

HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Membership Meeting	2. Operational Period: June 7, 2019 1000-1200	3. Incident Location: Mosaic Telecom Training Room Cameron, WI
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5. Attendees: Aimee Wollman Nesseth (Coordinator), Brian Kaczmarek (Chair, Polk County PH), Randy Books (WEM), Mark Manning (Marshfield Medical Center-Rice Lake, Lakeview Medical Center EMS), Bob Lindberg (Vice Chair, Cumberland Healthcare), Lacey Huset (MCHS-Northland), Nicole Nelson (Rusk County PH), Dave Salter (MCHS-Eau Claire), Brittany Fry (WWPHRC), Mark Anderson (SHH and St. Joseph's), Heidi Stewart (Pepin County PH), Gary Fox (North Lakes Community Clinic), Raquel Shinee (MMC-Eau Claire), Robert Goodland (RTAC Coordinator), Dr. Paul Krantz (Medical Advisor), Natasha Cardinal (St. Croix EM), Claudine McCarthy (DHS), Linda Maday (WW Health), Robb Pearson (WW Health), Melissa Miller (MCHS-Northland), Brenda Nacke (MCHS-Chippewa Valley), Richard Haider (Osceola Medical Center), Jennifer Lenbom (Chippewa PH), Cheri Nickell (Washburn PH), Erika Kurtz (Memorial Medical Center), Bree Plessel (North Memorial Health Air Care), Kevin Thill (LifeLink III), Kathy Ronchi (Douglas County PH), Candi McConnell (Hayward Area Medical Center/Water's Edge), Rob DeVau (Salamander Technologies), Robyn Watt (St. Croix Regional Medical Center), Andrea Olson (St. Croix Regional Medical Center), Angela Jacobson (Advent Health, Durand), Bethany Stevens (Marshfield Medical Center-Ladysmith), Luke Simington (OakLeaf Surgical Hospital), Julie McCallum (Sawyer County PH).

Adobe Connect: Liz Szot (Ashland County PH), Dan Johnson-Powers (River Falls Area Hospital), Annie Riedell (Spooner Health), Becki Nelles (Bayfield County PH), Barb Jaderborg (MCHS HHH), Jennifer, John Kruk (WISCOM SME), Pat Sanchez (Sawyer County EM).

TOPIC	DISCUSSION
Call to Order	Called to order by Brian Kaczmarek at 1000
Additions to the Agenda	Need to add WISCOM Report. Motion to approve the agenda. Motion approved.
Welcome and introductions	Introductions were completed.
Minutes	Minutes from previous meeting were presented and reviewed at today's meeting. Call for changes/corrections. No changes or additions. Motion made to approve the minutes. Motion was approved.
Fiscal Report	<p>Budget Report</p> <ul style="list-style-type: none"> No changes to the Budget report from last month. Right on track to be spending our funds for the year. <p>Scholarships</p> <ul style="list-style-type: none"> Gave away around \$30k in scholarships this year (very successful) <p>Funding Opportunity Announcement for 2019-2020</p> <ul style="list-style-type: none"> Projected funding for 2019-2020 - \$102K base, plus \$70k carry-over funds from state, and approximately \$48k carry-over from Budget Period 1 Supplemental base Not a decrease Budget subcommittee has been formed and will be meeting soon

	<ul style="list-style-type: none"> Always recruiting ideas for projects. We would like some ideas for Hospital projects/training/equipment
RTAC Updates	<p>Stop the Bleed Campaign discussion on kits and training. Three training kits are available to borrow for local training. For more information please visit the website: www.wiherc.org</p> <p>Test the Vest – an event to help parents test the vests of children’s life jackets. Working on creating a “project in a box”.</p> <p>Anniston-Center for Domestic Preparedness (CDP) – Hospital drill/decontamination training and Healthcare Leadership Training HERC Members attended last month was absolutely amazing, spending a week training and exercising with the institute. Cost was free, and there are several other areas and topics of training offered with CDP. Strongly advise training with CDP if you ever get the opportunity.</p> <p>June 18th – EMS Linked in Solon Springs, WI. Join Life Link III for an evening of education presentation, landing zone training, and meal. Learn the signs and symptoms of stress and burnout in EMS & related fields as well as healthy resources and strategies of managing stress.</p>
Medical Advisor Updates	<p>Mayo and Aimee have already been discussing an extension of the Medical Advisor contract into the new Fiscal Year. Dr. Krantz is interested in continuing in this position “if we will have him”.</p>
Regional Updates and Partner Updates	<p>Discussion of several exercises throughout the region.</p> <p>WEM: Nothing to report.</p> <p>WWPHRC: Preparedness Conference next Monday and Tuesday.</p> <p>MRC: Julie McCallum highlighted activities going on with the Sawyer County MRC.</p> <p>WISCOM</p> <ul style="list-style-type: none"> Marshfield Medical Center-Eau Claire is up and running. Can EM’s go and talk on Healthcare Coalition Talk Group? – Yes, please contact John Kruk Drills: Started doing them once a week. Most participation they got was 92%, and the participation is dropping Please make sure your WISCOM radios are working Training – working on videos to distribute
WHEPP Advisory Board Updates	<p>WHEPP Advisory Board Report</p> <ul style="list-style-type: none"> Some discussion with coordinator interviews...recruiting for the Program Coordinator positions for Regions 3 (Green Bay area) and 7 (Milwaukee area).

