

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Ascension St. Clare's Hospital, 10 July 2019, 0900-1200

Location: Aspirus Weston Walk-in Clinic, 3400 Ministry Pkwy, Weston, WI 54476 Room: Sister Lois Bush Conference Center- Section B 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
1. Attendance and Quorum Determination	Introductions In person: Robbie D, Michael F, September M, Dr. Clark, Jared T, Bert N, Jean W, Chris S, Delmond H, Josh E On the phone: Dr. Vayder, Theresa E, Sue K, Jason K, James L, Molly O, Annalisa K, Ingrid G	Quorum verified: YEs EM, Trauma, EMS, CMS, Hospitals, PH, Tribal, Clinics
2. Call to Order	Meeting called to order @0900	
3. Opening Thought	Nature related Preparedness and Response Discussed flooding, earthquakes and other natural disasters that can impact all of the healthcare system. Also noted how intertwined the healthcare system is in the region, state and country.	
4. Approval of Minutes of Previous Meeting	Discussion: Reviewed June minutes. Minutes are posted to the website within seven days of the meeting. Motion to approve June minutes 1 st : Del 2 nd : Jared Motion result: Carried	
5. Agenda Review and Additions	Discussion: Motion: Move HSS presentation to the top of the agenda. 1 st : September 2 nd : Dr. Clark Motion carried. Motion to approve July agenda 1 st : Sue 2 nd : Del Motion result: Carried	
Old Business		
6. FA Report: Anick Budget Review	Outlined 19-20 projected budget. $43195+22256.87+14520+70,000+102,000= 251971.87$	HERC Coordinator will submit Projected Budget to state and ASPR.

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	Discussed responder budget. NCW HERC will have responders available after hours and weekends available for emergent response. Outlined in budget and emergency responder checklist.	
7. CST	Discussion on CST. Prep work for 19-20 CST will begin with the hospital meeting later this afternoon. Looking to have multiple facilities with multiple acuities. Also, having one of the facilities be full-scale would be ideal. NCW HERC will be responsible for bringing in their own contactor for the exercise this year.	This will remain a standing agenda item.
8. Project Updates	<p>Current project the temporary shelter project. All shelter units have been delivered to the region. Received the wrong roller bags. Currently working with EZ Up to ship back the wrong bags and have the correct bags mailed. Currently shelters have been staged at Oneida County (10). Will be distributed to Marathon (10), Clark (5), Price (5).</p> <p>NCW HERC to purchase backup handheld batteries and an inverter for the "nuclear football".</p>	HERC Coordinator to get correct roller bags and distribute the temporary shelters to destined storage locations.
9. WITRAC/ WISCOM	<p>EMResource (WITRAC) Update: St. Clare's pilot was completed with many good comments from initial responders/house supervisors. It breaks down the response tool into three processes.</p> <p>WISCOM Update: Bert current WISCOM SME, has taken a full-time position with TEEX and will not be able to continue as WISCOM SME past July 2019. NCW HERC will need to seek a new WISCOM SME. Bert has identified a potential replacement and will share information with HERC Coordinator.</p> <p>HERC Coordinator conducted a "show and tell" of the new portable Type 1 radio. It comes with all hospital radio capability, including encryption. It is 20 watts. Handhelds are 5 watt and the current hospital radios are 50 watts. The radio is AC and DC compatible, so can be plugged into an outlet or car port.</p>	

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	Handheld backup batteries	
10. HERC Coordinator Report	Still developing June report. Will share ASAP, upon completion of monthly report.	HERC Coordinator to mail out. Please contact HERC Coordinator if you have any questions about this report.
11. CAT Tool Data Review	Table. HERC Coordinator will share performance measure data out to the board.	HERC Coordinator to share information out to the board.
12. DNC & DARES	Began discussion on the Democratic National Convention that will take place in Milwaukee July 2020. This will impact almost the whole state in healthcare. This will be a standing agenda item. An essential task list/job action list has been requested from OPEHC. DARES- Early Fall 2020 exercise. Will take place in the Dells area. It will impact our region, including our trauma two facilities.	HERC Coordinator to update next month on developments
New Business		
13. Presentation FAC CMS Exercise Review HSS Solutions	Presentation by Chris Sonne. Slides to be mailed out to HERC members.	HERC Coordinator to share presentation
14. Measles & Other Communicable Disease	Discussion. Mumps in Wisconsin. Discussed collaboration in tabletop exercising for communicable disease, focusing on measles. Hospitals develop an initial response template later this afternoon. Requests for message maps, press releases and isolation and quarantine procedures have been requested.	
15. 19-20 Work Plan, Budget, Training Document Development	Reviewed the three documents: Work Plan Training & Exercise Plan Budget Motion: to approve 19-20 documents as presented 1 st : Del 2nd: Dr. Clark Motion Result: Carried.	HERC Coordinator to finalize and submit to ASPR and OPEHC. HERC Coordinator to post for partner viewing.

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<p>16. Sector Reports</p>	<p>Hospitals- Full scale exercise planning, incorporating home health, measles tabletop, CST planning, caucus meeting, IGIM and IV resource identification planning EM- NIMS an ICS updates, more documentation required this year, July 25th DECON/Hazmat Exercise Wausau, Sept 11 Pre MABAS and WEMA training, cyber tabletop exercise Sept 17th 0830-1200 SAFER exercise, Emergency Fuel Tabletop Oct 2 (how do we operate when fuel restricted), MGT 312 course December 2nd Senior official workshop EMS/RTAC- DHS being revised public hearings MCI preparedness for special events, must include special operation events. Public Health- Suspect measles following, September: PH Caucus Meeting in Lincoln Co. Clinics- New preparedness group formed by clinics involvement Aspirus CMS- New regulations, surveys, CMS member engaging AG- None Minutes to be shared.</p>	
<p>17. Upcoming Training and Exercises</p>	<p>Check http://www.ncw-herc.org/eventscalendar/ for upcoming events, meetings and trainings</p>	
<p>18. Tabled Items for Future Discussions</p>	<p>MRC, ESarVP</p>	
<p>19. Next Meeting</p>	<p>August 14th, 2019, 0900-1200 Location: Aspirus Weston Clinic</p>	
<p>20. Adjourn</p>	<p>Motion to adjourn 1st: Josh 2nd: Dr. Clark Motion result: Carried</p>	