

HICS INCIDENT ACTION PLAN (IAP) QUICK START

COMBINED HICS 201—202—203—204—215A

1. Incident Name NCW HERC Public Health Update Call	2. Operational Period (# 15) DATE: FROM: 02/21/24 TO: 02/21/24 TIME: FROM: 1300 TO: 1400
3. Situation Summary HICS 201 — Location: Virtual Attendees: Ty Zastava, Robbie Deede, Dr. Vayder, Dan Mueller, Melissa Geach, Makala Williams, Kathleen Kautz, Gary Garske, Corrine Spencer, Brittany Fry, Hope Gilligan, Sue Smith, Becky, Laura Scudiere, Michelle Edwards, Kristin Bath, Sandra Supinski, Shelley Hersil, Jess Bohoven, Anna Marciniak, Langlade County Discussion Topics: <ul style="list-style-type: none"> • Introductions and Welcome • HERC Coordinator Updates <ul style="list-style-type: none"> ○ HAZMAT Health Care Surge TTX Wrap-Up <ul style="list-style-type: none"> ▪ Participant feedback survey closes today ▪ Ty is working on AAR; should be done soon ○ MRSE <ul style="list-style-type: none"> ▪ April 10th 1:00 – 4:00 ▪ PH will have injects ▪ Check with your local hospitals to see if they are playing and if you want to be at same location ○ Hand-held radiation detector training <ul style="list-style-type: none"> ▪ April 16th 9:30 – 12:30 ▪ Marathon Co. Emergency Management Office ▪ PH may want to consider attending should you need to use these wands for screening people coming to your reception center in a radiation event ○ MGT 403 training <ul style="list-style-type: none"> ▪ Potential dates: <ul style="list-style-type: none"> • August to early September; mid-week; weeks of Aug 12 or Aug 19 may work best • Ty will follow up with trainers ○ ICS 300 <ul style="list-style-type: none"> ▪ Interest from group to hold this training in our region ▪ Ty and Robbie will connect and see if we can get this scheduled • PHEP Advisory Update <ul style="list-style-type: none"> ○ Looked at strategies from the COVID AAR, and agreed on what strategies to pursue • LCWG Update <ul style="list-style-type: none"> ○ LPHD will have to enter POD info on Portal next grant year ○ https://share.health.wisconsin.gov/ph/pca/preparedness/SitePages/Objectives.aspx • Onboarding Document Review <ul style="list-style-type: none"> ○ Brittany will be ready to send this out at the end of the month ○ Is looking for you all to review and provide feedback • Association for Professionals in Infection Control and Epidemiology Chapter Meeting Update <ul style="list-style-type: none"> ○ Robbie attended the chapter meeting 	



