

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: September 7, 2018 0900-1000	3. Incident Location: Teleconference
5. Attendees: Aimee Wollman Nesseth (Coordinator), Brian Kaczmarski (Chair), Natasha Cardinal, (Secretary), Mark Manning, Barb Wickstrom, Randy Books, Rob Goodland (RTAC Coordinator), Dr. Paul Krantz (HERC Medical Advisor), Bob Lindberg (Vice-Chair), Wayne Street. Not able to attend: Jon Schultz		

TOPIC	DISCUSSION
Call to Order	Meeting called to order at 0903 by Chair Brian Kaczmarski
Additions to the Agenda	Aimee added the following items to the agenda: <ul style="list-style-type: none"> Report on NWWIHERC involvement in the Whitehall Hospital and Nursing Home evacuation. Barb moved to approve the agenda. Randy seconded. Motion was approved.
Review of Minutes	The minutes from the August meeting had been distributed previously. No questions or comments. Bob moved to accept the minutes. Barb seconded the motion. The motion was approved.
Financial Update	<p>Approval of HERC Coordinator's (Aimee's) August Expenses</p> <ul style="list-style-type: none"> Bob made a motion to accept the HERC Coordinator's August Expenses as shared. Mark seconded the motion. Motion approved. <p>Budget for Budget Period 1 Supplemental</p> <ul style="list-style-type: none"> Aimee had shared a draft budget with the Board prior to the meeting. Budget reviewed with funds designated for scholarships: \$30,000, teleconference services and phone options; National Conference registration and fees for four Board members or staff: Mark, Bob, Brian, Dr. Krantz, and Dr. Novak interested; \$1000 to support Trauma Informed Care speaker coming October 4th to Polk County-community welcome; placeholders for regional projects and various other training events. Following discussion, Bob moved to approve the draft budget, Barb seconded. Motion approved.
Old Business:	<p>Medical Advisor Position</p> <ul style="list-style-type: none"> Aimee made changes to the draft contract as recommended from the Board at the past meeting. These changes have been sent back to Mayo for review. Aimee communicated with Mayo this week to determine status of the contract. It is still under review. <p>Parati Workshop</p> <ul style="list-style-type: none"> This is being provided to all 7 HERC regions' boards of directors. Each region can bring up to 8 people. The dates are October 16-17, location to be determined. Currently members from this region going are: Aimee, Rob, Mark, and possibly Dr. Krantz. No other Board members are available. Board recommends Aimee reach out to individuals who are active in the HERC to represent each of the 4 core members: Emergency Management, Public Health, Hospitals, and EMS. <p>Regional Work Plan</p> <ul style="list-style-type: none"> Aimee shared the Regional Work Plan draft. Any project or item on the budget needs to be reflected in the Regional Work Plan this year along with identified Capabilities and Objectives. This work plan will be submitted to the State OPEHC along with the Budget. It can be modified throughout the year and will serve as a dashboard to reflect progress on each deliverable. Motion by Bob and second by Randy to approve the Regional Work Plan as shared. Motion approved.
New Business	Open At-Large Board of Director position

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	<ul style="list-style-type: none"> • This is due to the resignation of Patty Subera. Aimee has received two letters of interest for this position. The Membership will vote to fill this position at the October 5th meeting in Cameron. If others are interested, please have them share a letter of interest with Aimee. <p>Whitehall Hospital Evacuation</p> <ul style="list-style-type: none"> • Aimee received a call from Kirk Gunderson who was in the Incident Command center at the hospital at the time of the event. There was a fire on the third floor of the building resulting in the need to evacuate approximately 7 hospital patients and 29 long term care residents. Due to the heavy rain and flooding in the La Crosse area, Kirk stated they were looking for long term care beds in both Region 4 and Region 1 in the Eau Claire area. Aimee was able to make contact with the Region 4 HERC Coordinator (La Crosse area) and long term care facilities in Eau Claire. Aimee believes 5 residents were moved to the Eau Claire area. All other patients and residents were evacuated safely. The incident is now ended and all residents were being returned to the Whitehall facility by today. <p>Next WHEPP Advisory Group Meeting in Madison is September 21, 2018. Both Brian and Bob plan to be in attendance.</p>
Adjournment Next Meeting	<p>Motion to adjourn by Bob at 0959. Wayne seconded the motion. Motion approved.</p> <p>Next Meeting will be October 5, from 9:00 am – 10:00 am, Mosaic Telecom Training Room, Cameron.</p>
5. Prepared by : Aimee Wollman Nesseth	