rice Lake, Hayward/Sawyer County, Ashland and Superior,
 - Ben Barrett and Jeff Fox will be attending a Caregiver Conference in Rice Lake on October 28, 2022.
- **Self Determination Conference, October 17-19, 2022**
 - Ben Barrett and Jeff Fox will be attending the having an exhibit booth at the upcoming Self Determination Conference.
 - DHS support staff will also attend the Self Determination Conference, and will assist with delivering toolkits, communications folders and tabletop swag; as well as having an iPad on-hand for demonstrating the Smart Phone Application (App) with information being provided on how to locate and download the App. See Action Item 1.
- **Disabled American Veterans (DAV) Conference, October 19-22, 2022**
 - The Committee discussed the upcoming DAV Conference being scheduled for October 21-22, 2022, at the Double Tree Hilton on East Washington in Madison, WI.
 - Charles Vandenplas stated he would be in attendance and would reserve tables for exhibiting.
 - DHS support staff will assist with delivering 150 toolkits, accompanying documents, as well as table swag and will also help with the exhibit table at the upcoming Disabled America Veterans Conference, October 21-22, 2022. See Action Item 2.



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- **Additional 2022 Conferences:**

- The Committee agreed that any additional 2022 conferences can be discussed at future Emergency Preparedness Meetings.
- DHS support staff requested a minimum of two weeks for mailing toolkits and accompanying documents for any future events.

VI. Discuss Outreach on Emergency Preparedness Communications Folder

- Lisa Sobczyk previously met with Gail Nelson, Wisconsin Well Women Program, on accessibility of materials and preventative care. No new information or meetings have been scheduled at this time.
 - Discussed the possibility of moving forward with presenting to hospitals and clinic's medical provider staff. The Committee will discuss the possibility of outreach to these groups in 2023.

VII. Discuss Emergency Services for Children with Disabilities

- The Committee discussed the need for accessible restrooms and universal changing tables throughout the state, and a way to track where these restrooms are located. Discussed the need for access while traveling with children and adults with disabilities.
 - The Committee discussed adding an agenda item to the upcoming quarterly meeting around this topic. Discussed requesting information from CPD Liaison, Jeremy Kaukl, Wisconsin Department of Safety and Professional Services, Commercial Building Plan Reviewer on this subject matter.
 - Jeff Fox made a motion to add the following agenda item to the October 27, 2022, CPD Quarterly Meeting: *Discuss Options for Applications (Apps) for Bathroom Accessibility and Universal Access*. Ben Barrett seconded the motion. Motion carried. See Motion Item 3.



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VIII. Draft the November 9, 2022, Emergency Preparedness Meeting Agenda

- The Committee drafted the agenda for the upcoming November 9, 2022, Emergency Preparedness Meeting.
 - Welcome and Introductions
 - Review and Approve November 9, 2022, Emergency Preparedness Committee Meeting Agenda
 - Review and Approve October 12, 2022, Emergency Preparedness Committee Meeting Minutes
 - 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:
 - Feedback from Self Determination Conference, October 17-19, 2022
 - Feedback from Disabled American Veterans (DAV) Conference, October 21-22, 2022
 - Feedback on Rice Lake Caregiver Conference, October 28, 2022.
 - Additional 2022 Conferences
 - Discuss Emergency Services for Children with Disabilities
 - Draft December 14, 2022, CPD Emergency Preparedness Meeting Agenda
 - Adjourn



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IX. Adjourn

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

The meeting adjourned at 12:44 P.M.