

HICS INCIDENT ACTION PLAN (IAP) QUICK START

COMBINED HICS 201—202—203—204—215A

1. Incident Name NCW HERC Public Health Update Call	2. Operational Period (#) DATE: FROM: 09/21/2022 TO: 09/21/2022 TIME: FROM: 1300 TO: 1400
3. Situation Summary — HICS 201 — Location: Virtual Join Zoom Meeting https://zoom.us/j/92686943189?pwd=N2ZZLzdPcmJ6V0tTcWNZaTI6M3hDdz09 Phone #: 1 312 626 6799 US / Meeting ID: 926 8694 3189 / Passcode: ncwHERC! / Passcode: 75674453 Attendees: Robbie Deede, Ty Zastava, Brittany Mews, Tammi Boers, Laura Scudier, Chris Weisgram, Melissa Geach, Michelle Edwards, Becky Mroczenski, Donna Wiegert, Gary Garske, Meghan Williams, Sara Luchini, Sue Smith, Rebecca Wold, Sandra Supinski, Kristin Bath, Makala Williams, Michelle Cahoon, Corrine Spencer, Shelley Hersil Discussion Topics: <ul style="list-style-type: none"> • September is Preparedness Month <ul style="list-style-type: none"> ○ https://readywisconsin.wi.gov/ ○ Marathon Co. is promoting through FB ○ Wood Co. is doing social media posts as well as weekly emails to staff on prepping themselves and their families • COVID Response Team (CRT) Discussion <ul style="list-style-type: none"> ○ Becky is wondering if they should still be doing text surveys ○ Consensus is that most aren't using the data unless there is an outbreak ○ Team will stop collecting this data • Training minimum training levels <ul style="list-style-type: none"> ○ Robbie walked though document developed by Sam Anderson, DHS Training and Exercise Coordinator ○ Document reviewed required trainings needed ○ Robbie will ask Sam what the minimum refresher requirement is needed for 300 and 400 • RAVE List Review <ul style="list-style-type: none"> ○ Drill will be occurring in very near future ○ Robbie encourages everyone to review RAVE contacts for your dept. to keep them current • Edu and Outreach <ul style="list-style-type: none"> ○ County Engagement <ul style="list-style-type: none"> ▪ Robbie wants to get out and re-engage with our counties ▪ Would like to work with PH to bring partners together to hold an education and networking mtg. in each of the 12 counties in the Region ▪ Looking to hold a one-hour presentation with all healthcare partners in the county invited ○ Communication Platforms Training <ul style="list-style-type: none"> ▪ Planning an in-service day on communication platforms ▪ To include: EMResource, EMTrack, eICS, RAVE ▪ Likely will happen in January ○ Recovery <ul style="list-style-type: none"> ▪ Looking at staff turnover and burnout, we are definitely still in a healing process 	



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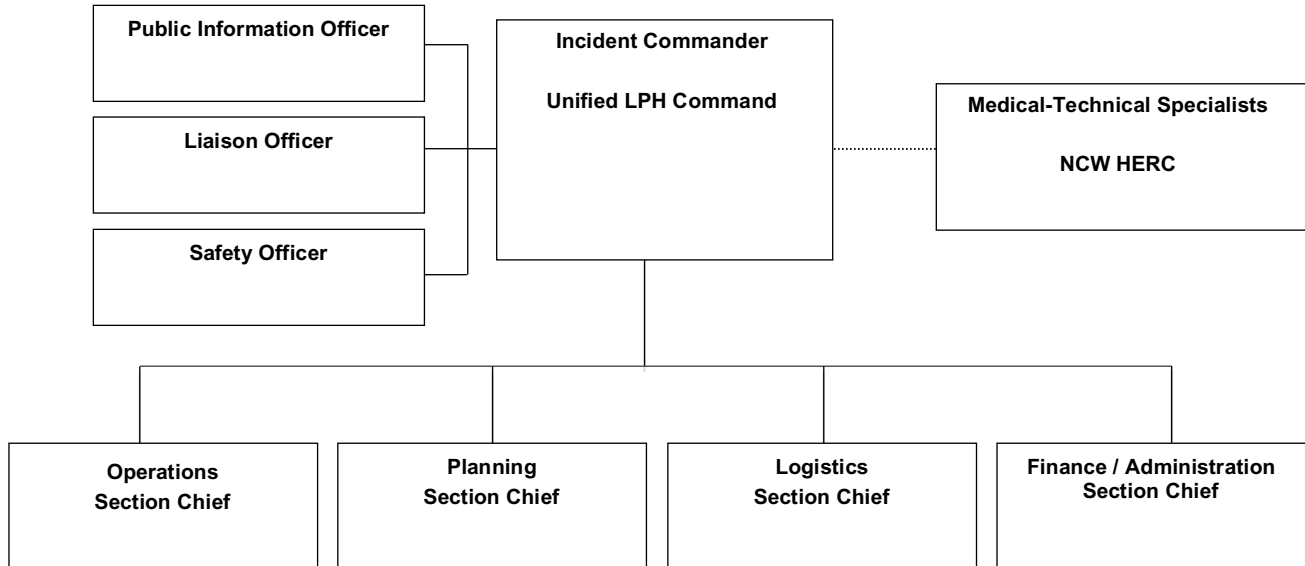
- Trying to promote healthcare provider resiliency, and strategies on how to deal with difficult days
- Would be a recorded webinar series at individual level, self-paced
- Hope to launch series in the winter
- Current Responses
 - COVID
 - Continue to monitor COVID updates
 - Moving to bivalent vaccination clinics
 - Monkeypox
 - Continue to monitor; are seeing a decrease in cases
 - MN Nursing Strike
 - UW Health strike was quelled
 - Minnesota strike is still underway; they have been able to add enough contacted staff to keeping things operating, however there is concern for if there would be a large-scale pediatric incident
 - Puerto Rico Hurricanes
 - Past hurricanes caused significant shortages in medical supplies
- Open discussion
 - Sue went to WI Counties Association conference this week and Gov. Evers did a shout out to PH and county board members gave a huge shout back - nice to hear some positive sentiments

