

HICS INCIDENT ACTION PLAN (IAP) QUICK START

COMBINED HICS 201—202—203—204—215A

1. Incident Name NCW HERC Public Health Caucus	2. Operational Period (# 24) DATE: FROM: 02/19/25 TO: 02/19/25 TIME: FROM: 1300 TO: 1400
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3. Situation Summary
Location: Virtual

HICS 201 —

Attendees: Ty Zastava, Dan Mueller, Dr. Vayder, Robbie Deede, John Longo, Rachel Cornelius, Jessa Johnson, Sara Supinski, Makala Williams, Brittany Fry, Daniel Gellert, Anna Marciniak, Megan Lindau, Kathleen Kautz

Discussion Topics:

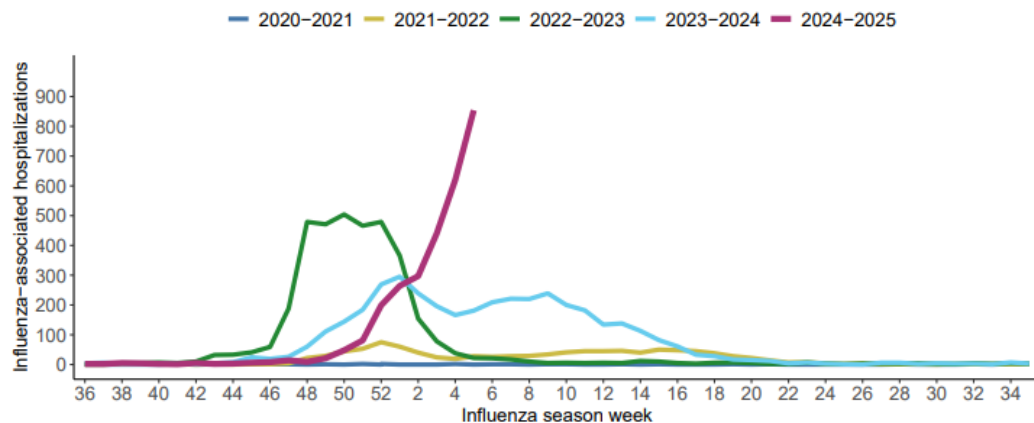
- Introductions and welcome
- FAST presentation
 - John Longo, DHS, presented on Functional Assessment Service Teams (FAST)
 - These teams are used to meet the needs of all individuals when opening shelters, family assistance centers, disaster reception centers, and in other response areas
 - They work closely with the American Red Cross
 - Hope to offer training twice a year
 - Next training dates will be coming out soon
 - John Longo: johnlongo@dhs.wisconsin.gov
- PH Caucus meeting purpose/charter
 - Reviewed draft charter Robbie created; take a look and provide Robbie with any feedback you may have (the draft will be attached with minutes)
- HERC Coordinator updates
 - MRSE
 - EMTrack training: April 15 from 9:00 – 9:30
 - eICS training: April 16 from 12:00 – 12:30
 - Both trainings will be virtual and recorded
 - Ty will send out an email with a registration link – please register even if you plan to watch recorded version, so that Ty can get everyone’s accounts set up
 - CHEMPACK drill AAR
 - Ty reviewed the IP that came from the CHEMPACK drill that was conducted on February 3
 - Overall drill went well
 - A few areas to improve on for the region:
 - Continue planning with local partners
 - Build depth in knowledge of plans at cache sites
 - Regularly update contact information at cache sites
 - Continue to spread word of this asset
 - Ty will be including the CHEMPACK fact sheet created last summer in all the participant folders at the RTAC trauma conference
 - Ty is creating another, more detailed, fact sheet for ED’s
 - HVA on PCA

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- HVA has been posted to the PCA – you don't need to upload it, only one copy is needed
 - File trail on PCA - NCW HERC - PH RADE
- Funding
 - Still no word on funding situation
 - Continue business as usual
 - HPP is writing for a H5N1 grant, however, not sure that funding stream will be released at this point; if grant is received, deliverables would be due June 30 – so very quick turnaround
- Northern Region Infection Prevention update
 - The [Weekly Respiratory Report](#) for the week ending on Feb. 1, 2025 (Week 5) is now published.

