

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Aspirus Wausau Campus/Virtual, 13 April 2022, 0900-1200

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

In-person Location: Molinaro Auditorium, 2nd Floor of the Aspirus Wausau Family Medicine building (425 Wind Ridge Dr., Wausau WI 54401)
 Virtual Link: <https://zoom.us/j/92686943189?pwd=N2ZZLzdPcmJ6V0tTcWNZaTI6M3hDdz09>
 Meeting ID: 926 8694 3189 / Passcode: ncwHERC!
 Dial-in: 1 312 626 6799

| Agenda Item | Talking Points | Action Steps |
|---|---|-----------------------------|
| 1. Attendance and Quorum | Introduction & Real Event Discussion Last week's trauma conference was excellent. Relationship building is key. Importance of recovery, burnout prevention. | Quorum verified: Yes |
| 2. Call to Order | Meeting called to order @ 9:19 | |
| 3. Approval of Minutes of Previous Meeting | Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Dr. Clark 2 nd : Ed Radtke Motion result: Carried | |
| 4. Agenda Review and Additions | Discussion: Reviewed agenda items Motion to approve current agenda. 1 st : Jason Keffeler 2 nd : September Murphy Motion result: Carried | |

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| <p>5. Budget Review/Accountant Report</p> | <p>Discussion:</p> <ul style="list-style-type: none"> • Mar Financials <ul style="list-style-type: none"> ○ Reviewed Statement of Activities and Budget ○ Will be looking at projects to spend down carryover ○ Marathon County Health Dept. will be physical address for the HERC (will continue to maintain PO Box as well) • Budget <ul style="list-style-type: none"> ○ Will fall short in line items of travel, equipment, training, and contractual <p>Motion to approve March financials 1st: Wendy Freese 2nd: Ed Radtke</p> <p>Motion result: Carried</p> <ul style="list-style-type: none"> • Logo update <ul style="list-style-type: none"> ○ Robbie shared multiple logo examples ○ Group narrowed in focus and Robbie will follow up with graphic designer • CHEC Course Support <ul style="list-style-type: none"> ○ Explored adding seats for this course – it cannot be done ○ Each region got two extra seats and a waiting list is established ○ If someone cannot attend, they need to cancel ASAP so spot can get refilled; if they no show they will not be put back on priority list ○ They see the demand and hope to bring course back again this year ○ Some regions are charging course fees from individuals, and if they show up, the money will be reimbursed, if they no show, money is kept • MCI Supply Credit Application <ul style="list-style-type: none"> ○ To replace materials in MCI bags it was going to be about \$9,000 ○ Looking into getting credit application for \$10,000, so we wouldn't have to wait for state PO ○ Michael will look into group rate for best deal | <p>Report back to graphic designer on logo: No cog, no full state- unless region is represented, like the trees, needs to show medical representation, shield is a maybe, need exact color codes, needs to have abbreviations and full word options</p> <p>Michael to apply for credit</p> |
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| | <ul style="list-style-type: none"> ○ Do we need to bolster Peds MCI supplies – based off lessons learned from parade incident in Milwaukee ○ Feel there is a need for this – an assessment needs to be done ○ Trauma level requires different levels of equipment ○ Need to consider a replacement plan as well ● Computers and supplies <ul style="list-style-type: none"> ○ Computer is now five years old ○ We need a technology (computers, printers, projectors, etc.) retirement model ○ Want to replace before they break ○ Could use carry over money to purchase new ○ Dr. Vayder would like to get a new computer and purchase his old computer <ul style="list-style-type: none"> ▪ He can purchase a computer for reimbursement | <p>Robbie will ask hospital group to assess their hospital's peds MCI supplies</p> <p>Robbie will look into replenishing supplies and developing technology retirement policy</p> |
| <p>6. HERC “Extreme Makeover” Update</p> | <p>Discussion Wakefield Brunswick will report findings at meeting on April 29th</p> | |
| <p>7. Work Plan/Regional Projects and Deliverables</p> | <p>Projects:</p> <ul style="list-style-type: none"> ● Supply Chain Integrity Assessment <ul style="list-style-type: none"> ○ Has been shared out; no comments received ○ Mitigation strategies helped informed logistics ● Hazard Vulnerability Assessment <ul style="list-style-type: none"> ○ Has been shared out; no comments received ○ Consolidation of inclement weather and infectious disease ○ Top ten seems to be right on <p>Motion to approve 2021-2022 Supply Chain Integrity Assessment and Hazard Vulnerability Assessment. 1st: Ed Radtke 2nd: Sarah Rothmeyer Motion result: Carried</p> <ul style="list-style-type: none"> ● Physical Address <ul style="list-style-type: none"> ○ Working on MOA with Marathon Co. Health Dept. to use their office as HERC’s physical address: 1100 Lake View Drive | |

