



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, June 12, 2024

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:** DHS Support Staff will investigate the items listed in minutes and provide updates to the Committee at the next meeting. Action Item VI.
2. **Action Item:** DHS Support will update the Committee when the date and time of Monona Senior Center presentation is determined.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Ben Barrett made a motion to approve the June 12, 2024, Emergency Preparedness Committee meeting agenda with an amended agenda for Zachary Davenport DHS Support, to share the information about Monona Senior Center's request for presenting on Emergency Preparedness. Jason Ostrowski seconded the motion. Motion Carried. Motion Item 1.
2. **Motion Item:** Jason Ostrowski made a motion to approve the May 22, 2024, Emergency Preparedness Committee meeting minutes. Ben Barrett seconded the motion. Motion carried.
3. **Motion Item:** Ben Barrett made a motion to adjourn the meeting. Jackie Gordon 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, and Jason Ostrowski

Council Members absent (excused*): Gabriel Schlieve, Charles Vandenplas.



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American Sign Language (ASL) Interpreting Services: Carly Bieri, Chantel Wiedmeyer

DHS Staff Support present: Zachary Davenport, Department of Health Services (DHS), Bureau of Aging and Disability Resource (BADR).

Meeting Called to Order

Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 12:04 P.M.

The meeting was available via phone at (669) 254-5252 and Meeting ID: 161 1786 1716 and via Zoom: <https://dhs.wi.zoomgov.com/j/16117861716>

II. Review and Approve June 12, 2024, Emergency Preparedness Committee Meeting Agenda

- Ben Barrett made a motion to approve the June 12, 2024, Emergency Preparedness Committee meeting agenda with an amended agenda for Zachary Davenport DHS Support, to share the information about Monona Senior Center's request for presenting on Emergency Preparedness. Jason Ostrowski seconded the motion. Motion Carried. Motion Item 1.

III. Review and Approve May 22 2024, Emergency Preparedness Committee Meeting Minutes

- Jason Ostrowski made a motion to approve the May 22, 2024, Emergency Preparedness Committee meeting minutes.
- Ben Barrett 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 was received.



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V. Discuss Outdated/Bad Links on CPD Emergency Preparedness Toolkit, Tools, and Resources Webpage.

- Jackie Gordon mentioned that for the next hard copy toolkit print, toolkit need to be updated once the inventory runs out.
- Jackie Gordon and Karen Secor work together on looking at outdated information and links.

VI. Update on Emergency Preparedness Toolkit inventory, Storage Options, Jump Drive, and Disbursement

- DHS Staff Support shared Tool Kit Inventory to members during the meeting.
 - Vision Communication Tool Cards: 465
 - Emergency Preparedness Forms Folder: 363
 - Medical Wallet Cards: 0
 - Emergency Preparedness Toolkits: 107
 - Emergency Preparedness Comms Folder: 699
- DHS Staff Support also shared the information on the listed item below.
 - CPD cannot afford to rent monthly storage space.
 - CPD cannot afford to hire staff to manage.
 - The cost of print the toolkit in 2019 was \$40,000 for 2,500 copies. Due to inflation, it will cost more in 2024.
- DHS Staff Support shared the information about jump Drive. DHS Support Staff will investigate more information on the items listed below and provide updates to the Committee at the next meeting. See Action 1
 - Can DHS IT team do data preloaded?
 - How to order and receive a bulk or thumb drive?



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VII. Monona Senior Center Presentation

- DHS Team support shared that Monona Senior Centers contacted Zachary Davenport to provide a presentation about CPD Emergency Preparedness toolkit.
- DHS Support will update when the date and time of the Monona Senior Center presentation is determined. See Action 2.

VIII. Review Comments Received for ASL and Multilingual Wireless Emergency Alert Template

- DHS Team received no comment from CPD committees.

IX. Discuss County Emergency Alerts Accessibility

- Karen Secor shared that the Eau Claire County's Emergency Alerts Accessibility's issue is solved.

X. Discuss 2024 Outreach Opportunities

- Charles Vandenplas shared the updates about DAV and Auxiliary State Convention, June 11-13. He stated that it was a huge success. Charles Vanenplas handed out 44 toolkits, 95 Forms Folders, 16 Vision Cards, 75 Post Cards, and 31 First Aid Kits. Most of the items ran out on the first day. Someone from the Women's Veteran's group will be reaching out to order copies of the Emergency Preparedness Toolkits.
- Ramsey Lee shared information about A Home for Everyone Conference, July 17-18. Ramsey Lee will be a moderator for one session at the conference. Ramsey Lee asked the committees if one of them is interested in attending the conference. Discussion will continue.
- No comment regarding Disability Pride Madison, July 27. Discussion will continue.
- Jackie Gordon shared information about the Caregiver conference on September 27. Discussion will continue.
- Ramsey, Ben, Jeff, and Karen will not be doing a presentation at the Self-Determination Conference, WI Dells, October 20-23. CPD will have a table there. Jackie has three boxes of Go Bag, and she will share the boxes with Ben and Jeff. Discussion will continue.



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XI. Draft the July 10, 2024, CPD Emergency Preparedness Meeting Agenda

- The Committee drafted the Emergency Preparedness Meeting Agenda for July 10, 2024.

XII. Adjourn

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

The meeting adjourned at 1:02 P.M.