

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual, November 8, 2023, 0900-1200

NCW HERC Board Members			<i>Clinics</i>	NCW HERC Members, Guests & Presenters	
	<i>Hospitals</i>	x	Josh Goch		
	Alex Jaye	x	Melody Dearth		
x	Josh Englund (Vice Chair)		<i>CMS</i>		
	<i>EMS</i>		Wendy Freese		
x	Delmond Horn (Chair)	x	Sarah Rothmeyer		
x	Dr. Michael Clark (Treasurer)		<i>Tribal</i>		
	<i>Emergency Management</i>	x	Jacee Shepard		
x	Phil Rentmeester	NCW HERC/NCRTAC Staff			
x	Sarah Christensen	x	Robbie Deede		
	<i>Public Health</i>		Michael Fraley		
x	Gary Garske	x	Dr. Tim Vayder		
	Sue Smith	x	Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
x	Jason Keffeler	x	Amy Wheeler		
	Megan Foltman	x	PJ Monday		

Virtual

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum/ and Real-life Events	Introduction Case Study: Snow storm event	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 9:05	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Sarah Christensen 2 nd : Josh Englund Motion result: Carried	
4. Agenda Review and Additions	Discussion Motion to approve current agenda. 1 st : Gary Garske 2 nd : Sarah Rothmeyer Motion result: Carried	

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<p>5. Accountant Report</p>	<ul style="list-style-type: none"> • October Financial Report <ul style="list-style-type: none"> ○ Amy reviewed report • No contractors have been paid since June 30th <p>Motion to approve October Financial Report 1st: Jason Keffeler 2nd: Josh Englund Motion result: Carried</p>	
<p>6. Microsoft</p>	<ul style="list-style-type: none"> • Security updates <ul style="list-style-type: none"> ○ Microsoft Defender Offices (\$5/mo./user) - \$180/year ○ 7 Microsoft Defender Vulnerability Management (\$3/mo./user)- \$252/year ○ Started with a 90-day free trial <p>Motion to approve the purchase of this software, and find dollars in current budget. (edited – decided to put this in carryover request) 1st: Dr. Clark 2nd: Melody Dearth Motion result: Carried</p>	
<p>7. Logistic Supplies Distribution</p>	<p>Review requests</p> <ul style="list-style-type: none"> • PJ shared an Excel document with all requests • Need to determine how we can share with partners what county resources are already available to them • Remove MCI card allocation from hospitals (they can get them from county) – brings us down to 6 • Remove MCI go bags from hospital requests, as they already received one • Remove Price Co. Hwy from MCI go bag request, county already has one • For those that request MCI Go Bags and MCI Walk Bag, they get one, not both <ul style="list-style-type: none"> ○ Forest Co. Health, Laona Rescue and Antigo Fire – no Go Bag ○ Portage Co EMS and SAFER get Go Bags 	<ul style="list-style-type: none"> • PJ to update Excel spreadsheet and share with Ty • PJ to follow-up with requestors with Board’s decisions

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	<ul style="list-style-type: none"> • Provide 4 Walk Bags as shown in spreadsheet • Give 1 med sled to Park Manor, other requests – denied • Offer soft transfer units to healthcare, that will not get med sleds • Provide information as to why request was denied • Voted on allocations <p>Motion to move forward with supply distribution as stated above. 1st: Melody Dearth 2nd: Gary Garske Motion result: Carried</p>	
<p>8. BP5 Budget</p>	<ul style="list-style-type: none"> • Carryover <ul style="list-style-type: none"> ○ ~\$41,000/Region ○ State will be offering two Cyber Security trainings from funds • Request ideas: <ul style="list-style-type: none"> ○ MRSE contractor - \$12,000 ○ 3 Microsoft Defender Offices (\$5/mo./user) - \$180/year ○ 7 Microsoft Defender Vulnerability Management (\$3/mo./user)- \$252/year ○ Training <ul style="list-style-type: none"> ▪ AHLS for chemical burns and toxic products of combustion (4 hrs.): Medical management chemical burns and toxic inhalation injuries, including carbon monoxide and cyanide poisoning <ul style="list-style-type: none"> • \$6,500 (40 people (\$125/person)) • EMS and hospital personnel ▪ Use of Frisker radiation detection wands (online video, have a couple webinars—how to use from a practical standpoint, decon, etc.) <ul style="list-style-type: none"> • Ask state to do training 	<ul style="list-style-type: none"> • Ty to request state to do radiation detection wand training