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| | <p style="text-align: center;">Suite 100 Wausau, WI 54403</p> <ul style="list-style-type: none">• MRSE<ul style="list-style-type: none">○ Exercise is tomorrow○ Will walk through our plans○ Travis will run a Wiscom drill○ Will try to get info from EDs via Wiscom radios○ Will utilize EMResource○ Will be varying levels of participation• Preparedness Plan<ul style="list-style-type: none">○ Open comment period has closed• Response Plan:<ul style="list-style-type: none">○ COOP<ul style="list-style-type: none">▪ Robbie is working on expanding COOP portion of plan – plan to integrate into plan and not make it an annex▪ Currently do not have an aggregate of all vital HERC accounts and their passwords<ul style="list-style-type: none">• Robbie will create a password protected document that lists all needed info▪ Plan to get out to group next month○ Infectious Disease Annex<ul style="list-style-type: none">▪ Ty walked through the Annex▪ Will be sent out as part of Response Plan review in May○ Fatality Management Annex<ul style="list-style-type: none">▪ Ty walked through the Annex▪ Will be sent out as part of Response Plan review in May• CMS Exercise<ul style="list-style-type: none">○ Save the date is out○ Next planning meeting is scheduled for early May• Hazmat First Receiver & ABLs Seats<ul style="list-style-type: none">○ Received second allocation of ABLs seats and has been distributed out | |
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| | <ul style="list-style-type: none"> ○ Contacts are Daniel Wall from Marshfield and Ed Radtke from Aspirus for hazmat seats ○ Mary Moore from Aspirus and Rick Dalton from Marshfield for ABLs seats ○ Are a few hazmat seats available if anyone is interested ○ Looking to bring a first receiver in-person train-the-trainer course <ul style="list-style-type: none"> ▪ Looking for a location to host ● PPE Bolstering <ul style="list-style-type: none"> ○ Grant app was released to EMS and LTC ○ Received four applications – 3 for \$3,000 and 1 for \$1,500 ○ Grants total \$10,500, less than had allotted for ○ Can ask requesting agencies if they have interest for more funds <p>Motion to approve four PPE bolstering projects. 1st: Phil Rentmeester 2nd: Ed Radtke Motion result: Carried</p> <ul style="list-style-type: none"> ● Board Membership Voting <ul style="list-style-type: none"> ○ No statute of limitations ● 2022 HERC Contract Update and Amendments <ul style="list-style-type: none"> ○ Any changes or sophistication you want done with current contracts, let Robbie know ○ Need to update contract with Marshfield Clinic for Dr. Vayder – need to be clear that we only want Dr. Vayder | |
| <p>8. HERC Staff and Advisory Group Meeting</p> | <p>Independent review Robbie sent out minutes</p> | |
| <p>9. Response Updates</p> | <p>AAR</p> <ul style="list-style-type: none"> ● Ty is working on AAR ● Survey Monkey survey is open; virtual debrief will be on April 20 from 1:00 – 2:00 <p>Information Update</p> <ul style="list-style-type: none"> ● This week will be the last information update ● Will continue to actively monitor | |

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| 10. Contractor Updates | <ul style="list-style-type: none"> • HERC Coordinator <ul style="list-style-type: none"> ○ Hanover Insurance will no longer offer the ENO and DNO policy; Robbie is looking for a new provider • Planning <ul style="list-style-type: none"> ○ Continue work on COVID AAR ○ Finalizing plans ○ Working on next newsletter • Logistics <ul style="list-style-type: none"> ○ Noted above | Robbie to look for new ENO & DNO insurance provider |
| 11. Interoperable Communications Systems | <ul style="list-style-type: none"> • EICS • EMResource/ EMTrack <ul style="list-style-type: none"> ○ EMTrack is making good headway ○ Portage Co. plans to look at it in May • WISCOM | |
| 12. Sector Reports/ Top Priorities | None | |
| 13. Upcoming engagements | <ul style="list-style-type: none"> • Board Updates 1st and 3rd Tuesdays • Hospital Regional Medical Calls 1st Wednesday • April 14 MRSE Exercise • April 20 COVID After Action Review • May 11 Board Meeting • May 11 MRSE After Action Review • May 17-19 CHEC Course • June 28-29 AHLS • June 29 Mass Fatality for Rural Communities | |
| 14. Regional Resource Requests/Needs | None | |
| 15. Tabled Items for Future Discussions | None | |
| 16. Next Meeting/ Adjourn | Motion to adjourn. 1 st : September Murphy 2 nd : Wendy Freese Motion result: Carried | |