

**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 (# 8)</p> <p>DATE: FROM: 06/21//23 TO: 05/17/2023</p> <p>TIME: FROM: 1300 TO: 1400</p>
<p>3. Situation Summary HICS 201 —</p> <p>Location: Virtual</p> <p>Attendees: Ty Zastava, Robbie Deede, Sue Smith, Rachel Cornelius, Hope Gilligan, Makala Williams, Michelle Edwards, Brittany Fry, Sara Luchini, Kathleen Kautz, Kristin Bath, Megan Lindau, Christie Larmie, Megan Lindau, Sara Emmerich, Melissa Geach</p> <p>Discussion Topics:</p> <ul style="list-style-type: none"> • Introductions and Welcome <ul style="list-style-type: none"> ○ HERC Updates: <ul style="list-style-type: none"> ▪ Jonathan Stone has accepted the NCW HERC Coordinator position and will start July 1; comes with many years of experience ▪ Will be a new Logistics Coordinator - PJ Monday ▪ All other HERC Contractors will stay the same ▪ Working on a new on-call process for the HERC utilizing MedEvac • Current Responses - none • Vaccine Response <ul style="list-style-type: none"> ○ Christie Larmie, DHS, open discussion ○ She is looking to see if HD's need vaccine coolers, freezers, digital data loggers, etc. <ul style="list-style-type: none"> ▪ HERC has purchased some regional assets – plug in coolers and a freezer ▪ If any HD's are interested in supplies, let Christie know and she can help coordinate getting them to you ▪ Some feel they could use ultra-cold cooler/freezer <ul style="list-style-type: none"> • Christie will talk with those that already have one and see if they may be interested in acting as a “mini-hub” ▪ Some coolers (Vericores) do have expiration dates in terms of how long they can maintain proper temperatures <ul style="list-style-type: none"> • Could still use cooler if using data logger and assure proper temp is maintained • Coolers do need to be replaced if there is any damage to it ▪ Christie can help when HD's need to purchase new vaccine coolers ▪ Christie can also help with WIR data reports • End of Public Health Emergency <ul style="list-style-type: none"> ○ None • MOU Update <ul style="list-style-type: none"> ○ Oneida County's Corp Counsel was only one that had comments <ul style="list-style-type: none"> ▪ There were four places that defined “parties” - can delete extras ▪ Provider/recipient definition – should keep language consistent ▪ Supervision and Control section edits: <ul style="list-style-type: none"> • Recipient maintains control of scene (provider will not take over command) • Providers maintain custodianship of assets 	

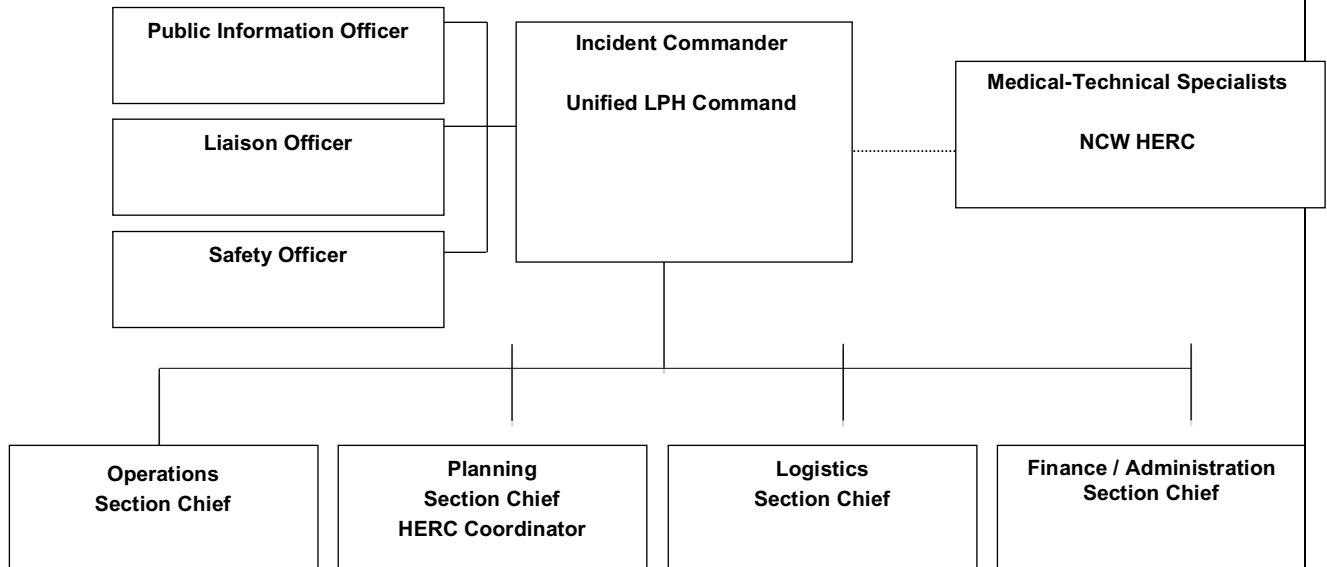


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- Assets would fall into Command Structure
 - Contradiction in Section 7 E around payment and Section 10
 - Consider language around “temporary contract” and “may be reimbursed”
 - Robbie will make final edits and resend out
- PHAB PHEP Task Force Update
 - Had first meeting
 - Plan to meet every two weeks through Labor Day
 - Looking at a CDC document as well that cross references capabilities to the domains
 - Additional task force groups may be identified
 - Plan to develop some products for HD’s to use
- Open Discussion
 - Heading into festival and large gathering season
 - USSO
 - Hodag
 - Brush Run
 - Rock Fest and Country Fest
 - Any unique project ideas for BP5?
 - Scholarships to conferences and trainings
 - Price Co. is going to do fit testing and respiratory plan
- Next Meeting
 - July 19, 1:00 – 2:00

4. Current Hospital Incident Management Team (fill in additional positions as appropriate)
203 —

— HICS 201,



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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
Intro New Prep Staff	Meet and Greet	Zoom, Discussion	HERC Coordinator
Discuss Education and Outreach Follow-up	Group discussion: time, events and impacts	Email, Discussion, Documents	HERC Coordinator
Share Wood County Response Experience	Wood County Rep Discussion	Zoom, Discussion	HERC Coordinator
Review RAVE	Share current response status/findings	Zoom, Discussion, RAVE Site	HERC Coordinator
Discuss Future of Collaboration	Group Discussion	Discussion, User Guide,	HERC Coordinator and HERC Partners
MOU Update	Group discussion, identify agreed approach	Discussion, Local and Tribal PHEP Contract Deliverables Reporting Tool	HERC Coordinator and HERC Partners

7. Prepared by

PRINT NAME: ___Robbie Deede_____

SIGNATURE: _____

DATE/TIME: 03/13/2023 1800

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.