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4. Current Hospital Incident Management Team (fill in additional positions as appropriate)

— HICS 201, 203 —



5. Health and Safety Briefing Identify potential incident health and safety hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.

— HICS 202, 215A —

Responder Readiness
 Information Sharing and Situational Awareness
 Responder Safety and Health

6. Incident Objectives

— HICS 202, 204 —

6a. OBJECTIVES	6b. STRATEGIES / TACTICS	6c. RESOURCES REQUIRED	6d. ASSIGNED TO
Share training levels document	Email	PDF	HERC Coord



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Review RAVE List	Review	RAVE Site	LPH
County Engagement	Schedule Meetings	Conference Room/Zoom/Owl	LPH/HERC Coord

7. Prepared by	PRINT NAME: <u> Robbie Deede </u>	SIGNATURE: _____
	DATE/TIME: 09/20/2022 1446	FACILITY: NCW HERC



Purpose: Short form combining HICS Forms 201, 202, 203, 204, and 215A
Origination: Incident Commander or Planning Section Chief
Copies to: Command Staff, Section Chiefs, and Documentation Unit Leader

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- PURPOSE:** The Incident Action Plan (IAP) Quick Start is a short form combining HICS Forms 201, 202, 203, 204 and 215A. It can be used in place of the full forms to document initial actions taken or during a short incident. Incident management can expand to the full forms as needed.
- ORIGINATION:** Prepared by the Incident Commander or Planning Section Chief.
- COPIES TO:** Duplicated and distributed to Command and General staff positions activated. All completed original forms must be given to the Documentation Unit Leader.
- NOTES:** If additional pages are needed for any form page, use a blank HICS IAP Quick Start and repaginate as needed. Additions may be made to the form to meet the organization's needs.

NUMBER	TITLE	INSTRUCTIONS
1	Incident Name	Enter the name assigned to the incident.
2	Operational Period	Enter the start date (m/d/y) and time (24-hour clock) and end date and time for the operational period to which the form applies.
3	Situation Summary	Enter brief situation summary.
4	Current Hospital Incident Management Team	Enter the names of the individuals assigned to each position on the Hospital Incident Management Team (HIMT) chart. Modify the chart as necessary, and add any lines/spaces needed for Command staff assistants, agency representatives, and the organization of each of the General staff sections.
5	Health and Safety Briefing	Summary of health and safety issues and instructions.
6	Incident Objectives	
	6a. Objectives	Enter each objective separately. Adjust objectives for each operational period as needed.
	6b. Strategies / Tactics	For each objective, document the strategy/tactic to accomplish that objective.
	6c. Resources Required	For each strategy/tactic, document the resources required to accomplish that objective.
	6d. Assigned to	For each strategy/tactic, document the Branch or Unit assigned to that strategy/tactic.
7	Prepared by	Enter the name and signature of the person preparing the form. Enter date (m/d/y), time prepared (24-hour clock), and facility.