

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: 03/20/24 TO: 03/20/24 TIME: FROM: 1300 TO: 1400
3. Situation Summary HICS 201 — Location: Virtual <p>Attendees: Ty Zastava, Robbie Deede, Dr. Vayder, Gary Garske, Donna Wiegert, Melissa Geach, Rachael Cornelius, Brittany Mews, Brittany Fry, Angela Nimsgern, Jessa Bokhoven, Kristin Bath, Chris, Anna Marciniak, Megan Lindau, Joyce Knowlton, Kathleen Kautz, Megan Williams, Shelley Hersil, Jacee Shepard, Hope Gilligan,</p> <p>Discussion Topics:</p> <ul style="list-style-type: none"> • Introductions and Welcome • HERC Coordinator Updates <ul style="list-style-type: none"> ○ HAZMAT TTX AAR/IP <ul style="list-style-type: none"> ▪ Is complete and will be linked in the newsletter ○ MRSE <ul style="list-style-type: none"> ▪ There will be a virtual chatroom for PH, EM, and other non-hospital partners ▪ Ty will facilitate a discussion in this chatroom with injects for this group ○ Upcoming trainings: <ul style="list-style-type: none"> ▪ Hand-held radiation detector training <ul style="list-style-type: none"> • April 16 from 9:30-12:30 at Marathon Co. EM Office (flyer) ▪ MGT 403: Underserved populations preparedness planning for rural responders and volunteers (flyer) <ul style="list-style-type: none"> • August 20 from 8:00 – 5:00 at Marathon County Conference Center • PHEP Onboarding– Brittany Fry <ul style="list-style-type: none"> ○ Draft for review has been sent out ○ Dates for review have been added ○ Please have feedback in by April 1 • CHA/CHIP – Brittany Fry <ul style="list-style-type: none"> ○ A CHA/CHIP resources was developed by the Western Region Coalition ○ Provides examples of preparedness survey questions ○ Considerations for Social Determinants of Health <ul style="list-style-type: none"> ▪ CDC Pathway to Preparedness Tool ○ Contains data gathering resources related to preparedness ○ Discusses how to include this into your CHIP work ○ She need your feedback by April 10 • Competency Framework <ul style="list-style-type: none"> ○ Was shared in the last PHEP Q & A • 2023 PHEP Plan Review: Mass Care (Capability 7) <ul style="list-style-type: none"> ○ Robbie reviewed documents in Mass Care ○ Tim Davis is the new Red Cross contact: tim.davis3@redcross.org; 715-210-2663 ○ Not everyone can see the F-1 folder (Public Health Roles); Robbie will check with State ○ Disaster Distress Helpline: https://www.samhsa.gov/find-help/disaster-distress-helpline 	

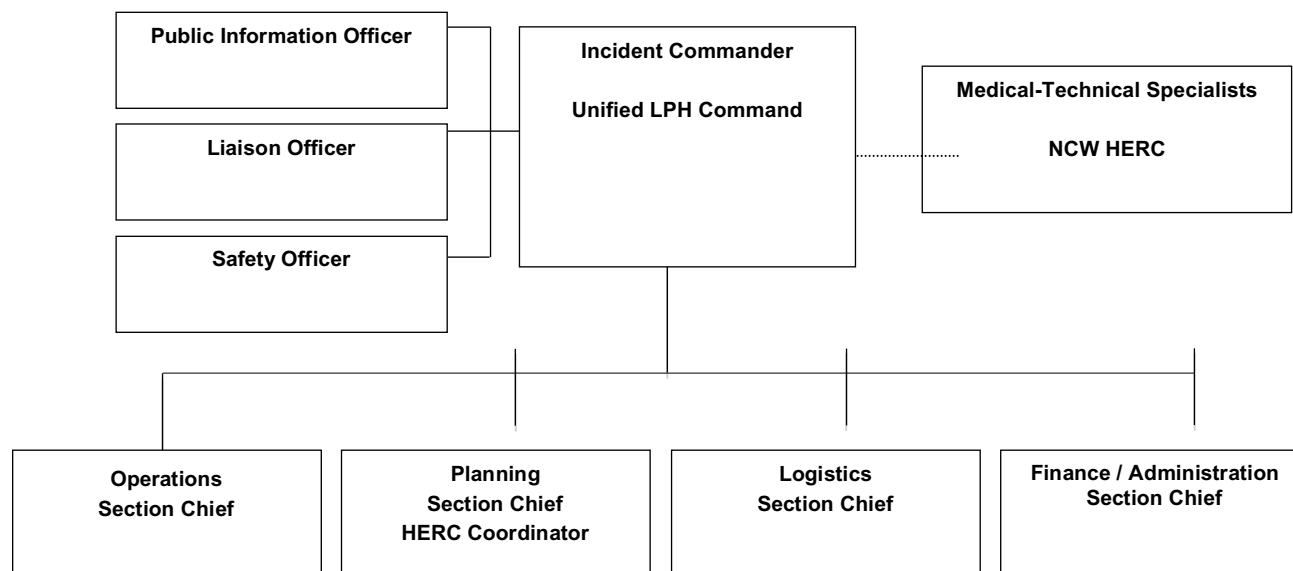


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- Next month we will review Information Sharing; Kristin Bath will lead it
- Preparedness Summit
 - Robbie plans to coordinate a networking dinner Tuesday night
- Current Responses
 - Crandon Incident
 - School had a carbon monoxide incident; in total just under 40 people fell ill
 - Took a while to determine cause of symptoms
 - Communication was difficult, because there were few answers early as they couldn't determine substance causing the illness
 - Hot wash is tomorrow; Kathy will provide summary at our next meeting
- Open Discussion
 - The last PHEP Q&A was very valuable; if you didn't see it live, it is recommended you watch the recorded version
- Next Meeting
 - April 17, 2024 @ 1:00

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

— HICS 201, 203 —



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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
Introductions and Welcome	Group Roll Call	Zoom, Discussion	Robbie Deede
HERC Coordinator Updates	Group Discussion	Zoom, Discussion	Ty Zastava
PHEP Onboarding Tool	Group Discussion	Zoom, Discussion	Brittany Fry
CHA/CHIP	Group Discussion	Zoom, Discussion	Brittany Fry
Competency Framework	Group Discussion	Zoom, Discussion	Ty Zastava/Sue Smith
Mass Care	Group Discussion	Zoom, Discussion	Robbie Deede
Preparedness Summit	Group Discussion	Zoom, Discussion	Robbie Deede
2023 PHEP Plan Review	Group Discussion	Zoom, Discussion	Robbie Deede



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Current Responses	Share current response status/findings	Zoom, Discussion	HERC Partners
Open Discussion	Group Discussion	Zoom, Discussion	HERC Partners



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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7. Prepared by

PRINT NAME: ____Ty Zastava____

SIGNATURE: _____

DATE/TIME: 03/15/2024 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.