

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 (# 25) DATE: FROM: 04/16/25 TO: 04/16/25 TIME: FROM: 1300 TO: 1400 |
|---|--|

3. Situation Summary
Location: Virtual

HICS 201 —

Attendees: Ty Zastava, Robbie Deede, Dr. Vayder, Holli Denton, Sue Smith, Bob W, Kathleen Kautz, Dan Mueller, Chris Weisgram, Meranda Eggebrecht, Daniel Gellert, Shelley Cohrs, Kristin Bath, Tiffany Palacek, Anna Marciniak, Jessa Johnson, Melissa Geach, Langlade County, Meghan Williams, Donna Wiegert, Tanner Arnold, Megan Lindau, Jim Briseno, Angela Nimsgern

Discussion Topics:

- Introductions and welcome
- PH Caucus meeting purpose/charter
 - Robbie will resend charter document out
- HERC Coordinator updates
 - Cybersecurity assessments
 - This is a required HERC deliverable for BP1
 - Completing the assessments are optional, however, those that have attended one already have found them very valuable
 - While assessments have begun, there's still time to register - see [flyer](#) for future assessment dates
 - MRSE
 - EMTrack training was held on 4/15 – click on the link for the recording: [EMTrack](#) (passcode: X@W7LT*v)
 - PH will use EMTrack to search for and reunify a family that was separated
 - eICS training was held on 4/16 – click on the link for the recording: [eICS training](#) (passcode: ?8DBTp?7);
 - PH will use eICS to upload their press release and provide situational updates during the MRSE
 - Overview of exercise day
 - Hospitals will be working through patient surge
 - PH, EM, EMS, and other partners will be working through discussion of how their county would set up a family assistance center, and create a press release
 - Should PH need to communicate with their hospital during the exercise, they can call Ty Zastava (715-572-0816) as she will be working in the sim cell
 - H5N1 Funding
 - State is working on developing a budget for a H5N1 grant award of over \$1.3 million; no other details at this time
 - Plan updates
 - Ty has updated/reviewed the regional response plan; waiting for Board approval in May and then will be sent to all partners
- Langlade/Forest/Oneida County power outage



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- emPOWER lessons learned
 - Signing for emPOWER data has to be done by health officer or equivalent
 - Data that comes is a huge and overwhelming Excel file
 - emPOWER data list is only refreshed once a month
 - Some hospice patients had already passed
 - Federal data does not include phone numbers
 - Mapping would be helpful; may want to work with your county GIS dept.
- Dane County created a [video](#) and [fact sheet](#) on emPOWER data use – Langlade County found it very useful
- Langlade County - nobody indicated that they needed an overnight shelter, just over 100 people did come in to the daytime shelter for electronic charging, etc.
- Forest County had several stay overnight at their shelters
- Essence data – would be interesting to see ED visits that were prompted by power outage by region
- Measles prep
 - University of Texas outbreak calculator: <https://epiengage-measles.tacc.utexas.edu/>
 - Some counties are running tabletop exercises
 - Illinois [data dashboard](#)
 - There is a good training on the PCA Portal on measles
 - Clark Co. and Marathon Co. are working together on messaging for the plain community
 - Bed capacity and space is of concern should there be an outbreak, especially for pediatric beds
- Northern Region Infection Prevention update
 - HAI and long-term care coalition are working on plans for staff in terms of measles (post exposure leave, vaccination, etc.)
 - Anna requested to no longer keep this as a standing agenda item due to shift in [coverage](#)
- Trainings:
 - Required FEMA courses
 - Cost of getting staffed up to date on training is a burden on health departments and their limited PHEP budget
 - 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
 - Special pathogen training will occur on Oct. 28 & 29 in the region – more information to come
 - Wood County will be hosting a POD training through TEEX in Wisc. Rapids on Dec. 3-4
 - Oneida County is hosting [ICS 400 on June 2-3](#)
 - The online ICS 300-400 is time intensive – takes about a week and a lot of hard copy printing
 - Portage County is looking to host a FAST training this year – still working out the details
- PHEP Deliverables - tabled
- Current responses
 - H5N1
 - Measles
 - Others
- Open discussion

