



1 WEST WILSON STREET,
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dhs.wisconsin.gov/cpd

**Wisconsin Council on Physical Disabilities (CPD)
Emergency Preparedness Committee Teleconference Meeting**

Wednesday, May 14, 2025

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 Staff Support will reach out to Charles Vandenplas to see if he is planning to attend DAV and Auxiliary State Convention this year.

B. Emergency Preparedness Committee Motion Items

1. **Motion Item:** Jason Ostrowski made a motion to approve the May 14, 2025, Emergency Preparedness Committee meeting agenda. Ramsey Lee seconded the motion. Motion carried.
2. **Motion Item:** Ramsey Lee made a motion to approve the April 9, 2025, Emergency Preparedness Committee Minutes. Ben Barrett seconded the motion. Motion carried.
3. **Motion Item:** Ben Barrett made a motion to table updating the Active Shooter Guide for the Council on Physical Disabilities Emergency Preparedness Toolkit till a later date. Jason Ostrowski seconded the motion. Motion carried.
4. **Motion Item:** Jason Ostrowski made a motion to adjourn. Ramsey Lee seconded the motion. Motion Carried.

C. Emergency Preparedness Committee Meeting Minutes

- I. **Welcome and Introduction, Karen Secor, Emergency Preparedness Committee Chairperson**

Emergency Preparedness Committee Members present: Karen Secor; Ben Barrett; Ramsey Lee; and Jason Ostrowski.

Council Members absent (excused*): Jackie Gordon*; and Charles Vandenplas*.



COUNCIL ON
PHYSICAL DISABILITIES

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Guests: Chuck Fehl, Statutory Council of the Blind (SCOB); Kerry Robinson, SCOB; Kaisa Kerrigan, Milwaukee County Department of Health and Human Services (DHHS); Sarah Diedrich, WI Emergency Management Military Affairs.

American Sign Language (ASL) Interpreting Services: Nicole Keeler.

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

Meeting Called to Order

Karen Secor, Emergency Preparedness Committee, Chairperson called the meeting to order at 12:03 P.M.

The meeting was available via phone at (669) 254-5252 and Meeting ID: 161 1786 1716 and [via Zoom](#):

II. Review and Approve May 14, 2025, Emergency Preparedness Committee Meeting Agenda

- Jason Ostrowski made a motion to approve the May 14, 2025, Emergency Preparedness Committee meeting agenda. Ramsey Lee seconded the motion. Motion carried. See Motion Item 1.

III. Review and Approve April 9, 2025, Emergency Preparedness Committee Meeting Minutes

- Ramsey Lee made a motion to approve the April 9, 2025, Emergency Preparedness Committee 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 – 12:30 P.M.)

- Public comment received from Katherine Schneider who asked if there is any way language can be broadened to say “physical and other disabilities” on the CPD Emergency Preparedness Toolkit. Katherine



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explained that it's for including those individuals with sensory disabilities.

- Member discussed changing the name of the toolkit. Ramsey lee shared that he thinks the name is fine as it is. No other members objected.

V. Update to the Emergency Preparedness Toolkit

- DHS staff, Zachary Davenport, shared the updates on the Toolkit. See the attached document to this meeting minutes.
 - Emergency Preparedness printing and inventory.
 - Members discussed the Active Shooter Guide document to see if now a good time is to make recommendations.
 - Ben Barrett made a motion to table updating the Active Shooter Guide for the Council on Physical Disabilities Emergency Preparedness Toolkit till a later date. Jason Ostrowski seconded the motion. Motion carried. See Motion Item 3.
- Zachary Davenport shared information about Supporting Mental Health Before, During, and After Emergencies and the Commuter Emergency Plan documents (see attached). The Committee wanted to continue discussing these documents to the next meeting.

VI. Outreach Discussion

- Self-Determination, October 21-22.
 - The Committee discussed the Self-Determination Conference. The Self-Determination Conference is currently accepting applications for exhibitors – spaces limited – likely due at end of June. The Members agreed to continue the discussion on attending to the next meeting.
- A Home for Everyone Conference, August 2025.
 - The Committee discussed A Home for Everyone Conference. A Home for Everyone Proposal submission deadline is on April



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30, 2025. Member will continue the discussion to the next meeting.

- DHS Staff Support, Zachary Davenport, shared other events that the Committee discussed last year:
 - DAV and Auxiliary State Annual State Convention, June 12th-14th, 2025. Ben Barrett requested to reach out to Charles to see if he is already planning to attend.
 - **Action Item 1:** DHS Staff will reach out to Charles Vandenplas to see if he is planning to attend this event.
 - 2025 Disability Pride Madison, June 26th, 2025.
 - 2025 Annual Conference on Independent on July 21st-24th, 2025.

VII. Draft the July 9, 2025, CPD Emergency Preparedness Meeting Agenda

- The Committee drafted the Emergency Preparedness Meeting Agenda for July 9, 2025.

VIII. Adjourn

- Jason Ostrowski made a motion to adjourn. Ramsey Lee seconded the motion. Motion Carried. See Motion Item 4.

The meeting adjourned at 1:00 PM.