

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual September 11, 2024 0900-1200

NCW HERC Board Members			<i>Clinics</i>	NCW HERC Members, Guests & Presenters	
	<i>Hospitals</i>	x	Marcus Walden (2024-2026)		
x	Dr. Tony Swicer (2023-2025)	x	Kimberly Spurgeon (2023-2025)		
x	Ian Fisher (Vice Chair) (2024-2026)		<i>CMS</i>		
	<i>EMS</i>		Wendy Freese (2023-2025)		
x	Delmond Horn (Chair) (2023-2025)	x	Ryan Hanson (2024-2026)		
x	Dr. Michael Clark (Treasurer) (2024-2026)		<i>Tribal</i>		
	<i>Emergency Management</i>	x	Jacee Shepard (no election, recruited by Board)		
x	Kelly Bremer (2023-2025)	NCW HERC/NCRTAC Staff			
x	Tyler Verhasselt (2024-2026)		Robbie Deede		
	<i>Public Health</i>	x	Michael Fraley		
x	Gary Garske (2023-2025)	x	Dr. Tim Vayder		
	Sue Smith (2024 – 2026)		Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
	Jason Keffeler (2024-2026)		Amy Wheeler		
	Megan Foltman (2023 – 2025)		PJ Monday		

Virtual

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum/ and Real-life Events	Introduction Case Study: Hospital fire	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 9:09	
3. Approval of Minutes of Previous Meeting	Discussion: Independent review of minutes Motion to approve previous meeting minutes. 1 st : Ryan Hanson 2 nd : Gary Garske <ul style="list-style-type: none"> Motion result: Carried 	
4. Agenda Review and Additions	Discussion Motion to approve current agenda. 1 st : Gary Garske 2 nd : Ryan Hanson <ul style="list-style-type: none"> Motion result: Carried 	

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<p>5. Accountant Report</p>	<ul style="list-style-type: none"> • No report <ul style="list-style-type: none"> ○ Due to not having a contract signed over the summer, very minimal fiscal operations were done 	
<p>6. Contractor Report</p>	<ul style="list-style-type: none"> • Independent review • Subcontractor contract status <ul style="list-style-type: none"> ○ Work on getting contracts signed • 24-25 MedEvac contract status <ul style="list-style-type: none"> ○ Get contract signed • Contractor update if needed <ul style="list-style-type: none"> ○ No update 	<ul style="list-style-type: none"> • Robbie to get all contracts signed
<p>7. BP5 Budget</p>	<ul style="list-style-type: none"> • 24-25 budget prep and review <ul style="list-style-type: none"> ○ Reviewed budget ○ Moved more items into indirect tab <p>Motion to approve 24-25 preliminary budget. 1st: Dr. Clark 2nd: Dr. Swicer Motion result: Carried</p>	<ul style="list-style-type: none"> • Ty to make discussed revisions and input into new template once she receives it
<p>8. OPEHC & RTAC Meetings</p>	<ul style="list-style-type: none"> • OPEHC – no update • RTAC <ul style="list-style-type: none"> ○ Budgets and contracts in place ○ EMS field training day was cancelled due to low enrollment; going to try again in the spring ○ Meeting tomorrow in Marshfield 	
<p>9. AG Meeting</p>	<ul style="list-style-type: none"> • Meeting Updates – no update • Workgroup updates – no update 	
<p>10. Work Plan/Regional Projects and Deliverables</p>	<p>Projects:</p> <ul style="list-style-type: none"> • Dry decontamination distribution and training plan <ul style="list-style-type: none"> ○ Product distribution update <ul style="list-style-type: none"> ▪ PP is complete, just needs to be recorded ○ Timeline <ul style="list-style-type: none"> ▪ Survey is out to all EMS to gauge interest and need; so far 17 surveys have been received 	<ul style="list-style-type: none"> • Michael to record PP

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- Workgroup meets next week to review surveys and determine where to distribute kits
 - Delivery to start soon
- CHEMPACK update
 - Cache location info
 - Shared cache location info with Aspirus MedEvac
 - Education
 - Working to educate partners the caches exist – discussed in RTAC newsletter and also included in the HERC newsletter
- Training: waiting to do assessment this fall
- 24-25 Workplan:

