

North Central Wisconsin Healthcare Emergency Readiness Coalition  
 NCW HERC Board Meeting  
 Aspirus Wausau Campus/Virtual, 8 June 2022, 0900-1200

NCW HERC Board Members			<i>Clinics</i>		NCW HERC Members, Guests & Presenters
	<i>Hospitals</i>	x	Daniel Wall/Josh Goch*		Donald Kimlicka
x	Ed Radtke*	x	Kris Bell/Melody Dearth*		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
	Dr. Michael Clark*		<i>Tribal</i>		
	<i>Emergency Management</i>		Jacee Shepard		
x	Phil Rentmeester*	<b>NCW HERC/NCRTAC Staff</b>			
	September Murphy	x	Robbie Deede		
	<i>Public Health</i>		Michael Fraley		
x	Gary Garske	x	Dr. Tim Vayder		
x	Sue Smith*		Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
x	Jason Keffeler*	x	Amy Wheeler		
x	Gina Brandl				

In-person Location: Molinaro Auditorium. 2nd Floor of the Aspirus Wausau Family Medicine building (425 Wind Ridge Dr., Wausau WI 54401)

Agenda Item	Talking Points	Action Steps
<b>1. Attendance and Quorum/ and Real-life</b>	Introductions Active Attackers in Healthcare Settings <ul style="list-style-type: none"> <li>▪ Have seen a flare in active violence in healthcare centers; California, Ohio – stabbing, shootings</li> <li>▪ Hospitals were not designed for this level of security – a lot of retrofitting is occurring</li> <li>▪ Most don't have a high level of security</li> <li>▪ Discussed what some facilities in region are considering for security measures: staff education, conducting risk assessments, metal detectors, window placement, etc.</li> </ul>	<b>Quorum verified: Yes</b>
<b>2. Call to Order</b>	Meeting called to order @ 9:02	
<b>3. Approval of Minutes of Previous Meeting</b>	Discussion: Independent review of minutes <b>Motion to approve previous meeting minutes.</b> 1 <sup>st</sup> : Phil Rentmeester 2 <sup>nd</sup> : Sue Smith <b>Motion result:</b> Carried	

