

North Central Wisconsin Healthcare Emergency Readiness Coalition  
 NCW HERC Board Meeting  
 Aspirus Wausau Campus/Virtual, 9 February 2022, 0900-1200

| NCW HERC Board Members |                             | <i>Clinics</i>               |                 | NCW HERC Members, Guests & Presenters |                   |
|------------------------|-----------------------------|------------------------------|-----------------|---------------------------------------|-------------------|
|                        | <i>Hospitals</i>            |                              | Daniel Wall     |                                       |                   |
| x                      | Ed Radtke                   |                              | Kris Bell       |                                       | Teresa Erler- WEM |
| x                      | Josh Englund (Vice Chair)   |                              | <i>CMS</i>      |                                       | Tim Doerfler      |
|                        | <i>EMS</i>                  |                              | Wendy Freese    |                                       | Mike Roberts      |
| x                      | Delmond Horn (Chair)        | x                            | Sarah Rothmeyer |                                       | Suzi Okey         |
|                        | Dr. Michael Clark           |                              | <i>Tribal</i>   | x                                     | Donald Kimlicka   |
|                        | <i>Emergency Management</i> | x                            | Jacee Shepard   |                                       |                   |
| x                      | Phil Rentmeester            | <b>NCW HERC/NCRTAC Staff</b> |                 |                                       |                   |
| x                      | September Murphy            | x                            | Robbie Deede    |                                       |                   |
|                        | <i>Public Health</i>        | x                            | Michael Fraley  |                                       |                   |
| x                      | Gary Garske                 | x                            | Dr. Tim Vayder  |                                       |                   |
| x                      | Sue Smith                   | x                            | Travis Nixdorf  |                                       |                   |
|                        | <i>Trauma</i>               | x                            | Ty Zastava      |                                       |                   |
| x                      | Jason Keffeler              |                              | Amy Wheeler     |                                       |                   |
|                        | Gina Brandl                 |                              |                 |                                       |                   |

| Agenda Item                                       | Talking Points  | Action Steps                |
|---|---|-----------------------------|
| <b>1. Attendance and Quorum</b>                   | Introduction & Real Event Discussion<br>Dealing with a disaster inside of disaster: <ul style="list-style-type: none"> <li>• Power outages</li> <li>• Cell towers down</li> <li>• Lack of GPS</li> <li>• Signage destroyed</li> </ul> People's tolerance for services out of commission is much lower today than years ago.<br>Cyber threats and hacks continue to occur.<br>Swine and Avian flu are being monitored by DATCAP. | <b>Quorum verified: yes</b> |
| <b>2. Call to Order</b>                           | Meeting called to order @ 9:16  |                             |
| <b>3. Approval of Minutes of Previous Meeting</b> | Discussion: Independent review of minutes<br><b>Motion to approve previous meeting minutes.</b><br>1 <sup>st</sup> : Phil Rentmeester 2 <sup>nd</sup> : Gary Garske<br><b>Motion result:</b> Carried  |                             |
| <b>4. Agenda Review and Additions</b>             | Discussion: Reviewed agenda items<br>Add discussion of press release from Phil.   |                             |

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|   | <p><b>Motion to approve current agenda.</b><br/>         1<sup>st</sup>: September Murphy 2<sup>nd</sup>: Ed Radtke<br/> <b>Motion result:</b> Carried</p>   |   |
| <p><b>5. Budget Review/Accountant Report</b></p>              | <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Non-profit O’Leary Update           <ul style="list-style-type: none"> <li>○ O’Leary has sent invoice for final payment to them; will go into January expenses</li> </ul> </li> <li>• Jan Financials           <ul style="list-style-type: none"> <li>○ Just received December PO’s – checks will get cut this week</li> </ul> </li> <li>• Logo update           <ul style="list-style-type: none"> <li>○ Robbie identified a contractor (Molly) to design logo. Rough estimate is ~\$250 and this includes digital files. Outreached to 10 contractors, heard from three. Feel she is the best candidate to hire.</li> <li>○ Boards supports moving forward with this contractor</li> </ul> </li> </ul> <p><b>Motion to approve December/January financials</b><br/>         1<sup>st</sup>: Ed Radtke 2<sup>nd</sup>: Jason Keffeler<br/> <b>Motion result:</b> Carried</p> | <ul style="list-style-type: none"> <li>• Be sure to have logo contractor include color code palette</li> </ul>  |
| <p><b>6. HERC “Extreme Makeover” Update</b></p>               | <p>Discussion</p> <ul style="list-style-type: none"> <li>• There will be a HERC Coordinator survey and HERC board survey; there will also be a HERC Coordinator interview</li> <li>• Surveys will be coming out before the end of the week</li> <li>• HERC Coordinator “interview” for contract renewal has been postponed a year in an effort to get through this makeover first</li> </ul>   |   |
| <p><b>7. Work Plan/Regional Projects and Deliverables</b></p> | <p><b>Projects:</b><br/> <b>MRSE</b></p> <ul style="list-style-type: none"> <li>• Looking to push back date to April 14 in relation to CERFP staff availability</li> <li>• HERC has requirement of 20% of available beds; would like to take a snapshot of our bed count two weeks ago to satisfy ASPR deliverable</li> </ul>  | <ul style="list-style-type: none"> <li>• Robbie to send Ty Infectious Disease Annex</li> <li>• Robbie follow-up on Hazmat seats</li> <li>• Set PPE Bolstering grant max at \$3,000</li> </ul> |