BP1 Activities	Submission Deadline
Governance Document	January 31, 2025
Jurisdiction Information	January 31, 2025
HVA	January 31, 2025
Readiness Assessment	January 31, 2025
Strategic Plan	March 31, 2025
Readiness Plan	March 31, 2025
Training and Exercise Plan	January 31, 2025
Cybersecurity Assessment	June 30, 2025
Extended Downtime Health Care Delivery Impact Assessment	June 30, 2025
Response Plan: Information Sharing Plan	June 30, 2025
Response Plan: Resource Management Plan	June 30, 2025
Response Plan: Medical Surge Support Plan	June 30, 2025
Continuity of Operations Plan (COOP)	June 30, 2025
Medical Response and Surge Exercise (MRSE)	June 30, 2025

- Indirect funds policy

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	<ul style="list-style-type: none"> ○ Need to create an indirect funds policy now that we plan to utilize indirect funds in the budget ○ Ty received a similar policy from NEW HERC, and the Exec Team will review and tweak to make fit for our region; will bring to full board for approval once draft is complete ● Board member contact list update <ul style="list-style-type: none"> ○ Contact list is complete and has been shared ● Election offices and Narcan: HERC 's position statement <ul style="list-style-type: none"> ○ After more research, it's been decided to hold off on releasing a position statement ○ The data doesn't warrant the need to raise alarm on the issue ● HERC's sharing of resources <ul style="list-style-type: none"> ○ Only use credible resources when releasing formal HERC statements (peer reviewed) ● Kwik Trip MOU <ul style="list-style-type: none"> ○ Ty was asked about an MOU with Kwik Trip ○ The HERC had one signed with them in 2019, but nothing has been updated ○ Ty outreached to WEM to see if they had one with them; they do not, but said Kwik Trip has always been a very good partner and it doesn't seem an MOU is needed at this time ● Newsletter <ul style="list-style-type: none"> ○ Draft was emailed out with meeting agenda ○ Please review and provide feedback by next week Wednesday, Sept. 18. 	
<p>11. HERC Improvement Plan</p>	<ul style="list-style-type: none"> ● Review updates <ul style="list-style-type: none"> ○ Ty walked through current activities and updates 	
<p>12. PH Caucus Update</p>	<ul style="list-style-type: none"> ● Discussed current outbreaks, walked through Medical Surge updates to the PHEP 	
<p>13. Current/Future Responses/ Exercises</p>	<ul style="list-style-type: none"> ● November election <ul style="list-style-type: none"> ○ There is concern this may be a volatile election 	

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	<ul style="list-style-type: none"> ○ An all-hazards approach should be considered ● NFL Draft – Green Bay, April 2025 ● RNC AAR Review <ul style="list-style-type: none"> ○ Ty discussed the improvement plan from their AAR 	
<p>14. Sector Update Discussion</p>	<ul style="list-style-type: none"> ● Round Robin: <ul style="list-style-type: none"> ○ EM: <ul style="list-style-type: none"> ○ Almost completed (one more day) Bright Horizons recovery exercise <ul style="list-style-type: none"> ▪ Great participation in exercise ○ PH: <ul style="list-style-type: none"> ○ Discussion around doing more work with HERC offices (i.e. chemical training) ○ Seeing a lot of pertussis ○ Increasing COVID ○ State has ventilators to give out ○ State has COVID supplies to give out ○ COVID test kits available as well ○ Hospitals: <ul style="list-style-type: none"> ○ Seeing more COVID ○ Working on VIP visit policies ○ CMS: <ul style="list-style-type: none"> ○ Prepping for respiratory season ○ Seeing an uptick in COVID and pertussis cases as well ○ EMS: <ul style="list-style-type: none"> ○ State has finished revising and updating a Mass Casualty Plan template ○ Trying to do a more regional approach to get people on similar plans ○ Pushing for HAZMAT training for railroad safety and EMS ○ Trauma: <ul style="list-style-type: none"> ○ Nothing to add ○ Tribal: <ul style="list-style-type: none"> ○ None 	

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<p>15. Next Meeting/ Adjourn</p>	<p>Board meeting:</p> <ul style="list-style-type: none">• October meeting will be hybrid with in-person location at Marshfield Clinic Weston Center<ul style="list-style-type: none">○ RSVP to Ty for food count <p>Motion to adjourn. 1st: Gary Garsek 2nd: Ryan Hanson Motion result: Carried</p>	
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