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<p><b>4. Agenda Review and Additions</b></p>	<p>Discussion: Reviewed agenda items  <b>Motion to approve current agenda.</b>          1<sup>st</sup>: Ed Radtke 2<sup>nd</sup>: Gary Garske  <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>• May Financials           <ul style="list-style-type: none"> <li>○ Statement of Activity – all expenses prior to June 1</li> <li>○ Budget vs. Actual – where budget is at right now</li> </ul> </li> </ul> <p><b>Motion to approve April financials</b>          1<sup>st</sup>: Sue Smith 2<sup>nd</sup>: Ed Radtke  <b>Motion result:</b> Carried</p> <ul style="list-style-type: none"> <li>• 21-22 Updated Budget           <ul style="list-style-type: none"> <li>○ Robbie reviewed budget</li> <li>○ Robbie would like to invite board to a separate fiscal meeting; perhaps create subgroup to develop recommendations to OPHEC</li> </ul> </li> <li>• COVID Dollars &amp; Fiscal Issues           <ul style="list-style-type: none"> <li>○ COVID carry over dollars will not be given to us this budget period</li> <li>○ State’s submission for approval to ASPR was not done by deadline</li> <li>○ Level of documentation required is at audit level – changed significantly and requires enormous amount of detail; all coordinators are struggling to provide this level of detail</li> </ul> </li> <li>• UEI Number           <ul style="list-style-type: none"> <li>○ Old number is no longer valid; will now need a unique identifier (UEI)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Schedule subgroup meeting to discuss fiscal issues           <ul style="list-style-type: none"> <li>○ Del, Josh, Sue, and Dr. Vayder, Robbie and Michael</li> </ul> </li> </ul>
<p><b>6. HERC “Extreme Makeover” Update</b></p>	<p>Discussion</p> <ul style="list-style-type: none"> <li>▪ In a holding pattern</li> <li>▪ Tabled</li> </ul>	
<p><b>7. Work Plan/Regional Projects and Deliverables</b></p>	<p><b>Projects:</b></p> <ul style="list-style-type: none"> <li>• <b>Review and Approve Response Plan</b> <ul style="list-style-type: none"> <li>○ No additional comments regarding plan</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"><li>○ 1<sup>st</sup>: Sue Smith 2<sup>nd</sup>: Wendy Freese</li><li>○ <b>Motion result:</b> Carried</li><li>● <b>Review and Approve Final Work Plan Documentation</b><ul style="list-style-type: none"><li>○ 1<sup>st</sup>: Sue Smith 2<sup>nd</sup>: Ed Radtke</li><li>○ <b>Motion result:</b> Carried</li></ul></li><li>● <b>Review and Approve CAT Tool</b><ul style="list-style-type: none"><li>○ 1<sup>st</sup>: Sue Smith 2<sup>nd</sup>: Gina Brandl</li><li>○ <b>Motion result:</b> Carried</li></ul></li><li>● <b>Review and Approve Board Membership</b><ul style="list-style-type: none"><li>○ Reviewed status of all board members</li><li>○ 1<sup>st</sup>: Gary Garske 2<sup>nd</sup>: Sue Smith</li><li>● <b>Motion result:</b> Carried</li></ul></li><li>● Insurance<ul style="list-style-type: none"><li>○ Receiving quotes: General and Professional and Cyber liability &amp; Directors and Officers Insurance</li><li>○ D&amp;O \$3862.50</li><li>○ Professional Liability - \$2,500</li><li>○ Cyber and Privacy - \$500</li><li>○ General liability - \$500</li><li>○ With fees, total is \$4,068.50</li><li>○ Total presented \$7931</li><li>○ Tax would need to be removed</li><li>○ Robbie will check one more time to see if there is anything better or if we can receive any additional discounts; he will talk with other coordinators as well</li></ul></li><li>● Logo Update<ul style="list-style-type: none"><li>○ No new progress on logo</li></ul></li><li>● CMS Exercise<ul style="list-style-type: none"><li>○ Occurs this afternoon; over 38 facilities registered to participate</li></ul></li><li>● Hazmat First Receiver &amp; ABLS Seats<ul style="list-style-type: none"><li>○ Just received a quote for an in-person train-the-trainer workshop for 20 people - \$8,000; 2-day course is \$16,000</li></ul></li></ul>	
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	<ul style="list-style-type: none"> <li>○ ABL virtual training with many issues. DHS and Coordinators are working to resolve. Focus on deliverables for June 30<sup>th</sup> are taking priority currently.</li> <li>● MRSE       <ul style="list-style-type: none"> <li>○ AAR and Excel document for ASPR is complete</li> </ul> </li> <li>● 2022 HERC Contract Update and Amendments       <ul style="list-style-type: none"> <li>○ All contracts are either signed or ready to be signed minus Ty's – that needs to wait to reflect deliverables in workplan</li> </ul> </li> <li>● MPH Student       <ul style="list-style-type: none"> <li>○ Stacy Lam will be working with HERC this fall-spring; she will be doing 200 hours and may even begin some work this summer to get started</li> </ul> </li> </ul>	<p>Ty to send out MRSE AAR and Excel doc to board for their review</p>
<p><b>8. Next Meeting/ Adjourn</b></p>	<p><b>Motion to adjourn.</b>        1<sup>st</sup>: Jason Keffeler 2<sup>nd</sup>: Gary Garske  <b>Motion result:</b> Carried</p>	
<p><b>9. High Consequence Infectious Disease Annex Facilitated Discussion</b></p>	<p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>▪ Walked through a Monkeypox scenario</li> </ul> <p>Debrief:</p> <ul style="list-style-type: none"> <li>▪ Strengths:       <ul style="list-style-type: none"> <li>○ Recognized unified and consistent messaging of utmost importance</li> <li>○ Reflecting back to COVID experiences extremely helpful</li> <li>○ A lot of essential partners are looped in and relationships are established from the past two years of response</li> </ul> </li> <li>▪ Areas for improvement:       <ul style="list-style-type: none"> <li>○ Identified a need for regional JIC planning into HERC plans</li> <li>○ Desire to better understand how to utilize eICS – obtain staff training as well</li> <li>○ Do not forget ME/Coroner role</li> <li>○ Refresher training on how to access state resources such as chem packs and SNS</li> </ul> </li> </ul>	<p>Complete AAR and Improvement Plan</p>

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	<ul style="list-style-type: none"><li>○ Discuss ways to improve communication between state lab and locals when new diseases emerge</li></ul>	
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