

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual, 10 March 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	x	Teresa Erler- WEM
x	Josh Englund		<i>CMS</i>		Ingrid Gowdy-O'Leary & Anick
	<i>EMS</i>		Mike Roberts		Audrey Evans
x	Delmond Horn	x	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		
	Sue Kunferman		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>

First GoToMeeting? Try a test session: <https://global.gotomeeting.com/install/141054461>

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum	Introductions	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 9:02 am	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Delmond Horn 2 nd : Suzi Okey Motion result: Carried	
4. Agenda Review and Additions	Discussion: Reviewed agenda items Motion to approve current agenda. 1 st : Jason Keffeler 2 nd : Joan Theurer Motion result: Carried	
5. Budget Review/FA Report:	Discussion. Approve Jan Financials.	

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<p>O’Leary</p>	<p>Feb received. Motion to approve Jan. financials. 1st: Jason Keffeler 2nd: Joan Theurer Motion result: Carried</p>	
<p>6. Incorporation Update</p>	<ul style="list-style-type: none"> • Discussion <ul style="list-style-type: none"> ○ Application to IRS is in process; estimated to take a few months; submitted on 1/28/21 - hopefully receive response by early May ○ Banks <ul style="list-style-type: none"> ▪ Associated Bank seems to have better offerings vs. People’s State Bank ▪ Can also reach out to CoVantage Credit Union ▪ Stacie recommends Associated as they’ve worked with them in the past and presently and have had good experiences ▪ Treasurer is identified as the fiscal agent – utilized a two-step approval process – chair or vice chair and then fiscal agent ○ Working on insurance quotes – Amy has 3 quotes HERC can review ○ Target date to have everything set is June 4, 2021 ○ Bylaw review <ul style="list-style-type: none"> ▪ To be a 501c3 – cannot have formal membership dues; if a true membership organization we’d be an Association and subject to open mtgs. and open records. ▪ As a 501c3, only open record would be the 990 tax forms. ▪ Once HERC is a non-profit, it will receive a binder of all documents – will need to vote to 	<ul style="list-style-type: none"> • Begin setting up an account with Associated Bank • Procure a bid for an accounting firm • Have a discussion with state regarding no requirement of open records/open mtgs. regarding 501c3 status • Review insurance options – set up a mtg. with insurance carriers, exec. Board, and physicians on the board

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	<p style="text-align: center;">amend Stacie’s bylaws. Will not be subject to any open records.</p> <ul style="list-style-type: none"> ▪ Because HERC is not an Association (are a 501c3), would not be required to have open meetings. <p>Motion to proceed with setting up a banking account with Associated Bank. 1st: Dr. Clark 2nd: Joan Theurer Motion result: Carried</p>	
<p>7. AAR</p>	<p>Facilitated discussion.</p>	
<p>8. 2021 Projects Update</p>	<ul style="list-style-type: none"> • Prep Plan <ul style="list-style-type: none"> ○ Review and approve ○ Motion to approve updated Prep Plan ○ 1st: Delmond Horn 2nd: Suzi Okey ○ Motion result: carried • Burn Surge Plan <ul style="list-style-type: none"> ○ Review and approve ○ Motion to make amendments and approve Burn Surge Annex ○ 1st: Jason Keffeler 2nd: Joan Theurer ○ Motion result: carried • RISC <ul style="list-style-type: none"> ○ Review assessment ○ Robbie will plan to summarize assessment to share with partners ○ Motion to approve assessment and develop summary ○ 1st: September Murphy 2nd Suzi Okey ○ Motion result: Carried • Response Plan <ul style="list-style-type: none"> ○ Next steps ○ Finalize plan edits ○ Motion to send Response Plan to open review after edits are made 	<ul style="list-style-type: none"> • Finalize Prep Plan edits • Finalize Burn Surge Annex edits • Develop risk assessment summary • Finalize Response Plan edits and move to open review

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	<ul style="list-style-type: none"> ○ 1st: Delmond Horn 2nd: Dr. Clark ○ Motion result: Carried ● Exercises <ul style="list-style-type: none"> ○ Continue to plan – meet again in early April 	
9. Board Positions	<p>Elections and nomination discussion</p> <ul style="list-style-type: none"> ● Jim Monarski is resigning as he has taken on a new position with MedExcel <ul style="list-style-type: none"> ○ Last day of current position is 3/26 ● Need to identify an interim board chair and interim vice chair and leave hospital rep vacant until new elections <ul style="list-style-type: none"> ○ Del is willing to be interim chair ○ Josh is willing to be interim vice chair ● Board should outreach and engage with colleagues for new board members; current members can stay on if so choose <p>Motion to approve Del Horn as interim chair and Josh Englund as interim vice chair until new elections 1st: Del Horn 2nd: Jim Monarski Motion result: Carried</p>	
10. HERC Staff and Advisory Group Meeting	Recap – Robbie will send out minutes	<ul style="list-style-type: none"> ● Send out minutes
11. COVID Response	<ul style="list-style-type: none"> ● Surge <ul style="list-style-type: none"> ○ Continues to be manageable; has leveled off ● Testing <ul style="list-style-type: none"> ○ Continues to be fairly low ○ Hearing reports of a desire to eliminate COVID screening at surgical centers ● Vaccine <ul style="list-style-type: none"> ○ Concerns with Johnson & Johnson vaccine with fetal cell use – Vatican approves to get this vaccine 	
12. Updates	<ul style="list-style-type: none"> ● HERC Coordinator <ul style="list-style-type: none"> ○ Trying to resume and complete non-COVID HERC objectives ● Planning 	

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	<ul style="list-style-type: none"> ○ Continue work on Burn Surge Annex, AAR, and development of weekly Information Updates ● Logistics <ul style="list-style-type: none"> ○ Ordered half face respirators and PAPRs ○ Working with Phil on where to locate body bags ○ Changes in handling of Pfizer – only can be done when still packed in shipping trays 	
13. Interoperable Communications Systems	<p>EMResource Update</p> <ul style="list-style-type: none"> ● SNFs – looping into EMResource for data input ● EICS – up and ready to start working; our region will be one of first to test ● EMTrack – patient tracking system; includes initial scene response to patient tracking; appropriate rollout will be critical <p>WISCOM Update</p> <ul style="list-style-type: none"> ● Travis continues bimonthly calls 	
14. Sector Reports/ Top Priorities	<p>Big Updates</p> <ul style="list-style-type: none"> ● Hospitals ● Trauma ● EMS ● CMS ● Public Health ● Emergency Management 	
15. Regional Resource Requests/Needs	None	
16. Tabled Items for Future Discussions	None	
17. Next Meetings	Date: April 14th Location: Virtual	
18. Adjourn	Motion to adjourn. 1 st : Joan Theurer 2 nd : Jason Keffeler Motion result: Carried	