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|  | <ul style="list-style-type: none"> <li>• AA Review meeting will then get pushed back to Board's May meeting</li> <li>• Leadership doesn't need to sit in on day of exercise, but we do need them to sit on AA Review meeting</li> </ul> <p><b>Supply Chain Integrity Assessment/HVA</b></p> <ul style="list-style-type: none"> <li>• Surveys currently open</li> <li>• Getting a strong response so far</li> <li>• Robbie can pull facility responses into a PDF so they can then use for the facility HVA</li> </ul> <p><b>COOP/ Infectious Disease Annex/ Prep &amp; Response Plan</b></p> <ul style="list-style-type: none"> <li>• COOP will go into Response Plan</li> <li>• Robbie will send Ty the Infectious Disease Annex to begin work on it; we do need to have a Board discussion regarding this Annex to satisfy deliverable</li> <li>• Prep Plan will go out next week for open comment</li> <li>• Response Plan review will follow (March or April)</li> </ul> <p><b>CMS Exercise</b></p> <ul style="list-style-type: none"> <li>• Robbie has procured Amy Wollman Nesseth to conduct this exercise for our Region</li> <li>• Will be a virtual, 2-hour exercise</li> <li>• Will have some functional pieces to the exercise</li> <li>• Robbie will be organizing a planning group for this exercise</li> <li>• Needs to be executed by June 30<sup>th</sup> – looking to hold exercise in May (possibly June with MRSE exercise being pushed back)</li> </ul> <p><b>Hazmat Seats</b></p> <ul style="list-style-type: none"> <li>• Looking to get 30 participants (in-person) for over 8 hours into a train-the-trainer course; would cost \$6,000</li> <li>• Also looking at 125 virtual seats that cover five modules (seats available for one year)</li> <li>• Plan to bring in during the summer</li> </ul> <p><b>PPE Bolstering</b></p> <ul style="list-style-type: none"> <li>• Michael has done outreach for the PPE bolstering grant – there is interest from ~ 15 facilities</li> </ul> |  |
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|  | <ul style="list-style-type: none"> <li>• Need to release an RFP for facilities/departments to complete</li> <li>• What grant dollar amount do we offer?           <ul style="list-style-type: none"> <li>○ Max of \$3,000</li> <li>○ Would come out of COVID funding ~\$42,000 for this project</li> <li>○ If there is extra money, we could approach facilities to see if they would like to purchase more</li> </ul> </li> </ul> <p><b>Fatality Management Plan</b></p> <ul style="list-style-type: none"> <li>• Ty reviewed amendments to the plan; will downsize current plan to include only NCW HERC counties</li> <li>• A meeting with board workgroup and ME/Coroners will be held on March 1</li> </ul>   |  |
| <p><b>8. HERC Staff and Advisory Group Meeting</b></p> | <p>State updates:</p> <ul style="list-style-type: none"> <li>• Seeking a new unit supervisor for warehouse operations</li> <li>• Will be providing additional ABLS seats</li> <li>• Robbie has received 22-23 budget template</li> <li>• Discussion regarding evidence of purchase</li> <li>• All PO and contractor invoices will have a new drop box</li> <li>• Coordination of training has been on hold; our Region did get winter storm management and mass fatality trainings approved</li> <li>• Considering sharing Survey Monkey account among HERC regions</li> <li>• Operation Allies Welcome is winding down</li> <li>• Doug is still working on Crisis Standards of Care</li> <li>• State is looking for a new chair for the Advisory Group</li> </ul> |  |
| <p><b>9. Response Updates</b></p>                      | <ul style="list-style-type: none"> <li>• As of yesterday, 298 cases/day in our region (was about 1,200 a few weeks ago); trending down</li> <li>• 152 inpatients yesterday</li> <li>• Still in surge, but feeling some relief</li> <li>• Continue to assure access to vaccinations through working with AMI</li> <li>• Looking at potentially using National Guardsmen for nonclinical support at hospitals</li> </ul>   |  |

