



HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: May 7, 2021, 0730-0830	3. Incident Location: Teleconference
5. Attendees: Aimee Wollman Nesseth (Coordinator), Bob Lindberg (Cumberland Healthcare-Chair), Brittany Fry (WWPHRC-Vice-Chair), Robert Goodland (RTAC Coordinator), Randy Books (NW WEM Regional Manager), Natasha Cardinal (St. Croix County-Secretary), Wayne Street (Mayo Clinic Health System-Eau Claire), Candi McConnell (Water's Edge), Jon Schultz (Eau Claire Fire Rescue), Darren Van Blaricom (Health Partners Valley Hospitals: Amery, Hudson, Westfields), Sara Wartman (Bayfield County).		

TOPIC	DISCUSSION
Call to Order	Quorum was not reached until 0747 at which time the meeting was called to order 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 April were sent out prior to the meeting. Motion to approve the minutes by Randy Books, seconded by Natasha Cardinal. Motion approved. Minutes will be posted to our website.
Financial Update	<p>Approval of HERC Coordinator's (Aimee's) April Expenses</p> <ul style="list-style-type: none"> Limited travel this month. One trip to Madison to pick up face shields (overstock purchased by Dane County EM). These were free to us. Also arranged for shipment of a pallet of face shields based on responses from Skilled Nursing Facilities stating they could use them. No questions. Motion to approve expenses made by Natasha Cardinal. Seconded by Brittany Fry. Motion approved. <p>BP 2 Budget:</p> <ul style="list-style-type: none"> Have not received updated report for April. Have submitted for payment Quarter 1 medical advisor expenses. Have been reimbursing scholarships. <p>BP3 Grant Funding Opportunity Announcement:</p> <ul style="list-style-type: none"> BP3 funding did finally drop and the State Office of Preparedness and Emergency Health Care is working to get grant submitted with the tight deadlines. Each region will tentatively receive \$150k base funding and be able to carryover from current year. We will be carrying over a significant amount of money.
Advisory Group Updates	Aimee reported that there was discussion about the draft Budget Period 3 budget. More discussion about eICS, some challenges with Juvare moving to a new platform which is causing some issues with migrating users. Hope to have this resolved soon. Aimee, Brittany and Bob will attend administrator level training with Brian in a couple of weeks. Aimee will share the written reports with these minutes for Board review. Kim Cox has retired (Aimee's boss). Interviews were conducted and waiting to hear on acceptance. State is still working to fill PHEP Manager position.
Old Business	<p>COVID-19 Updates/Concerns/Challenges</p> <ul style="list-style-type: none"> We have the two Counties with the highest case activities. Prom activities producing high counts in students. WING testing sites will likely be wrapping up and not renewing at the end of May due to low turnout. <p>Burn Surge Annex:</p>

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	<ul style="list-style-type: none"> Aimee reviewed some of the changes suggested by Board Members. Do we want language in the plan about getting the patient to a Level 1 or Level 2 trauma center if possible? Wayne will help Aimee work on language. Discussion about Activation of Regional Annex and State BMCI plan. Need language that is very clear on specific person/entity to make this call so there is no overlap and doesn't get missed. <p>RTAC Fiscal Agent Situation:</p> <ul style="list-style-type: none"> Aimee spoke with our insurance company and accountant. If for some reason the RTAC got sued the HERC would be on the hook. This was a concern. We will need to get general liability insurance if we are going to do this. If we purchase this policy (roughly \$1k/year) then this would likely come from RTAC budget. <p>Questions raised: How much oversight do we need to do as fiscal agent to be sure RTAC is spending within guidance. RTACs have general purchase revenue and can purchase specific items that the HERC cannot. No expenses have ever been denied at the RTAC level to Wayne's knowledge. Suggestion that Aimee and Rob meet with Kevin O'Leary to go over all expectations of the fiscal agent.</p> <p>Vistelar Training:</p> <ul style="list-style-type: none"> Will be fall at the earliest. Based on survey most seemed interested in the training but not until later this year. Decision tabled for now. <p>COAD/VOAD Project Manager Applications:</p> <ul style="list-style-type: none"> HERC applied for this \$30k grant for now through September, with guarantee for second year. We are hiring up to 3 project managers to help carry out grant functions. We received 3 applicants: Jan Victorson (Bayfield County), Ruthe Batulis (Washburn County), and Steve Bethke (Sawyer County). Discussion regarding plan of work. Currently, we have a scope of work that comes directly from the grant. This is very much driven from the state office. They will be working with a variety of partners and agencies and involved in several activities, exercises and trainings. Each person would cover approximately 3-4 counties. Motion to offer contracts to these three applicants by Randy Books, seconded by Brittany. Motion approved.
New Business	<ul style="list-style-type: none"> Aimee will be on vacation May 22-29. Bob and Brittany will be available for coverage. In person meetings: waiting for guidance from State. Hearing different messages from different people.
Adjournment Next Meeting	<p>Motion to adjourn at 0829. Motion approved.</p> <p>Next Meeting will be June 4, 2021. 0730-0830, Teleconference. Stay Healthy!</p>
5. Prepared by:	Natasha Cardinal and Aimee Wollman Nesseth