

North Central Wisconsin Healthcare Emergency Readiness Coalition  
 NCW HERC Board Meeting  
 January 8, 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)		Kimberly Spurgeon (2023-2025)		
x	Ian Fisher (Vice Chair) (2024-2026)		<i>CMS</i>		
	<i>EMS</i>	x	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>		Jacee Shepard (no election, recruited by Board)		
x	Kelly Bremer (2023-2025)	<b>NCW HERC/NCRTAC Staff</b>			
x	Tyler Verhasselt (2024-2026)		Robbie Deede		
	<i>Public Health</i>		Michael Fraley		
	Gary Garske (2023-2025)	x	Dr. Tim Vayder		
x	Sue Smith (2024 – 2026)		Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
	Jason Keffeler (2024-2026)	x	Amy Wheeler		
x	Megan Foltman (2023 – 2025)	x	PJ Monday		

Virtual

Agenda Item	Talking Points	Action Steps
<b>1. Attendance and Quorum/ and Real-life Events</b>	Introduction Case Study: Hospital evacuation due to extreme flooding	<b>Quorum verified: Yes</b>
<b>2. Call to Order</b>	Meeting called to order @ 9:05	
<b>3. Approval of Minutes of Previous Meeting</b>	Discussion: Independent review of minutes  <b>Motion to approve previous meeting minutes.</b> 1 <sup>st</sup> : Ryan Hanson 2 <sup>nd</sup> : Dr. Swicer <ul style="list-style-type: none"> <li><b>Motion result:</b> Carried</li> </ul>	
<b>4. Agenda Review and Additions</b>	Discussion <ul style="list-style-type: none"> <li>Add plan signatures/MOU discussion</li> </ul> <b>Motion to approve current agenda.</b> 1 <sup>st</sup> : Sue Smith 2 <sup>nd</sup> : Megan Foltman	

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	<ul style="list-style-type: none"> <li>• <b>Motion result:</b> Carried</li> </ul>	
<p><b>5. Accountant Report</b></p>	<ul style="list-style-type: none"> <li>• December financial report           <ul style="list-style-type: none"> <li>○ Amy walked through the report</li> </ul> </li> <li>• Audit update           <ul style="list-style-type: none"> <li>○ Audit report is complete and submitted to the state</li> </ul> </li> <li>• Future audit – bids           <ul style="list-style-type: none"> <li>○ Amy will ask Kerber Rose and Clifton Larson for audit quotes for just our HERC and multiple HERCs</li> </ul> </li> </ul> <p><b>Motion to approve December financial report.</b>          1<sup>st</sup>: Wendy Freese 2<sup>nd</sup>: Sue Smith  <b>Motion result:</b> Carried</p>	<ul style="list-style-type: none"> <li>• Ty to check on audit quotes from other coordinators</li> </ul>
<p><b>6. Contractor Report</b></p>	<ul style="list-style-type: none"> <li>• Independent review</li> <li>• Contractor update if needed           <ul style="list-style-type: none"> <li>○ Logistics update:               <ul style="list-style-type: none"> <li>▪ Dry decontamination kit update                   <ul style="list-style-type: none"> <li>• Continue to deploy the kits – plan to have it complete in February</li> <li>• To date 53 kits are accounted for (47 remaining)</li> <li>• Will plan to bring some extra kits to trauma conference to hand out to agencies that have not yet received</li> <li>• Make another push to get additional kits out; could provide additional kits for agencies that have back-up ambulances</li> <li>• Work with Michael Fraley to see if he can help get kits out on his site visits</li> </ul> </li> <li>▪ Reviewed our trauma kits to see what we may be lacking regarding peds supplies; missing pediatric airway supplies, however those supplies are very expensive and have short expiration dates</li> <li>▪ Working on the Resource Management Annex to add supply policies</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Ty to talk with Michael to see if he can encourage EMS agencies to ask for decon kits when he does his site visits</li> </ul>