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	<ul style="list-style-type: none"> ▪ AHLS for Toxic Terrorism (4 hr.) <ul style="list-style-type: none"> • \$6,500 (40 people) • EMS and hospital personnel ○ AED and First Aid Equipment <ul style="list-style-type: none"> ▪ Preston Manikin Professional and AED Trainers package — 2 adult, 2 infant manikins + 2 trainer AEDs — \$870 ▪ AHA Heartsaver First Aid/CPR Instructor Manual — \$68.20 ▪ AHA Heartsaver First Aid/CPR Instructor Course Videos on USB — \$205 ▪ AHA BLS Instructor Manual — \$48.30 ▪ AHA BLS Course Videos on USB — \$105 ▪ WNL Practi-Mask Bum 4 Pack <ul style="list-style-type: none"> • Adult/child — \$53.95 • Infant — \$51.95 • CPR Valves — 60 Pack — \$45.95 ▪ WNL Face Shields 25 Pack — \$7.95 ▪ Narcan Trainer 5 Pack — \$19.80 ▪ Epi Pen Trainer — \$9.95 ▪ Tourniquet Trainer — \$31.59 ▪ Philips Heartstart FRx AED — \$2,211 ▪ Zoll AED Plus Package — \$1,934 ▪ Peds pads — \$117 ▪ Adult pads — \$207 ▪ Accessory Kit — \$24 ▪ Trainer — \$446 ▪ FAO 269 Piece Response Kit — \$225 ▪ Professional EMT First Responder Medical Kit — \$3?? ▪ AED + AED trainer — \$2,728 ▪ Bag — \$225 or \$319 ○ Quantifit Tester — \$7,500 ○ Qualifit Tester — \$500 ○ ReadyOp — \$? No price 	
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	<ul style="list-style-type: none"> ○ Evacuation equipment <ul style="list-style-type: none"> ▪ 6 MCI Go Bags (\$715) - \$4,290 ▪ 1 MCI Walk Bag - \$1,740 ▪ 6 Med Sleds (\$445 + shipping) - \$2,870 ▪ 2 sets MCI cards (\$275 + shipping) - \$580 ○ Regional Forensic Center equipment <ul style="list-style-type: none"> ▪ Overhead Cadaver Lift (1)- \$12,000 ▪ Drench hose eye wash (2) \$400/piece \$800 ▪ Lab cart (2) \$450/piece = \$900 ▪ Spill cart (2) \$450 = \$900 ▪ Emergency Shower/eye wash (3) \$2,800/piece = \$8,400 ○ Total = \$48,432 ○ Conference/travel <ul style="list-style-type: none"> ▪ Cannot be used on travel ▪ Other options <p>Motion to approve carryover budget at \$48,432 with items discussed. 1st: Josh Englund 2nd: Melody Dearth Motion result: Carried</p>	
<p>9. CMS Clinic Board Member</p>	<ul style="list-style-type: none"> ● Review candidate bios ● Vote <ul style="list-style-type: none"> ○ Kimberly Spurgeon – La Clinica, Director of Quality and Compliance ○ Cindy Lee Buchkowski-Hoffman – Bone and Joint, Supervisor ○ Mark Kern – Bridge Clinic, Facilities Managers, oversees preparedness planning and response <p>Motion to accept Kimberly Spurgeon as the new CMS Board Representative. 1st: Dr. Clark 2nd: Josh Englund</p>	<ul style="list-style-type: none"> ● Ty to let candidates know vote results

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	Motion result: Carried	
10. OPEHC & RTAC Meetings	<ul style="list-style-type: none"> • ASPR visit <ul style="list-style-type: none"> ○ ASPR attended OPEHC meetings on Oct. 26-27 • Staffing <ul style="list-style-type: none"> ○ OPEHC has hired: <ul style="list-style-type: none"> ▪ Communication Specialist – Matthew Trotter ▪ PHEP Coordinator – Jamie Nedermier ▪ Grants/Admin Section Manager – in recruitment • RTAC meets tomorrow 	
11. AG Meeting	<ul style="list-style-type: none"> • Meeting Updates • Workgroup updates <ul style="list-style-type: none"> ○ Technology workgroup <ul style="list-style-type: none"> ▪ Workgroup has long list of strategies to implement to improve use and participation of: <ul style="list-style-type: none"> • EMResource • EMTrack • WISCOM • eICS ○ Website workgroup <ul style="list-style-type: none"> ▪ Have reviewed all coalition websites ▪ Are creating a checklist of items coalitions should include on their sites 	
12. Work Plan/Regional Projects and Deliverables	<p>Projects:</p> <ul style="list-style-type: none"> • Training plan <ul style="list-style-type: none"> ○ Training survey results (N=23) <ul style="list-style-type: none"> ▪ AHLS for chemical burns (39%) ▪ Frisker radiation detection wand training (26%) ▪ AHLS for Toxic Terrorism (26%) 	

