

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: October 5, 2018 0900-1000	3. Incident Location: Mosaic Telecom Training Room, Cameron, WI
5. Attendees: Aimee Wollman Nesseth (Coordinator), Brian Kaczmarek (Chair), Bob Lindberg (Vice-Chair), Natasha Cardinal, (Secretary), Kyle Shafer, Barb Wickstrom, Randy Books, Rob Goodland (RTAC Coordinator), Phone: Jon Schultz, Dr. Paul Krantz (HERC Medical Advisor) Not able to attend: Mark Manning, Wayne Street		

TOPIC	DISCUSSION
Call to Order	Meeting called to order at 0910 by Chair Brian Kaczmarek
Review of Minutes	The minutes from the September meeting had been distributed previously. No questions or comments. Randy moved to accept the minutes. Barb seconded the motion. The motion was approved.
Financial Update	<p>Approval of HERC Coordinator's (Aimee's) September Expenses</p> <ul style="list-style-type: none"> Randy made a motion to accept the HERC Coordinator's September Expenses as shared. Barb seconded the motion. Motion approved. <p>Budget for Budget Period 1 Supplemental</p> <ul style="list-style-type: none"> Scholarships – We have \$30,000 designated for scholarships, and about \$10,000 has been claimed. Base and carryover has been budgeted out. We are always about a month behind with the fiscal report, but we have currently spent \$7,124.98
Old Business:	<p>Medical Advisor Position</p> <ul style="list-style-type: none"> Aimee communicated with Mayo this week to determine status of the contract. It is still under review. <p>Parati Workshop</p> <ul style="list-style-type: none"> October 16-17. This is a workshop about HERC sustainability and strategic planning. We have 7 people going from the NWWIHERC: Aimee, Rob, Dr. Krantz, Rich Schahczinski, Brandy Thimm, Andrea Williams, and Brittany Fry. We will report back to the rest of the Board. <p>Training Request Update</p> <ul style="list-style-type: none"> HICS for Leadership has been approved (and will be paid for in total by the State carryover funds). Scheduled on December 12 in Durand, the December 13 in Hayward. Still waiting to hear back from Svea at OPEHC regarding Business Continuity Planning Workshop and Social Media Exercise. <p>Teleconference Options</p> <ul style="list-style-type: none"> Aimee will be meeting with Mosaic Telecom IT personnel and CEO to determine what next steps will work best for continuing to meet in this space and still be able to hear on a phone conference. Hopefully will be resolved by December meeting.
New Business	<p>Advisory Group Meeting Dates</p> <ul style="list-style-type: none"> After January 1, the HERC Staff Meeting dates and WHEPP Advisory Group Meeting dates will be changing to the last Thursday of the month and the following Friday. This upcoming year, we will have two conflicts. Aimee proposes moving the February 1 Membership and Board of Director's meeting to February 8th. If necessary, will move the time of the March 1 BoD meeting to an hour or hour and a half later. Board thought it was appropriate to accommodate this change in schedule. <p>Fiscal Agent Fees</p>

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> • When the initial budget was created for this year, Aimee failed to include 10% of the new Ebola funds in the equation for the Fiscal Agent fees. Also, the question has now come up regarding the NWWI RTAC fiscal agent fees. In the past, the HERC has paid for these fees to free up more funds for Trauma Related training and projects. Discussion. Brian moved, and Randy seconded a motion for the HERC to continue to pay the fiscal agent fees for the RTAC. Motion approved. Aimee will notify The Helping Hands of this decision and will adjust the budget numbers. <p>Opioid Preparedness and Prevention Mini-Grant Opportunity</p> <ul style="list-style-type: none"> • The OPEHC has applied for and been award a grant to support LPHD, HERCs and RTACs at up to \$20,000 per agency to create programs or projects to help meet gaps in the current Opioid awareness and response. Aimee held a brain storming conversation with several Public Health personnel and a representative of the Arbor House in Menomonie to think of possible projects. Aimee will work closely with Rob and Brittany if the Board decides to move ahead with this application. Bob moved and Randy seconded a motion to pursue one of these grants for the HERC and behalf of other agencies if they do not plan to apply by themselves. The hope is to collaborate as much as possible for a regional approach. Motion approved. <p>Regional Projects:</p> <ul style="list-style-type: none"> • Aimee shared that some HERC’s purchase preparedness items that can be shared as give-aways at meetings such as weather radios, etc. Dr. Krantz asked about a project coming out of the Chippewa/Eau Claire area regarding EMS radios. The recent evacuation of the Nursing Home in Whitehall raised the idea of purchasing slings for use in the evacuation for each Nursing home. No decisions made at this meeting. <p>Next WHEPP Advisory Group Meeting in the Wisconsin Dells is November 16, 2018.</p>
<p>Adjournment Next Meeting</p>	<p>Motion to adjourn by Bob at 0955. Barb seconded the motion. Motion approved. Next Meeting will be November 2, from 9:00 am – 10:00 am, Teleconference.</p>
<p>5. Prepared by : Aimee Wollman Nesseth</p>	