

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Hospital Meeting
 Aspirus Stevens Point Clinic, 10 April 2019, 1300-1600

Location: Aspirus Stevens Point Clinic, 5409 Vern Holmes Dr, Stevens Point, WI 54482 **Room:** 2nd Floor Conference Room

Call in Number- (571) 317-3112 **Pass code-** 214-565-613

Go to Meeting Link: <https://global.gotomeeting.com/join/214565613>

First GoToMeeting? Try a test session: <http://help.citrix.com/getready>

Agenda Item	Talking Points	Action Steps
<p>1. Introductions</p>	<p>Introductions. Attending: Robbie D, Dr. Vayder, Melody D, Ed R, Jean W, Kathleen O Calling in: Debbie W, Cindy Lee B, Chris S, Sandy J</p>	
<p>2. Approve Minutes</p>	<p>Approve Feb minutes Discussion: Discussion Motion to approve previous Minutes: 1st: Ed 2nd: Kathleen Motion result: Carried</p>	<p>Please review minutes at: http://www.ncw-herc.org/what-we-do/meetings/</p>
<p>3. Review of Agenda</p>	<p>Discussion: Motion to approve current agenda. 1st: Ed 2nd: Melody Motion result: Carried.</p>	
<p>4. Add Match</p>	<p>Discussion. Please post your exercises and real events for match funding. This helps fund the HPP program. HERC Coordinator will document HERC led activities.</p>	<p>HOSPITALS: PLEASE MAKE SURE YOU ARE SUBMITTING EXERCISE & REAL EVENT INFORMATION FOR FEDERAL MATCH: https://www.surveygizmo.com/s3/3321278/WHEPP-Exercise-and-Real-Event-Report-F-02007-01-2017</p>
<p>5. RMCP & Response Plan</p>	<p>Update. Both plans were exercised in the CST. Plans were walked through, with explanations discussed for each section.</p>	<p>HERC Coordinator to follow-up for possible exercise or inject addition to CST for 2020</p>

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	<p>Discussion of surgical suite evacuation. What would happen if surgeries could not be continued related to a need to evacuate? Possible exercise scenario.</p> <p>Discussion on physician to physician. Multiple physicians for the requesting/initiating facility and one for the lending/receiving facility be contact physicians</p> <p>Discussion to the importance of direct lines to physicians. Call-waiting is unacceptable.</p>	<p>Members asked to review and provide comment to the HERC Coordinator during the plan open review period April-May 2019</p>
<p>6. Mutual Aid MOU</p>	<p>Update. Currently 14 facilities in MOU. Marshfield is reviewing the document related to desired changes. Upon approval changes will be shared with the other facilities. Changes include notification of severance. NCW HERC would be responsible for notifying related to a facility leaving the agreement. The second primary change would be additional information in signature page: verification of signatory and mailing address for notification of severance.</p>	
<p>7. Redundant Supply MOUs</p>	<p>Discussion. Kwik Trip MOU established. Requested through the HERC a back-up method of getting fuel, water, food supplies, etc. HERC is now moving to build upon precedent and engage pharmaceutical companies for maintaining supply chain and preventing supply interruption. These should not be primary redundancies, but back-up to when individual redundancies have failed.</p>	

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<p>8. EMResource/ WISCOM</p>	<p>WITRAC: Update. Three primary messaging pathways identified. HERC Coordinators working to establish common messaging pathways across the state. Videos and education on these pathways to follow.</p> <p>Adding, the CST highlighted that many facilities have out of date contact and details. EMResource is only as good as the information within.</p> <p>WISCOM: Update. Marshfield’s type 1 radio has been installed. Radio test conducted during meeting. Aspirus Riverview’s radio has been moved and confirmed operational. Two deployable portables are available if there is a radio malfunction or need for additional radios. This was tested during the CST with Marshfield’s radio being unavailable.</p> <p>NCW HERC is in the process of obtaining a portable type 1 “briefcase” radio that can be deployed in event of large-scale incident of mobile type 1 is needed.</p> <p>Next steps were discussed moving forward now to 2022, creating uniform channels, expanding usage to EMS and PH.</p>	<p>All NCW HERC Hospitals are asked to review and update their EMResource home pages and assigned staff to facilities</p>
<p>9. Hospital Closed Point of</p>	<p>Update. NCW HERC Public Health met last week and talked about this. There is interest from all public health and</p>	<p>NCW HERC encourages hospitals to continue working with public health to establish their hospital as a closed POD</p>