Weekly influenza-associated hospitalizations by influenza season, WEDSS



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- Dental and Dialysis infection control assessments are available. This is a great addition to the HAI Prevention Program supporting facilities for these unique care settings. (<https://www.dhs.wisconsin.gov/hai/health-pros.htm>)
- The HAI Prevention Program is working on a communications plan for Home Health and Hospice and is also partnering with the Wisconsin Hospice & Palliative Care Association for support in infection prevention...more to come!
- Infection Prevention and Multi Drug Resistant Organisms education provided on the 2.11.2025 DQA Assisted Living Forum meeting.
- [HAI Infection Prevention Education | Wisconsin Department of Health Services](#) (<https://www.dhs.wisconsin.gov/hai/ip-education.htm>)
- Infection Prevention Lunch and Learns: Second Tuesday of every month at noon.
- Infection Prevention Education Series: Fourth Thursday of every month at 10:30 am.
- MDRO Office Hours: Second Wednesday of every month at 1:00 pm.
- The Immunization Program recently published a new [pertussis dashboard](#) (<https://www.dhs.wisconsin.gov/immunization/pertussis.htm>)
- Trainings:
 - Pediatric Disaster Response and Preparedness – April 8-9, Marshfield Fire and Rescue Dept.
 - MGT341 Disaster Preparedness for Hospitals/Healthcare: Marshfield Medical Center Weston July 23-24
 - WR232 Mass Fatalities Planning and Response for Rural Communities: Lincoln County August 22

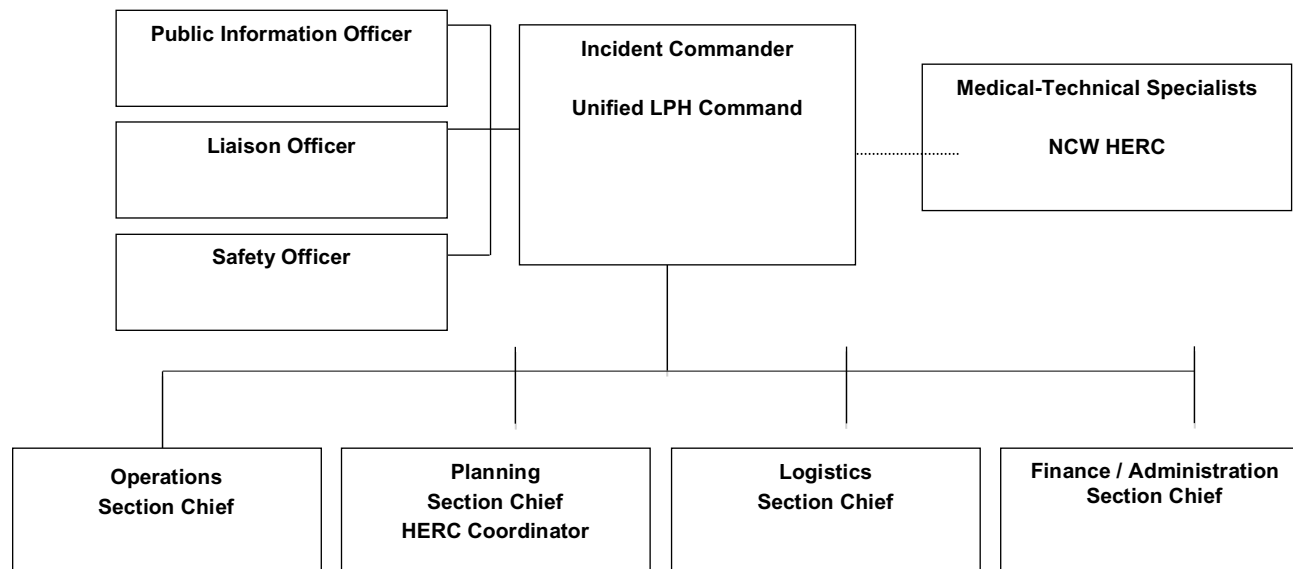
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- Current responses
 - H5N1
 - Project Echo (Emory University) is hosting a H5N1 webinar Feb. 20th at 10am
 - Wood Co. is getting calls for dead birds on ice and are hearing DNR is not retrieving them, so citizens are picking them out without proper PPE
 - Influenza A
 - Acute Necrotizing Encephalopathy (ANE) (GovD came out on it) in children
 - Ebola outbreak caused by Sudan virus in Uganda ([HAN](#))
 - Others
- Open discussion
- Next meeting
 - March 19, 2025: 1300-1400

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
FAST Training	Presentation	Zoom, Discussion	John Longo, DHS
PH Caucus Purpose/Charter	Group Discussion	Zoom, Discussion	Robbie Deede
HERC Coordinator Updates	Group Discussion	Zoom, Discussion	Ty Zastava
Northern Region Infection Prevention Update	Share Current Information	Zoom, Discussion	Anna Marciniak
Trainings	Share Current Information/Discussion	Zoom, Discussion	Ty Zastava
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: 2/17/2024 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.