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	<ul style="list-style-type: none"> <li>○ Planning meeting with Chris and Bob on January 13: 9:30 – 11:30</li> <li>○ Training plan       <ul style="list-style-type: none"> <li>▪ Once hospitals identify who will be using EMTrack and eICS, we can enroll them and target them for the training</li> </ul> </li> <li>○ Date of exercise: Tuesday, May 6 in morning: 9:00 – 12:00ish</li> <li>○ FAC addition for PH       <ul style="list-style-type: none"> <li>▪ Could possibly due patient tracking in EMTrack</li> <li>▪ Could possibly have local discussion on standing up a FAC</li> <li>▪ Include PH representation at MRSE planning mtg.</li> </ul> </li> <li>● EMResource best practices document       <ul style="list-style-type: none"> <li>○ Ty reviewed with group</li> <li>○ Ty will send out to hospital partners</li> <li>○ To avoid overdoing the EMResource drills, have Travis create a scenario that involves location by site hospital – only include nearby hospitals that would actually be used in the drill</li> <li>○ Create a graph that can be used when talking with hospitals to show their response rates compared to the other hospitals in the region</li> </ul> </li> <li>● Annex updates:       <ul style="list-style-type: none"> <li>○ Radiation Annex – Ty walked through additions/updates</li> <li>○ HAZMAT Annex – Ty walked through additions/updates</li> </ul> </li> <li>● CHEMPACK Drill: scheduled for early February</li> <li>● Plan/Signatures/MOU       <ul style="list-style-type: none"> <li>○ No longer require signatures of acknowledgement</li> <li>○ Instead, make a table of who/contacts we sent plans to, to show how it was distributed/shared</li> </ul> </li> </ul> <p>2024-25 Deliverable Timeline</p>	<ul style="list-style-type: none"> <li>● Ty to send EMResource document to hospital partners as discussed</li> <li>● Ty to talk to Travis regarding change in hospitals involved in the drills</li> <li>● Ty to work on created a table/graph with each hospitals response rates in the region</li>   <li>● Ty to create a table to track who receives preparedness and response plan in lieu of signatures of acknowledgment</li> </ul>
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	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 (State)	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	
	Green = complete Orange = in process Black = not yet started		
<b>11. HERC Improvement Plan</b>	<ul style="list-style-type: none"> <li>• No updates</li> <li>• Ty will continue to only put in AAR Improvement Plan strategies into it</li> </ul>		
<b>12. PH Caucus Update</b>	<ul style="list-style-type: none"> <li>• Most of discussion involved the PH HVA matrix</li> <li>• Touched a bit on how to include the FAC into the MRSE</li> </ul>		
<b>13. Current/Future Responses/ Exercises</b>	<ul style="list-style-type: none"> <li>• Saline solution update – almost back to normal capacity</li> <li>• Respiratory virus <a href="#">update</a> <ul style="list-style-type: none"> <li>○ H5N1               <ul style="list-style-type: none"> <li>▪ <a href="#">First human H5N1 death</a></li> <li>▪ Local flocks of geese have tested positive</li> </ul> </li> <li>○ Pertussis is starting to slow</li> <li>○ COVID and ILI cases are soaring</li> <li>○ <a href="#">hMPV respiratory virus circulating in China</a></li> </ul> </li> <li>• Mumps case in Clark County</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Marburg Virus Disease outbreak – is officially over</li> </ul>	
<p><b>14. Sector Update Discussion</b></p>	<ul style="list-style-type: none"> <li>• Marshfield Clinic <a href="#">merger</a> with Sanford Health; more details to come</li> <li>• Round robin:             <ul style="list-style-type: none"> <li>○ EM:                 <ul style="list-style-type: none"> <li>○ Regional meeting is next week</li> <li>○ Marathon Co. hosted an amateur radio class in Marathon Co.</li> <li>○ Marathon Co. is hosting an extended power outage TTX on March 27</li> </ul> </li> <li>○ PH: No other updates</li> <li>○ Hospitals:                 <ul style="list-style-type: none"> <li>○ Aspirus group is meeting in February to talk about EMResource and radios</li> <li>○ Seeing a ton of respiratory viruses</li> </ul> </li> <li>○ CMS:                 <ul style="list-style-type: none"> <li>○ Round of noro went through Pine Crest nursing home, and currently have a COVID outbreak</li> <li>○ Seeing increase of noro, COVID and influenza in patients and staff in home care as well</li> </ul> </li> <li>○ EMS:                 <ul style="list-style-type: none"> <li>○ EMS Board hasn't met since last meeting</li> <li>○ One EMS service in our area (Mercer) suddenly closed with no plan on who will cover that area</li> </ul> </li> <li>○ Trauma: No updates</li> <li>○ Tribal: No updates</li> </ul> </li> </ul>	
<p><b>15. Next Meeting/ Adjourn</b></p>	<p>Board meeting:</p> <ul style="list-style-type: none"> <li>• February 12: 0900-12:00 (virtual)</li> </ul> <p>Hospital caucus meeting:</p> <ul style="list-style-type: none"> <li>• January 8: 1300-1400 (virtual)</li> </ul> <p>Full member meeting:</p> <ul style="list-style-type: none"> <li>• April 9, open to everyone in-person (hybrid)</li> </ul>	

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	<ul style="list-style-type: none"><li>○ Requested - Aspirus Wausau Campus, Aspirus Wausau Family Medicine Building, 2nd Floor Molinaro Auditorium (425 Wind Ridge Dr., Wausau WI 54401)</li></ul> <p><b>Motion to adjourn.</b> 1<sup>st</sup>: Ryan Hanson 2<sup>nd</sup>: Wendy Freese <b>Motion result: Carried</b></p>	
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