



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, September 13, 2023

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:** Committee members will continue to email DHS support staff information about outreach and presentations for tracking purposes.
2. **Action Item:** Karen Secor and Jackie Gordon will be working together to update the Emergency Preparedness Committee Power Point.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Nicole Herda made a motion to approve the September 13, 2023, Emergency Preparedness Committee meeting agenda. Jeff Fox seconded the motion. Motion carried.
2. **Motion Item:** Nicole Herda made a motion to approve the August 9, 2023, Emergency Preparedness Committee meeting minutes. Jeff Fox seconded the motion. Motion carried.
3. **Motion Item:** Jeff Fox made a motion to approve the use of the Emergency Drills for People with Disabilities in Committee presentations. Jackie Gordon Seconded the motion. Motion Carried.
4. **Motion Item:** Jackie Gordon made a motion to adjourn the meeting. Jeff Fox 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; Ramsey Lee; Ben Barrett; Jackie Gordon; Nicole Herda and Charles Vandenplas.



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Council Members absent (excused*): Gabriel Schlieve

American Sign Language (ASL) Interpreting Services: Carol , and Carly Bieri

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

Guest(s): Stacy Ellingen, CPD member-at-large.

Meeting Called to Order

Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 12:07 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 September 13, 2023, Emergency Preparedness Committee Meeting Agenda

- Nicole Herda made a motion to approve the September 13, 2023, Emergency Preparedness Committee meeting agenda. Jeff Fox seconded the motion. Motion carried. See Motion Item 1.

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

- Nicole Herda made a motion to approve the August 9, 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, 2022-2024 (<https://dhs.wisconsin.gov/cpd/cpd-state-plan-2022-24.pdf>) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)

- No public comment received.



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

- ***Update on Emergency Preparedness Toolkit Inventory, Disbursement:***
 - The Committee discussed the Emergency Preparedness Toolkit inventory. DHS Support staff will have 1500 more printed for the Self-Determination Conference in October.
 - Committee members will continue to email DHS support staff information about outreach and presentations for tracking purposes. See Action Item 1.
- ***Update on Office of Preparedness and Emergency Health Care (OPEHC) Emergency Preparedness Outreach Grant Spend Down***
 - DHS support staff stated that OPEHC approved the \$6,000 grant to assist with costs associated with outreach for Emergency Preparedness. This includes paying for the \$500 booth at the Self-Determination Conference in October.
- ***Updates on Presentations and Conferences:***
 - ***Update on Conferences***
 - Self-Determination Conference
 - October 16-18, 2023, Wisconsin Dells
 - Ramsey Lee, Ben Barrett, and Jeff Fox, will have a booth at the conference.
 - Other 2023 Outreach
 - DHS Support Staff shared Emergency Drills for People with Disabilities document that committee will be able to share at presentations in rural and urban emergency preparedness departments.
 - Jeff Fox made a motion to approve the use of the Emergency Drills for People with Disabilities in Committee presentations. Jackie Gordon Seconded the motion. Motion Carried. See motion item 3.



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- Karen Secor and Jackie Gordon will be working together to update the Emergency Preparedness Committee Power Point. See Action Item 2.
- Karen Secor will possibly be presenting the power point at Eau Claire PHEP and Buffalo County Meetings. Karen stated she will also look at doing a presentation in Durand, WI.

VI. Draft the October 11, 2023, Emergency Preparedness Meeting Agenda

- Call to Order
- Welcome and Introductions
- Review and Approve September 13, 2023, Emergency Preparedness Committee Meeting Agenda
- Review and Approve August 9, 2023, Emergency Preparedness Committee Meeting Minutes
- Public Comment on the State Plan for People with Disabilities, 2022-2021 (<https://cpd.wisconsin.gov/pdfiles/stateplan2019-21.pdf>) or Issues Impacting People with Physical Disabilities (12:10 P.M.–12:20 P.M.)
- Updates from Conferences and Presentations
 - Self-Determination
 - Eau Claire PHEP
 - Buffalo County
 - Durand, WI
- Update on Emergency Preparedness Toolkit Inventory and Disbursement
- Discuss Changes to Booklet
 - Rights to Life, and Resuscitation Information

VII. Adjourn

- Jackie Gordon made a motion to adjourn the meeting. Jeff Fox seconded the motion. Motion carried. See Motion Item 4.

The meeting adjourned at 12:51 P.M.