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	<ul style="list-style-type: none"> • Workplan: <ul style="list-style-type: none"> ○ Chemical/Hazmat Medical Surge Annex <ul style="list-style-type: none"> ▪ Annex <ul style="list-style-type: none"> • Revisions, remove Chemical from title • No one knows how to access the CHEMPACK • Make sure new process gets into plan and shared with partners ▪ TTX – February 14, 2024 <ul style="list-style-type: none"> • Format <ul style="list-style-type: none"> ○ Contact EM’s re: EOC’s ○ Ty to contact Teresa re: county EOCs and collaboration ○ HAZMAT teams operate in multiple counties ○ Regionally managed with virtual component ○ Breakout rooms virtually ○ Get feedback from partners on who plans to participate and how many breakout rooms we may need ○ Check on how many Zoom rooms we can have ○ Check on how other regions are doing it • Flyer <ul style="list-style-type: none"> ○ Ty is working on a Save the Date flyer – will release once exercise format has been determined ○ HVA - tabled ○ MRSE exercise <ul style="list-style-type: none"> ▪ Set date – April 10, 1300-1600, virtual 	<ul style="list-style-type: none"> • Ty to update HAZMAT plan and send out • Ty to finalize TTX format • Ty to release TTX Save the Date flyer
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	<ul style="list-style-type: none"> ▪ Planning meetings <ul style="list-style-type: none"> • Will start early December • First meeting will include only HERC Coordinators ○ CMS exercise <ul style="list-style-type: none"> ▪ Review Optima EP proposal ▪ Schedule date – June 12, 2024 (check with Aimee) <p>Motion to approve Optima EP to complete the CMS exercise this fiscal year. 1st: Josh Englund 2nd: Jason Keffeler Motion result: Carried</p>	<ul style="list-style-type: none"> • Ty to contact Aimee and set date for CMS exercise
<p>13. Communications</p>	<ul style="list-style-type: none"> • Comm drills <ul style="list-style-type: none"> ○ November 3 @ 0900 <ul style="list-style-type: none"> ▪ Sent EMResource MCI alert to all hospitals ▪ Requested all hospitals to report red, yellow, and greens in EMResource and call to Travis over WISCOM radio ▪ Next time add a scenario (crash 10 miles from hospital...) and don't ask hospitals to call WISCOM, Travis to call WISCOM • Training needs: <ul style="list-style-type: none"> ○ EMResource ○ EMTrack ○ WISCOM ○ eICS – not a current focus 	<ul style="list-style-type: none"> • Have Travis make it clear in calendar invite that staff need to facilitate the drill, he is there for support • Travis to see if he can get on ED nurse mtg. to explain the drills as well • Have hospital EM's talk to ED nurse manager • Set up an incident that we are sending patients to every hospital in the Region to practice EMTrack • Focus on tying EMResource with WISCOM, get comfortable with these, then move to EMTrack • Discuss EMResource with PH, not EMTrack – add to PH Caucus agenda; ask state to talk about it at PHEP Q & A calls
<p>14. EMS Shortage</p>	<p>Discussion - tabled</p>	
<p>15. HERC Improvement Plan</p>	<ul style="list-style-type: none"> • We are currently working on all noted improvements • Will be adding more once we complete exercises 	

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<p>16. PH Caucus Update</p>	<ul style="list-style-type: none"> • Regional Mutual Aid Agreement is completed • Rollout of preventative vaccination has been difficult • Having an ESSENCE demo at the next mtg. (community surveillance software) • Anti-Public Health groups circulating resolutions to boards to take away Health Officer authority for such things as mandatory masking and closing of businesses • Current status from hospital to EMS re: reportable communicable diseases; lack of communication, policy/procedure education 	
<p>17. Current/Future Responses/ Exercises</p>	<ul style="list-style-type: none"> • Respiratory illness season • COVID is no longer a reportable disease to PH, only need to report if there is a pediatric death or 24 hrs.+ of hospitalization 	
<p>18. Contractor Updates</p>	<ul style="list-style-type: none"> • Independent Review 	
<p>19. Sector Update Discussion</p>	<p>Round Robin</p>	
<p>20. Next Meeting/ Adjourn</p>	<p>Board meeting: December 13 from 0900-1200 (virtual) Caucus meetings: Hospital: December 13 from 1300-1400 CMS: January 10 from 1300-1400</p> <p>Motion to adjourn. 1st: Josh Englund 2nd: Jason Keffeler Motion result: Carried</p>	<ul style="list-style-type: none"> • Invite Kimberly to December mtg.