

# HICS FORM 202: INCIDENT OBJECTIV



<b>1. Incident Name:</b> NWWIHERC Membership Meeting	<b>2. Operational Period:</b> April 6, 2018 1000-1200	<b>3. Incident Location:</b> Mosaic Telecom Training Room Cameron, WI
<p><b>5. Attendees:</b> Aimee Wollman Nesseth (Coordinator), Robert Goodland (RTAC Coordinator), Dr. Paul Krantz (Medical Advisor), David Salter (Chair, MCHS-Eau Claire), Brian Kaczmariski (Vice Chair- Polk County PH), Natasha Cardinal (Secretary, St. Croix County Emergency Management), Kyle Shafer (St. Croix County Public Health), Randy Books (WEM), Peter Potts-Shufelt (MCHS-Northland), Lacey Huset (MCHS-Northland), Amanda Potting (Osceola Medical Center and Osceola Ambulance), Jennifer Lenbom (Chippewa County Public Health), Andrea Williams (Essentia Health-Superior), Robb Paulson (Western WI Health), Nathan Thom (Mayo Clinic Medical Transport), Kirk Gunderson (Mayo Clinic Medical Transport), Kevin Thill (LifeLink III), Brenda Nacke (MCHS-Chippewa Valley), Melissa Miller (MCHS-Northland), Linda Maday (Western WI Health), Brittany Fry (WWPHRC), Mark Anderson (SHH and St. Joseph's), Patty Subera (Lac Courte Oreilles Tribal Health Clinic), Mark Manning (Lakeview Medical Center), Kelli Engen (Eau Claire City-County PH), Deanne Mullner (North Memorial Health Ambulance), Luke Simington (OakLeaf Surgical Hospital), Melissa Miller (MCHS-Barron), Heidi Stewart (Pepin County PH), Beth Wood (Barron County PH), Kathleen Shear (Tilden Volunteer Fire Department), Sara Wartman (Bayfield PH), Wayne Street (MCHS-Eau Claire), Gail Peterson (Polk County PH), Barbara Wickstrom (Hayward Memorial Hospital and Water's Edge Care Center), Nicole Nelson (Rusk County PH), Kim Pearson (Essentia Health-Superior), Jan Victorson (Bayfield County EM, Iron River EMS), Keith Kesler (Douglas County Emergency Management), Barb Jaderborg (Mayo Clinic Home Health and Hospice)</p> <p><b>On Phone/ Adobe Connect:</b> Tyler Esh (Eau Claire County Emergency Management), Bob Lindberg (Cumberland Health), Eileen Simak (Sawyer County Health and Human Services), John Kruk (WISCOM SME), Dan Johnson-Powers (River Falls Area Hospital), Nicki Gullickson (Amery EMS), Angela Jacobson (Chippewa Valley Hospital), Becky Grover (Indianhead Medical Center), Cindy Freeberg (Douglas County PH), Cyndi Zach (Ashland County PH), Erika Kurtz (Memorial Medical Center), Rachel Keenan (Spooner Health), Carol Buck (Washburn County EM).</p>		

TOPIC	DISCUSSION
<b>Call to Order</b>	Called to order by Dave Salter at 1004
<b>Welcome and introductions</b>	Introductions were completed.
<b>Minutes</b>	Minutes from previous meeting were sent prior to today's meeting for review. <ul style="list-style-type: none"> <li>• Call for changes/corrections. None heard. Motion made by Brian Kaczmariski and seconded by Bob Lindberg to approve the minutes as written. Motion approved.</li> </ul>
<b>Fiscal Report</b>	<b>Budget Report</b> <ul style="list-style-type: none"> <li>• \$7600 in scholarship funds have been paid out so far. There are only \$1500 remaining to be awarded in the \$20,000 scholarship funds.</li> <li>• Reminder this year we will be allowed to carry-over funds directly to our own Coalition. We have been able to keep what we did not spend.</li> <li>• Under One Roof Conference in Duluth is coming up               <ol style="list-style-type: none"> <li>a. We will have a booth at this conference</li> </ol> </li> </ul>

