

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: May 10, 2019, 0900-1000	3. Incident Location: Teleconference
5. Attendees: Aimee Wollman Nesselth (Coordinator), Brian Kaczmariski (Chair), Natasha Cardinal, Wayne Street, Brittany Fry, Mark Manning.		

TOPIC	DISCUSSION
Call to Order	Meeting called to order at 0902 by Chair, Brian Kaczmariski. Quorum was not met until 0919.
Additions to the Agenda	No additions to the agenda.
Review of Minutes	The minutes from the April meeting had been distributed previously. No questions or comments. Mark Manning moved to accept the minutes. Natasha seconded the motion. The motion was approved.
Financial Update	<p>Approval of HERC Coordinator's (Aimee's) April Expenses</p> <ul style="list-style-type: none"> Aimee reviewed her expenses. Brittany made a motion to accept the HERC Coordinator's April expenses as shared. Mark seconded the motion. Motion approved. <p>Budget for Budget Period 1 Supplemental</p> <ul style="list-style-type: none"> Aimee shared the most up to date budget numbers from the fiscal agent. Noted that Board had approved by email an additional \$5000 for scholarships to be used prior to the end of June, 2019. Noted on the budget: The Region will be paying the cost of the Business Continuity Planning Workshop this year. However, the State will deposit that exact amount into next year's budget.
Old Business:	<p>Response Plan Draft Review</p> <ul style="list-style-type: none"> The draft has been out for review by membership. Aimee received several responses with grammatical corrections, clarifications, and additions. Aimee will be finalizing the draft to include the Appendices. It is not required to have signatures this year, just the written document. However, signatures will be asked for in the upcoming grant year. <p>Anniston Training</p> <ul style="list-style-type: none"> Aimee and Mark along with several others from our Region and state attended this free training at the Center for Domestic Preparedness. It was very impressive, fantastic training with the level of excellence, training, material, ICS experience. Highly recommend this training for anyone with an interest in Emergency Preparedness to attend! <p>Exercises</p> <ul style="list-style-type: none"> <u>Regional Symposium and Exercise on April 23, 2019</u>, was well attended. Overall majority of people felt like it was realistic (overall take-away). Aimee is working on the AAR which will be coming out soon. <u>Ebola Drill on May 7, 2019</u> <ul style="list-style-type: none"> Completed last week and went very well. The planning committee for this exercise including Sacred Heart Hospital, Eau Claire Fire Rescue, Eau Claire City County Public Health Department, and Eau Claire County Emergency Management worked very hard.

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> ○ The exercise started with a patient calling PH with symptoms. The patient had traveled to the Congo and was being monitored by Public Health. A conference call was held with the State/Eau Claire PH, Fire, and Hospital. The exercise included transport of a “patient” within the isopod from a residence to the assessment hospital. ○ Drills A and Drill D for category 2 Hospitals was completed and will be submitted to the State. Aimee will be working on that AAR next.
New Business	<p>Training and Exercise Plan for 2019-2020</p> <ul style="list-style-type: none"> ● We will be required to submit a training and exercise plan for the 2019/2020 budget year within 30 days of the beginning of the new fiscal year as required by ASPR. This is in part to make better decisions about classes being offered throughout the state. State wants us to be more strategic about how we request and plan. What are the trainings we would like to bring/need to our region? Discussion included: <ul style="list-style-type: none"> ○ Training for leadership/board members/village/City/Town. Natasha didn’t know of any specific training to address this. Aimee will do some research. ○ ICS ○ Closed PODs/Infectious Disease Exercise ○ Social Media training and exercise ○ Public Health Emergency Law <p>As you come up with ideas, please share them with Aimee.</p> <p>New Budget for 2019-2020</p> <ul style="list-style-type: none"> ● Aimee asked for a couple of volunteers to work on a draft budget for the next fiscal year. Again, this will be due sooner than in previous years. Brian and Natasha volunteered to help with this process. Aimee will schedule a meeting. <p>Upcoming Education</p> <ul style="list-style-type: none"> ● Public Health Preparedness Conference June 10-11 ● Disaster Preparedness for Hospitals and Healthcare Organizations and Community Infrastructure June 24-25
Adjournment Next Meeting	<p>Motion to adjourn by Natasha. Seconded by Brittany. Motion approved.</p> <p>Next Meeting will be June 7, 0900-1000 in person at the Mosaic Telecom Training room.</p>
5. Prepared by : Natasha Cardinal and Aimee Wollman Nesseth	