

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Aspirus Wausau Family Medicine building, 12 Oct 2022, 0900-1200

NCW HERC Board Members			<i>Clinics</i>	NCW HERC Members, Guests & Presenters	
	<i>Hospitals</i>	x	Josh Goch	x	Sam Anderson
x	Ed Radtke	x	Melody Dearth	x	Stacy Lam
x	Josh Englund (Vice Chair)		<i>CMS</i>		
	<i>EMS</i>	x	Wendy Freese		
x	Delmond Horn (Chair)		Sarah Rothmeyer		
x	Dr. Michael Clark (Treasurer)		<i>Tribal</i>		
	<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		
x	Gary Garske	x	Dr. Tim Vayder		
ex	Sue Smith		Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
x	Jason Keffeler	x	Amy Wheeler		
	Gina Brandl				

Location: Aspirus Wausau Campus, Aspirus Wausau Family Medicine Building, 2nd Floor Molinaro Auditorium (425 Wind Ridge Dr., Wausau WI 54401)
 Meeting Link: <https://us06web.zoom.us/j/92686943189?pwd=N2ZZLzdPcmJ6V0tTcWNZaTI6M3hDdz09>
 Meeting ID: 926 8694 3189
 Phone #: 1-646-931-3860 | Meeting ID: 926 8694 3189 | Passcode: 75674453

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum/ and Real-life Events	Introduction Cyber Security Month <ul style="list-style-type: none"> Ty walked through cyber-attack case study 	Quorum verified: Yes Cyber security case study.docx
2. Call to Order	Meeting called to order @ 9:16	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Jason Keffeler 2 nd : Ed Radtke Motion result: Carried	
4. Agenda Review and Additions	Discussion Move Sam Anderson up on the agenda. Add ED tags to round robin discussion. Motion to approve current agenda. 1 st : Jason Keffeler 2 nd : Gary Garske	

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	Motion result: Carried	
<p>5. Accountant Report</p>	<p>Budget Review</p> <p>September Financial Report</p> <ul style="list-style-type: none"> • Amy walked through current budget/expense reports • Everything is in process now, anticipate PO from state any day – hope to start reimbursing soon • Some other HERCs have received PO and have begun invoicing <p>Unrestricted revenue</p> <ul style="list-style-type: none"> • Robbie asked OPEHC about our HERC bringing in additional revenue through additional fee for service trainings <ul style="list-style-type: none"> ○ State is reviewing our request with ASPR • Region 3 has created a donation package <p>Carryover</p> <ul style="list-style-type: none"> • Carryover is not automatically given, all HERCs’ carryover has been put into one pot and requests have to be submitted and approved by the state • Because it’s no longer guaranteed, anything that is a “must do” needs to fit into baseline budget • All contractor payments will need to move into baseline budget • CMS exercise, Family Assistance Center exercise, recovery workshops, MCI go bags, mass casualty transport vehicle, evacuation supplies, computers, hazmat seats, etc. will need to go into the carryover fund request <p>Audit Requirements</p> <ul style="list-style-type: none"> • Audit bids are coming in much higher than anticipated, we had budgeted \$6,200, bids are coming in close to \$10,000 <ul style="list-style-type: none"> ○ Having challenges in finding a company that will do the audit ○ 1st: audit, and then having it done by Dec. 31 – may need to ask for an extension ○ If state doesn’t provide carryover for audit, will need to pull dollars out of travel budget 	<ul style="list-style-type: none"> • Robbie to follow up on motions made.

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	<p>Motion to request carryover for additional audit expenses – if not approved, pull funds from travel budget, hire Kerber Rose to do audit in a three-year contract and request and extension of the audit from the state. 1st: Dr. Clark 2nd: Gary Garske Motion result: Carried</p> <p>Motion to amend budget to move sub-contractors into baseline budget. 1st: Ed Radtke 2nd: Jason Keffeler Motion result: Carried</p> <p>Motion to approve September financial report. 1st: Dr. Clark 2nd: September Murphy Motion result: Carried</p>	
<p>6. Fiscal Discussion/Budget Review</p>	<p>Budget Amendments, Related to Carryover Discussion Covered above</p>	
<p>7. 2023 Training Needs Assessment</p>	<p>Presentation and Discussion with Sam Anderson, OPEHC Training and Exercise Coordinator</p> <ul style="list-style-type: none"> • Integrated Preparedness Plan (IPP) <ul style="list-style-type: none"> ○ Identify priority factors ○ Establish priorities ○ Develop multi-year schedule ○ Establish program reporting • Can be done locally or as a region • Current plan was driven by the HERCs <ul style="list-style-type: none"> ○ Focused on Communications/PIO, Incident Management, Mass Care • State Plan <ul style="list-style-type: none"> ○ Health equity is overarching priority • It is linked with PHEP and HPP capabilities 	<p>Robbie to share survey when it is disseminated.</p>