TOPIC	DISCUSSION
<b>Regional Update Real Events/Exercises/Training</b>	<ul style="list-style-type: none"> <li>• Chippewa County will hold an MCI tabletop drill later this month and do a walk through drill for Country Fest/Rock Concert</li> <li>• Active Shooter full scale in May 20 for Eau Claire County, contact Rob Goodland for more information.</li> <li>• UWEC– Nursing Program has invited Tyler Esh and Kelli Engen to do a table top with program on incident command</li> <li>• North Air Care – Spring Event training in Siren WI</li> <li>• LCO Tribal Health Clinic– childhood trauma workshop April 25 and April 27</li> <li>• Western Wisconsin just finished their HVA and is planning a table top exercise on May 8<sup>th</sup> to test surge plan</li> <li>• Hayward Hospital had (CMS) surveyor come in and audit hospital preparedness with elements of surge/hospital care/evacuation</li> <li>• ICS 300 in Eau Claire in August</li> <li>• ICS 400 in Pierce County</li> <li>• Please check the HCC calendar- it is updated with training and information almost daily</li> <li>• Eau Claire County Public Health Department is now accredited</li> <li>• Carol Buck – Washburn County Volunteer Reception Center training in Shell lake on April 24<sup>th</sup> and needs volunteers to play anytime from 10am – 11:30am at Methodist Church</li> <li>• Regional Symposium and Exercise <ul style="list-style-type: none"> <li>a. April 25<sup>th</sup> 2018 WITC Rice Lake</li> <li>b. 1000-1500</li> <li>c. Lunch provided</li> <li>d. Registration is online</li> <li>e. Guest Speaker – Angela Eastman from Washington County, EM MN</li> <li>f. Type 1 Hazardous Materials Team Eau Claire</li> </ul> </li> <li>• Bayfield County Public Health continued to meet locally for mitigation planning with LEPC and Emergency Management. They completed their HVA with community partners. They also facilitated a table top exercise with Northern Lights Home Health Care service staff. Completed mass vaccination clinics in 5 school districts in Bayfield Co.</li> </ul>
<b>RTAC</b>	<ul style="list-style-type: none"> <li>• Hospital trauma designation process continues.</li> <li>• Spending down BP1 funds <ul style="list-style-type: none"> <li>a. Last RTAC meeting was held on March 27.</li> <li>b. \$5,000 will be designated toward the ‘stop the bleed’ campaign.</li> </ul> </li> <li>• Full-scale active shooter exercise in Eau Claire, Sunday, May 20, 2018</li> <li>• Rob will be on vacation out of the country April 23-May 2, Wayne Street will be providing back up support.</li> <li>• Rob did reapply for his job as was required of all RTAC and HERC Coordinators</li> </ul>

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<b>Medical Advisor</b>	<ul style="list-style-type: none"> <li>• DHS has sent an email to the Medical Advisors stating their contracts will not be renewed beginning July 1, 2018. They are allowing the Regions to make decisions about whether or not to offer a contract with the Medical Advisor. Board of Directors is aware of this and will be thinking about next steps.</li> <li>• Pediatric med-surge kits: everything has arrived. Will be putting them together in May for distribution.</li> </ul>
<b>Partner Updates</b>	<p><b>Western WI Public Health Readiness Consortium:</b></p> <ul style="list-style-type: none"> <li>• FAC training being developed in collaboration with NWWIHERC and DHS staff</li> <li>• Incorporating more trainings to build more knowledge-based capacity</li> </ul> <p><b>Emergency Management:</b></p> <ul style="list-style-type: none"> <li>• Dark Sky Exercise will be in May <ul style="list-style-type: none"> <li>a. 3 day event – blackout event (8-9 states involved)</li> <li>b. State EOC will open</li> <li>c. Our region will most likely not be involved.</li> </ul> </li> </ul> <p><b>Medical Reserve Corps:</b></p> <ul style="list-style-type: none"> <li>• Congratulations to Sawyer County MRC – <b>Outstanding New MRC Unit Award (national award)</b></li> <li>• Human trafficking training May 31<sup>st</sup> – flyer will be sent to Aimee and posted on the Calendar on the website.</li> <li>• St. Croix County MRC – held a VRC training in March with Aimee facilitating</li> <li>• Eau Claire County MRC- No updates. They have been focusing on getting the department accredited.</li> </ul>
<b>Old Business</b>	<p><b>Compliance Award:</b></p> <ul style="list-style-type: none"> <li>• Congratulations to HSHS Sacred Heart for 100% compliance on EM Resource Bed Counts</li> <li>• Congratulations to OakLeaf Surgical Hospital for 100% compliance on MCI Bed Counts</li> <li>• Overall Summary Bed Counts: <ul style="list-style-type: none"> <li>a. Feb 22 – 60%</li> <li>b. March 9- 72%</li> <li>c. March 20- 64%</li> </ul> </li> <li>• MCI Counts: <ul style="list-style-type: none"> <li>a. Feb 28- 32%</li> </ul> </li> <li>• Please let Aimee know if you would like to request additional training. She is more than willing to come help.</li> </ul> <p><b>WISCOM</b></p> <ul style="list-style-type: none"> <li>• Looking at getting Oak Leaf Surgical Center on-board</li> <li>• John Kruk is looking for times to come around to hospitals again to touch on programming again and make sure they are correct</li> <li>• John does not necessarily need to meet with anyone, just come into hospital and program</li> <li>• If people would be interested in Roll-Call Drills please let us know</li> </ul>