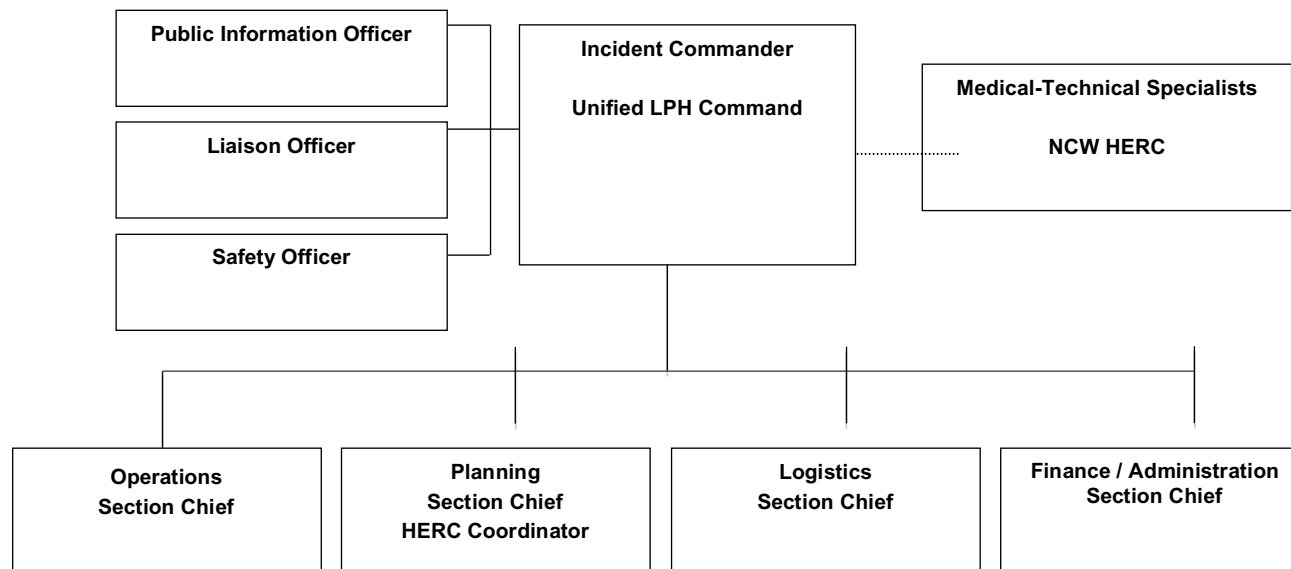
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- Next meeting
 - May 21, 2025: 1300-1400

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 |
| PH Caucus Purpose/Charter | Group Discussion | Zoom, Discussion | Robbie Deede |
| HERC Coordinator Updates | Group Discussion | Zoom, Discussion | Ty Zastava |
| Langlade County Power Outage | Share Response Information | Zoom, Discussion | Langlade County/ Ty Zastava |
| Measles Prep | Group Discussion | Zoom, Discussion | HERC Partners |
| Northern Region Infection Prevention Update | Share Current Information | Zoom, Discussion | Anna Marciniak |
| Trainings | Share Current Information/Discussion | Zoom, Discussion | Robbie Deede/Ty Zastava |
| PHEP Deliverables | Group Discussion | Zoom, Discussion | Robbie Deede |



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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| | | | |
|--------------------------|---|-------------------------|----------------------|
| Current Responses | Share Current Response Status/Findings | Zoom, Discussion | HERC Partners |
| Open Discussion | Group Discussion | Zoom, Discussion | HERC Partners |

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7. Prepared by

PRINT NAME: ____Ty Zastava____

SIGNATURE: _____

DATE/TIME: 4/14/2025 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. |