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|  | <ul style="list-style-type: none"> <li>• Week of Jan. 25<sup>th</sup>, state released new guidance for PH to allow for the cutback of disease investigation; counties can decide how they make changes           <ul style="list-style-type: none"> <li>○ More focus on elderly, congregate living facilities, those unvaccinated, and kids</li> <li>○ We may want to consider deleting/altering PH metric in weekly report</li> <li>○ PH is moving into recovery</li> </ul> </li> <li>• Preparing for the vaccination of 4 and younger</li> </ul>  |   |
| <p><b>10. Contractor Updates</b></p>                   | <ul style="list-style-type: none"> <li>• HERC Coordinator           <ul style="list-style-type: none"> <li>○ The sooner you can get invoices in, the sooner Robbie can get checks cut; continue to have a bit of a delay</li> </ul> </li> <li>• Planning           <ul style="list-style-type: none"> <li>○ Continue work on mass fatality plan &amp; COVID AAR</li> <li>○ Working on next newsletter</li> <li>○ Awaiting Infectious Disease Annex template to regionalize</li> </ul> </li> <li>• Logistics           <ul style="list-style-type: none"> <li>○ Filters for ISOPODs</li> <li>○ Supplies for Go Bags</li> </ul> </li> </ul>   | <ul style="list-style-type: none"> <li>• Have next HERC newsletter out by end of March</li> </ul>                       |
| <p><b>11. Interoperable Communications Systems</b></p> | <ul style="list-style-type: none"> <li>• EICS           <ul style="list-style-type: none"> <li>○ Continue to enter significant events into EICS</li> <li>○ The home of the HERC HVA and state documents will go into EICS moving forward</li> <li>○ Template IAPs for potential significant events will also be available in system</li> </ul> </li> <li>• EMResource/EMTrack           <ul style="list-style-type: none"> <li>○ Future of EMS and patient tracking presentation will be given at Trauma Conference</li> <li>○ Several EMResource changes have occurred this past month</li> <li>○ Received the year end MCI drills report; emphasized the need for continued training, esp. with staff turnover</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Travis to rectify radio ID to facility issue and update matrix list</li> </ul> |

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|  | <ul style="list-style-type: none"> <li>○ Number of LTC facilities in EMResource is astounding – we’ve made really good progress</li> <li>● WISCOM           <ul style="list-style-type: none"> <li>○ New radios are currently being deployed</li> <li>○ Name of facility does not appear to have been updated in letter ID’s of radio</li> <li>○ Travis needs to align matrix with hospital to assure there are no gaps</li> <li>○ Travis will meet with Darren to see if changes can be made and facility name can be more easily identified</li> <li>○ There is a matrix list that can be printed out – Travis will follow up with this</li> </ul> </li> </ul>  |   |
| <p><b>12. Sector Reports/ Top Priorities</b></p>   | <p>EM</p> <ul style="list-style-type: none"> <li>● City of Wausau has identified PFAS in water</li> <li>● Monitoring the new Avian and Swine flu viruses in animals</li> <li>● WEM is doing strategic planning</li> </ul> <p>Hospitals</p> <ul style="list-style-type: none"> <li>● COVID unit census is declining; mortality rates are substantially lower with Omicron</li> </ul> <p>PH</p> <ul style="list-style-type: none"> <li>● CMS mandate for vaccination still in place</li> </ul> <p>Trauma</p> <ul style="list-style-type: none"> <li>● Site visits have been deferred and pushed back due to surge</li> </ul> <p>SNF</p> <ul style="list-style-type: none"> <li>● Bed counts through DQA changing</li> </ul> |   |
| <p><b>13. Upcoming engagements</b></p>             | <ul style="list-style-type: none"> <li>● March 9 – Board Meeting</li> <li>● Board Update to continue on Tuesdays – scale back to first and third Tuesdays</li> <li>● Regional Medical Coordination Calls – may potentially scale these down as well</li> <li>● MRSE/ MRSE Debriefing           <ul style="list-style-type: none"> <li>○ Exercise April 14, debriefing in May</li> </ul> </li> <li>● Training</li> </ul>   | <ul style="list-style-type: none"> <li>● Scale back board updates to twice a month</li> </ul> |
| <p><b>14. Regional Resource Requests/Needs</b></p> | <p>NA</p>   |   |

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| <b>15. Tabled Items for Future Discussions</b> | NA   |  |
| <b>16. Next Meeting/Adjourn</b>                | <b>Motion to adjourn.</b><br><b>1<sup>st</sup>: Jason Keffeler 2<sup>nd</sup>: September Murphy</b><br><b>Motion result:</b> Carried |  |