

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHCC Board of Directors	2. Operational Period: January 5, 2018 0800-0900	3. Incident Location: Adobe Connect/Teleconference
5. Attendees: Aimee Wollman Nesseth (Coordinator), Dave Salter (Chair, Hospital-MCHS-Eau Claire), Rob Goodland (RTAC Coordinator), Dr. Krantz (NWWIHCC Medical Advisor), Brian Kaczmariski (Vice Chair-PH, Polk County), Patricia Subera (Tribal-LCO), Bob Lindberg (Hospital-Cumberland Healthcare), Randy Books (WEM), Wayne Street (Trauma-MCHS-Eau Claire), Jon Schultz (EMS-Eau Claire Fire Rescue, Michelle Seitz (OPEHC-HPP Program Manager).		

TOPIC	DISCUSSION
Call to Order	Meeting called to order at 0810 by Dave Salter, Adobe Connect was running as was a teleconference line.
Review of Minutes	The minutes from the December meeting had been distributed previously. No questions or comments. Randy moved to accept the minutes. Bob seconded the motion. The motion was approved.
Financial Update	<p>Budget Period 1 through November, 2017.</p> <ul style="list-style-type: none"> Only significant expenses were reimbursements for three people's attendance at the National HCC Conference. No other questions. Aimee did share that she has awarded about 20 scholarships of the 80 available. <p>Approval of HCC Coordinator's December Expenses</p> <ul style="list-style-type: none"> No questions asked. It was a slower travel month due to the holidays. Bob made a motion to accept the Budget Period 1 report and the HCC Coordinator's December Expenses as shared. Dr. Krantz seconded the motion. Motion approved.
RTAC Updates	<ul style="list-style-type: none"> Rob attended the STAC meeting in early December including Stop the Bleed Trainer Training. Rob attempted to get to Anniston, along with Erica Kamish. This was the date of the Atlanta airport power outage. They were rerouted to St. Louis and ended up flying back to MSP the same date. Has attended several EMS Council meetings in the past month.
Medical Advisors	<ul style="list-style-type: none"> Dr. Krantz did attend Anniston in early December. He thought training was good, however, he was in the Medical Director track and would have preferred the Health Care Leadership Track. There was snow also in AL and GA the week he was there. Pediatric MCI Kits: Aimee stated that we are waiting on some back ordered items from Bound Tree, but are close to being able to complete this project.
Old Business:	<p>Board Member Elections</p> <p>We are coming up on year 3 – Board Elections</p> <ul style="list-style-type: none"> Term of office is 2 years – July 1-June 30 Aimee sent out email asking for volunteers to extend their terms in order to stagger the potential turnover of the Board. Patty, Wayne and Bob all agreed to extend. Therefore the Board looks as follows: <ul style="list-style-type: none"> Hospital – Dave Salter (18) Public Health – Brian Kaczmariski (19) Hospital – Bob Lindberg (19)

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> ▪ EMS – Jon Schultz (18) ▪ Emergency Management – Randy Books (18) ▪ Trauma – Wayne Street (19) ▪ Long-Term Care – Jennifer Augustine (18) ▪ At Large – Patty Subera (19) ▪ At Large – Natasha Cardinal (19) <p>For those whose term is up in 2018, you may be elected to a consecutive term. Please consider if you plan to do this.</p>
New Business	<p>Coalition Assessment Tool (CAT) Surveys</p> <ul style="list-style-type: none"> • Thank you to all who completed some, if not all, of the surveys. This information will be used to complete the Coalition Assessment Tool (CAT). • Aimee showed the Board the on line CAT tool and how the survey information will be entered. • This is a tool that will be completed every year of the 5 year Cooperative Agreement. Therefore, some items are “in progress” and others have not been started. The goal is to show progress over the course of the 5 years with completion of projects such as the “Preparedness Plan” and “Response Plan”. • Aimee will complete a draft copy of the form and send out to the Board for review. The deadline for submission is the end of January. The State will be comparing each region’s draft forms and will be entering the final data by the end of the month.
Other Business	<p>Birkie</p> <ul style="list-style-type: none"> • Dave asked if the HCC has been in conversation with the Birkie about our involvement again this year. There is a new Director, Kristy Maki, and Aimee has been in contact with her. She plans to ask the Medical Branch if they would like to have Patient Tracking again this year. Randy shared that there will be many changes this year including the relocation of the Command Center. Aimee has expressed an interest in helping the organizers in any way. <p>Patient Tracking:</p> <ul style="list-style-type: none"> • Jon Schultz asked about the status of Patient Tracking throughout the State. Michelle answered that the state is in conversation with Intermedix and Image Trend about making sure any information in EM Track is integrated with Image Trend products and the WARDS system. There has not been much work on this since last summer, but the state is willing to pay the fee to allow this to happen. Michelle hopes to bring this forward as a priority this year. Jon, Rob, and Tom Boyer (Baldwin Ambulance) have all expressed interest in being involved in the subgroup working on this issue statewide. Dave reiterated that Region 1 has interest in moving this forward. Aimee will send Michelle the contact information for Jon, Rob, Tom, and Dave.
Adjournment Next Meeting	<p>Meeting ended at 0844</p> <p>Next Meeting will be February 2nd, 2018 from 9:00 am – 10:00 am through at the Mosaic Telecom Training Center.</p>
5. Prepared by : Aimee Wollman Nesseth	