

HICS INCIDENT ACTION PLAN (IAP) QUICK START

COMBINED HICS 201—202—203—204—215A

<p>1. Incident Name</p> <p>NCW HERC Public Health Update Call</p>	<p>2. Operational Period (# 2)</p> <p>DATE: FROM: 10/19/22 TO: 10/19/2022</p> <p>TIME: FROM: 1300 TO: 1400</p>
<p>3. Situation Summary — HICS 201 —</p> <p>Location: Virtual Join Zoom Meeting</p> <p>Attendees: Robbie Deede, Ty Zastava, Brian Kaczmariski, Sara Wartman, Yvonne Vonner, Julie McCallum, Julie Lyons, Linda Conlin, Sue Smith, Sara Luchini, Michelle, Chris, Gary Garske, Brittany Fry, Becky Mroczenski, Sandra Supinski, Kristin Bath, Melissa Geach, Joey Tallier, Laura Scudiere</p> <p>Discussion Topics:</p> <ul style="list-style-type: none"> • October Cyber Security Month <ul style="list-style-type: none"> ○ Case Study Shared • PHEP PH Advisory Council Sub-committee Charter <ul style="list-style-type: none"> ○ Guest Brian Kaczmariski <ul style="list-style-type: none"> ▪ Public Health Council and OPEHC PHEP Advisory Committee merged into the PHEP Advisory Committee in 2020, COVID then hit, and this Committee is now beginning to resume ▪ Purpose is to provide policy, program, and resource allocation recommendation to the State of WI PHEP Program ▪ Functions are to advise on the CDC PHEP cooperative agreement, discuss PH emergency preparedness issues, concerns, and proposals, and ensure that OPEHC can solicit input on PH emergency preparedness issues and concerns ▪ Membership is broadly representative of public and private entities that have a significant role in preparedness and for response to bioterrorism and other public health emergencies ▪ The chair of the PHEP Advisory Committee will be appointed by the PH Council Chair and serve a 2-year term <ul style="list-style-type: none"> • The Chair will recommend committee members, with input from OPEHC staff, to be discussed and voted upon by PH Council members • Current chair is Brian Kaczmariski ▪ Will be implementing bi-directional information sharing: committee chair, LTHD representatives, designated OPPA or OPEHC staff, and PHEP Advisory Committee Liaison to the PH Issues Committee • Edu and Outreach <ul style="list-style-type: none"> ○ County Engagement <ul style="list-style-type: none"> ▪ <u>NCW HERC Community Partner Engagement and Outreach:</u> <ul style="list-style-type: none"> • 11.02.22, 1100-1230, Wood County • 11.15.22, 1300-1430, Iron County • 11.16.22, 1000-1130, Langlade County • 11.28.22, 0900-1030, Taylor County • 11.30.22, 0900-1030, Lincoln County • 12.02.22, 0900-1030, Price County • 12.05.22, 1030-1200, Oneida County 	



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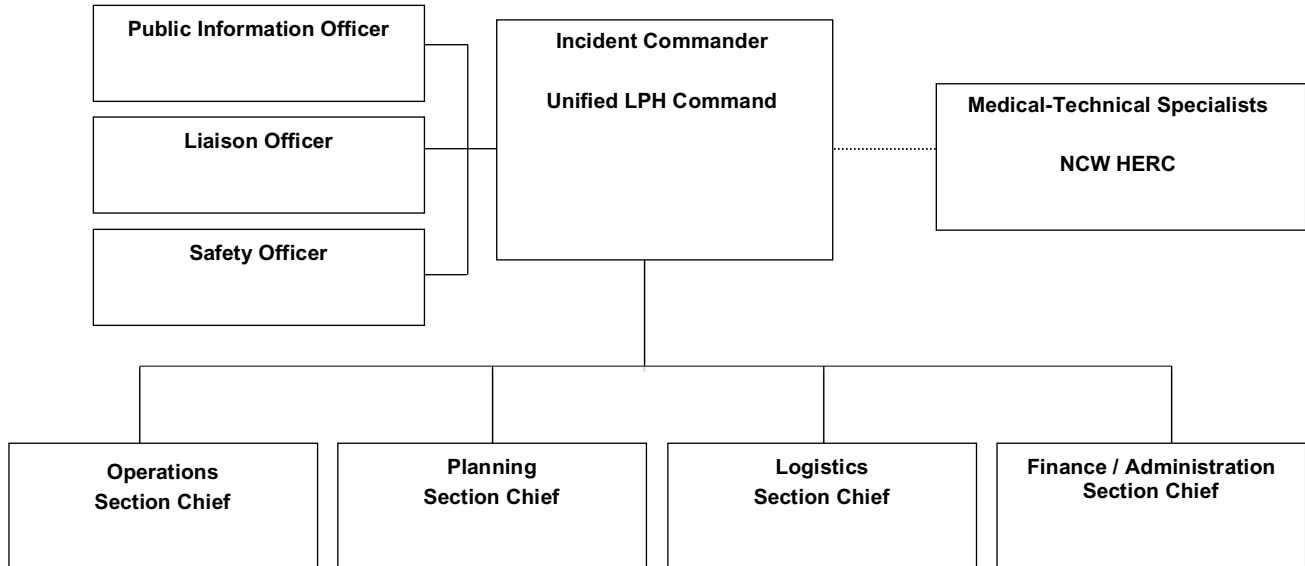
- 12.06.22, 0900-1030, Vilas County
- 12.08.22, 1000-1130, Clark County
- 12.16.22, 0900-1030, Portage County
- 12.19.22, 1300-1430, Marathon County
- Deferring Forrest County until after New Year due to leadership changes
- Feel free to share calendar invite to partners you want to invite
- The Objectives of these meetings are to:
 - Establish/Re-establish Preparedness Community Partnerships
 - Educate on ASPR, HPP, and NCW HERC and Program Principles
 - Educate on Regional Plans and Annexes
 - Outline and Identify Future Regional Projects
- Communication Platforms Training
 - Looking at a 1st quarter in-service day training for EMTrack, EMRESource, eICS, WEAVR and RAVE
 - Most likely will be a virtual event
- Recovery training and FAC exercise
 - Have trainings identified, however, there has been HERC funding changes and HERC now needs to request funding to hold the trainings
 - Still in the hopper, just awaiting on funding
- Current Responses
 - COVID
 - Pediatric Boosters
 - Healthcare guidance updated
 - Monkeypox
 - [Health Alert on Acute Flaccid Myelitis](#)
 - [Measles](#)
 - [Ebola](#)
- Open discussion
 - Burn MCI
 - Homecoming party in Pulaski on Friday night where someone threw a drum of accelerate into the fire and led to over 30 people seeking medical attention

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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
Review lists on calendar invites and invite preparedness and response partners not on invite.	Emails and correspondence	Outlook Calendar Invite	NCW HERC: PH POCs



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Share information with staff and colleagues as appropriate	In-service, meetings, email	IAP	NCW HERC: PH POCs
Finalize and Execute Presentations	Partner Outreach	Presentation, computer, projector, conference rooms	HERC Coordinator
Establish Communications Platform In-service Date	Coordinate with trainers	Zoom, trainers, mutually agreed date	HERC Coordinator

7. Prepared by	PRINT NAME: <u> Robbie Deede </u>	SIGNATURE: _____
	DATE/TIME: 10/18/2022 1605	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.