



HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: May 1, 2020	3. Incident Location: Teleconference
5. Attendees: Aimee Wollman Nesselth (Coordinator), Brian Kaczmariski (Chair), Bob Lindberg (Vice Chair), Natasha Cardinal (Secretary), Candi McConnell, Brittany Fry, Mark Manning, Wayne Street, Mark Manning, Rob Goodland (RTAC), Jon Schultz.		

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0803 by Brian Kaczmariski.
Additions to the Agenda and Announcements	None
Review of Minutes	The minutes from the April meeting had been distributed previously. No questions or comments. Mark made a motion to accept the minutes as printed. Natasha seconded the motion. The motion was approved.
Financial Update	<p>Approval of HERC Coordinator's (Aimee's) April Expenses Aimee did not travel in April and had \$32 in reimbursement. Will hold over to May.</p> <p>Budget for Budget Period 1 (19-20)</p> <ul style="list-style-type: none"> • Will need to spend down carry over by end of June • We did pay out some scholarships that had been completed prior to March • Motion to approve the budget report made by Natasha and seconded by Mark. Motion approved. <p>Status of Funding Opportunity for BP20-21</p> <ul style="list-style-type: none"> • The deadline for the grant submission has been extended until the end of June, 2020. We are allowed to carryover up to \$102,000 into next year. We know we will be receiving some funding for COVID-19 response. We don't know what the base budget will be for next fiscal year yet.
Advisory Group Updates	<ul style="list-style-type: none"> • A teleconference meeting was held last night. • There have been some additional resignations within the Office of Preparedness and Emergency Health Care. Michelle Seitz's (Planner) last day is today. Ashley Bergeron (Section Unit Supervisor) submitted her resignation this week and will be done in the beginning of June. DHS staff is considered "essential" at this time and therefore are not impacted by the State hiring freeze. • There was discussion on how we need to start integrating our regular work back in with the COVID response
COVID-19 Preparedness and Response	<p>Situational Awareness: Aimee has been attending or hosting the following meetings:</p> <ul style="list-style-type: none"> • Hospital and Clinic Calls M,W,F 1100 – 3 days a week • Long Term Care/HHH, Weekly Wednesday, 1300 – one day a week • Participating in WWPHRC Calls • Listening in on SEOC Calls daily as able 1600 • Attending County Calls as able and invited (Barron, Chippewa, Eau Claire, Polk). • Pushing questions and concerns up to SEOC daily.

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> • HERC Huddles calls M,W,F • Attending DQA calls for Assisted Living T and Thurs. 1000 • Outreach to NE MN and Metro Healthcare Coalition Coordinators • Facilitating the Alternate Care Site Planning Work Group in Eau Claire County – Aimee will be putting together a draft plan/regionalize it for smaller site than what was put out with the Federal Toolkit. <p>Website:</p> <ul style="list-style-type: none"> • The Resources Page on the Website has been restructured to make things easier to find <p>What more do we need to do?</p> <ul style="list-style-type: none"> • Discussion on having a HERC Membership call to cover big picture stuff and work on moving into recovery. Consensus was to keep June 5th meeting for now with consideration for a shorter meeting. <p>SEOC</p> <ul style="list-style-type: none"> • There have been some concerns with understanding the organizational structure or the SEOC. The policy group has a lot of control of the response which hasn't followed the traditional ICS structure that we are familiar with. Discovering where the HERC falls within the organizational chart has been challenging. There are several political issues. Working with the National Guard has been very successful.
Old Business:	<p>Coalition Surge Test Exercise requirement has been waived for this fiscal year.</p> <ul style="list-style-type: none"> • Aimee is hoping Sacred Heart and Marshfield will be willing to play in this exercise next fiscal year. <p>YTD Regional Work Plan—ASPR has extended deadlines by 90 days.</p> <ul style="list-style-type: none"> • Most everything is due now at the end of September. New workplan starts in July. <p>Pediatric Annex work</p> <ul style="list-style-type: none"> • We will need to work on the pediatric annex. We do have a template to work with. We need to submit a draft by the end of June. There is a work group that Aimee will reach out to start working on draft. <p>On Call and Response Pay for HERC Coordinator</p> <ul style="list-style-type: none"> • Recommendation is for all HERC's to have Response Pay Contract with their Coordinators. There are only 2/7 that do not at this point. Aimee has a contract with the state of WI with a particular scope of work and specific workplan. We cannot expect a contracted worker to do work outside of particular workplan without additional rate/response pay. Conversation at regional levels is that this COVID response is above and beyond. There is no set recommendation as far as hours/dollar level. We might not be able to figure out the details right now, however, we are in support of response pay. In order for this to happen an additional scope of work needs to be written. Aimee will get samples from other coordinators and Brian will write up. Motion to Approve moving forward with contract/agreement with additional scope of work and response pay made by Bob. Seconded by Mark. Motion approved. Aimee expressed her gratitude for the support, not only financially.
New Business	<p>Ebola Funding Spending proposal</p> <ul style="list-style-type: none"> • Aimee would like to propose supporting the region as a whole to reach a minimum baseline for each hospital having 6 decon PAPRs with 24 unexpired filters. Questions were asked about how many would need to be purchased in order to bring our hospitals to this minimum. Aimee will gather that information and share with Board of Directors.

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> • Discussion about seeing what resources would be left after we reach those minimums for additional equipment. We need to spend soon. This spending is NOT intended to provide all of the equipment needed to get hospitals ready for a decon event. The expectation is hospitals will budget for this ongoing expense as it is a requirement to have this capability. <p>Dr. Krantz Medical Advisor Resignation from Mayo</p> <ul style="list-style-type: none"> • Dr. Krantz has retired from Mayo effective yesterday. Our contract for the Medical Advisor is with Mayo, therefore the contract is effectively void at this time. Dr. Krantz will continue to be a resource for us on a voluntary basis, until we have a discussion on finding a new clinical specialist. • Question: Would Dr. Krantz consider a private contract? He was not present on the meeting. We will have to ask this question. It is certainly an option.
<p>Adjournment Next Meeting</p>	<p>Motion to adjourn at 0848 by Bob, seconded by Mark. Motion approved. Next Meeting will be June 5, 2020. 0800. Teleconference. Stay Healthy!</p>
<p>5. Prepared by:</p>	<p>Natasha Cardinal and Aimee Wollman Nesseth</p>