	<ul style="list-style-type: none"> • Coordinator kick off retreat in June (27th) that will focus on strengths and weaknesses in each region and look at different sub-grouping/topics for the State. • Patient Tracking Resource – Rob Goodland and Jennifer Behnke (Region 5 Program Coordinator) have been working on this project. Looking at the ability to track patients from the field to final destination. We already have the resource, but looking to form a subcommittee with hospital and EMS representation. There was a presentation presented to the Advisory Board. EMS Board on Tuesday. • Budget Discussion – seeking a budget right around \$220k, which seems to satisfy our needs in our region. This is an increase from last year. • Where are we at with organizational structure/incorporation discussion? <ul style="list-style-type: none"> ▪ It does not appear that this is going to come together from a unified state perspective. Likely, each region should focus on taking care of ourselves at this time. Legal fees to get through an incorporation is estimated at \$5-8k ▪ Regions 6 and 7 are incorporated and 3 and 4 are well within the process ▪ This will need to be on the agenda for the next meeting ▪ At this time we are not allowed to use grant funding for legal fees. We will need to get creative with how we will come up with the funding to support this structure.
<p>Old Business</p>	<p>Regional Response Plan was sent out to the Membership for review. Some at State OPHEC also reviewed.</p> <ul style="list-style-type: none"> • Suggested State DHS be included in plan • Plan is ready to go • Not required to have signatures of every organization, however, next year we will need to figure out a mechanism to get signatures from all organizations. <p>Regional Preparedness Plan</p> <ul style="list-style-type: none"> • Was sent out to the Board for review. No changes. <p>Training and Exercise Plan for 2019-2020</p> <ul style="list-style-type: none"> • Required to have training/exercise plan put together within 30 days of grant execution for the next fiscal year

- This will be an opportunity to incorporate several new exercise opportunities and agency involvement

New Business

CST AAR Review (Please see AAR for breakdown of all strengths/areas of improvement and breakdown of performance measures)

- Recommendations include:
 - Issues around EM Resource (WI Trac) system – there is no existing protocol to regularly update bed availability and/or to demonstrate when previously available beds have been committed. There are different templates available to use
 - Had to asterisk executive participation (health officer, COO, EM, Managers)
 - The people who come to the table are not always executive participation, which is not always realistic.
- State will not be hiring a contractor next year for the CST
 - We will need to decide next year if we would like to do internally, or have someone from within our own expertise
 - Propose putting together an exercise design team

Proposed Meeting Schedule

- Discussion of meeting schedule for upcoming budget period which was approved by the Board.

Plan to develop of Work Groups for Work Plan 2019-2020

- Engages membership, grow membership, and allow for leadership roles within the HERC

Election of Board of Directors

- Brian presented the ballot and asked for additional nominations. No additional nominations were received.
- Membership completed a paper ballot. Results: **Long Term Care:** Candi McConnell, **Public Health:** Brian Kaczmariski, **Trauma:** Wayne Street, **Hospital:** Bob Lindberg,

At Large: Natasha Cardinal and Brittany Fry were re-elected to their positions. Thank you to Paul Eaton for showing interest in this position.

Upcoming Work Plan	Claudine McCarthy presented an overview of the upcoming Regional Work Plan for the Budget Period 19-20.
Upcoming Training	<ul style="list-style-type: none"> • Public Health Preparedness Conference – June 10th – 11th • Disaster preparedness for Hospital and Healthcare Organizations within Community Infrastructure: June 24th – 25th <p>This is in DANGER of CANCELLATION – we need 30 students and currently have 10. UPDATE: Class is being held. All trainings and information are on the www.wiherc.org website!</p>
Adjourn	Motion and second to adjourn. Meeting adjourned at 1154.
Next Meetings:	August 2, 2019 , 1000-1200 at Mosaic Telecom Training Center, Cameron, WI. Training from Salamander Technologies! More information to come!
5. Prepared by : Natasha Cardinal and Aimee Wollman Nesseth	6. Approved by (Joint Incident Command):