

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual, 10 February 2021, 0900-1200

NCW HERC Board Members			<i>Clinics</i>		NCW HERC Members, Guests & Presenters
	<i>Hospitals</i>	x	Molly O'Malley		Mary Fay-Shields-Red Cross
x	Jim Monarski	x	Suzi Okey		Teresa Erler- WEM
x	Josh Englund		<i>CMS</i>		Ingrid Gowdy-O'Leary & Anick
	<i>EMS</i>		Mike Roberts		Audrey Evans
x	Delmond Horn		Cindy Keitel		Jess Ford-Kelly
	Jared Thompson		<i>Tribal</i>		
	<i>Emergency Management</i>		vacant		
x	Phil Rentmeester	NCW HERC/NCRTAC Staff			
x	September Murphy	x	Robbie Deede		
	<i>Public Health</i>	x	Michael Fraley		
x	Joan Theurer	x	Dr. Tim Vayder		
x	Sue Kunferman	x	Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
x	Jason Keffeler				
x	Dr. Michael Clark				

Location: Virtual

Call in Number- +1 (669) 224-3412 Pass code- 141-054-461

Go to Meeting Link: <https://global.gotomeeting.com/join/141054461>

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Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum	Introductions	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 0901	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1st: Sue Kunferman 2nd: Jason Keffeler Motion result: Carried	
4. Agenda Review and Additions	Discussion: Reviewed agenda items Motion to approve current agenda. 1st: Sue Kunferman 2nd: Delmond Horn Motion result: Carried	
5. Budget Review/FA Report:	Discussion Approve December Financials.	

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<p>O’Leary</p>	<p>January received.</p> <ul style="list-style-type: none"> • Won’t be too much carry over <p>21-22 Draft Budget</p> <ul style="list-style-type: none"> • Reviewed • Discussed pay for service/cost share opportunities • Discussed ICS software opportunities – state is working on developing this <p>Motion to approve financials. 1st: Josh Englund 2nd: Jason Keffeler Motion result: Carried</p>	
<p>6. 21-22 Draft Work Plan/Training Plan</p>	<p>Discussion. Independent review Some highlights from workplan include:</p> <ul style="list-style-type: none"> • HERC involvement with other community members • Offer PIO training • Ensure ability to rapidly alert members, their staff, patients and visitors – want to find a program that’s equitable for all • Development of a Continuity of Operations Plan • Conduct supply chain integrity assessment • Collaborate with DHS to integrate crisis care elements into response plan • Validate Burn Care Surge Annex with an exercise • Response plan to include alternate care systems 	
<p>7. BP2 Update</p>	<ul style="list-style-type: none"> • Burn Surge Annex - reviewed and approved to send out to full coalition; also need take to RTAC and hospital mtgs. <p>Motion to approve current burn surge draft to send to full coalition for their review. 1st: Delmond Horn 2nd: September Murphy Motion result: Carried</p> <ul style="list-style-type: none"> • Preparedness Plan <ul style="list-style-type: none"> ○ Reviewed ○ Need signatures from members ○ Living links embedded in plan - do we link to our Share Point site or reference the document and “contact HERC Coordinator” for more info? 	<ul style="list-style-type: none"> • Send out final draft of Burn Surge Annex for review • Send out updated Preparedness Plan for review • Schedule meeting to review Response Plan • Send out exercise planning meeting dates

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	<ul style="list-style-type: none"> ○ May need to discuss what is considered “protected information” ○ Will move forward with referencing documents and make available upon request ○ Include high level scope of work for HERC positions, do not need detail ○ Will need to update hospital MOUs ○ Looking for updated GIS mapping link ○ Update HVA link ○ Considering renegotiating fee with O’Leary and Anick once HERC becomes 501c3 <p>Motion to approve discussed changes to Preparedness Plan and move forward with open review. 1st: Dr. Clark 2nd: Sue Kunferman Motion result: Carried</p> <ul style="list-style-type: none"> ● Response Plan <ul style="list-style-type: none"> ○ Would like to put together a workgroup to review this plan ○ Robbie will designate a meeting time to review plan and those who can attend will ○ Want plan finalized in April and request signatures in May ● RFA Update <ul style="list-style-type: none"> ○ Now working with HSS ○ March 3 and April 7 from 10:00 – 12:00 are planning meeting dates ○ Pediatric surge template from ASPR, do not have a burn surge template – however have a real-life event scenario that can be used ● RISC Assessment <ul style="list-style-type: none"> ○ Assessment is complete ○ Next time, each facility may need to complete assessment and then aggregate for the region 	
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<p>8. Bylaws</p>	<p>Discussion</p> <ul style="list-style-type: none"> • Still no formal stance from DHS • Bylaws will be changing once HERC moves to Incorporation • Tabled 	<ul style="list-style-type: none"> • Follow up with Anick for what revisions to bylaws may be needed once Incorporated
<p>9. HERC Incorporation Planning</p>	<ul style="list-style-type: none"> • Follow up on: <ul style="list-style-type: none"> ○ Business plan ○ Insurance & Bank Account ○ Region 1 list • HERC is Incorporated at this point, in process of receiving 501c3 • Next steps: <ul style="list-style-type: none"> ○ Establish a DUNS #, bank account and insurance ○ Bank recommendations? <ul style="list-style-type: none"> ▪ Want a bank that has presence across entire region ▪ Suggestions: Associated Bank, People’s Bank ▪ Recommend Robbie approach both banks and request simplified bids – services offered, fees, money market options, and loan policies ▪ Need money to open the account; other regions have received small donations to get account started 	<ul style="list-style-type: none"> • Follow up with Anick for insurance company recommendations; request simplified bids • Request simplified bids from Associated Bank and Abby Bank
<p>10. HERC Staff and Advisory Group Meeting</p>	<p>Recap</p> <ul style="list-style-type: none"> ▪ HERC Staff mtg: <ul style="list-style-type: none"> ▪ Continue to have significant turnover at the OPEHC level ▪ Hired an OPEHC planner ▪ Continue to be vaccination obstacles ▪ Advisory meeting <ul style="list-style-type: none"> ▪ Patient tracking group is looking for agencies that can take the lead and create a training program for its use ▪ EMResource now has auto dialer – does have an additional add on fee – state is looking into it 	
<p>11. COVID Response</p>	<p>Surge Management Support</p> <ul style="list-style-type: none"> • Metrics 	

