

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: January 8, 2021, 0800-0900	3. Incident Location: Teleconference
5. Attendees: Aimee Wollman Nesselth (Coordinator), Brittany Fry (Vice-Chair), Randy Books, Darren Van Blaricom, Natasha Cardinal, Wayne Street, Rob Goodland (RTAC Coordinator)		

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0807 by Brittany Fry. Bob was unable to attend today.
Additions to the Agenda and Announcements	Motion to approve the agenda with no changes made by Natasha, seconded by Randy. Motion approved.
Review of Minutes	The minutes from December were sent out prior to the meeting. Motion to approve the minutes by Randy, seconded by Natasha. Motion approved.
Financial Update	<p>Approval of HERC Coordinator's (Aimee's) December Expenses</p> <ul style="list-style-type: none"> Aimee made a concerted effort this month to get items that have arrived out of the storage bin. Project Lifesaver kits, cooling vests, Printers and Snap Scanners and PAPR filters have been delivered this month. A few left to do, hope to get them all done in January. Motion by Natasha and seconded by Wayne to approve Aimee's December expenses. Motion approved. <p>BP 2 Budget:</p> <ul style="list-style-type: none"> Aimee sent out the Budget update yesterday for review. We still have a lot of money to spend this fiscal year. Need to be sure to spend the carryover funding by the end of June, 2021. Some funds can be moved around without approval from OPHEC (no more than 25%) of a budget item to cover expenses as needed, particularly the Site Manager support for WING testing. We have expended all of the Ebola Grant funds. The COVID funding will need to be spent by the end of June, 2021. Discussion regarding Scholarships. We have money budgeted for this, however, very few training opportunities are happening at this time, and none in person. Reminder, the mileage reimbursement rate has been changed from the Federal rate to the State rate (\$.51/mile). We have been asked about providing scholarship money for certifications or renewals. The intention for these funds is continuing education and supplemental training, not initial training, certifications, or renewals. Aimee will work on language to make this clearer on the scholarship application. Will share for review.
Advisory Group Updates	<ul style="list-style-type: none"> No meeting in December.
Old Business	<p>WING Testing Sites –</p> <ul style="list-style-type: none"> Numbers continue to be low across the state, which is concerning regarding providing an accurate picture of what is happening throughout the state with the disease. <p>Vaccination</p> <ul style="list-style-type: none"> Rob provided an update on how vaccine rollout is going through the HUB in the Region. So far, going smoothly.

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> • DHS is working to organize mobile vaccination teams. The team at DHS that has coordinated the WING testing sites will now be helping with this process. More to come. <p>Work Plan for BP 2 20-21</p> <ul style="list-style-type: none"> • Redundant Communication Drill completed at the end of December. • HVA Review Proposed Date: January 26, 1000-1100 – Aimee will send out HVA next week for review and everyone will be invited to a meeting on the 26th to discuss. RTAC meeting is that afternoon, but shouldn't conflict. <p>eICS rollout and Work plan updates to align with eICS</p> <ul style="list-style-type: none"> • Brian Kaczmariski is taking the lead on this and will be meeting with Bob Lindberg and Aimee. More to come...
New Business	<p>CAT Tool Capability Planning Guides</p> <p>Vistelar Training</p> <ul style="list-style-type: none"> • Non-Escalation and De-Escalation Training in early February. Only 60 seats for 8-hour training done over the course of two days. Aimee will be pushing out training information to hospital and clinics and public health. <p>Work Plan and Budget for BP 3 due January 29, 2021.</p> <ul style="list-style-type: none"> • State has not sent out templates yet. We are in a 5-year cooperative agreement, so the requirements for Budget Period 3 will be added to the work plan template. <p>WISCOM radio rollout update – Tabled.</p>
Adjournment Next Meeting	<p>Motion to adjourn at 0845 by Randy, seconded by Natasha. Motion approved.</p> <p>Next regularly scheduled Meeting will be February 5, 2020. 0800-0900 Teleconference. Stay Healthy!</p>
5. Prepared by:	Natasha Cardinal and Aimee Wollman Nesseth