

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual, April 10, 2024 0900-1200

NCW HERC Board Members			<i>Clinics</i>	NCW HERC Members, Guests & Presenters	
	<i>Hospitals</i>	x	Ian Fisher		
x	Dr. Tony Swicer	x	Kimberly Spurgeon		
	Josh Englund (Vice Chair)		<i>CMS</i>		
	<i>EMS</i>		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		Robbie Deede		
	<i>Public Health</i>	x	Michael Fraley		
	Gary Garske	x	Dr. Tim Vayder		
x	Sue Smith	x	Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
x	Jason Keffeler		Amy Wheeler		
x	Megan Foltman	x	PJ Monday		

Virtual

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum/ and Real-life Events	Introduction Case Study: Crandon incident; moved down agenda to allow for longer discussion.	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 9:01	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Jason Keffeler 2 nd : Sue Smith Motion result: Carried	
4. Agenda Review and Additions	Discussion Motion to approve current agenda. 1 st : Sue Smith 2 nd : Gary Garske Motion result: Carried	

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<p>5. Accountant Report</p>	<ul style="list-style-type: none"> • March Financial Report <p>Motion to approve March Financial Report 1st: Sue Smith 2nd: Jason Keffeler Motion result: Carried</p>	
<p>6. Contractor Report</p>	<ul style="list-style-type: none"> • Independent review • Contractor update if needed <ul style="list-style-type: none"> ○ PJ said all supplies are out, now working on updating spreadsheet ○ Travis is working with EDs to make them more aware of EMResource; he is also working on updating radio channels 	
<p>7. BP5 Budget</p>	<ul style="list-style-type: none"> • May 15 is last day to submit budget revisions • Review revised budget <ul style="list-style-type: none"> ○ Altered line items in travel, contracts, and printing and postage to better reflect spending year to date ○ Added dry decontamination products as discussed at last meeting ○ Potential item to purchase: CO2 meters for EMS <ul style="list-style-type: none"> ▪ Discussed and were informed this is a requirement for EMS, so they should already have them ▪ Not sure if First Responders are required to have them, if not, that may be something to support in the future ○ Discuss MCI Go Bag line item <ul style="list-style-type: none"> ▪ Decided to forgo MCI Go Bag, and put that money towards dry decontamination products <p>Dry Decontamination Supply Purpose Statement:</p>	

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	<p>The intention of the NCW HERC is to enhance and revitalize our decontamination capability within the region utilizing new technology with the First Line dry decontamination program. The HERC's initial goal is to provide supplies to EMS providers located in areas with the least amount of resources. Going forward, the HERC intends to use part of its budget to supply additional EMS providers who have not yet received supplies, and emergency department partners with dry decontamination equipment. We recognize this is a multi-year project. The HERC's intention is to provide training along with the supplies. In return, the HERC's expectation is that the recipients of these products agree to receive training on proper use of the products and accept responsibility to replace any used or expired product.</p> <p>Training and training product in next year's budget</p> <p>Motion to approve revised 23-24 budget to keep OWL products and to maximize the budget, remove the MCI Go Bag and purchase as many personal and bulk decontamination wipes as possible with remaining funds. Training to be implemented in the upcoming budget year with product roll out.</p> <p>1st: Jason Keffeler 2nd: Gary Garske Motion result: Carried</p>	
<p>8. Subcontractor Contract Review</p>	<ul style="list-style-type: none"> • Could not find a date that works to review contracts • Will review after today's meeting <ul style="list-style-type: none"> ○ Review current job descriptions/pay ○ Determine contract length ○ Set date for release of RFAs 	
<p>9. Crandon Incident</p>	<ul style="list-style-type: none"> • Discussion and review of Medical Technical Specialist Annex <ul style="list-style-type: none"> ○ Crandon had a carbon monoxide incident at their elementary school ○ Ty received a call from Oneida Co. Dispatch and Forest Co. EM to be made aware of incident 	

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	<ul style="list-style-type: none"> ○ Discussion of what is HERC’s role in incidents, how much should we insert ourselves into the response, and what are the expectations ○ Board felt this response was handled well ○ In future perhaps confer with local authorities as to whether an EMResource alert should be sent out 	
10. Board Seats	<ul style="list-style-type: none"> ● Hospital seat vacancy filled <ul style="list-style-type: none"> ○ Welcome Dr. Tony Swicer ○ Josh Englund is no longer with Marshfield Clinic; we will hold his board seat for another month 	
11. OPEHC & RTAC Meetings	<ul style="list-style-type: none"> ● NOFO still has not been dropped ● RTAC Conference is tomorrow <ul style="list-style-type: none"> ○ 94 in person and 45 online registrations ○ Most sessions will be recorded and posted online 	
12. AG Meeting	<ul style="list-style-type: none"> ● Meeting Updates <ul style="list-style-type: none"> ○ A separate workgroup will be formed to address the critical transport issue across the state ● Workgroup updates <ul style="list-style-type: none"> ○ Strategic plan workgroups are moving efficiently, progress is being made 	
13. Work Plan/Regional Projects and Deliverables	<p>Projects:</p> <ul style="list-style-type: none"> ● Training plan <ul style="list-style-type: none"> ○ AHLS for chemical burns and AHLS for toxic terrorism <ul style="list-style-type: none"> ▪ May 20th <ul style="list-style-type: none"> ● AHLS for Chemical Burns 8:00-noon ● AHLS for Toxic Terrorism 1:00 – 4:00 ▪ Wausau Aspirus ▪ Flyer sent ▪ Need more promotion of it, so far only two people registered <ul style="list-style-type: none"> ● Board agreed we should share with rest of the state ○ Frisker radiation detection wand training 	<ul style="list-style-type: none"> ▪ Ty to share HAZMAT flyer with other HERCs