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	<ul style="list-style-type: none"> <li>a. Some would like to see attendance from hospital to know of who is participating</li> <li>b. Did a roll call drill from Region 3 in Green Bay using hand-held</li> <li>c. John is working on doing some video and online training</li> </ul> <ul style="list-style-type: none"> <li>• End of March, John’s radio was in for repair, therefore no drills went out. Will Resume in April</li> </ul> <p><b>Office of Preparedness and Emergency Health Care (OPEHC) Updates:</b></p> <ul style="list-style-type: none"> <li>• DRAFT Budget has been shared with the Advisory Group. The projections for next year’s Regional Budget is: <ul style="list-style-type: none"> <li>a. \$102k carryover from Budget Period 1 (2017-2018)</li> <li>b. \$28k from Budget Period 1 Supplemental (2018-2019)</li> <li>c. Estimated Regional carryover = \$28K (2017-2018)</li> <li>d. Total of approximately: \$158,000</li> <li>e. Major focus of next year’s work will be achieving 501c3 status.</li> </ul> </li> </ul> <p><b>Hazard Vulnerability Assessment</b></p> <ul style="list-style-type: none"> <li>• HVA top 10 Hazards shared</li> <li>• Completed HVA will go on website under “resources” and Aimee will send out to everyone as well.</li> </ul>
<b>New Business</b>	<p><b>Regional Preparedness Plan</b></p> <ul style="list-style-type: none"> <li>• Grant requirement BP1</li> <li>• Template provided by ASPR</li> <li>• HERC Coordinators worked on draft and will be shared and used in all regions</li> <li>• Intended to be reviewed annually</li> <li>• Due by June 30, 2018</li> <li>• Aimee has shared a draft with the Board of Directors. Will be setting up another time to meet to discuss in more depth.</li> </ul> <p><b>Annual NWWIHERC Conference and Meeting</b></p> <ul style="list-style-type: none"> <li>• Annual Conference will be June 5<sup>th</sup> from 5p-8p at WITC Rice Lake <ul style="list-style-type: none"> <li>a. No charge and includes dinner</li> <li>b. Board Elections will take place at annual conference</li> <li>c. June 1<sup>st</sup> Membership Meeting will be cancelled in Cameron, and will take place at the annual conference instead</li> </ul> </li> </ul> <p><b>Discussion regarding Coalition Surge Test</b></p> <ul style="list-style-type: none"> <li>• There needs to be something in everyone’s plan to put out a WITRAC alert and a prompt to contact HCC Coordinator</li> <li>• Next year it will be done again and move from a big hospital to several smaller</li> </ul>

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> <li>• The After Action Report will be shared broadly within the Region.</li> </ul>
<b>Upcoming Training</b>	<ul style="list-style-type: none"> <li>• FAC training- Lake Hallie</li> <li>• Functional Assessment Support Team- Spooner</li> <li>• Under One Roof Conference – Duluth</li> <li>• Medical Management of CBRNE- New Richmond</li> <li>• On Camera PIO Training- Spooner and Eau Claire</li> </ul> <p><b>All trainings and information are on the <a href="http://www.nwwihcc.org">www.nwwihcc.org</a> website!</b></p>
<b>Adjourn</b>	Motion and second to adjourn. Meeting adjourned at 1200.
<b>Next Meetings:</b>	<ul style="list-style-type: none"> <li>• The June 1, Membership Meeting has been <b>Cancelled</b>. <b>All Business will take place at the June 5, 5-8 p.m. Annual Meeting.</b></li> </ul>
<b>5. Prepared by :</b> Natasha Cardinal and Aimee Wollman Nesseth	<b>6. Approved by (Joint Incident Command):</b>