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<p>Dispensing (PODs)</p>	<p>hospitals to pre-identify closed PODs. There appears to be gap in getting MOUs established. This will likely be a target focus of the HERC moving into 2019-2020.</p> <p>HERC is looking to bring in a training and possibly hold a TTX/Workshop.</p>	
<p>10. NIMS Compliance</p>	<p>Follow-up. All letters have been received. HERC Coordinator to submit to state at the end of the week.</p> <p>Please keep in mind this does have to be done annually. We will be going through this process again winter 2019-2020.</p>	<p>HERC Coordinator to submit NIMS Compliance documentation to OPEHC.</p>
<p>11. CST Follow-up</p>	<p>Discussion. Distribution was realistic. Discussion on knowledge gap to distance of other hospitals. AWH to Flambeau is not 30 minutes.</p> <p>Discussion that placement could start as soon as data is received. Not all data to be in before starting to move. 100 patients discharged home. The reality is many patients may still be waiting in the parking lot to be picked up. The congestion would be significant. These individuals would need to be staged at a different location. A Disaster Reception Center may be necessary.</p> <p>Discussed actions moving forward to 2020. Multiple acuties and multiple locations. Proximity evacuation. Resource coordination is going to be significant. It would be great to engage 5-6 Northern hospitals (Flambeau, St. Mary's, Sacred Heart, HYMC, Eagle River, Langlade, Good Sam)</p>	

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<p>12. Disaster Response Trailer Follow-up</p>	<p>NCW HERC will be purchasing temp shelter EZ-Ups that will be distributed throughout the region. Goal is to have less than a one-hour response to anywhere in the region. Targeted custodians include Marathon County EM, Oneida County EM, Clark County EMS, Flambeau Hospital.</p>	
<p>New Business</p>		
<p>13. ASPR Guidance Update/ 2019-2020 Planning Session</p>	<p>Discussion. New guidance has been sent out. HERC Coordinator has shared it with HERC members. Appendix A on page 43 is a primary section to look at. New requirements will have a much tighter timeframe and require better documentation in submission. Budget, Work Plan, Training and Exercise Plan will need to be submit by July 31,2019. HERC Board has started prepping for this submission deadline.</p>	<p>Review the ASPR Guidance information provided by HERC Coordinator. Please share any questions comments or questions with HERC Coordinator</p>
<p>14. Agency Updates/ Real-life Events</p>	<p>Hwy 41 MCI-Tabled</p> <p>Ascension Hospitals ED in compliance annual requirement for DECON, training program.</p> <p>Test your DECON Tents</p> <p>Langlade Active Shooter Exercise May 4th. LE, PH, EM, HERC.</p> <p>Marshfield Medical Center- Neillsville is now officially the name of the former Memorial Medical Center-Neillsville.</p> <p>Severe weather activation drills to take place this week. Dated changed due to storm.</p>	<p>Cindy to share information with HERC Coordinator</p> <p>Hospitals encouraged to test your DECON tents you may find your supplies need maintenance</p>

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<p>15. Upcoming Training Opportunities</p>	<ul style="list-style-type: none"> • Pediatrics in Disasters- May 13 & 14 (Marshfield MC) <ul style="list-style-type: none"> ○ If 30 participants are not signed up by 04.22.19 this course will be canceled. • FAC May 9 (Oneida County) • CMS Exercise- June 10 (Virtual) 	<p>Please contact HERC Coordinator if you are interested in attending</p>
<p>16. Region Resource Needs</p>	<p>None identified at this time,</p>	<p>Contact HERC Coordinator if you identify a resource need</p>
<p>17. Future Agenda Topics</p>	<p>HSEEP, ADLS, BDLS, CST Prep 2019-2020 Ebola funding spending options (Fridge & Large capacity autoclaves)</p>	<p>Please contact HERC Coordinator with Agenda topics, Training, Exercise, or resource needs.</p>
<p>18. Next meeting</p>	<p>July 10th, 2019. 1300-1600. Ascension St. Claire's.</p>	<p>HERC Coordinator to follow-up</p>
<p>19. Other</p>	<p>RTAC Conference May 3, 2019 (Wausau) HERC Coordinator email will be changing to: herc.coordinator@ncw-herc.org New HPP/PHEP Program Manager Kim Cox has been hired by the state There will be HERC Coordinator turnover in the state this year NE (Green Bay) and SE (Milwaukee) HERCs will be seeking new coordinators Prep has begun for Democratic National Convention & DARES Exercise. This should become a standing agenda item.</p>	<p>HERC Coordinator to Make DNC and DARES a standing agenda item</p>
<p>20. Adjourn</p>	<p>Motion to Adjourn. 1st: Ed 2nd: Kathleen Motion result: Carried.</p>	