

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual, 9 August 2023, 0900-1200

NCW HERC Board Members			<i>Clinics</i>	NCW HERC Members, Guests & Presenters	
	<i>Hospitals</i>	x	Josh Goch		
	Alex Jaye		Melody Dearth		
	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			
	Sarah Christensen	x	Robbie Deede		
	<i>Public Health</i>	x	Michael Fraley		
x	Gary Garske	x	Dr. Tim Vayder		
x	Sue Smith		Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
	Jason Keffeler	x	Amy Wheeler		
x	Megan Foltman	x	PJ Monday		

Virtual

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum/ and Real-life Events	Introduction	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 9:03	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Josh Goch 2 nd : Sue Smith Motion result: Carried	
4. Agenda Review and Additions	Discussion Motion to approve current agenda. 1 st : Sue Smith 2 nd : Wendy Freese Motion result: Carried	
5. Accountant Report	<ul style="list-style-type: none"> • June Financial Report <ul style="list-style-type: none"> ○ Amy reviewed report 	

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	<ul style="list-style-type: none"> • BP5 budget review and approval <ul style="list-style-type: none"> ○ Robbie walked through proposed budget ○ Majority of budget is spent on people/contracts to complete work ○ There is to be an additional \$2,000 added to this year's budget <ul style="list-style-type: none"> ▪ This will be added to Dr. Vayder's travel budget to meet his contract requirements ○ Need to add "contractor/contingency travel" as a line item to cover additional travel that may arise (emergency scenarios) ○ Added line item in supplies to continually add/update MCI go bags ○ May need to add additional dollars to internet security ○ Robbie will amend the budget based on today's comments ○ Total budget is \$152,000 <p>Motion to approve June Financial Report 1st: Josh Goch 2nd: Sue Smith Motion result: Carried</p> <p>Motion to approve BP5 budget as amended to today's discussion. 1st: Gary Garske 2nd: Wendy Freese Motion result: Carried</p>	
<p>6. HERC Security Update</p>	<ul style="list-style-type: none"> • Robbie developed a timeline of events for Coordinator email attack • Robbie has been working with Microsoft to assure our documents and email are all now protected • Robbie increased security with 365 Defender program • All documents have been backed up to our black box; to Robbie's understanding, no documents have been lost • Robbie will move HERC Coordinator email to a drop box, that would be a shared account 	

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<p>7. Transition Strategy Discussion</p>	<ul style="list-style-type: none"> • Coordinator vacancy <ul style="list-style-type: none"> ○ State is re-posting the position; will let Del know when it is posted ○ State is discussing who will fill the role until the position is filled ○ Ty and Del will meet with the state to discuss a possible interim contract • On-call policy update and review <ul style="list-style-type: none"> ○ Contract with MedEvac <ul style="list-style-type: none"> ▪ No update at this time 	
<p>8. Work Plan/Regional Projects and Deliverables</p>	<p>Projects:</p> <ul style="list-style-type: none"> • Workplan review <ul style="list-style-type: none"> ○ Ty will look into status of 23-24 workplan • Training plan <ul style="list-style-type: none"> ○ Training plan will dovetail with workplan 	<p>Ty to Email Brian for most current version of workplan</p>
<p>9. Board Member Orientation</p>	<ul style="list-style-type: none"> • Robbie presented orientation PP 	
<p>10. Current/Future Responses/ Exercises</p>	<ul style="list-style-type: none"> • Brush run is going to have a Kiss concert along with race this year <ul style="list-style-type: none"> ○ Selling 10,000-20,000 tickets ○ Dr. Clark is working on med plan for event ○ Given how remote the Crandon raceway is, pre-planning is critical ○ Forest County is looking to provide additional Narcan resources for event and have been reviewing their Family Assistance Center plan in case it's needed 	
<p>11. Contractor Updates</p>	<p>Independent Review</p> <ul style="list-style-type: none"> • PJ dropped off 7 Friskar wands to Alex Jaye yesterday <ul style="list-style-type: none"> ○ Will continue to deliver the wands throughout the Region • Ty will get contractor reports and send out to Board 	<p>Ty to collect contractors reports and send to Board</p>

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<p>12. Sector Update Discussion</p>	<p>Round Robin EM</p> <ul style="list-style-type: none"> • Marathon Co. is moving forward with a grant to get a Medical Reserve Corp • Marathon Co. fair had numerous first aide requests this year <p>Trauma</p> <ul style="list-style-type: none"> • Contracts are all set and submitted for RTAC, and they are ready to begin their projects • Marathon Co. Regional Forensics Center has had some success with funding and will be starting a capital campaign this fall; if you are aware of grants, let Dr. Clark or Jess Blahnik know 	
<p>13. Next Meeting/ Adjourn</p>	<p>Board update: August 23 @1300 Board meeting: September 13 from 900-1200</p> <p>Motion to adjourn. 1st: Wendy Freese 2nd: Gary Garske Motion result: Carried</p>	