

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: April 9, 2021, 0730-0830	3. Incident Location: Teleconference
5. Attendees: Aimee Wollman Nesseth (Coordinator), Bob Lindberg (Chair), Brittany Fry (Vice-Chair), Robert Goodland (RTAC Coordinator), Randy Books, Natasha Cardinal, Wayne Street, Candi McConnell, Jon Schultz, Sandy Johnson, Darren Van Blaricom		

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0732 by Bob Lindberg.
Additions to the Agenda and Announcements	Motion to approve the agenda as presented with no additions made by Brittany Fry, seconded by Natasha Cardinal. Motion approved.
Review of Minutes	The minutes from March were sent out prior to the meeting. Motion to approve the minutes by Brittany Fry, seconded by Darren Van Blaricom. Motion approved. Minutes will be posted to our website.
Financial Update	<p>Approval of HERC Coordinator’s (Aimee’s) March Expenses</p> <ul style="list-style-type: none"> Limited travel this month other than to the HUB location in Eau Claire to cover for Rob. No questions. Motion to approve expenses made by Brittany Fry. Seconded by Natasha Cardinal. Motion approved. <p>BP 2 Budget:</p> <ul style="list-style-type: none"> March accounting report up to date. Good news is we have spent all of our Ebola Funds and all COVID funds. We have not yet spent all of our Budget Period 1 carryover funds, but projected expenses to the end of the fiscal year will take care of that. We are allowed to carry over Budget Period 2 funds. We have an additional 14K awarded in scholarships before the end of the year. With the extension of the Wisconsin National Guard Testing Sites in three of our counties, we do need to figure out how to cover WING site manager costs. Aimee is proposing moving money out of Mass Vaccine Clinics (no requests for support to date) to WING site managers. Also need to cover mileage for site managers. Requests have been made to supported Counties for a “donation” to support mileage. Aimee proposed taking funds from Brittany/Bob’s mileage since they are not attending in person State meetings, and moving to site coordinator mileage. Motion to approve these proposed changes by Randy Books, seconded by Jon Schultz. Motion approved. <p>BP3 Grant Funding Opportunity Announcement:</p> <ul style="list-style-type: none"> This FOA has not “dropped” yet. Office of Preparedness and Emergency Health Care is eagerly awaiting since there will be personnel changes at the end of this month. Kim Cox, the current PHEP and HPP grant manager, is retiring,
Advisory Group Updates	<ul style="list-style-type: none"> Aimee shared the Advisory Group written Update that was shared with Advisory Group members. This is likely how reports from the AG will come in the future. Please review prior to our meetings and be ready to ask clarifying questions. This gives you a glimpse into what is happening in other HERC regions. Most are working on HVA’s, Phase 2 of COVID response After Action Reports, Burn Plan Annex, etc.

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Old Business	<p>Current WING Testing Sites:</p> <ul style="list-style-type: none"> Pierce, St. Croix and Bayfield Counties continue to offer WING testing support. <p>COVID-19 Updates/Concerns/Challenges</p> <ul style="list-style-type: none"> Have seen case spikes in Minnesota, Michigan, and Illinois. State is tracking variants at the State and HERC level and have this posted on the DHS website as of April 8, 2021. Currently watching for any post-spring break travel or post- Easter surges in cases. There have been reports of some breakthrough infections (people getting sick for a second time, sick-after vaccinated, and asymptomatic). Need to maintain consistent messaging to watch for symptoms and to be tested, even if vaccinated. Several hospitals and clinics report more vaccine cancellations/no shows in the last week compared to the previous three months. Hospitals and clinics are trying to find ways to not waste, but share vaccines to ensure they are distributed in a timely and safe manner. Some of the larger system hospitals are stating they are not receiving the amount of vaccine they are requesting and are still working through wait lists of patients. Rob emphasized that the Regional Hub does not make allocation decisions. Millions of doses were lost from J&J, which cut allocations this week drastically. <p>Work Plan for BP 2 20-21:</p> <ul style="list-style-type: none"> Burn Surge Annex: We are required this year to add burn annex to our Regional response plan. This has been in the works for the last few years. Aimee has received a burn annex template shared from the State planner. We are able to localize this annex to meet the needs of our region. Wisconsin’s Burn Centers are in Madison and Milwaukee. Our region is likely to transfer patients to St. Paul and Minneapolis, our normal referral patterns. The Burn Plan is intended for a large Mass Casualty Incident involving burns. It describes what a burn incident is and why we need to have a burn plan. Discusses critical access hospitals’ role including the possibility of holding onto burn patients prior to transfer to a Burn Center, how to activate the State Burn Plan, communication, transfers, and HERC roles and responsibilities (burn training & resources). We will be required (next 2-3 years) to exercise the burn plan. Aimee has had conversations with the Level 2 hospital in the Region regarding their willingness to be listed in the State Burn Plan. Would like hospitals and EMS agencies to review carefully. There will be education and training on the plan as we move forward.
New Business	<p>RTAC Fiscal Agent Situation:</p> <ul style="list-style-type: none"> The Non-Profit Helping Hands Foundation is dissolving. As of June 15th all closing statements need to be sent to them. Aimee spoke with Ingrid (primary contact at O’Leary and Anick, our accountant) and asked if the HERC could be the fiscal agent for the RTAC. This is possible. We could draw up an agreement with RTAC, charge a fee, and another budget line item would be added under the Northwest WI HERC. Right now, Helping Hands is charging 10% off the top for RTAC – likely would not be that much, but needs to be discussed. Other RTAC’s are looking towards their HERCS as well. <p>Question raised: What legal responsibilities would the HERC have? We want to help our partner as long as it does not put us in some sort of legal jeopardy. Aimee will ask that question.</p> <p>COAD/VOAD Project Manager Positions Proposal:</p> <ul style="list-style-type: none"> The NWWIHERC has been awarded this ServeWI grant for \$30,000 to be spent prior to September 1. Aimee has met with the director and shared the Scope of Work and proposal for the Project Manager position. The goal of this grant is to identify and

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	<p>develop Communities and Volunteer Organizations Active in Disaster in the NW WEM region. We will likely include the other counties in the Western WEM region and work with the recipient of the grant for that region. If you know of anyone who may be interested in this position (20-30 hours per month), please send Aimee their name. We are required to post position on our website. May approach MRC up in Sawyer County for additional applicants. Discussion about having three or less managers for simplicity. Motion to Approve this proposal by Darren. Seconded by Brittany.</p> <p>Program Assistant Position Proposal:</p> <ul style="list-style-type: none"> Aimee had a discussion with Jessica Harrison who works at the law office that helped us with our Incorporation. Shared unemployment insurance classification link with a questionnaire to determine if the person you are hiring is an employee or independent contractor– this gets very complex and confusing. Aimee will be sharing additional resources. Between now and beginning of the new fiscal year we will be putting this on hold. <p>Vistelar Training-</p> <ul style="list-style-type: none"> We did a survey to find out the needs in the region for non-violent conflict intervention or de-escalation training to employees – almost 70% of respondents said they do not have training, or that it is very limited or not offered. Most would prefer training to be delayed to the Fall of 2021 at the earliest. Training would be Train the Trainer and trainers would be able to train within their own organizations. We discussed options and combinations to help fund. It is a virtual training. Please review and be ready to discuss next meeting. Aimee will be sending out more information for review.
Adjournment Next Meeting	<p>Motion to adjourn at 0830. Motion approved.</p> <p>Next Meeting will be May 7, 2021. 0730-0830, Teleconference. Stay Healthy!</p>
5. Prepared by:	Natasha Cardinal and Aimee Wollman Nesseth