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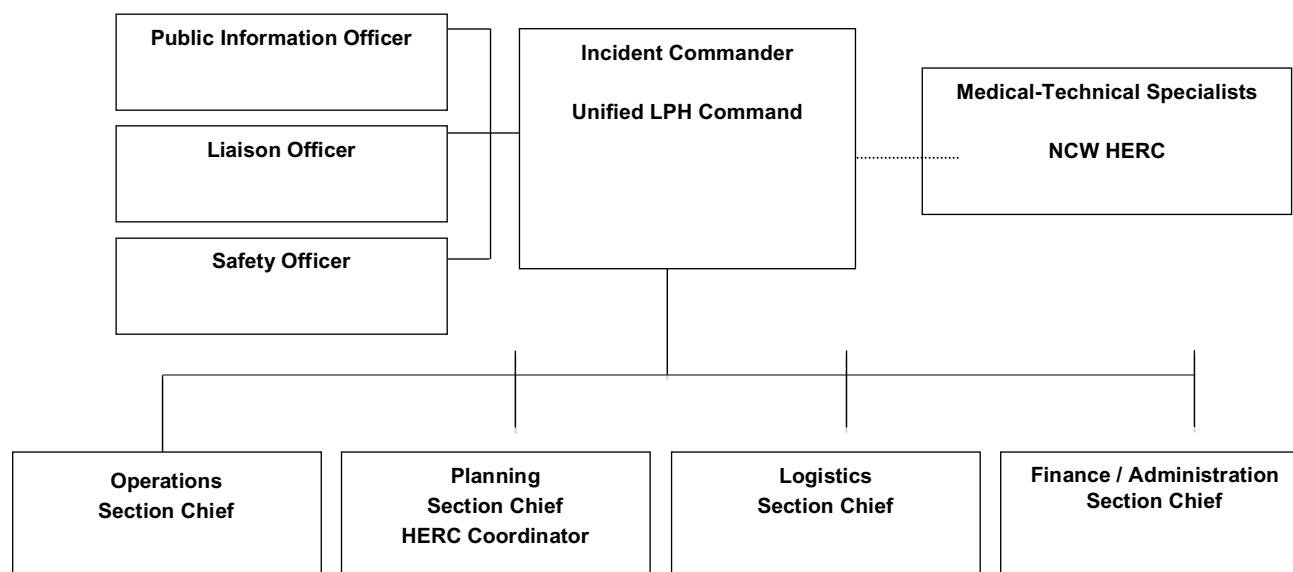
- Many ICPs were there
- Different follow-up from different health departments; trying to identify commonality and consistency
- Communicating with medical records can be more accessible at times in CD follow-up
- Discussed the benefit of having a template letter
- Diseases with most difficulty in follow – up: LTBI
- Availability of EpicLink
 - If your jurisdiction has a lot of follow-ups with Aspirus patients, you have the ability to access EpicLink
 - Work with your local Aspirus partners to get registered to use system
 - Marathon Co. was able to obtain access to Marshfield Clinic online records through their medical advisor
 - Becky will see if she can find out a contact on who other counties can outreach to for requesting access
 - Health systems have to follow certain laws regarding access to EMRs, so some may hesitate to give PH access
- 2023 PHEP Plan Review
 - Robbie worked with state to eliminate the second log-in required when you download a document on PCA Portal
 - Capability 1
 - Robbie reviewed documents in Capability 1; walked through capability checklist and discussed opportunities
 - Tools available if you want to complete your own HVA
 - May want to consider cross referencing PHAB as you transition into this new plan
 - Next capabilities to review are information sharing and mass care: mass care will be next month
- Current Responses/Exercises/Upcoming Trainings
 - Public information officer training came up at HAZMAT TTX; link below shares many class opportunities
 - [PIO training](#)
- Open Discussion - None
- Next Meeting
 - March 20, 2024 @ 1300

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

— HICS 201,



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
202, 204 —

— HICS

6a. OBJECTIVES	6b. STRATEGIES / TACTICS	6c. RESOURCES REQUIRED	6d. ASSIGNED TO
Introductions and Welcome	Group Roll Call	Zoom, Discussion	Robbie Deede
HERC Coordinator Updates	Information Sharing/Group Discussion	Zoom, Discussion	Ty Zastava



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PHEP Advisory Update	Information Sharing	Zoom, Discussion	Brittany Fry/Linda Conlon
LCWG Update	Information Sharing	Zoom, Discussion	Brittany Fry/Sue Smith
Onboarding Document Review	Group Discussion	Zoom, Discussion	Brittany Fry
ACIP Chapter Meeting Update	Information Sharing	Zoom, Discussion	HERC Partners
Issues Experienced with Bandwidth and PH Outreach	Group Discussion	Zoom, Discussion	Robbie Deede
Availability of EpicLink	Group Discussion	Zoom, Discussion	Robbie Deede
Common Issues from PH Requiring Outreach to IPs	Group Discussion	Zoom, Discussion	Robbie Deede
2023 PHEP Plan Review: Capability 1	Group Discussion	Zoom, Discussion	Robbie Deede
Current Responses/Exercises/Upcoming Trainings	Share current response status/findings	Zoom, Discussion	HERC Partners
Open Discussion	Group Discussion	Zoom, Discussion	HERC Partners



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7. Prepared by

PRINT NAME: ____Ty Zastava_____

SIGNATURE: _____

DATE/TIME: 02/16/2024 1100

FACILITY: NCW HERC

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.