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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ April 16, 9:30 – 12:30 @ Marathon County EM Office ▪ Have 18-19 people registered ○ State cyber security training <ul style="list-style-type: none"> ▪ Registrations ongoing • Workplan: <ul style="list-style-type: none"> ○ SNS and CHEMPACK <ul style="list-style-type: none"> ▪ CHEMPACK locations in our Region ▪ Facility plan review ▪ Ty sent email to site location contacts, received some responses back, and process seems unclear ▪ Ty to schedule meeting with Aspirus system, Marshfield hospital and Emergency Managers to discuss process for the CHEMPACKs ○ MRSE <ul style="list-style-type: none"> ▪ This afternoon ○ CMS exercise <ul style="list-style-type: none"> ▪ Trusted Agent mtg. June 5 from 1300-1330 ▪ Exercise June 12 from 1300-1530 ▪ See if we can add EMResource piece per IP ○ Preparedness Plan update <ul style="list-style-type: none"> ▪ Discuss member and committee language (Board of Directors and Executive Committee) ▪ Review period closed ○ Response Plan <ul style="list-style-type: none"> ▪ Review period closed ○ Recovery Annex <ul style="list-style-type: none"> ▪ Review period closed ▪ Discuss “assistance” vs. “support” ▪ Decided to leave language as is for now ○ Plan acknowledgement process <ul style="list-style-type: none"> ▪ Ty will do plan acknowledgement by email and enter into a Word doc this year rather than using DocuSign 	<ul style="list-style-type: none"> ▪ Ty to schedule CHEMPACK mtg. ▪ Ty to ask Aimee to add EMResource piece to CMS exercise
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	<p>Motion to approve revised Preparedness and Response Plans. 1st: Phil Rentmeester 2nd: Jason Keffeler Motion result: Carried</p>	
14. HERC Improvement Plan	<ul style="list-style-type: none"> • Review updates and determine priorities <ul style="list-style-type: none"> ○ Reviewed and identified strategies 	<ul style="list-style-type: none"> • Ty to address strategies – add things identified items to newsletter.
15. PH Caucus Update	<ul style="list-style-type: none"> • Each mtg. they are working on reviewing a capability from the newly updated PHEP from the state 	
16. Current/Future Responses/ Exercises	<ul style="list-style-type: none"> • MRSE – today • Avian flu found in cattle; one person infected; interim recommendations • Clade I Monkey Pox Virus in Africa • CDC reports an increase in meningococcal virus • CMS Exercise June 12 • Portage County RTF Training – June 10 <ul style="list-style-type: none"> ○ Regional participation; may request EMResource or EMTrack participation • RNC – Milwaukee, July 2024 • NFL Draft – Green Bay, April 2025 	
17. Sector Update Discussion	<p>Round Robin:</p> <ul style="list-style-type: none"> • EM: <ul style="list-style-type: none"> ○ Artificial Intelligence seminar for Emergency Managers ○ Tornado Drill tomorrow ○ Significant amount of training happening at the Marathon Co. Conference Center <ul style="list-style-type: none"> ▪ April 22 – 24: Basics of Public Information Officer, Wausau ▪ April 23: Volunteer Reception Center, Wausau ▪ April 29 – May 2: All-Hazard Resources and Demobilization Unit Leader, Wausau 	

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	<ul style="list-style-type: none"> ▪ April 29 – April 30: ICS-400: Advance ICS, Forest County ▪ May 7: Multi-Agency Resource Center, Wausau ▪ May 23: NEWCOM, Lincoln County ▪ May 31: Extreme Event Game, Lincoln County <ul style="list-style-type: none"> • PH: <ul style="list-style-type: none"> ○ No updates • Hospitals: <ul style="list-style-type: none"> ○ No updates • CMS: <ul style="list-style-type: none"> ○ No updates • EMS: <ul style="list-style-type: none"> ○ EMS Board met to review EMS curriculum; recommended hours are not consistent with where EMS is going – too many hours • Trauma: <ul style="list-style-type: none"> ○ No updates • Tribal: <ul style="list-style-type: none"> ○ Not present 	
<p>18. Next Meeting/ Adjourn</p>	<p>Board meeting: May 8, 2024 from 0900-1200 (virtual)</p> <p>Caucus meetings:</p> <ul style="list-style-type: none"> ○ Hospital: May 8 from 1300-1400 <p>Motion to adjourn. 1st: Gary Garske 2nd: Sue Smith Motion result: Carried</p>	