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	<ul style="list-style-type: none"> ○ Hospitalizations –58; continue to see scaling back; seeing numbers from August/September of last year ○ Daily Admissions -11/day ○ Average cases/day - 96 ○ Deaths/day - 2 ● RMC calls are scaling back and changing focus from bed capacity and transport to vaccination and other identified needs <p>Testing Maintenance</p> <ul style="list-style-type: none"> ○ Seeing demobilization of some testing sites <p>Vaccine Planning Support</p> <ul style="list-style-type: none"> ○ Plan to see same supply next week ○ Seeing more Modern than Pfizer in our region ○ Moving to two-week allocations ○ Pfizer moving to 6 doses/vial – creating accounting challenges ○ Challenges as people don't show for booster dose, what to do with those doses ○ Seeing some issues with syringes and needles ○ Concerns regarding availability of needles and syringes ○ Have three large scale community sites in our region: Oneida, Wood and Clark; anticipate more to spin up with availability of vaccine ○ Enduring sites: deployable WING teams, AMI contractor (250-1,000 doses/day) ○ State is looking at setting up large scale community vaccination site in Marathon Co. ○ Johnson and Johnson vaccine going to FDA for EUA on 2/26 <ul style="list-style-type: none"> ▪ Some concerns regarding its efficacy ○ Seeing more 2nd dose hesitancy 	
<p>12. Updates</p>	<p>HERC Coordinator</p> <ul style="list-style-type: none"> ● Reviewed earlier <p>Planning</p>	<ul style="list-style-type: none"> ● Order 10 PAPRS and 10 half face mask respirators and then order cartridges to fit Marathon's supply

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	<ul style="list-style-type: none"> • Finalizing Burn Surge Annex, continue to develop weekly information update, continue to work on AAR, continue SNF admission status report, and pull data as needed <p>Logistics</p> <ul style="list-style-type: none"> • Portable ultra-cold freezer has arrived and is available for use • Aspirus Medford is all set to receive one ultra-cold freezer, MMC Minocqua is getting ready to receive the other • Update on PAPRS and half-mask respirators <ul style="list-style-type: none"> • \$980/PAPR through Envirosafety • ~\$20 for half face respirator through Envirosafety • Looking at buying 10 PAPRs • Marathon Co. EM has half face respirators that can be loaned out; would then maybe only need filters • Need to test out adapter for respirators and then order cartridges to utilize Marathon Co.'s • Purchase 10 half face respirators for HERC use only and utilize Marathon Co. respirators for use in region • Generators are in place; cords, etc. will be purchased with Menards rebate check 	
<p>13. Interoperable Communications Systems</p>	<p>EMResource Update</p> <ul style="list-style-type: none"> • Continue to have rollout updates • Every account will need to have its own specific email address <p>WISCOM Update</p> <ul style="list-style-type: none"> • Attendance for drills high • Considering replacing radios in Minocqua • Will be a drill in Minocqua tomorrow, and Neillsville end of the month • Encryption concerns in that encryption is occurring without awareness of what others in state are doing 	
<p>14. Sector Reports/ Top Priorities</p>	<p>Big Updates</p> <ul style="list-style-type: none"> • Hospitals <ul style="list-style-type: none"> ○ Moving to a different system for employee vaccination ○ Scaling back ICS calls 	<ul style="list-style-type: none"> • Robbie to follow up on body bags • Incorporate hazmat into burn surge exercise

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	<ul style="list-style-type: none"> • Trauma <ul style="list-style-type: none"> ○ Trauma conference will be virtual – Thursday, April 22 during the day; collaborating with North Central Tech ○ Working on a fall project with ADRC; seeing more incidents of falls and not being found in a timely manner ○ State Trauma Coordinator left • EMS <ul style="list-style-type: none"> ○ Planning vaccination clinics ○ EMS have restarted town board meetings • CMS <ul style="list-style-type: none"> ○ No new updates • Public Health <ul style="list-style-type: none"> ○ Cases continue to decline in our region and across the state; provides capacity to move to more in-depth disease investigation ○ Vaccine clinic planning; weather causing challenges, dose allotment hurdles ○ Concerns in moving to extended eligibility on March 1, with continued vaccine shortages • Emergency Management <ul style="list-style-type: none"> ○ Have not yet received body bags ○ Marathon Co. is hosting a communication exercise in May – all are welcome to attend ○ EM needs to complete a hazmat exercise – could this exercise be coordinated with the burn surge exercise? <ul style="list-style-type: none"> ▪ Yes, let’s collaborate 	
<p>15. Regional Resource Requests/Needs</p>	<p>None</p>	
<p>16. Tabled Items for Future Discussions</p>	<p>Need to review: None</p>	
<p>17. Next Meetings</p>	<p>Date: Mar 10th Location: Virtual</p>	
<p>18. Adjourn</p>	<p>Motion to adjourn. 1st: Josh Englund 2nd: September Murphy</p>	

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	Motion result: Carried	
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