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	<ul style="list-style-type: none"> • It is under the umbrella of WEM • Plans are coordinated with DPH, HERCS, and WEM • 2022 Regional training needs: <ul style="list-style-type: none"> ○ PIO/Risk Comm ○ Operation Coordination ○ PH Law ○ Wx threats • NCW HERC Survey results: (top requests) <ul style="list-style-type: none"> ○ CERC ○ ICS 300 ○ ICS 400 and LEEP • Will be another virtual survey from state to identify future training needs 	
<p>8. HERC Improvement Plan</p>	<p>Review with Ty</p> <ul style="list-style-type: none"> • Ty reviewed updated Improvement Plan • It's been decided to continue current projects, and not add anything new at this time 	
<p>9. Strategic Plan Update</p>	<p>Update from Del and Dr. Vayder</p> <ul style="list-style-type: none"> • No update- waiting for update at next state meeting 	
<p>10. Work Plan/Regional Projects and Deliverables</p>	<p>Projects:</p> <ul style="list-style-type: none"> • Logo Update <ul style="list-style-type: none"> ○ Group liked logo option number 5, if the "HERC" in middle is replaced with medical cross, make "North Central Wisconsin" solid color and "Healthcare Emergency Readiness Coalition" in a solid color. ○ Make two versions, one with acronym, one with full spelling • Website <ul style="list-style-type: none"> ○ Would be nice to track who's visiting our website, and what they are viewing 	<ul style="list-style-type: none"> • Robbie to follow up with Molly on logo revisions • Ty to continue website updates • Michael to explore alternate MF trailer options if needed

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	<ul style="list-style-type: none"> ○ Could consider adding mapping features to show where partners are on the map ○ Add a direct link to training portal on website ● Disposition of MCI Trailer <ul style="list-style-type: none"> ○ Currently custodianship is under Marathon Co. ○ Marathon Co. as custodian is no longer an option ○ Agreement with Marathon Co. is terminated ○ There are other resource options at this point ○ Will look to establish another resource MOU with a different resource ● County Outreach/HERC Awareness Presentations <ul style="list-style-type: none"> ○ Intent is to engage HERC partners at the local level ○ Will be going out November- January ○ Stacy Lam (HERC MPH student) is helping with this project ○ She is developing and evaluating PP's and plans and working on PP for these local visits ○ 10 visits are scheduled ● Virtual Hazmat Seats & ABLS Virtual Seats <ul style="list-style-type: none"> ○ Still remain available ○ Depleted many of the ABLS seats, our Region used the most ○ Plenty of virtual hazmat seats still available ● Crisis Standards of Care Con Ops <ul style="list-style-type: none"> ○ Doug will be at hospital meeting today giving an overview ○ Towards end of November Con Ops will be going out for review by the Regions ● WI/MI Border Collaboration <ul style="list-style-type: none"> ○ A multi-state project is scheduled for May 16th at the Island Resort and Casino ● Training and Exercise <ul style="list-style-type: none"> ○ Several exercises we want to do, but need to determine funding ○ An idea for backup funding would be to charge people to attend exercise 	
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	<p>Motion to move logo revisions as recommended. 1st: Ed Radtke 2nd: Jason Keffeler Motion result: Carried</p>	
<p>11. Current Responses</p>	<p>COVID</p> <ul style="list-style-type: none"> • CDC Updated Interim Infection Prevention and Control Recommendations where updated <p>Monkeypox</p> <ul style="list-style-type: none"> • Not much to update at this time <p>Polio</p> <ul style="list-style-type: none"> • Health Alert #49 • Health Alert on Acute Flaccid Myelitis <p>Measles</p> <ul style="list-style-type: none"> • Also concern for measles as cases increasing in Minnesota <p>Ebola</p> <ul style="list-style-type: none"> • Ebola cases on the rise in Uganda • https://emergency.cdc.gov/coca/calls/2022/callinfo_101222.asp 	
<p>12. Contractor Updates</p>	<p>Contractor Update Independent Review</p> <ul style="list-style-type: none"> • Reports looked good, board satisfied with format <p>MPH Student</p> <ul style="list-style-type: none"> • Stacy is looking forward to getting started on her projects 	
<p>13. Sector Update Discussion</p>	<p>Round Robin</p> <ul style="list-style-type: none"> • Hospitals <ul style="list-style-type: none"> ○ ED triage tags <ul style="list-style-type: none"> ▪ Would like to move to a uniform system • EMS <ul style="list-style-type: none"> ○ State wants to create an EMS surge workgroup • Emergency Management <ul style="list-style-type: none"> ○ North East IMT in our region is ready to assist in response <ul style="list-style-type: none"> ▪ Working to develop a Northern Incident Management Team (would combine with current NE Team) 	

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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Looking for additional members for the team <ul style="list-style-type: none"> ○ Will be some radiological training next year • Public Health <ul style="list-style-type: none"> ○ Transitioning from PCR to rapid testing for COVID ○ Seeing lower numbers with COVID currently, anticipate numbers will be climbing ○ PH is getting a lot of requests for onsite influenza clinics • Trauma <ul style="list-style-type: none"> ○ No update • Clinics <ul style="list-style-type: none"> ○ No update <p>CSC and EMTrack Presentations</p> <ul style="list-style-type: none"> • Will be given at hospital meeting this afternoon 	
<p>14. Next Meeting/ Adjourn</p>	<p>Motion to adjourn. 1st: September Murphy 2nd: Gary Garske Motion result: Carried</p> <ul style="list-style-type: none"> ▪ November 9 meeting will be at Aspirus Weston Clinic 	